

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, October 30, 2024
6:00 PM

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.

John Amedee
CHAIRMAN
Carl Harding
VICE-CHAIRMAN
DISTRICT 1
 Brien Pledger
DISTRICT 2
 Carl Harding
DISTRICT 3
 Clayton Voisin, Jr.
DISTRICT 4
 John Amedee

Tammy E. Triggs,
COUNCIL CLERK
DISTRICT 5
 Kevin Champagne
DISTRICT 6
 Clyde Hammer
DISTRICT 7
 Daniel Babin
DISTRICT 8
 Kim Chauvin
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 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

APPROVE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON SEPTEMBER 25, 2024.

DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON OCTOBER 16, 2024.

DISTRIBUTE MINUTES OF THE SPECIAL SESSION CONDEMNATION HEARING HELD ON OCTOBER 29, 2024.

APPROVE ACCOUNTS PAYABLE BILL LISTS FOR 10/21/2024 & 10/28/2024.

APPROVE MANUAL CHECK LISTING FOR SEPTEMBER 2024.

1. GENERAL BUSINESS:

- A. In Memory of Donald P. "Don" Schwab, Sr.
- B. Updated EPA regulations from Consolidated Waterwork District No. 1 General Manager Michael Sobert.
- C. **RESOLUTION:** Concurring with a resolution ordering and calling a Special Election to be held in March 2025, in the Bayou Blue Fire Protection District of the Parishes of Terrebonne and Lafourche, State of Louisiana, to authorize the renewal and levy of a Special Tax therein, making application to the State Bond Commission in connection therewith and providing for other matters in connection therewith.

2. PUBLIC WISHING TO ADDRESS THE COUNCIL:

- A. (In accordance with *Sec. 2-07 (e)* of the Terrebonne Parish Home Rule Charter, the public will be heard and can speak for three (3) minutes on any matter related to parish government without discussion or questions and answers on non-agenda items).

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

- A. An ordinance declaring a Generac Generator without transfer switch from the Utilities Department having a value of \$5,000.00 as surplus and authorizing said item to be disposed of by any legally approved methods.
 - 1. Consider the adoption of the ordinance.**
- B. An ordinance to amend the 2024 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. Animal Shelter HVAC, \$43,752
 - II. Utility Fund, \$381,000
 - III. Houma Police Department, \$3,458
 - IV. Section 8 Housing Voucher Program, \$674,181
 - V. Houma Police Department, \$895
 - VI. Brady Road Bridge Replacement, \$375,000
 - VII. Bayou Terrebonne Clear/Snag Project, \$600,000
 - VIII. American Rescue Plan, \$2,854,058
 - IX. Emergency Preparedness Department-EMPG, \$17,500
 - 1. Consider the adoption of the ordinance.**
- C. 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.
 - 1. Consider the adoption of the ordinance.**
- D. An ordinance to Authorize the Parish President to Execute on Behalf of Terrebonne Parish Consolidated Government (TPCG) a Lease of Commercial Space between TPCG and Terrebonne Children's Advocacy Center to Lease Space in the TPCG-Owned Building at 7910 Main Street, Houma, LA 70360.
 - 1. Consider the adoption of the ordinance.**
- E. An ordinance Authorize the Parish President to Enter Into An Amendment No. 1 to the 1997 Intergovernmental Agreement, Lease, and Sub-Lease with Recreation District No. 11 to Remove the Adult Softball Complex from the Agreement and Return Care, Custody, and Control of the Adult Softball Complex to Terrebonne Parish Consolidated Government.

1. Consider the adoption of the ordinance.

- F.** An ordinance to Amend, Rescind, and Enact Certain Sections Chapter 14, Nuisance Abatement, of the Terrebonne Parish Code of Ordinances to Provide for Alternative Methods of Notice Violations; to Eliminate Violations for Excessive Noises; to Facilitate Efficient Processing of Fees; to Establish a Protocol for Cancelling Nuisance Liens; to Establish a Warning Period for Nuisance Actions; to Stack Violations for Multiple Offenses on One or More Properties Owned by Similar Owners; to Standardize Judicial Review of Violation proceedings; to Prohibit Persons in Violation of the Nuisance Code from Bidding on Parish-Owned Adjudicated or Surplus Immovable Property; and to Provide for Related Matters.

1. Consider the adoption of the ordinance.

- G.** An ordinance to Amend Article V, Chapter 21, of the Terrebonne Parish Code, Section 21-87 to Add Provisions for the Removal of Recreation District Board Members; to Amend Sections 21-93 and 21-94 to Require the Repair of Unsafe Equipment or Premises, to Require Compliance with the Policies and Procedures Manual, and to Authorize TPCG to Take Certain Action if the Recreation District Fails to Act; to Adopt Section 21-99 to Create the Recreation Advisory Committee; and to Amend Section 21-97 to Establish Deadlines for the Adoption of District and Comprehensive Master Plans; and Provide for Other Matters.

1. Consider the adoption of the ordinance.

- H.** An ordinance to Restructure Chapter 12, of the Terrebonne Parish Code and to Enact Regulations for the Construction of Borrow Pits, Ponds, and Dirt Mounds and to Provide for Related Matters.

1. Consider the adoption of the ordinance.

- I.** The Proposed 2025 Parish Budget and Five-Year Capital Outlay Budget.

1. Continue the public hearing to the November 6, 2024, meeting.

3. COMMITTEE REPORTS:

- A.** Community, Development and Planning, 10/28/24*
B. Public Services Committee, 10/28/24*
C. Policy, Procedure and Legal Committee, 10/28/24
D. Budget and Finance Committee, 10/28/24*
(Ratification of minutes calls public hearing on Wednesday, November 20, 2024, at 6:30 p.m.)

4. STREET LIGHTS:

- A.** Lights installations, removals and/or activations.

5. APPOINTMENTS TO VARIOUS BOARDS, COMMITTEES AND COMMISSIONS:

- A. Library Board of Control:** Three (3) expiring terms on 11-14-24. Ms. Karen Schilling expresses her interest in being reappointed. Ms. Rosa C. Pitre expresses her interest in being reappointed. Ms. Ann Y. Robichaux submits application and resume for consideration. Ms. Mariah Christie submits application and resume for consideration. Ms. Kristy Yillik submits application and resume for consideration. Ms. Sheila Ledet submits application and resume for consideration. Mr. Paul Labat submits application for consideration.
- B. Coastal Zone Management and Restoration:** Three (3) expiring terms on 10-31-24 (One (1) representing Marine Navigation, one (1) representing the Oil Industry and one (1) representing Flood Concerns appointed by the Parish President) Mr. Mickey Thomas, representing Marine Navigation, expresses his interest in being reappointed. Mr. Jan Rogers, representing the Oil Industry, expresses his interest in being reappointed. Mr. Benji C. Poiencot, representing the Oil Industry, submits application and resume for consideration.
- C. CHILDREN AND YOUTH SERVICES BOARD:** Two expiring terms on 11-16-24 (Each representing the following: Faith Based Organization and Terrebonne Parish Juvenile Justice Detention Center and three (3) expired terms. (Each representing one of the following: Bayou Area Children Foundation, Gulf Coast Teaching and Family Services, and Houma Police Department). Ms. Brandy

Lirette, representing Gulf Coast Teaching and Family Services, submits application and resume for consideration. Mr. Joseph Harris expresses his interest in being reappointed.

- D. HOUMAAREA CONVENTION AND VISITORS' BUREAU:** One (1) expiring term on 12-31-24. (Representing a Civic Non-Profit Organization) Mr. William B. Bisland, Sr. expresses his interest in being reappointed.

6. STAFF REPORTS:

- A.** Parish President Jason W. Bergeron is requesting ratification of his recommendations of Mr. Jeff DeBlieux to the Coastal Zone Management Board.

7. VACANCIES TO VARIOUS BOARDS, COMMITTEES AND COMMISSIONS:

- A. RECREATION DISTRICT NO. 2,3 BOARD:** One (1) expired term.
COTEAU FIRE PROTECTION DISTRICT BOARD: One (1) expired term.
CHILDREN AND YOUTH SERVICES BOARD: One (1) expiring terms on 11-16-24 (Representing a Faith Based Organization and two (2) expired terms (Each representing one of the following: Bayou Area Children Foundation and Houma Police Department).
DOWNTOWN DEVELOPMENT CORPORATION: Three (3) expiring on 11-01-24 (Each representing one of the following: Two (2) representing the Council and one (1) representing the Chamber of Commerce and three (3) expired terms (Each representing the following entities: One (1) representing the Parish Council, one (1) representing the Historical Society and one (1) representing Downtown Merchants.
MUNICIPAL CIVIL SERVICE BOARD: One (1) expired term. (Representing the Council) and one (1) vacancy due to a resignation. (Representing the Council – Nominated by Nicholls State University)
TERREBONNE PARISH TREE BOARD: One (1) expired term and one (1) vacancy due to a resignation.
VETERANS MEMORIAL DISTRICT BOARD: One (1) vacancy due to resignation representing the Parish President South of the Intracoastal.
T.E.D.A.: One (1) expired terms. (Representing the Terrebonne Parish Council).
BOARD OF ADJUSTMENTS: One expired term.
PLANNING COMMISSION: Two (2) expiring terms on 11-29-24.

8. ANNOUNCEMENTS:

- A.** Parish President
B. Council Members

9. ADJOURN

Category Number:
Item Number:



Wednesday, October 30, 2024

Item Title:

INVOCATION

Item Summary:

INVOCATION

Category Number:
Item Number:



Wednesday, October 30, 2024

Item Title:

PLEDGE OF ALLEGIANCE

Item Summary:

PLEDGE OF ALLEGIANCE

Category Number:
Item Number:



Wednesday, October 30, 2024

Item Title:

APPROVE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON SEPTEMBER 25, 2024

Item Summary:

APPROVE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON SEPTEMBER 25, 2024.

Category Number:
Item Number:



Wednesday, October 30, 2024

Item Title:

DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON OCTOBER 16, 2024

Item Summary:

DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON OCTOBER 16, 2024.

Category Number:
Item Number:



Wednesday, October 30, 2024

Item Title:

DISTRIBUTE MINUTES OF THE SPECIAL SESSION CONDEMNATION HEARING HELD ON OCTOBER 29, 2024

Item Summary:

DISTRIBUTE MINUTES OF THE SPECIAL SESSION CONDEMNATION HEARING HELD ON OCTOBER 29, 2024.

Category Number:
Item Number:



Wednesday, October 30, 2024

Item Title:

Accounts Payable Bill Lists for 10/21/2024 & 10/28/2024

Item Summary:

APPROVE ACCOUNTS PAYABLE BILL LISTS FOR 10/21/2024 & 10/28/2024.

ATTACHMENTS:

Description

Upload Date

Type

Accounts Payable Bill Lists for 10/21/2024
& 10/28/2024

10/22/2024

Executive Summary



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
ACCOUNTS PAYABLE BILL LISTS FOR 10/21/2024 & 10/28/2024

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

October 22, 2024
 Date

Category Number:
Item Number:



Wednesday, October 30, 2024

Item Title:

Manual Check Listing-September 2024

Item Summary:

APPROVE MANUAL CHECK LISTING FOR SEPTEMBER 2024.

ATTACHMENTS:

Description

Manual Check Listing-September 2024

Upload Date

10/22/2024

Type

Executive Summary



I

EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

MANUAL CHECK LISTING-SEPTEMBER 2024

PROJECT SUMMARY (200 WORDS OR LESS)

TO PROVIDE THE COUNCIL A LIST OF THE MANUAL CHECK PAYMENTS MADE TO VENDORS FOR GOODS AND SERVICES.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

OPERATION OF GOVERNMENT

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

s/Kandace Mauldin, CFO

October 22, 2024

Signature

Date

Category Number: 1.
Item Number: A.



Wednesday, October 30, 2024

Item Title:

In Memory of Donald P. "Don" Schwab, Sr.

Item Summary:

In Memory of Donald P. "Don" Schwab, Sr.

ATTACHMENTS:

Description

In Memory of Don Schwab

Upload Date

10/25/2024

Type

Backup Material

Terrebonne Parish Consolidated Government

In Memory of Donald P. "Don" Schwab, Sr.

WHEREAS, Donald P. "Don" Schwab, Sr. was an extraordinary resident of Terrebonne Parish and former Parish President from 2004-2008 and steered the Parish after Hurricanes Katrina and Rita devastated our area; and

WHEREAS, Don had many accomplishments throughout his life beginning with an astonishing athletic career at Thibodaux High School that continued at Louisiana State University where he became the only fullback in LSU history to lead the SEC in rushing yards; and

WHEREAS, Don was known as "Coach" to many during his professional journey where he enjoyed teaching and coaching at the high school and college levels at schools in New Orleans, Baton Rouge, Gray, Houma, and Thibodaux before transitioning as the Director of Terrebonne Parish Recreation; and

WHEREAS, his career in public service expanded when he was elected Parish President then continued his years of service with the District Attorney's office working as a case manager in the Truancy Reduction Program; and

WHEREAS, Don, at his core, was a devoted husband and family man who spent as much time as he could uplifting and supporting his children and grandchildren, never missing events or activities. He was also a dear friend that offered a helping hand or listening ear whenever called upon; and

WHEREAS, he was a wealthy man by all standards measured by his impact on others and cherished by those who knew and loved him. He will be sorely missed and leaves behind a fond legacy; and

NOW, THEREFORE BE IT RESOLVED, by the Terrebonne Parish Council, on behalf of the Parish President, Jason W. Bergeron, and the entire Terrebonne Parish Consolidated Government, that we ***honor the life and legacy of Donald P. "Don" Schwab, Sr.*** for his acts of service shared with Terrebonne Parish and all of its residents.

Jason W. Bergeron
Terrebonne Parish President

John Amedee
Council Chairman





Wednesday, October 30, 2024

Item Title:

Updated EPA Regulations

Item Summary:

Updated EPA regulations from Consolidated Waterwork District No. 1 General Manager Michael Sobert.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	10/25/2024	Cover Memo
Speaker Card	10/25/2024	Cover Memo



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Updated EPA Regulations

PROJECT SUMMARY (200 WORDS OR LESS)
Updated EPA regulations from Consolidated Waterwork District No. 1 General Manager Michael Sobert.

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)									
<u>PARISHWIDE</u>	1	2	3	4	5	6	7	8	9

<i>John Amedée</i>	10/18/24
Signature	Date

SPEAKER CARD

Please complete this card and turn in to **COUNCIL CHAIRPERSON** or **COUNCIL CLERK** prior to the start of the meeting.

If you wish to address the Council relative to:

Approval of Minutes

Approval of Accounts Payable Bill Lists

Approval of Manual Check Lists

Staff Reports

Item under "General Business"

Committee Reports

Other

Please note before submitting speaker card.

Name: Michael Sobert

Date: 10.14.24

Address, Affiliation, or Representation:

Waterworks General Manager

I wish to address the Council regarding:

Updated EPA Regulations



Wednesday, October 30, 2024

Item Title:

Bayou Blue Fire Protection District Board Election

Item Summary:

RESOLUTION: Concurring with a resolution ordering and calling a Special Election to be held in March 2025, in the Bayou Blue Fire Protection District of the Parishes of Terrebonne and Lafourche, State of Louisiana, to authorize the renewal and levy of a Special Tax therein, making application to the State Bond Commission in connection therewith and providing for other matters in connection therewith.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	10/18/2024	Cover Memo
Resolution	10/18/2024	Cover Memo
Exhibit A	10/18/2024	Cover Memo



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Bayou Blue Fire Protection District Board Election

PROJECT SUMMARY (200 WORDS OR LESS)
<p>RESOLUTION: Concurring with a resolution ordering and calling a Special Election to be held in the Bayou Blue Fire Protection District of the Parishes of Terrebonne and Lafourche, State of Louisiana, to authorize the renewal and levy of a Special Tax therein, making application to the State Bond Commission in connection therewith and providing for other matters in connection therewith.</p>

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)									
<u>PARISHWIDE</u>	1	2	3	4	5	6	7	8	9

<p><i>Council Clerk</i></p> <hr style="border: 0; border-top: 1px solid black;"/>	<p><i>10/18/24</i></p> <hr style="border: 0; border-top: 1px solid black;"/>
Signature	Date

**PARISH OF TERREBONNE
IN THE NAME AND BY THE AUTHORITY OF
THE TERREBONNE PARISH COUNCIL**

RESOLUTION NO. _____

A RESOLUTION CONCURRING WITH A RESOLUTION ORDERING AND CALLING A SPECIAL ELECTION TO BE HELD IN THE BAYOU BLUE FIRE PROTECTION DISTRICT OF THE PARISHES OF TERREBONNE AND LAFOURCHE, STATE OF LOUISIANA, TO AUTHORIZE THE RENEWAL AND LEVY OF A SPECIAL TAX THEREIN, MAKING APPLICATION TO THE STATE BOND COMMISSION IN CONNECTION THEREWITH AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, the Board of Commissioners of the Bayou Blue Fire Protection District of the Parishes of Terrebonne and Lafourche, State of Louisiana (the “**District**”) will adopt a resolution on November 13, 2024 calling an election to be held within the District on March 29, 2024 to authorize the renewal and levy of special taxes therein.

WHEREAS, the District has requested that this Council concur in said resolution.

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

SECTION 1. This Council does hereby approve, ratify and concur in that certain resolution of the Board of Commissioners of the Bayou Blue Fire Protection District of the Parishes of Terrebonne and Lafourche, State of Louisiana, to be adopted on **November 13, 2024**, attached hereto and made a part hereof as “**Exhibit A.**”

SECTION 2. This resolution shall become effective immediately upon its adoption.

The Resolution having come to a vote:

MEMBER	YEA	NAY	ABSENT	ABSTAIN
Amedée, John (Chairman)				
Babin, Daniel				
Champagne, Charles				
Chauvin, Kim				
Hamner, Clyde				
Harding, Carl (Vice-Charman)				
Pledger, Brien				
Trosclair, Steve				
Voisin, Jr., Clayton				

And the resolution was adopted on this, the **30TH** day of **October, 2024**.

**TERREBONNE PARISH COUNCIL
PARISH OF TERREBONNE, STATE OF LOUISIANA**

**TAMMY TRIGGS
COUNCIL CLERK**

STATE OF LOUISIANA

PARISH OF TERREBONNE

CERTIFICATE OF CLERK

I, the undersigned Clerk of the Terrebonne Parish Council (the “Governing Authority”) of the Parish of Terrebonne, State of Louisiana, do hereby certify that the foregoing document constitutes a true and correct copy of the proceedings taken by said Governing Authority on **October 30, 2024** concurring in the ordering and calling a special election to be held in the Bayou Blue Fire Protection District of the Parishes of Terrebonne and Lafourche, State of Louisiana; making application to the State Bond Commission for approval; and providing for other matters in connection therewith.

IN FAITH WHEREOF, witness my official signature and the impress of the official seal of the Terrebonne Parish Council, Parish of Terrebonne, State of Louisiana, on this, the ____ day of **October, 2024**.

TAMMY TRIGGS
COUNCIL CLERK

STATE OF LOUISIANA

PARISH OF TERREBONNE

CERTIFICATE OF CLERK

I, the undersigned Clerk of the Terrebonne Parish Council (the “Governing Authority”) of the Parish of Terrebonne, State of Louisiana, do hereby certify that the foregoing document constitutes a true and correct copy of the proceedings taken by said Governing Authority on **October 30, 2024** concurring in the ordering and calling a special election to be held in the Bayou Blue Fire Protection District of the Parishes of Terrebonne and Lafourche, State of Louisiana; making application to the State Bond Commission for approval; and providing for other matters in connection therewith.

IN FAITH WHEREOF, witness my official signature and the impress of the official seal of the Terrebonne Parish Council, Parish of Terrebonne, State of Louisiana, on this, the ____ day of **October, 2024**.

**TAMMY TRIGGS
COUNCIL CLERK**

STATE OF LOUISIANA

PARISH OF TERREBONNE

CERTIFICATE OF CLERK

I, the undersigned Clerk of the Terrebonne Parish Council (the “Governing Authority”) of the Parish of Terrebonne, State of Louisiana, do hereby certify that the foregoing document constitutes a true and correct copy of the proceedings taken by said Governing Authority on **October 30, 2024** concurring in the ordering and calling a special election to be held in the Bayou Blue Fire Protection District of the Parishes of Terrebonne and Lafourche, State of Louisiana; making application to the State Bond Commission for approval; and providing for other matters in connection therewith.

IN FAITH WHEREOF, witness my official signature and the impress of the official seal of the Terrebonne Parish Council, Parish of Terrebonne, State of Louisiana, on this, the ____ day of **October, 2024**.

**TAMMY TRIGGS
COUNCIL CLERK**

EXHIBIT "A"

The following resolution was offered by _____ and seconded by _____:

RESOLUTION NO. _____

A resolution ordering and calling a special election to be held in the Bayou Blue Fire Protection District of the Parishes of Terrebonne and Lafourche, State of Louisiana, to authorize the renewal of a levy of a special tax of twenty (20.00) mills on all property subject to taxation in the District for a period of ten (10) years therein, making application to the State Bond Commission in connection therewith and providing for other matters in connection therewith.

BE IT RESOLVED by the Board of Commissioners of Bayou Blue Fire Protection District of the Parishes of Terrebonne and Lafourche, State of Louisiana (the "**Governing Authority**"), acting as the governing authority of the Bayou Blue Fire Protection District of the Parishes of Terrebonne and Lafourche, State of Louisiana (the "**District**"), that:

SECTION 1. Election Call. Subject to the approval of the State Bond Commission, and under the authority conferred by Article VI, Sections 30 and 32 of the Constitution of the State of Louisiana of 1974, the applicable provisions of Chapter 5, Chapter 6-A and Chapter 6-B of the Louisiana Election Code, and other constitutional and statutory authority, a special election is hereby called and ordered to be held in the Parish on **SATURDAY, MARCH 29, 2025** between the hours of six o'clock (6:00) a.m., and eight o'clock (8:00) p.m., in accordance with the provisions of La. R.S. 18:541, and at the said election there shall be submitted to all registered voters qualified and entitled to vote at the said election under the Constitution and laws of this State and the Constitution of the United States, the following proposition, to-wit:

BAYOU BLUE FIRE PROTECTION DISTRICT PROPOSITION (AD VALOREM TAX RENEWAL)

Shall the Bayou Blue Fire Protection District of the Parishes of Terrebonne and Lafourche, State of Louisiana (the "District"), continue to levy and collect annually a special twenty (20) mills tax on all property subject to taxation within the District (an estimated \$1,115,964 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 2027 and ending with the year 2036, for the purpose of acquiring,

constructing, improving, maintaining and operating facilities and equipment to provide fire protection and emergency medical services and paying the costs of obtaining water for fire protection purposes, including fire hydrants rentals and service?

SECTION 2. Publication of Notice of Election. A Notice of Special Election shall be published in the *The Houma Courier*, a newspaper of general circulation within the District, published in Houma, Louisiana, and being the official journal of the District, once a week for four consecutive weeks, with the first publication to be made not less than forty-five (45) days nor more than ninety (90) days prior to the date fixed for the election, which Notice shall be substantially in the form attached hereto as Exhibit A and incorporated herein by reference the same as if it were set forth herein in full.

SECTION 3. Canvas. This Governing Authority shall meet at its regular meeting place, the Mamou Fire Station, Mamou, Louisiana on APRIL 9, 2025, at SIX O’CLOCK (6:00) P.M., and shall then and there in open and public session proceed to examine and canvass the returns and declare the results of the said election.

SECTION 4. Polling Places. The polling places set forth in the aforesaid Notice of Special Election are hereby designated as the polling places at which to hold the said election, and the Commissioners-in-Charge and Commissioners, respectively, will be the same persons as those designated in accordance with law.

SECTION 5. Election Commissioners; Voting Machines. The officers designated to serve as Commissioners-in-Charge and Commissioners pursuant to Section 4, or such substitutes as may be selected and designated in accordance with La. R.S. 18:1287, shall hold the said special election as herein provided, and shall make due returns of said election for the meeting of the Governing Authority to be held on **APRIL 9, 2025 at SIX O’CLOCK (6:00) P.M.**, as provided in Section 3 hereof. All registered voters in the Parish are entitled to vote at said special election and voting machines shall be used.

SECTION 6. Authorization of Officers. The Secretary-Treasurer of the Governing Authority is hereby empowered, authorized and directed to arrange for and to furnish to said election officers in ample time for the holding of said election, the necessary equipment, forms and other paraphernalia essential to the proper holding of said election and the Chairman or Secretary-Treasurer of the Governing

Authority are further authorized, empowered and directed to take any and all further action required by State and/or Federal law to arrange for the election..

SECTION 7. Furnishing Election Call to Election Officials. Certified copies of this Resolution shall be forwarded to the Secretary of State, the Clerks of Court and *Ex-Officio* Parish Custodians of Voting Machines, and the Registrars of Voters for the Parishes of Terrebonne and Lafourche, State of Louisiana, as notification of the special election called in order so that each may prepare for the election and perform their respective functions as required by law.

SECTION 8. Employment of Counsel. It is recognized, found and determined that a real necessity exists for the employment of Legal Counsel in connection with the election; accordingly, LAFLEUR & LABORDE, namely Eric LaFleur, Ville Platte, Lafayette, Baton Rouge and New Orleans is hereby employed as legal counsel to perform comprehensive, legal and coordinate professional work with respect to the election. Counsel shall (i) prepare and submit to the Governing Authority for adoption all proceedings incidental to the election; (ii) advise the Governing Authority with respect to the election; and (iii) in the event said election carries, to serve as Bond Counsel in connection with the funding of proceeds of the Tax into Bonds. The fee to be paid Bond Counsel shall be an amount equal or less than the Attorney General's then current Bond Counsel fee schedule and other guidelines for comprehensive, legal and coordinate professional work, together with reimbursement of out-of-pocket expenses incurred and advanced in connection with the election, said fee to be payable by the Governing Authority and may be subject to the Attorney General's written approval of said employment and fee.

SECTION 9. Application to State Bond Commission. LaFleur & Laborde are herein authorized to make application is made to the State Bond Commission on behalf of the District for consent and authority to hold the special election as provided herein, and in the event that election carries for further consent and authority to dedicate the proceeds of the tax, and a certified copy of this Resolution shall be forwarded to the State Bond Commission, the Louisiana Secretary of State and the Louisiana Attorney General on behalf of this Governing Authority, together with a letter requesting the prompt consideration and approval of this application.

SECTION 10. Retirement Contribution. A portion of the monies collected shall be remitted to certain state and statewide retirement systems in the manner required by law.

SECTION 11. Notices. This Governing Authority made the requisite public announcements and other applicable notices with respect to the adoption of this Resolution required by La. R.S. 42:19.1.

SECTION 12. Electronic Signatures. The Governing Authority authorizes Legal Counsel or the Authorized Officer to correct for any clerical errors and to electronically execute any and all documents related to the Resolution in accordance with the Louisiana Uniform Electronic Transactions Act.

SECTION 13. Revisions. The Secretary-Treasurer or the Chairman and Special Counsel are authorized to make corrections and edits as needed and necessary to facilitate and carry out the provisions of this Resolution.

SECTION 14. Resolution Superseding. This Resolution supersedes all previous Resolutions of the Governing Authority concerning the subject matter hereof:

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

Board Member	Yea	Nay	Absent	Abstaining
Charles Beasley				
Andrew Blanchard				
Thomas Dardar, Jr.				
Jason Gros				
Loyd A. Olin, III				
Jayson Ray				
Kaylab Verdin				

And the resolution was declared adopted on the ____ day of **November, 2024**.

**BOARD OF COMMISSIONERS OF
BAYOU BLUE FIRE PROTECTION DISTRICT OF THE
PARISHES OF TERREBONNE AND LAFOURCHE
STATE OF LOUISIANA**

Andrew Blanchard
Chairman

Sonja Labat
Secretary-Treasurer



Wednesday, October 30, 2024

Item Title:

Speaker Cards

Item Summary:

(In accordance with *Sec. 2-07 (e)* of the Terrebonne Parish Home Rule Charter, the public will be heard and can speak for three (3) minutes on any matter related to parish government without discussion or questions and answers on non-agenda items).



Wednesday, October 30, 2024

Item Title:

Ordinance to declare surplus item with a value of \$5,000 or greater

Item Summary:

An ordinance declaring a Generac Generator without transfer switch from the Utilities Department having a value of \$5,000.00 as surplus and authorizing said item to be disposed of by any legally approved methods.

1. Consider the adoption of the ordinance.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	10/1/2024	Executive Summary
Ordinance	10/1/2024	Ordinance
Back up	10/1/2024	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

ORDINANCE: Declaring (1) Generac Generator without transfer switch from Utilities Department having a value greater than \$5,000, as surplus.

PROJECT SUMMARY (200 WORDS OR LESS)

Declaring (1) Generac Generator without transfer switch from Utilities Department with a value greater than \$5,000 as surplus and to acquire authorization to dispose of items through legally approved methods.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

To legally dispose of surplus / obsolete equipment no longer needed by departments/divisions. To generate revenue, provide donations to nonprofit organizations, recycle when applicable, and dispose of damaged equipment.

TOTAL EXPENDITURE

Anticipated Revenue: \$5,000.00

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

IF YES AMOUNT
BUDGETED:

N/A

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

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Sharon Ellis

Sharon Ellis, Purchasing Manager

October 1, 2024

Date

ORDINANCE NO: _____

An Ordinance to declare equipment with a value of Five Thousand Dollars (\$5,000.00) or greater from Utilities Department as described in the attached Exhibit "A" as surplus and authorize said item to be disposed of by public bid, negotiated sale, junking, or any other legally approved method.

SECTION I

WHEREAS, the movable properties listed in the attached Exhibit "A" each have a value of \$5,000.00 or greater as indicated by the value set out next to the item; and

SECTION II

NOW THEREFORE BE IT ORDAINED that the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, does hereby declare the movable property listed in the attached Exhibit "A" as surplus and that the Parish Administration is authorized to dispose of said items by public bid, negotiated sale, junking or any other legally approved method.

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 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 Administration, 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 two weeks, was voted upon as follows:

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING:

ABSENT:

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

Exhibit "A"
Surplus 2024
(Value of \$5,000.00 or Greater)

Utilities:

1—Generac 150 KW SD150 Diesel Emergency Generator w/o Automatic Transfer switch

REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the Utilities Department.

Note: For condition of items use one of the following:
New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
<u>Generator</u>	<u>1</u>	<u>\$5,000.</u>	<u>Poor</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Generac 150 kw SD150 Diesel Emergency generator

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
_____	_____	_____	_____

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT: _____

ITEM	QUANTITY	VALUE	CONDITION
_____	_____	_____	_____

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT: _____

ITEM	QUANTITY	VALUE	CONDITION
_____	_____	_____	_____

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT: _____

Contact Person _____

Authorized by Dept. Head: _____

[Signature]
Signature

Phone _____

Date

9/30/24

Fleet Maintenance Supervisor: _____
(Vehicles/Heavy Equipment Only)

Signature

Date



Wednesday, October 30, 2024

Item Title:

2024 Various Items for Budget Amendment

Item Summary:

An ordinance to amend the 2024 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. Animal Shelter HVAC, \$43,752
- II. Utility Fund, \$381,000
- III. Houma Police Department, \$3,458
- IV. Section 8 Housing Voucher Program, \$674,181
- V. Houma Police Department, \$895
- VI. Brady Road Bridge Replacement, \$375,000
- VII. Bayou Terrebonne Clear/Snag Project, \$600,000
- VIII. American Rescue Plan, \$2,854,058
- IX. Emergency Preparedness Department-EMPG, \$17,500

1. Consider the adoption of the ordinance.

ATTACHMENTS:

Description	Upload Date	Type
2024 Various Items for Budget Amendment	10/10/2024	Executive Summary
2024 Various Items for Budget Amendment	10/10/2024	Ordinance
2024 Various Items for Budget Amendment	10/10/2024	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 2024 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. Animal Shelter HVAC, \$43,752
- II. Utility Fund, \$381,000
- III. Houma Police Department, \$3,458
- IV. Section 8 Housing Voucher Program, \$674,181
- V. Houma Police Department, \$895
- VI. Brady Road Bridge Replacement, \$375,000
- VII. Bayou Terrebonne Clear/Snag Project, \$600,000
- VIII. American Rescue Plan, \$2,854,058
- IX. Emergency Preparedness Department-EMPG, \$17,500

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

See above

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

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/s/ Kayla Dupre

October 10, 2024

Signature

Date

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE 2024 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. Animal Shelter HVAC, \$43,752
- II. Utility Fund, \$381,000
- III. Houma Police Department, \$3,458
- IV. Section 8 Housing Voucher Program, \$674,181
- V. Houma Police Department, \$895
- VI. Brady Road Bridge Replacement, \$375,000
- VII. Bayou Terrebonne Clear/Snag Project, \$600,000
- VIII. American Rescue Plan, \$2,854,058
- IX. Emergency Preparedness Department-EMPG, \$17,500

SECTION I

WHEREAS, Administration is requesting funding of \$43,752 for the Animal Shelter HVAC repairs, and

WHEREAS, the funding is from the Sales Tax Revenue Fund, fund balance.

NOW, THEREFORE BE IT ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2024 Adopted Operating Budget and 5-Year Capital Outlay Budget be amended for the Animal Shelter. (Attachment A)

SECTION II

WHEREAS, Administration is requesting funding of \$381,000 for the Utility Fund, and

WHEREAS, the funding is from the Utility Fund, net position.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2024 Adopted Operating Budget be amended for the Utility Fund. (Attachment B)

SECTION III

WHEREAS, the Houma Police Department received \$3,458 reimbursement for damages that occurred to Unit #344, and

WHEREAS, this reimbursement needs to be reflected in the Auto and Truck Repairs account.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2024 Adopted Operating Budget be amended for the Houma Police Department. (Attachment C)

SECTION IV

WHEREAS, the Section 8 Housing Choice Voucher Program has been awarded additional funding of \$674,181, and

WHEREAS, the funding will be used for housing assistance payments during the months of November and December 2024.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2024 Adopted Operating Budget be amended for the Section 8 Housing Choice Voucher Program. (Attachment D)

SECTION V

WHEREAS, the Houma Police Department received \$895 reimbursement for damages that occurred to Unit #367, and

WHEREAS, this reimbursement needs to be reflected in the Auto and Truck Repairs account.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2024 Adopted Operating Budget be amended for the Houma Police Department. (Attachment E)

SECTION VI

WHEREAS, the State of Louisiana, Division of Administration Facility Planning and Control and Terrebonne Parish Consolidated Government Control entered into a Cooperative Endeavor Agreement where the state is providing funding for the Brady Road Bridge Replacement, and

WHEREAS, the Cooperative Endeavor Agreement with Facility Planning provides State Funds of an additional \$375,000 and

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government that the 2024 Adopted Operating Budget and 5-Year Capital Outlay Budget be amended for the Brady Road Bridge Replacement. (Attachment F)

SECTION VII

WHEREAS, Administration is requesting funding for the Bayou Terrebonne Clear/Snag Project in the amount of \$600,000, and

WHEREAS, the funding source is from Drainage fund balance.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2024 Adopted Operating Budget and 5-Year Capital Outlay Budget be amended for Bayou Terrebonne Clear/Snag Project. (Attachment G)

SECTION VIII

WHEREAS, on March 11, 2021, the American Rescue Plan Act was signed into law, and established the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Funds and

WHEREAS, this program is intended to provide support to State, territorial, local and Tribal governments in responding to the economic and public health impacts of COVID-19 and in their efforts to contain impacts on their communities, residents, and businesses, and

WHEREAS, Terrebonne Parish was allotted \$44,803,757, and

WHEREAS, Terrebonne Parish is required to have all funding obligated by December 31, 2024, and spent by December 31, 2026, and

WHEREAS, this time constraint requires some funding to be reallocated to other projects to ensure all funding is obligated and expended accordingly.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2024 Adopted Operating Budget, 5-Year Capital Outlay Budget be amended for the American Rescue Plan. (Attachment H)

SECTION IX

WHEREAS, the Parish has been awarded \$17,500 for the Emergency Management Performance Grant Program - 2022 from the State of Louisiana, Governor's Office of Homeland Security and Emergency Preparedness, and

WHEREAS, the dollars will be reimbursement for the operations associated with the Office of Emergency Preparedness including daily duties conducted by the office staff.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2024 Adopted Operating Budget of the Terrebonne Parish Consolidated Government be amended for the Emergency Preparedness Department. (Attachment I)

SECTION X

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 XI

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.

Prepared By: Finance Department
PC File: 2024-Various Items – R
Date Prepared: 10/9/24 BA #19

ATTACHMENT A - Animal Shelter

	2024		
	<u>Adopted</u>	<u>Change</u>	<u>Amended</u>
Animal Shelter HVAC	150,000	43,752	193,752
Transfer from Sales Tax Revenue Fund	(470,000)	(43,752)	(513,752)
Transfer to Capital Projects Fund	470,000	43,752	513,752
Fund Balance (decrease)	n/a	(43,752)	n/a

ATTACHMENT B - Utility Fund

	2024		
	<u>Adopted</u>	<u>Change</u>	<u>Amended</u>
Other Contracts & Leases	94,300	322,000	416,300
Communication Equip Services	23,000	20,000	43,000
Other Fees	110,500	39,000	149,500
Net Position (decrease)	n/a	(381,000)	n/a

ATTACHMENT C - Houma Police Department

	2024		
	<u>Adopted</u>	<u>Change</u>	<u>Amended</u>
Compensation Property Damage	(31,979)	(3,458)	(35,437)
Auto & Truck Repairs	131,979	3,458	135,437

ATTACHMENT D - Section 8

	2024		
	<u>Adopted</u>	<u>Change</u>	<u>Amended</u>
Voucher Program	(3,730,517)	(674,181)	(4,404,698)
4715 Housing Asst Payments	3,376,288	674,181	4,050,469

ATTACHMENT E - Houma Police Department

	2024		
	<u>Adopted</u>	<u>Change</u>	<u>Amended</u>
Compensation Property Damage	(35,437)	(895)	(36,332)
Auto & Truck Repairs	135,437	895	136,332

ATTACHMENT F - Brady Road Bridge Replacement

	2024		
	<u>Adopted</u>	<u>Change</u>	<u>Amended</u>
FP&C Brady Road Bridge Replacement	(6,685,000)	(375,000)	(7,060,000)
Brady Road Bridge Replacement	8,735,789	375,000	9,110,789

ATTACHMENT G - Bayou Terrebonne Clear/Snag

	2024		
	Adopted	Change	Amended
Bayou Terrebonne Clear/Snag	8,045,096	600,000	8,645,096
Transfer from Drainage		(600,000)	(600,000)
Transfer to P/W Drainage Constr		600,000	600,000
Fund Balance (Decrease)	n/a	(600,000)	n/a

ATTACHMENT H - American Rescue Plan

	2024		
	Adopted	Change	Amended
Courthouse & Annex HVAC system	2,500,000	1,059,180	3,559,180
HVAC System - Govt Towers	1,500,000	794,878	2,294,878
City Court HVAC System	240,000	(219,695)	20,305
Municipal Aud HVAC	485,100	(123,270)	361,830
Dumas HVAC System	100,000	(92,202)	7,798
Houma Heights Fitness Park	365,042	(303,567)	61,475
Airbase Adaptive Park	400,000	(400,000)	-
Village East Community Center	348,825	(348,825)	-
American Rescue Plan		(366,499)	(366,499)
Montegut Boat Launch #2	275,000	(275,000)	-
Marina Repairs	500,000	(500,000)	-
Kayak/Canoe at Mandalay Park	300,000	(300,000)	-
Mental Health Center	400,000	1,000,000	1,400,000
Centralized Purchasing	-	(200,000)	(200,000)
Capital Projects Control Fund	-	366,499	366,499
Fund Balance	n/a	(91,499)	n/a
American Rescue Plan	-	200,000	200,000
Net Position	n/a	(200,000)	n/a

ATTACHMENT I - General Fund

	2024		
	Adopted	Change	Amended
Ofc of Emergency Preparedness	(58,078)	(17,500)	(75,578)
CRI Supplies	52,405	17,500	69,905

Section I

Kayla Dupre

From: Ernest Brown
Sent: Monday, September 30, 2024 3:33 PM
To: Kayla Dupre
Cc: Valerie Robinson
Subject: FW: Animal Shelter Tour follow-up

Kayla,

Did you get a chance to speak Kandace on this?

Ernest

659-441-8911-JD

From: Valerie Robinson <vrobinson@tpcg.org>
Sent: Monday, September 30, 2024 3:31 PM
To: Ernest Brown <ebrown@tpcg.org>
Subject: RE: Animal Shelter Tour follow-up

from Fd 655

18757
15000

\$ 43,757

Ernest,

Following up on this. The parts should be in within the next 2 weeks. Thanks!



VALERIE ROBINSON
Animal Shelter Manager

Department of Utilities
985.873.6709 |  tpcg.org

From: Valerie Robinson
Sent: Tuesday, September 24, 2024 1:02 PM
To: Ernest Brown <ebrown@tpcg.org>
Subject: RE: Animal Shelter Tour follow-up

I would defer to Kandace on the funding of this capital project. The bid came in over the projected amount and that was only after we broke up the work to attract bidders after a few unsuccessful bids. The engineering work of commissioning and balancing/testing was pulled out of the scope for that reason but is still necessary for completion of the project. After the HVAC repairs and commission/T&B are complete, the repair of the building damage caused by the HVAC problems is also necessary (there is still mold/moisture ceiling and walls) to complete the project. See below.

Minimum to Complete Project:

- \$148,530 – Repair work to HVAC systems (base bid being circulated for authorization)
- \$28,752 – Testing/balancing/commissioning of system after repair (HVAC engineering proposal from Matrix)
- \$15,000 - Construction work to repair damage to building (mold/tiles/etc.)

Alternates to the Project:

- \$25,000 - Energy Recovery Wheels and Filter Media parts
- \$20,000 - Indoor Air Quality sensors (to monitor air quality going forward)



VALERIE ROBINSON
Animal Shelter Manager

Department of Utilities
📞 985.873.6709 | 🌐 tpcg.org

From: Ernest Brown <ebrown@tpcg.org>
Sent: Tuesday, September 24, 2024 12:53 PM
To: Valerie Robinson <vrobinson@tpcg.org>
Subject: FW: Animal Shelter Tour follow-up

Do you have any budgetary options for his service?

From: Kayla Dupre <kdupre@tpcg.org>
Sent: Tuesday, September 24, 2024 11:10 AM
To: Ernest Brown <ebrown@tpcg.org>
Cc: Kandace Mauldin <kmauldin@tpcg.org>; Valerie Robinson <vrobinson@tpcg.org>
Subject: RE: Animal Shelter Tour follow-up

I am showing there is \$1,259 left in the HVAC account (659-442-8911-20). Where are you wanting to charge the \$28,752?



KAYLA DUPRE
Comptroller

Department of Finance,
Accounting Division
📞 985.873.6452 | 🌐 tpcg.org

From: Ernest Brown <ebrown@tpcg.org>
Sent: Tuesday, September 24, 2024 10:34 AM
To: Kayla Dupre <kdupre@tpcg.org>
Cc: Valerie Robinson <vrobinson@tpcg.org>
Subject: FW: Animal Shelter Tour follow-up

Kayla,

Before we request approval from administration, can you confirm that we will have funding for to perform professional services with Matrix HVAC in the amount of \$28,752.00?

Ernest

From: Valerie Robinson <?>
Sent: Tuesday, September 24, 2024 10:06 AM
To: Ernest Brown <ebrown@tpcg.org>
Subject: FW: Animal Shelter Tour follow-up

Hi Ernest,

The parts for the HVAC job should be in within the next 3 weeks and the contractor is prepared to begin work immediately. Can you assist with getting approval needed to move forward with securing Matrix engineering for commissioning and testing/balancing work that needs to be done? Their proposal is attached.

Thanks!



VALERIE ROBINSON
Animal Shelter Manager

Department of Utilities
985.873.6709 | tpcg.org

From: Valerie Robinson <vrobinson@tpcg.org>
Sent: Friday, August 2, 2024 9:51 AM
To: Jason Bergeron <jason@tpcg.org>; Noah Lirette <noah@tpcg.org>
Cc: Ernest Brown <ebrown@tpcg.org>; Kandace Mauldin <kmauldin@tpcg.org>
Subject: FW: Animal Shelter Tour follow-up

Good morning!

We are requesting to move forward with engaging Matrix to provide professional services for the commissioning and testing/balancing for the HVAC project. The recommendation is that they be on-site while the HVAC repair work is underway to ensure the project is done in accordance with the bid scope and to avoid unnecessary delays. Their proposal is attached.

I am also working on obtaining an estimate on the building repairs (ceiling tiles/mold removal/etc.) and will send that update as soon as I have it.

If you have any questions or require additional information, please feel free to contact me.



VALERIE ROBINSON
Animal Shelter Manager

Department of Utilities
985.873.6709 | tpcg.org

From: Valerie Robinson
Sent: Tuesday, July 23, 2024 10:29 AM
To: Jason Bergeron <jason@tpcg.org>
Cc: Ernest Brown <ebrown@tpcg.org>; Noah Lirette <noah@tpcg.org>; Ryan Page <ryan@tpcg.org>
Subject: RE: Animal Shelter Tour follow-up

Good morning!

Matrix indicated that they are confident that once the existing equipment is operating per design and the air exchange is corrected, the building will be conditioned correctly and there won't be condensation and/or mold issues. Further, the pressurization controls and the IAQ monitors they recommend installing will assist staff in knowing if anything goes wrong with the equipment so that the equipment can be evaluated quickly and well before any condensation/mold issues arise. They also stressed the importance of proper maintenance based on the manufacturer's recommendations from qualified technicians.



VALERIE ROBINSON
Animal Shelter Manager

Department of Utilities

📞 985.873.6709 | 🌐 tpcg.org

From: Jason Bergeron <jason@tpcg.org>

Sent: Monday, July 22, 2024 5:17 PM

To: Valerie Robinson <vrobinson@tpcg.org>

Cc: Ernest Brown <ebrown@tpcg.org>; Noah Lirette <noah@tpcg.org>; Ryan Page <ryan@tpcg.org>

Subject: RE: Animal Shelter Tour follow-up

They think this maintenance will fix the mold issue?

Thank you,



JASON W. BERGERON
Parish President

Terrebonne Parish
📞 985.873.6401 | 🌐 tpcg.org

From: Valerie Robinson <vrobinson@tpcg.org>

Sent: Monday, July 22, 2024 4:05 PM

To: Jason Bergeron <jason@tpcg.org>

Cc: Ernest Brown <ebrown@tpcg.org>; Noah Lirette <noah@tpcg.org>; Ryan Page <ryan@tpcg.org>
Subject: RE: Animal Shelter Tour follow-up

Good afternoon,

Thanks for taking a personal interest in seeing the HVAC project move forward to completion as quickly as possible. I spoke with Matrix and they explained that the lack of insulation is likely due to the building's design, and while insulation could help, it is not an issue or is it contributing to or creating the problems. They indicated that it may help save some energy dollars once we are operating as designed but would likely be down the list of priorities, from an engineering perspective. They explained that the major issue stems from the HVAC systems not working properly which has the building at a large negative pressure (over 5,000 CFM's) instead of a positive or neutral pressure. He emphasized the importance of balancing/testing based on the specific design of the building and proper maintenance of the systems to prevent reoccurrence going forward. Additionally, Matrix offered to meet via phone, zoom, or in person to answer further questions or provide clarification on their findings/recommendations.

The mold/building damage is not addressed in this bid. This bid only covers the HVAC repairs. There were challenges with getting companies to bid on all necessary components of the project which forced us to break the project into multiple parts in an effort to get the project off the ground. We will need to secure a company to repair the building once all of the HVAC issues, commissioning/testing/balancing, etc. are resolved.

After the HVAC repair work is completed, the plan is to have Matrix perform the commissioning/testing/balancing/etc. to verify the repair job was completed according to the scope, that the machines are working properly, and that the negative pressure throughout the building has resolved. Then, we will need to secure a company to repair the mold/damage. Afterwards, we will need to secure a company for the quarterly maintenance and purchase the additional parts and indoor air quality sensors to prevent issues going forward. In short, we will need additional funding to complete the full project. Below is an estimate of the project costs:

Estimated costs for project:

- \$148,530 – Repair work to HVAC systems (base bid being circulated for authorization)
- \$28,752 – Testing/balancing/commissioning of system after repair (HVAC engineering proposal from Matrix)
- \$10,000 - Annual maintenance
- \$25,000 - Energy Recovery Wheels and Filter Media parts
- \$20,000 - Indoor Air Quality sensors (to monitor air quality going forward)
- \$20,000 - construction work to repair damage to building (mold/tiles/etc.)

Please let me know if you have any questions or need further information. I'm happy to help in any capacity.



VALERIE ROBINSON
Animal Shelter Manager

Department of Utilities
📞 985.873.6709 | 🌐 tpcg.org

From: Jason Bergeron <jason@tpcg.org>
Sent: Monday, July 22, 2024 10:59 AM
To: Valerie Robinson <vrobinson@tpcg.org>
Cc: Ernest Brown <ebrown@tpcg.org>; Noah Lirette <noah@tpcg.org>; Ryan Page <ryan@tpcg.org>
Subject: RE: Animal Shelter Tour follow-up

Thanks for the tour and information. I enjoyed the visit. When we met, we discussed you getting with Matrix to have the conversation about the lack of insulation. Let me know what you find out.

The sound walls are basically performing the same task of what a firewall would do in reference to isolating an area for the HVAC system. When you have an area that is humid and/or has mold, I would compare that to a similar issue not having a problem. With mold, there as to be moisture, but sometimes that moisture is created from the condensation of the temperature change from hot to cold.

It is my understanding that the HVAC issues will be resolved with the bid that we are moving forward with. Did they say it would also address the mold issue?

Thank you,



JASON W. BERGERON
Parish President

Terrebonne Parish
985.873.6401 ● tpcg.org

From: Valerie Robinson <vrobinson@tpcg.org>
Sent: Wednesday, July 17, 2024 2:39 PM
To: Jason Bergeron <jason@tpcg.org>; Noah Lirette <noah@tpcg.org>; Ryan Page <ryan@tpcg.org>
Cc: Ernest Brown <ebrown@tpcg.org>
Subject: Animal Shelter Tour follow-up

Hello!

My team and I are **incredibly grateful** to each of you for giving your time yesterday to learn about the Animal Shelter and its functions, successes, and challenges. As a follow-up, I have included some additional information on topics we discussed.

HVAC

When the major condensation problems began last year, I reached out to Perez, the principal architect. We hosted a meeting at the Animal Shelter with Perez's President, TPCG Engineering, David Drury, and Sealand Mechanical to discuss next steps. Perez contacted the Mechanical Engineer on this project (EMB Consulting) whose business has since dissolved and he only offered to ask his current employer (out of this area) if they would be interested in this project. (See attached email)

After some discussion, we hired Matrix, a local engineering firm that specializes in HVAC systems. They have been the most helpful thus far with providing testing, information, and recommendations including a scope of work to move the HVAC repair project forward. A bid was opened multiple times with no bidders so we narrowed the scope of work and received a bid on the project at the end of June. We are recommending to accept the base bid at this time to get the HVAC repairs underway ASAP, but will need funding to complete the remainder of the work after the HVAC repairs are completed (maintenance, building damage repairs, etc). (See attached email).

I have also attached the HVAC engineering report and the drawing for the “Sound walls” for the building, as requested. I took a quick peek above our drop ceiling today and the “Sound Walls” outlined in the attached plan extend (with sheetrock) to the roof of the building. Jeanne forwarded the fire walls which is different from the sound walls.

Staffing

Thanks for sharing a brief update on the hiring/staffing status and vision moving forward. I shared our existing challenges with being understaffed for the volume of animals in our care, but wanted to provide some independent information with regard to “Capacity for Care”, the national standards of care for animal shelters. (See attached)

Reference: ASV Guidelines for Standards of Care in Animal Shelters
<https://jsmcah.org/index.php/jasv/article/view/42/19> (ref page 8)

Community Cats

Sharing some more info about Community Cat programs to further our discussions. As you probably have noticed, I’m happy to chat more about this (or any animal-related) topic if you need/want. 😊

www.tpcg.org/communitycats

<https://www.alleycat.org/resources/the-vacuum-effect-why-catch-and-kill-doesnt-work/>

Please let me know if you have any questions or need more information. Again, I appreciate your time, attention and all that you do for our community!



VALERIE ROBINSON
Animal Shelter Manager

Department of Utilities

📞 985.873.6709 | 🌐 tpcg.org

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
AUGUST 31, 2024 - MONTH LAST CLOSED

10/04/24

ACCT: 659-442-8911-20

CAPITAL PROJECTS CONTRL
ANIMAL CONTROL
ANIMAL SHELTER HVAC

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	150,000	210.58	148,530	1,259
CLOSED:				
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	0	.00	N/A	0
2021	0	.00	N/A	0
2022	0	.00	N/A	0
2023	0	.00	N/A	0

ENTER = CONTINUE CF04 = DSP DETAIL CF05 = DSP INV JE
 CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

Section II

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

9/30/24

AUGUST 31, 2024 - MONTH LAST CLOSED

ACCT: 301-807-8325-01

UTILITY MAINT & OPER FD
UTILITY ADMINISTRATION
OTHER CONTRACTS & LEASES

----- MONTHLY ACTIVITY -----		----- MONTHLY ACTIVITY -----	
2023	BUDGET	2024	BUDGET
	ACTUAL		ACTUAL
BEG:	.00	BEG:	.00
JAN:	1,652.48	JAN:	7,858
FEB:	1,777.68	FEB:	7,858
MAR:	1,350.64	MAR:	7,858
APR:	2,558.60	APR:	7,858
MAY:	2,114.57	MAY:	7,858
JUN:	3,051.16	JUN:	7,858
JUL:	2,477.79	JUL:	7,858
AUG:	3,478.63	AUG:	7,858
SEP:	2,041.19	SEP:	7,858
OCT:	876.82	OCT:	7,858
NOV:	11,437.73	NOV:	7,858
DEC:	94,794.79	DEC:	7,862
TOTAL	58,300	TOTAL	94,300

CF01 = EXIT CF02 = INPUT CF04 = DSP DET CF06 = DSP ENC CF08 = PRT DETAIL

NOV
SEP+OCT 142,000

215,683

(94,300)

321,383

BA

ACCT: 301-807-8316-01

UTILITY MAINT & OPER FD

UTILITY ADMINISTRATION

COMMUNICATION EQUIP SERVICES

----- MONTHLY ACTIVITY -----		----- MONTHLY ACTIVITY -----			
2023,	BUDGET	ACTUAL	2024,	BUDGET	ACTUAL
BEG:		.00	BEG:		.00
JAN:	3,333	2,532.42	JAN:	1,916	3,542.72
FEB:	3,333	2,205.55	FEB:	1,916	303.94
MAR:	3,333	3,041.03	MAR:	1,916	4,531.55
APR:	3,333	3,476.20	APR:	1,916	4,348.17
MAY:	3,333	3,946.42	MAY:	1,916	4,186.54
JUN:	3,333	3,554.37	JUN:	1,916	3,931.86
JUL:	3,333	3,978.71	JUL:	1,916	4,136.00
AUG:	3,333	3,610.41	AUG:	1,916	3,655.13
SEP:	3,333	4,398.50	SEP:	1,916	3,415.23
OCT:	3,333	2,267.31	OCT:	1,916	380.85
NOV:	3,333	3,552.12	NOV:	1,916	
DEC:	3,337	4,774.73	DEC:	1,924	
TOTAL	40,000	41,337.77	TOTAL	23,000	32,431.99

CF01 = EXIT CF02 = INPUT CF04 = DSP DET CF06 = DSP ENC CF08 = PRT DETAIL

OCT - ALL

10,500

4,293.8

(73,800)

19,932

ACCT: 301-807-8349-01

UTILITY MAINT & OPER FD
UTILITY ADMINISTRATION
OTHER FEES

----- MONTHLY ACTIVITY -----		----- MONTHLY ACTIVITY -----	
2023	BUDGET	2024	BUDGET
	ACTUAL		ACTUAL
BEG:	.00	BEG:	.00
JAN:	10,183.83	JAN:	9,208
FEB:	11,883.33	FEB:	9,208
MAR:	11,720.39	MAR:	9,208
APR:	25,218.52	APR:	9,208
MAY:	11,944.66	MAY:	9,208
JUN:	12,009.05	JUN:	9,208
JUL:	12,980.85	JUL:	9,208
AUG:	11,984.20	AUG:	9,208
SEP:	12,223.40	SEP:	9,208
OCT:	11,979.37	OCT:	9,208
NOV:	12,427.74	NOV:	9,208
DEC:	17,823.13	DEC:	9,212
TOTAL	162,378.47	TOTAL	110,500

CF01 = EXIT CF02 = INPUT CF04 = DSP DET CF06 = DSP ENC CF08 = PRT DETAIL

107,833
 40,889
148,722
 110,500
38,222

Oct-Dec

301-807

DO BH

Skyla Galjour

From: Ernest Brown
Sent: Monday, August 12, 2024 10:02 AM
To: Karen Domingue; Skyla Galjour
Cc: Kayla Dupre
Subject: RE: Acct #301-807-8341-01

Approved

From: Karen Domingue <kdomingue@tpcg.org>
Sent: Friday, August 9, 2024 10:19 AM
To: Skyla Galjour <sgaljour@tpcg.org>; Ernest Brown <ebrown@tpcg.org>
Cc: Kayla Dupre <kdupre@tpcg.org>
Subject: RE: Acct #301-807-8341-01

Ernest,

Please send approval to move \$2,000 from 301-807-8349-01 to 301-807-8341-01.

Thank you kindly and have a great day,



KAREN DOMINGUE
Utilities Office Manager

Department of Utilities
985.873.6755 | tpcg.org

From: Skyla Galjour <sgaljour@tpcg.org>
Sent: Friday, August 9, 2024 9:41 AM
To: Ernest Brown <ebrown@tpcg.org>
Cc: Karen Domingue <kdomingue@tpcg.org>; Kayla Dupre <kdupre@tpcg.org>
Subject: Acct #301-807-8341-01

Good morning,

Acct #301-807-8341-01, Legal Fees is overbudget by \$419.

Please let me know how much and where you would like to get the money from to cover expenses through the end of the year.

Thanks!



Skyla Galjour
Budget Assistant

Department of Finance
📞 985.873.6733 | 🌐 tpcg.org

ACCT: 301-807-8349-01

UTILITY MAINT & OPER FD
UTILITY ADMINISTRATION
OTHER FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	110,500	88,756.63	5,545	16,198
CLOSED:				
2018	110,500	140,389.41	N/A	29,889-
2019	104,500	147,515.42	N/A	43,015-
2020	105,500	137,664.56	N/A	32,165-
2021	120,500	148,912.32	N/A	28,412-
2022	110,500	174,641.21	N/A	64,141-
2023	110,500	162,378.47	N/A	51,878-

ENTER = CONTINUE CF04 = DSP DETAIL CF05 = DSP INV JE
CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

ACCT: 301-807-8341-01

UTILITY MAINT & OPER FD
UTILITY ADMINISTRATION
LEGAL FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	2,000	2,418.88	0	419-
CLOSED:				
2018	2,000	394.45	N/A	1,606
2019	5,500	4,749.95	N/A	750
2020	12,000	12,166.73	N/A	167-
2021	6,000	5,937.80	N/A	62
2022	5,000	4,229.95	N/A	770
2023	2,000	11,935.80	N/A	9,936-

ENTER = CONTINUE CF04 = DSP DETAIL ACCOUNT EXCEEDS BUDGET AMOUNT CF05 = DSP INV JE
CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

301-807

Skyla Galjour

From: Ernest Brown
Sent: Tuesday, July 30, 2024 9:45 AM
To: Karen Domingue
Cc: Kayla Dupre; Skyla Galjour
Subject: RE: Zoom phone subscriptions

Approved

From: Karen Domingue <kdomingue@tpcg.org>
Sent: Tuesday, July 30, 2024 9:22 AM
To: Kayla Dupre <kdupre@tpcg.org>; Skyla Galjour <sgaljour@tpcg.org>
Cc: Ernest Brown <ebrown@tpcg.org>
Subject: FW: Zoom phone subscriptions

NO FDU

Ernest,

Please send approval.

Please move \$10,000 from ~~301-807-8349-01~~ to 301-807-8316-01

Thank you kindly and have a great day,



KAREN DOMINGUE
Utilities Office Manager

Department of Utilities
985.873.6755 | tpcg.org

From: Amy Stein <astein@tpcg.org>
Sent: Tuesday, July 30, 2024 8:10 AM
To: Karen Domingue <kdomingue@tpcg.org>
Cc: Ernest Brown <ebrown@tpcg.org>
Subject: Zoom phone subscriptions

Good morning,

Please provide an account number to charge for the Zoom phone subscriptions. This is a yearly fee that will be through 3/22/2025. The prorated cost for this year is \$2,437.36.

JUNE 30, 2024 - MONTH LAST CLOSED

ACCT: 301-807-8316-01

UTILITY MAINT & OPER FD
UTILITY ADMINISTRATION
COMMUNICATION EQUIP SERVICES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	23,000	22,117.81	6,857	5,975--
CLOSED:				
2018	28,400	25,337.68	N/A	3,062
2019	28,500	26,213.25	N/A	2,287
2020	26,200	26,909.43	N/A	709--
2021	41,000	40,956.18	N/A	44
2022	39,000	46,681.28	N/A	7,681--
2023	40,000	41,337.77	N/A	1,338--

ENTER = CONTINUE CF04 = DSP DETAIL ACCOUNT EXCEEDS BUDGET AMOUNT CF05 = DSP INV JE

CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

TRAPP

Trapp Cadillac Chevrolet
200 S Hollywood Dr Houma, LA, 70360
(985)876 - 6570

Payment Advice
\$238.56

Check #: 400992
Created by: AMY LEGER
09/17/24 | 10:37 AM

Customer: 37422-TERREBONNE PARISH CONSOLIDATED GOVERNMENT

Inv# 273

Invoice Number	Amount	Comments
REIMBURSEMENT ON TOW	\$238.56	-

Posting Lines

GL Account	Amount	Control	Control Description	Control2	Posting Description
202E	-\$238.56	400992		37422 - TERREBON NE PARISH	
263	\$238.56	963491		CONSOLID ATED GOVERNME NT	

*acct #
204-211-8421-06
Towing & Recovery
204-000-6499-00*

TRAPP

TRAPP CADILLAC
CHEVROLET
200 S Hollywood Dr
Houma, LA 70360
(985) 876 - 6570

4UU992

DATE
17SEP24

PAY THIS AMOUNT	
*****238	DOLLARS
56	CENTS

AMOUNT OF CHECK
*****238.56

TO
THE
ORDER
OF

TERREBONNE PARISH CONSOLIDATED GOVERNMENT
PO BOX 2768
HOUMA, LA 70361

VOID AFTER 90 DAYS

BY

[Signature]
BY Charles Parker
AUTHORIZED SIGNATURE

⑈0000400992⑈ ⑆065402889⑆ 02299⑈

PROGRESSIVE
PO BOX 2930
CLINTON, IA 52733-2930

Section III

PROGRESSIVE®

TERREBONNE PARISH CONSOLIDATED HOUM
500 HONDURAS ST
HOUMA, LA 70360

DRAFT NUMBER: 6011699498

AMOUNT:

\$*****3,458.39

ISSUE DATE: August 26, 2024

804-660-6917-00

unit 344

804-711-8421-01

Form 2721 (06/15)

KEEP THIS TOP PORTION FOR YOUR RECORDS

PROGRESSIVE®

PAYABLE THROUGH
PNC BANK, N.A. 070
ASHLAND, OH
1-877-448-9544

VOID IF NOT PRESENTED WITHIN 90 DAYS

DRAFT NUMBER:
6011699498

56-389

412

CLAIM NUMBER: 24-407618002
NAME: TERREBONNE PARISH CO PD,
NSOLIDATED HOUM A

August 26, 2024

PAY EXACTLY

\$*****3,458.39

THREE THOUSAND FOUR HUNDRED FIFTY EIGHT AND 39/100 *****

PAY TO
THE ORDER
OF:
TERREBONNE PARISH CONSOLIDATED HOUM

Progressive Paloverde Insurance Company

BY: 

AUTHORIZED SIGNATURE

⑈6011699498⑈ ⑈041203895⑈ 4130198412⑈

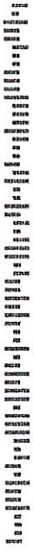
Progressive
PO Box 2930
Clinton, IA 52733-2930

PROGRESSIVE[®]

506553 21100 CMBPI01W 067 021100

Page 1 of 1

TERREBONNE PARISH CONSOLIDATED HOUM
500 HONDURAS ST
HOUMA, LA 70360



Unit B 44

ADVICE FOR PAYMENT 6011699498

Payee:
TERREBONNE PARISH CONSOLIDATED HOUM

Payment Date	08/26/2024
Total Payment Amount	\$3,458.39
Total Number of Invoices	1

If you have any questions regarding this payment, please call us at 1-800-274-4499.

Details

Claim Number:	Name:	Date of Loss:	Invoice Number:	Company:			
24407618002	TERREBONNE PARISH CO PD, NSOLIDATED HOUM A	06/20/2024	131712009	Progressive Faloverde Insurance Company			
Type	Description	*Coverage	Reference	Identifier	Service Dates	Deductible	Payment Amount
Repair	Estimate	PD	CLM #12132	23 DODGE DURANGO 591815	N/A	\$0.00	\$3,458.39

Total Payment Amount	\$3,458.39
----------------------	------------

*Full Description of Coverage:

PD - Property Damage Liability

Claim Payment Detail (24-407618002)

Payment Information

Disbursement Number: 225040729 **Total Amount:** \$3,458.39
 Draft Number: 6011699498 **Invoice Number:** 131712009
 Pay to the Order of: TERREBONNE PARISH CONSOLIDATED HOUM
 Mailing Address: 500 HONDURAS ST
 HOUMA, LA 70360 USA
 In Payment Of: Progressive Invoice Number: 131712009

Reviewed Summary

Issuing Rep: AJD0004 **Approved By:**
 Issue Date: 08-26-24 **Review Date:**
 Last Updated Rep: AJD0004 **Reviewed By:**

Bank Information

Type: Loss **Bank Code:** 1CD
 Stop Reason: **Cleared:** 09-18-24
 Stop Date:

Exposure Detail: PD

Party Name: TERREBONNE PARISH CO, PD NSOLI... **Amount Paid:** \$3,458.39
 Property Description: 23 DODGE DURANGO **Deductible Taken:** \$0.00
 Payment Type: SUPPLEMENTAL PAYMENT **Property Damage:** \$3,458.39
Rental: \$0.00

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
AUGUST 31, 2024 - MONTH LAST CLOSED

10/04/24

ACCT: 204-211-8421-01

PUBLIC SAFETY FUND
POLICE
AUTO & TRUCK REPAIRS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	131,979	135,624.88	4,531	8,177-
CLOSED:				
2018	73,000	68,812.21	N/A	4,188
2019	99,571	92,737.55	N/A	6,833
2020	151,715	144,722.81	N/A	6,992
2021	92,716	74,482.79	N/A	18,233
2022	160,633	153,762.63	N/A	6,870
2023	105,952	107,220.10	N/A	1,268-

ENTER = CONTINUE ACCOUNT EXCEEDS BUDGET AMOUNT
 CF01 = EXIT CF02 = INPUT SCR CF04 = DSP DETAIL CF05 = DSP INV JE
 CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

Section III

Terrebonne Parish Consolidated Government 2024 Budget Amendment Section 8 Voucher Program

This amendment is to add \$674,181, funds to be received from HUD to the Section 8 Voucher program to cover the housing assistance payments for November and December 2024. These funds are needed due to increase in clients/housing leases.

		Current	Change	Revised
219-000-6313-02	Voucher Program	(3,730,517)	(674,181)	(4,404,698)
219-602-8353-01	4715 Housing Asst Payments	3,376,288	674,181	4,050,469



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
Financial Management Center
2380 McGee Street, Suite 400
Kansas City, MO 64108-2605

OFFICE OF PUBLIC AND INDIAN HOUSING

September 17, 2024

LA211
TERREBONNE PARISH CONSOLIDATED GOVT
P O BOX 2768
HOUMA, LA 70361

Dear Executive Director:

SUBJECT: Section 8 Housing Choice Voucher Program - Award of Additional Funding
Point of Obligation Letter

This letter is to notify you that HUD will be providing your agency additional Housing Voucher program funds. The amount of funds being obligated and the purpose of such funds are reflected in the table below.

Program Funding	Budget Authority Assigned	Purpose of Funding
VO	\$674,181	Nov-Dec Adv HAP

Your executed copy of the notice to amend the Consolidated Annual Contributions Contract (CACC) with revised funding exhibits reflecting the changes described above will be transmitted under separate cover. That letter will contain all information related to this funding including increment number, effective/expiration dates and units, if applicable.

If you have any questions, please contact your Financial Analyst.

Sincerely,

Nebyu F. Tilahun
Digitally signed by Nebyu F. Tilahun
DN: CN = Nebyu F. Tilahun, C = US,
OU = Financial Management Center,
OU = Division Director
Reason: I am approving this document

Division Director

Memo Reference: 24-230

ACCT: 219-000-6313-02

SECTION 8 VOUCHER
 NO DEPARTMENT NAME
 VOUCHER PROGRAM

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	3,730,517	3,737,592.00-	0	7,075
CLOSED:				
2018	2,650,565	2,458,029.65-	N/A	192,535-
2019	2,623,658	2,728,222.26-	N/A	104,564
2020	2,568,449	2,732,441.00-	N/A	163,992
2021	2,808,832	2,809,572.00-	N/A	740
2022	2,851,344	1,700,113.00-	N/A	1,151,231-
2023	3,320,765	3,203,649.51-	N/A	117,115-

ENTER = CONTINUE

CF01 = EXIT CF02 = INPUT SCR CF04 = DSP DETAIL CF05 = DSP INV JE

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
AUGUST 31, 2024 - MONTH LAST CLOSED

9/26/24

ACCT: 219-602-8353-01

SECTION 8 VOUCHER

HCV - HAP

4715 HOUSING ASST PAYMENTS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	3,376,288	3,344,188.26	238,823-	270,923
CLOSED:				
2018	2,381,585	2,311,616.39	N/A	69,969
2019	2,297,856	2,432,803.69	N/A	134,948-
2020	2,338,436	2,446,050.39	N/A	107,614-
2021	2,525,429	2,495,691.16	N/A	29,738
2022	2,567,709	2,267,646.96	N/A	300,062
2023	2,598,989	3,340,901.89	N/A	741,913-

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

CF02 = INPUT SCR

Section IV



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



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

TERREBONNE PARISH
CONSOLIDATED GOVERNMENT

RISK MANAGEMENT

Memorandum

TO: Customer Service
FROM: LouEllen Pellegrin
Insurance Technician /Risk Management
DATE: October 4, 2024
SUBJECT: Recovery for damages to HPD unit #367

Attached, please find **check #344564873**, in the amount of **\$895.20** made payable to Terrebonne Parish Consolidated Government for damages to HPD unit #367.

Please deposit this check Houma Police Dept.

Account #204-000-6912-00

If you have any questions regarding the above, please call (985) 873-6470.

Thanks for your time and help. Have a wonderful day.

Attachment(s)

CC (Hard Copy): Claim File
Subrogation Recovery File

CC (Electronically): Kayla Dupre, Accounting
Kandace Mauldin, Finance
Donna Wedgeworth, HPD
Bobby O'Bryan, HPD

/ltp

8421-01

FUNDING SUMMARY

Section III

THE STATE OF LOUISIANA and
Terrebonne Parish
Replacement of Brady Road Bridge, Planning and Construction
(Terrebonne)
FP&C Project No. 50-J55-20-01

REVISION NO. 4 Date: 9/24/2024

ACT #	YEAR	DESCRIPTION	STATE CASH	STATE NON-CASH LINE OF CREDIT	OTHER	TOTAL FUNDING
5	2024	G.O. Bonds LOC Louisiana Transportation Infrastructure Fund	\$761,000	\$4,035,000		\$4,796,000
5	2024		\$1,500,000			\$1,500,000
465	2023	G.O. Bonds 24A General Fund	\$39,000			\$39,000
2	2020	(Direct) Non Recurring	\$800,000			\$800,000
TOTAL			\$3,100,000	\$4,035,000	\$2,378,333	\$9,513,333
FPC ADMIN.			\$75,000			

Federal Tax Identification for Entity: 72-6001390

Notes: 1. Planning costs shall not exceed 10% of Construction costs. Miscellaneous costs shall not exceed 5% of Construction costs.

2. Capital Outlay Cash includes General Funds, NRP Bonds, Cash Line of Credit and/or Bonds sold.

3. Total in "Other" column equals required 25% match as reflected in the CEA.

4. The total estimated project cost is \$9,763,323.00 per the 2023-24 Capital Outlay Request.

7,060,000

<4,685,000> current budget

375,000 ✓ 20

3,100,000

4,035,000

<75,000>

7,060,000

661-310-8916-87 375,000

661-000-6347-87 <375,000>

Facility Planning and Control
State of Louisiana
Division of Administration

JOHN BEL EDWARDS
GOVERNOR



JAY DARDENNE
COMMISSIONER OF ADMINISTRATION

October 4, 2022

Mr. Gordon Dove, Parish President
Terrebonne Parish Consolidated Government
P.O. Box 2768
Houma, LA 70361
Email: jbray@tpeg.org

RECEIVED
OCT 05 2022

Re: Replacement of Brady Road Bridge,
Planning and Construction
(Terrebonne)
FP&C Project No. 50-J55-20-01
TPOG FINANCE DEPT.

Dear Mr. Dove:

Please find attached, a copy of State Funding Summary #2. The current level of funding as shown in the Funding Summary has been revised to reflect a change in the funding source for existing funding from a General Obligation Bond line of credit to State General Fund (Direct) Nonrecurring Revenues.

The Funding Summary represents the current level of funding provided by the State and states the FPC Administrative fee and the local match amount required by La. R.S. 39:112 (E). The Detailed Allocation of Project Funding previously identified as Exhibit A will no longer be utilized.

If you have any questions, please contact me at 225-342-2634 or michael.mclean2@la.gov.

Thank you for your cooperation.

Sincerely,

Michael McLean

Michael McLean
Project Manager

MM:dh

Enclosures

c: Marc Parenti, CapitalOutlay@la.gov, via email w/attachments
Michael McLean, via email w/attachments

Handwritten notes in blue ink: "10/11/22 11:00 AM" and "10/11/22 11:00 AM" with checkmarks.

FUNDING SUMMARY
THE STATE OF LOUISIANA, and
Terrebonne Parish Consolidated Government
Replacement of Brady Road Bridge, Planning and Construction
(Terrebonne)
FP&C Project No. 50-J55-20-01

REVISION NO. 2 Date: 10/04/2022

ACT #	YEAR	DESCRIPTION	STATE CASH	STATE NON-CASH LINE OF CREDIT	OTHER	TOTAL FUNDING
117	2022	G.O. Bonds LOC	\$5,885,000			\$5,885,000
2	2020	General Fund (Non Recurring)	\$800,000			\$800,000
TOTAL			\$6,685,000		\$2,228,334	\$8,913,334
			\$75,000			

Federal Tax Identification for Entity: 72-6001390

Notes:

1. Planning costs shall not exceed 10% of Construction costs. Miscellaneous costs shall not exceed 5% of Construction costs.
2. Capital Outlay Cash includes General Funds, NRP Bonds, Cash Line of Credit and/or Bonds sold.
3. Total in "Other" column equals required 2.5% match as reflected in the CEA.
4. The estimated cost of construction is \$5,892,750.00 per the 2022-23 Capital Outlay Request.

Felicia Aubert

From: Kandace Mauldin
Sent: Tuesday, October 4, 2022 2:11 PM
To: Felicia Aubert
Subject: FW: FS#2 50-J55-20-01 Replacement of Brady Road Bridge
Attachments: FM#2_50-J55-20-01_ Replacement of Brady Road Bridge.pdf

From: Jeanne Bray <jbray@tpcg.org>
Sent: Tuesday, October 4, 2022 1:18 PM
To: Kandace Mauldin <kmauldin@tpcg.org>; Kayla Dupre <kdupre@tpcg.org>
Subject: FW: FS#2 50-J55-20-01 Replacement of Brady Road Bridge

Attached you will find FS#2 for this project. It only reflects a change in the funding source for EXISTING funding, but want to make sure you have this for your files and that it has been recognized in the budget book....

Jeanne P. Bray
Capital Projects Administrator
Terrebonne Parish Consolidated Government
Phone: (985) 873-6720
Email: jbray@tpcg.org



From: Diamond Holliday <Diamond.Holiday2@LA.GOV>
Sent: Tuesday, October 4, 2022 12:11 PM
To: Jeanne Bray <jbray@tpcg.org>
Cc: CapitalOutlay <CapitalOutlay@la.gov>; Michael Mclean <Michael.Mclean2@la.gov>; Daina Kroll <Daina.Kroll@LA.GOV>
Subject: FS#2 50-J55-20-01 Replacement of Brady Road Bridge

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.

Please find attached a copy of the most recent State Funding Summary for the referenced project. Should you have a question, contact your project manager.

Please acknowledge receipt of this transmission.

Thanks!

Diamond Holiday

Administrative Program Specialist
Facility Planning & Control
P:225-219-2544

Diamond.Holiday2@la.gov

7:30 AM-4:00PM | M-F

Facility Planning and Control
State of Louisiana
Division of Administration

JOHN BEL EDWARDS
GOVERNOR



JAY DARDENNE
COMMISSIONER OF ADMINISTRATION

October 13, 2020

Mr. Gordon Dove
Parish President
Terrebonne Parish Consolidated Government
P.O. Box 2768
Houma, LA 70361

Re: Replacement of Brady Road Bridge
Planning and Construction
(Terrebonne)
FP&C Project No. 50-J55-20-01

Dear Mr. Dove:

Please find enclosed one (1) fully executed original of the Cooperative Endeavor Agreement between the State of Louisiana and Terrebonne Parish Consolidated Government.

You are reminded to strictly adhere to all stipulations reflected in the attached Cooperative Endeavor Agreement and the associated *Non-State Entity Capital Outlay Administrative Guidelines*, which can be accessed online at <http://www.dca.state.la.us/fpc/state.htm>. You are encouraged to contact the FP&C Project Manager, Michael McLean (225-342-2634, michael.mclean2@la.gov), to review Cooperative Endeavor Agreement stipulations and Facility Planning and Control policies.

Please use the referenced project name and number on any and all correspondence sent to this office. We ask that all communication with Facility Planning and Control be from Terrebonne Parish Consolidated Government, not direct from contracted consultants or contractors. Enclosed are forms to be used when submitting Request for Disbursement, Equipment Purchase, Construction Contract Award and Real Estate Closing.

We encourage you to sign up for Electronic Fund Transfer (EFT). Electing to use this service can result in receiving payments sooner. To enroll, please contact the Office of Statewide Reporting and Accounting Policy at (225) 342-1097.

Sincerely,

Handwritten signature of Denise Brumfield in black ink.

Denise Brumfield
Administrative Director

DB: bj

Enclosures

c: Mr. Marc Parent, via email
Mr. Michael McLean, via email

Request for Disbursement

Request No. _____

Project Number: 50-J55-20-01

Grantee: Terrebonne Parish Consolidated Government

Contact Person: Jeanne Bray

Project Name: Replacement of Brady Road Bridge, Planning and Construction

Contract Number: ****Contract Number:

Phone Number: 985-873-6720

WRB Number	Invoice Number	Vendor Name	Cost Code *	C/I	Invoice Amount	State's %	State's Amount	Entity's Amount	Ineligible Amount
Total									

This document will hereby certify that each of these invoices on this list and attached list(s) is in accordance with the terms of the applicable contracts and/or agreements and that the services have been performed or the goods received. Furthermore, this certification also indicates compliance with the terms and conditions of the cooperative endeavor agreement by and between the State of Louisiana and the Grantee.

Certified Correct by Grantee

(Original Signature)

Date: _____

(Type or Print Name)

*Cost Code Category	*Cost Code	Description
Real Estate	RQ	Real Estate
Construction	CN	Construction Services
Construction	CN-TS	3rd Party Testing during Construction
Equipment	EQ	Equipment
Design	F1	Basic Design Services
Design Miscellaneous	R1	Topo
Design Miscellaneous	R2	Geo
Design Miscellaneous	R3	Environmental
Design Miscellaneous	R4	Testing Lab Fees
Design Miscellaneous	R5	Other Reimbursables
Design Miscellaneous	A1	Additional Design Services
Design Miscellaneous	MI-TS	3rd Party Testing/Lab Fees

*** Other Project Expenditure Code (see tables) *** Areas for FP&C Use Only

Remit to: Michael McLean
 Facility Planning & Control
 LA Division of Administration
 Post Office Box 94095
 Baton Rouge, LA 70804-9095

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT
2025 - FIVE YEAR CAPITAL OUTLAY
FUND 661 - ROAD CONSTRUCTION FUND**

**661-310-8916-87
BRADY ROAD BRIDGE REPLACEMENT
PARISH PROJECT # 20-BRG-33
R: 661-000-6342-87**

TOTAL FUNDING	\$	9,501,667
EXPENDITURES THRU 12/31/24		(765,878)
PROJECT BALANCE	\$	8,735,789

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2024	2025	2026	2027	2028	2029
Oct-17	ORD 8894	FROM 659-301-8941-01 FD 255	200,000						
		EXCHANGING FUNDING SOURCE FD 255							
Feb-19	ORD 9032	TO 661-310-8916-87	(200,000)						
		EXCHANGING FUND SOURCES FD 251							
Feb-19	ORD 9032	FROM 661-310-8916-87	113,332						
		EXCHANGING FUND SOURCES FD 255							
Feb-19	ORD 9032	FROM 661-310-8916-87	86,668						
		EXCHANGING FUNDING SOURCE TO 661-							
May-20	ORD 9149	310-8916-58 (Fd 251)	(80,694)						
		EXCHANGING FUNDING SOURCE FROM							
May-20	ORD 9149	661-310-8916-58 (Fd 255)	80,694						
May-20	ORD 9149	To 655-351-8939-07 (Fd 255)	(167,362)						
Nov-20	ORD 9213	PUBLIC IMPROVEMENT BONDS	200,000						
Jan-21	ORD 9229	FACILITY PLANNING & CONTROL	800,000						
Jan-21	ORD 9229	FROM 661-310-8916-58 FD 251	34,029						
Jul-21	ORD 9295	ARP- FUND 201	400,000						
Sep-22	ORD 9421	FROM FD 255 1/4% SALES TAX FUND	1,500,000						
Oct-22	ORD 9431	FACILITY PLANNING & CONTROL	5,885,000						
Nov-23	ORD 9530	FROM 251-310-8929-13	634,100						
Jan-24	ORD 9547	FROM 251-310-8929-13		15,900					
Nov-24	PENDING BA	FACILITY PLANNING & CONTROL		375,000					
		LESS PRIOR YEARS EXPENDITURES	\$ (765,878)						
		FUNDS AVAILABLE	\$ 8,719,889	\$ 390,900	\$ -	\$ -	\$ -	\$ -	\$ -

ENGINEER/ARCHITECT: DELTA COAST CONSULTANTS, LLC

DESCRIPTION: Replacement of Brady Bridge

ACCT: 661-310-8916-87

ROAD CONSTRUCTION FUND
ROADS & BRIDGES
BRADY ROAD BRIDGE REPLACEMENT

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	8,735,789	5,420.00	400	8,729,969
CLOSED:				
2018	200,000	.00	N/A	200,000
2019	200,000	.00	N/A	200,000
2020	232,638	.00	N/A	232,638
2021	1,466,667	69,067.48	N/A	1,397,600
2022	8,782,600	668,746.48	N/A	8,113,854
2023	8,747,954	28,065.34	N/A	8,719,889

ENTER = CONTINUE CF04 = DSP DETAIL CF05 = DSP INV JE
 CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
AUGUST 31, 2024 - MONTH LAST CLOSED

10/07/24

ACCT: 661-000-6342-87

ROAD CONSTRUCTION FUND
NO DEPARTMENT NAME
FP&C BRADY RD BRIDGE REPLACE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	6,685,000	.00	0	6,685,000-
CLOSED:				
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	0	.00	N/A	0
2021	800,000	.00	N/A	800,000-
2022	6,685,000	.00	N/A	6,685,000-
2023	6,685,000	.00	N/A	6,685,000-

ENTER = CONTINUE CF04 = DSP DETAIL CF05 = DSP INV JE
CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

Section III

Felicia Aubert

From: Kandace Mauldin
Sent: Monday, October 7, 2024 6:53 AM
To: Kayla Dupre
Cc: Felicia Aubert
Subject: Budget Amendment

We need to do a budget amendment to add \$600,000 to account 655-351-8929-14. The funding source is Drainage Fund Balance.

Thanks



KANDACE MAULDIN, CPA
Chief Financial Officer

Department of Finance
985.873.6459  tpcg.org

TERREBONNE PARISH CONSOLIDATED GOVERNMENT
 2025- FIVE YEAR CAPITAL OUTLAY
 FUND 655 - PARISHWIDE DRAINAGE CONSTRUCTION FUND

655-351-8929-14
 BAYOU TERREBONNE CLEARING AND SNAGGING
 BAYOU TERREBONNE DREDGING PROJECT
 PROJECT # 21-DRA-10
 R: 655-000-6343-15
 STATEWIDE FLOOD CONTROL H.009237

TOTAL FUNDING	9,546,129
EXPENDITURES THRU 12/31/24	<u>(901,033)</u>
PROJECT BALANCE	<u>8,645,096</u>

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2024	2025	2026	2027	2028	2029
Jan-04	ORD 6821	FD 255 1/4% CAPITAL SALES TAX	100,000						
Jan-05	ORD 6942	FD 255 1/4% CAPITAL SALES TAX	300,000						
Jan-06	ORD 7081	WAL-MART DONATION	75,000						
Jan-09	ORD 7566	FD 255 1/4% CAPITAL SALES TAX	400,000						
Dec-10	LIA 081	FROM 655-351-8929-56 FD 151	500,000						
Dec-14	ORD 8498	STATEWIDE FLOOD CONTROL	546,954						
May-15	ORD 8557	TO 659-442-8911-10 GEN FUND	(500,000)						
May-15	ORD 8557	TO 659-442-8911-10 FUND 255	(337,981)						
Jun-16	ORD 8717	STATEWIDE FLOOD CONTROL	800,000						
Jan-17	ORD 8796	TO 655-351-8939-02 FD 255	(500,000)						
Jul-17	ORD 8860	TO 655-351-8939-07 FD 255	(746,954)						
Jul-17	ORD 8860	TO 655-351-8939-08 FD 255	(100,000)						
Jul-17	ORD 8860	STATEWIDE FLOOD CONTROL	950,000						
Jul-17	ORD 8860	TO 655-351-8939-07 FD 255	(950,000)						
Jan-18	ORD 8915	STATEWIDE FLOOD CONTROL	631,137						
Nov-18	ORD 9014	DE-OB STWIDE FLOOD CONTROL	(54,650)						
Nov-18	ORD 9014	TO 655-351-8939-10 STWIDE FLOOD	(200,000)						
Nov-18	ORD 9014	TO 659-501-8913-20 STWIDE FLOOD	(89,400)						

CONTINUED ON NEXT PAGE

TERREBONNE PARISH CONSOLIDATED GOVERNMENT
 2025- FIVE YEAR CAPITAL OUTLAY
 FUND 655 - PARISHWIDE DRAINAGE CONSTRUCTION FUND

655-351-8929-14
 BAYOU TERREBONNE CLEARING AND SNAGGING (CONTINUED)
 PROJECT # 21-DRA-10
 R: 655-000-6343-15
 STATEWIDE FLOOD CONTROL H.009237

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2024	2025	2026	2027	2028	2029
Nov-18	ORD 9014	TO 655-351-8939-15 STWIDE FLOOD	(153,000)						
Nov-18	ORD 9014	TO 655-351-8939-13 STWIDE FLOOD	(134,087)						
Nov-20	ORD 9213	PUBLIC IMPROVEMENT BONDS	760,000						
Mar-21	ORD 9250	STATEWIDE FLOOD CONTROL	7,649,110						
Nov-24	PENDING BA	DRAINAGE FUND BALANCE		600,000					
LESS PRIOR YEARS EXPENDITURES			(901,033)						
FUNDS AVAILABLE			8,045,096	600,000	-	-	-	-	-

ENGINEER/ARCHITECT: CB&I COASTAL, INC.
 GIS ENGINEERING
 CONTRACTOR: COASTAL DREDGING COMPANY

DESCRIPTION: REMOVAL OF DEBRIS, TREES, AND PLANTS ALONG
 BAYOU TERREBONNE.

AUGUST 31, 2024 - MONTH LAST CLOSED

ACCT: 655-351-8929-14

P/W DRAINAGE CONSTR.

DRAINAGE

BAYOU TERREBONNE CLEAR/SNAG

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	8,045,096	226,929.42	25,000	7,793,167
CLOSED:				
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	760,000	.00	N/A	760,000
2021	8,409,110	271,409.49	N/A	8,137,701
2022	8,137,701	51,214.21	N/A	8,086,487
2023	8,086,487	41,391.00	N/A	8,045,096

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

CF02 = INPUT SCR

Section VIII

Kayla Dupre

From: Kandace Mauldin
Sent: Monday, October 7, 2024 1:25 PM
To: Kayla Dupre; Felicia Aubert
Subject: Budget Amendment
Attachments: 2024 ARPA Budget Amendment.xlsx; 2024 ARPA Budget Amedment.docx

Attached is the budget amendment needed in order to meet the American Rescue Plan compliance requirements



KANDACE MAULDIN, CPA
Chief Financial Officer
Department of Finance
985.873.6459   tpcg.org

AN ORDINANCE TO AMEND THE 2021 ADOPTED OPERATING BUDGET, 5-YEAR CAPITAL OUTLAY BUDGET AND BUDGETED POSITIONS OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS.

I. American Rescue Plan, \$2,854,058

SECTION I

WHEREAS, on March 11, 2021, the American Rescue Plan Act was signed into law, and established the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Funds and

WHEREAS, this program is intended to provide support to State, territorial, local and Tribal governments in responding to the economic and public health impacts of COVID-19 and in their efforts to contain impacts on their communities, residents, and businesses, and

WHEREAS, Terrebonne Parish was allotted \$44,803,757, and

WHEREAS, Terrebonne Parish is required to have all funding obligated by December 31, 2024, and spent by December 31, 2026, and

WHEREAS, this time constraint requires some funding to be reallocated to other projects to ensure all funding is obligated and expended accordingly.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2024 Adopted Operating Budget, 5-Year Capital Outlay Budget be amended for the American Rescue Plan. (Attachment A)

ATTACHMENT A - American Rescue Plan

		2024	
		Adopted	Amended
		Change	Change
659-194-8912-17	Courthouse & Annex HVAC system	1,059,180	3,551,375
659-194-8912-15	HVAC System - Govt Towers	794,878	2,289,873
659-194-8912-19	City Court HVAC System	(219,695)	20,000
659-194-8912-18	Municipal Aud HVAC	(123,270)	61,700
659-194-8912-20	Dumas HVAC System	(92,202)	7,798
659-501-8913-33	Houma Heights Fitness Park	(303,567)	50,000
659-501-8913-34	Airbase Adaptive Park	(400,000)	-
659-501-8913-32	Village East Community Center	(348,825)	-
659-000-7102-01	American Rescue Plan	(366,499)	(366,499)
201-206-8915-15	Montegut Boat Launch #2	(275,000)	-
201-206-8915-20	Marina Repairs	500,000	-
201-206-8915-23	Kayak/Canow at Mandalay Park	300,000	-
201-206-8916-15	Mental Health Center	400,000	1,400,000
201-000-7103-80	Centralized Purchasing	-	(200,000)
201-999-9106-59	Capital Projects Control Fund	-	366,499
201-000-5111-00	Fund Balance	n/a	n/a
380-999-9102-01	American Rescue Plan	-	200,000
380-000-5121-00	Net Position	n/a	(200,000)

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
AUGUST 31, 2024 - MONTH LAST CLOSED

10/07/24

ACCT: 659-194-8912-17

CAPITAL PROJECTS CONTRL
GOVERNMENT BUILDINGS
COURTHOUSE & ANNEX HVAC SYSTEM

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	2,500,000	7,805.00	0	2,492,195
CLOSED:				
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	0	.00	N/A	0
2021	0	.00	N/A	0
2022	2,500,000	.00	N/A	2,500,000
2023	2,500,000	.00	N/A	2,500,000

ENTER = CONTINUE CF04 = DSP DETAIL CF05 = DSP INV JE
CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

ACCT: 659-194-8912-15

CAPITAL PROJECTS CONTRL
GOVERNMENT BUILDINGS
HVAC SYSTEM-GOVT TOWERS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	1,500,000	5,005.00	0	1,494,995
CLOSED:				
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	0	.00	N/A	0
2021	1,422,501	.00	N/A	1,422,501
2022	1,500,000	.00	N/A	1,500,000
2023	1,500,000	.00	N/A	1,500,000

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

CF02 = INPUT SCR

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
AUGUST 31, 2024 - MONTH LAST CLOSED

10/07/24

ACCT: 659-194-8912-19

CAPITAL PROJECTS CONTRL
GOVERNMENT BUILDINGS
CITY COURT HVAC SYSTEM

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	240,000	305.00	0	239,695
CLOSED:				
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	0	.00	N/A	0
2021	0	.00	N/A	0
2022	240,000	.00	N/A	240,000
2023	240,000	.00	N/A	240,000

ENTER = CONTINUE

CF01 = EXIT

CF04 = DSP DETAIL

CF06 = DSP ENCUMBRANCE

CF05 = DSP INV JE

CF08 = PRT DETAIL

ACCT: 659-194-8912-18

CAPITAL PROJECTS CONTRL
GOVERNMENT BUILDINGS
MUNICIPAL AUD HVAC SYSTEM

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	485,100	115,030.00	0	370,070
CLOSED:				
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	0	.00	N/A	0
2021	0	.00	N/A	0
2022	300,000	.00	N/A	300,000
2023	300,000	.00	N/A	300,000

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT SCR

CF04 = DSP DETAIL

CF06 = DSP ENCUMBRANCE

CF05 = DSP INV JE

CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
AUGUST 31, 2024 - MONTH LAST CLOSED

10/07/24

ACCT: 659-194-8912-20

CAPITAL PROJECTS CONTRL
GOVERNMENT BUILDINGS
DUMAS AUD HVAC SYSTEM

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	100,000	305.00	2,493	97,202
CLOSED:				
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	0	.00	N/A	0
2021	0	.00	N/A	0
2022	100,000	.00	N/A	100,000
2023	100,000	.00	N/A	100,000

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

CF02 = INPUT SCR

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
AUGUST 31, 2024 - MONTH LAST CLOSED

10/07/24

ACCT: 659-501-8913-33

CAPITAL PROJECTS CONTRL
PARKS & GROUNDS
HOUMA HEIGHTS FITNESS PARK

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	365,042	11,475.00	0	353,567
CLOSED:				
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	0	.00	N/A	0
2021	400,000	.00	N/A	400,000.
2022	400,000	24,720.00	N/A	375,280
2023	375,280	10,238.27	N/A	365,042

ENTER = CONTINUE CF04 = DSP DETAIL CF05 = DSP INV JE
CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

ACCT: 659-501-8913-34

CAPITAL PROJECTS CONTRL
 PARKS & GROUNDS
 AIRBASE ADAPTIVE PARK

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	400,000	.00	0	400,000
CLOSED:				
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	0	.00	N/A	0
2021	400,000	.00	N/A	400,000
2022	400,000	.00	N/A	400,000
2023	400,000	.00	N/A	400,000

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

CF02 = INPUT SCR

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
AUGUST 31, 2024 - MONTH LAST CLOSED

10/07/24

ACCT: 659-501-8913-32

CAPITAL PROJECTS CONTRL
PARKS & GROUNDS
VILLAGE EAST COMMUNITY CENTER

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	348,825	.00	0	348,825
CLOSED:				
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	650,000	.00	N/A	650,000
2021	1,000,000	.00	N/A	1,000,000
2022	1,000,000	870.00	N/A	999,130
2023	349,130	305.00	N/A	348,825

ENTER = CONTINUE CF04 = DSP DETAIL CF05 = DSP INV JE
 CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

ACCT: 201-206-8915-15

AMERICAN RESCUE PLAN
AMERICAN RESCUE PLAN
MONTEGUT BOAT LAUNCH #2

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	275,000	.00	0	275,000
CLOSED:				
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	0	.00	N/A	0
2021	0	.00	N/A	0
2022	0	.00	N/A	0
2023	0	.00	N/A	0

ENTER = CONTINUE CF04 = DSP DETAIL CF05 = DSP INV JE
 CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
AUGUST 31, 2024 - MONTH LAST CLOSED

10/07/24

ACCT: 201-206-8915-20

AMERICAN RESCUE PLAN
AMERICAN RESCUE PLAN
MARINA REPAIRS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	500,000	.00	0	500,000
CLOSED:				
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	0	.00	N/A	0
2021	0	.00	N/A	0
2022	0	.00	N/A	0
2023	0	.00	N/A	0

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

CF02 = INPUT SCR

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
AUGUST 31, 2024 - MONTH LAST CLOSED

10/07/24

ACCT: 201-206-8916-12

AMERICAN RESCUE PLAN
AMERICAN RESCUE PLAN
KAYAK/CANOE AT MANDALAY PARK

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	300,000	.00	0	300,000
CLOSED:				
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	0	.00	N/A	0
2021	0	.00	N/A	0
2022	0	.00	N/A	0
2023	300,000	.00	N/A	300,000

ENTER = CONTINUE CF04 = DSP DETAIL CF05 = DSP INV JE
 CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
AUGUST 31, 2024 - MONTH LAST CLOSED

10/07/24

ACCT: 201-206-8916-15

AMERICAN RESCUE PLAN
AMERICAN RESCUE PLAN
MENTAL HEALTH CENTER

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	400,000	.00	0	400,000
CLOSED:				
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	0	.00	N/A	0
2021	0	.00	N/A	0
2022	0	.00	N/A	0
2023	400,000	.00	N/A	400,000

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT SCR

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT
2025 - FIVE YEAR CAPITAL OUTLAY
FUND 659 - CAPITAL PROJECTS CONTROL**

659-194-8912-15
HVAC SYSTEM - GOVT TOWERS
PARISH PROJECT NUMBER: 24-HVAC-12

TOTAL FUNDING	\$	2,530,378
EXPENDITURES THRU 12/31/24		-
PROJECT BALANCE	<u>\$</u>	<u>2,530,378</u>

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2024	2025	2026	2027	2028	2029
Jul-21	ORD 9295	APR- FUND 201	1,422,501						
Jan-22	ORD 9336	APR- FUND 201	77,499						
Oct-24	PENDING BA	APR- FUND 201		794,878					
Jan-25	PROPOSED	FD 255 1/4% CAPITAL SALES TAX			235,500				

FUNDS AVAILABLE	<u>\$</u>	<u>1,500,000</u>	<u>\$</u>	<u>794,878</u>	<u>\$</u>	<u>235,500</u>	<u>\$</u>	<u>-</u>	<u>\$</u>	<u>-</u>	<u>\$</u>	<u>-</u>	<u>\$</u>	<u>-</u>
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ENGINEER/ARCHITECT: CASTAGNOS GOODWIN UTLEY ENGINEERS, LLC

DESCRIPTION: UPGRADE HVAC SYSTEM IN GOVERNMENT TOWER.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT
 2025 - FIVE YEAR CAPITAL OUTLAY
 FUND 659 - CAPITAL PROJECTS CONTROL

659-194-8912-17
 COURTHOUSE AND ANNEX HVAC SYSTEM
 PARISH PROJECT NUMBER: 24-HVAC-11

TOTAL FUNDING	\$	3,559,180
EXPENDITURES THRU 12/31/24		-
PROJECT BALANCE	<u>\$</u>	<u>3,559,180</u>

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2024	2025	2026	2027	2028	2029
Jan-22	ORD 9336	FUND 201 ARP	2,500,000						
Oct-24	PENDING BA	FUND 201 ARP		1,059,180					
			\$ 2,500,000	\$ 1,059,180	\$ -	\$ -	\$ -	\$ -	\$ -

ENGINEER/ARCHITECT: CATAGNOS GOODWIN UTLEY ENGINEERS, LLC

DESCRIPTION: UPGRADE HVAC SYSTEM IN COURTHOUSE AND
 COURTHOUSE ANNEX BLDG.

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT
2025 - FIVE YEAR CAPITAL OUTLAY
FUND 659 - CAPITAL PROJECTS CONTROL**

**659-194-8912-18
HVAC SYSTEM-MUNICIPAL AUDITORIUM
PARISH PROJECT #24-HVAC-17**

TOTAL FUNDING	\$	546,930
EXPENDITURES THRU 12/31/24		-
PROJECT BALANCE	\$	546,930

<u>DATE</u>	<u>REFERENCE</u>	<u>FUNDING SOURCE</u>	<u>PRIOR YEARS</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>
Jan-22	ORD 9336	FUND 201 ARP	300,000						
Sep-24	PENDING BA	1/4% Capital Sales Tax Fund		185,100					
Oct-24	PENDING BA	FUND 201 ARP		(123,270)					
Jan-25	PROPOSED	1/4% Capital Sales Tax Fund			185,100				

FUNDS AVAILABLE	\$	300,000	\$	61,830	\$	185,100	\$	-	\$	-	\$	-	\$	-
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ENGINEER/ARCHITECT: YKH CONSULTING, LLC

**DESCRIPTION: UPGRADE HVAC SYSTEM IN MUNICIPAL
AUDITORIUM.**

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT
2025 - FIVE YEAR CAPITAL OUTLAY
FUND 659 - CAPITAL PROJECTS CONTROL**

659-194-8912-19
CITY COURT-HVAC SYSTEM
PARISH PROJECT NUMBER: 24-HVAC-15

TOTAL FUNDING	\$	20,305
EXPENDITURES THRU 12/31/24		-
PROJECT BALANCE	<u>\$</u>	<u>20,305</u>

<u>DATE</u>	<u>REFERENCE</u>	<u>FUNDING SOURCE</u>	<u>PRIOR YEARS</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>
Jan-22	ORD 9336	FUND 201-ARP	240,000						
Oct-24	PENDING BA	FUND 201-ARP		(219,695)					

FUNDS AVAILABLE	<u>\$</u>	<u>240,000</u>	<u>\$</u>	<u>(219,695)</u>	<u>\$</u>	<u>-</u>	<u>\$</u>	<u>-</u>	<u>\$</u>	<u>-</u>	<u>\$</u>	<u>-</u>	<u>\$</u>	<u>-</u>
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ENGINEER/ARCHITECT: MARRERO COUVILLON & ASSOCIATES, LLC

DESCRIPTION: UPGRADE HVAC SYSTEM IN THE CITY COURT BUILDING.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT
 2025 - FIVE YEAR CAPITAL OUTLAY
 FUND 659 - CAPITAL PROJECTS CONTROL

659-194-8912-20
 DUMAS AUDITORIUM-HVAC SYSTEM
 PARISH PROJECT #24-HVAC-16

TOTAL FUNDING	\$	7,798
EXPENDITURES THRU 12/31/24		-
PROJECT BALANCE	<u>\$</u>	<u>7,798</u>

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2024	2025	2026	2027	2028	2029
Jan-22	ORD 9336	FUND 201-ARP	100,000						
Jan-24	PENDING BA	FUND 201-ARP		(92,202)					

FUNDS AVAILABLE	\$	100,000	\$	(92,202)	\$	-	\$	-	\$	-	\$	-	\$	-
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ENGINEER/ARCHITECT: YKH CONSULTING, LLC

DESCRIPTION: UPGRADE HVAC SYSTEM AT DUMAS
 AUDITORIUM.

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT
2025 - FIVE YEAR CAPITAL OUTLAY
FUND 659 - CAPITAL PROJECTS CONTROL**

**659-501-8913-32
VILLAGE EAST COMMUNITY CENTER
PARISH PROJECT # 23-BLDG-07**

TOTAL FUNDING	\$	1,175
EXPENDITURES THRU 12/31/24		<u>(1,175)</u>
PROJECT BALANCE	\$	<u>-</u>

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2024	2025	2026	2027	2028	2029
Nov-20	ORD 9213	PUBLIC IMPROVEMENT BONDS	650,000						
Jul-21	ORD 9295	ARP- FUND 201	350,000						
Oct-23	ORD 9521	TO 659-194-8912-25 PIB	(650,000)						
Oct-24	PENDING BA	ARP- FUND 201		(348,825)					
		LESS PRIOR YEARS EXPENDITURES	(1,175)						
		FUNDS AVAILABLE	\$ 348,825	\$ (348,825)	\$ -	\$ -	\$ -	\$ -	\$ -

ENGINEER:	THE MERLIN GROUP, LTD	DESCRIPTION:	To construct a Community Center in Village East.
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TERREBONNE PARISH CONSOLIDATED GOVERNMENT
2025 - FIVE YEAR CAPITAL OUTLAY
FUND 659 - CAPITAL PROJECTS CONTROL

659-501-8913-33
HOUMA HEIGHTS FITNESS PARK

TOTAL FUNDING	\$	96,433
EXPENDITURES THRU 12/31/24		(34,958)
PROJECT BALANCE	\$	61,475

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2024	2025	2026	2027	2028	2029
Jul-21	ORD 9295	ARP- FUND 201	400,000						
Oct-24	PENDING BA	ARP- FUND 201		(303,567)					
		LESS PRIOR YEARS EXPENDITURES	(34,958)						
		FUNDS AVAILABLE	\$ 365,042	\$ (303,567)	\$ -	\$ -	\$ -	\$ -	\$ -

ENGINEER	DUPLANTIS DESIGN GROUP, LLC	DESCRIPTION:	CONSTRUCT A FITNESS PARK IN THE HOUMA HEIGHTS AREA.
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TERREBONNE PARISH CONSOLIDATED GOVERNMENT
 2025 - FIVE YEAR CAPITAL OUTLAY
 FUND 659 - CAPITAL PROJECTS CONTROL

659-501-8913-34
 AIRBASE ADAPTIVE PARK

TOTAL FUNDING	\$ -
EXPENDITURES THRU 12/31/24	-
PROJECT BALANCE	\$ -

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2024	2025	2026	2027	2028	2029
Jul-21	ORD 9295	ARP- FUND 201	400,000						
Oct-24	PENDING BA	ARP- FUND 201		(400,000)					
LESS PRIOR YEARS EXPENDITURES									
FUNDS AVAILABLE			\$ 400,000	\$ (400,000)	\$ -	\$ -	\$ -	\$ -	\$ -

DESCRIPTION: TO PROVIDE ENHANCEMENTS TO PARK MAKING IT ADAPTIVE FOR EVERYONE.

Terrebonne Parish Consolidated Government
Office of Emergency Preparedness
Emergency Management Performance Grant (EMPG)
Budget Amendment
10/8/2024

		Current	Adjustment	Final
151-912-8225-32	CRI Supplies	52,405	17,500	69,905
151-000-6318-05	EMPG	(58,078)	(17,500)	(75,578)

Section IX

To input Reimbursement #3 of EMPG grant funds into the parish's budget.

EMPG FY22



**Governor's Office of Homeland Security and Emergency Preparedness
Grant Agreement**

GRANT AWARD INFORMATION				
Subrecipient Name	Terrebonne Parish Consolidated Government			
Address	8026 Main Street			
City, State	Houma, LA			
Zip	70360-3407			
Authorized Agent Name, Title	Gordon Dove, Parish President			
Primary Agent Name, Title	Earl Eues, TOHSEP Director			
Alternate Agent Name, Title	Mary Lajaunie, Executive Secretary			
Grant Title	EMT-2022-EP-00003-S01 Emergency Management: Performance Grant (EMPG)			
Grant Award Number	EMT-2022-EP-00003-S01			
CFDA Number	97.042			
Grant Award Amount	\$53,132.43			
Subrecipient Award Date	September 14, 2022			
Subrecipient Period of Performance	Begin Date	October 1, 2021	End Date	May 31, 2024
	Federal	100.00%	State/Local	0.00%
Grant Cost Share				

GRANT AWARD CERTIFICATIONS

- As the duly authorized representative to sign on behalf of the sub-recipient participating in this grant and, on behalf of the sub-recipient, I do hereby certify as listed by my signature below that I have reviewed the designated representatives listed above, and that all information is current and correct. The above Primary Agent and Alternate Agent is hereby authorized to execute and file an application on behalf of the sub-recipient for the purpose of obtaining certain federal financial assistance under the Emergency Management Performance Grant (EMPG) program.


- As the duly authorized representative to sign on behalf of the sub-recipient participating in this grant and, on behalf of the sub-recipient, I do hereby certify as listed by my signature below that I have reviewed, will accept and will comply with the State Administrative Agent (SAA) special conditions, attached hereto.

- As the duly authorized representative to sign on behalf of the sub-recipient participating in this grant and, on behalf of the sub-recipient, I do hereby certify as listed by my signature below that I have reviewed, will accept and will comply with the federal grant agreement articles and grant guidance, attached hereto.

STATE ADMINISTRATIVE AGENT AUTHORIZATION OF AWARD


 Casey Tingle Director
 September 14, 2022
 Date of Sub-Award

SUB-RECIPIENT GRANT CERTIFICATION AND ACCEPTANCE BY AUTHORIZED AGENT


 Gordon Dove Parish President
 October 6, 2022
 Date of Certification and Acceptance

Details

0310003005 TERREBONNE PARISH CONSOLIDATED GOVT 2001598754 Check No: ACH 79634.75

Payee Remittance Address

P.O. BOX 6097

HOUMA

LA

Document Number: 1901420285 Vendor Invoice

Business Area: 924 VIDEO DRAW POKERLOC GOV AID Telephone: 225-342-0010

Vendor Invoice #: VP 08/24 Comments: Houma

Line Amount: 62134.75

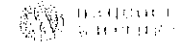
Document Number: 1901421282 Vendor Invoice

Business Area: 111 HOMELAND SECURITY & EMERG PREP Telephone: 225-925-7500

Vendor Invoice #: 18719 Comments: EMPG 2022

Line Amount: 17500.00

Transaction Details List View | All Transactions



Terrebonne Parish Consolidated Government - TERRCON

Account Number	0062276496	Balances as of	10/08/2024 14:21:38
Account Name	General Fund	Transactions As Of	10/08/2024 14:21:42
Currency	USD		

TODAY'S BALANCES

Opening Ledger	544,997.21	Opening Available	531,457.74	Current Available	54,486.94
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TRANSACTION DETAILS

Post Date	Transaction Description	Amount	Bank Reference	Customer Reference	Transaction Detail
09/30/2024	ACH CREDIT RECEIVED	79,634.75	1007007608		VENDORPYMT LAGOV

Transfer List View | Upcoming Transfers

10/8/2024

Terrebonne Parish Consolidated Government - TERRCON

ID	Transfer Date	Amount	Status	From Account Name	From Account Number	To Account Name	To Account Number	Transfer Ref	Template Code	Entry Method	Possible Duplicate	Payment Method
8356	10/08/2024	17,500.00	Approved	General Fund	0062276496	Investment Fund	0000002208			Freeform	No	Transfer

REPORT TOTALS

Transfers		Total Credit Amount	Payments
Transfers	(USD to USD)	17,500.00 USD	1

FW: Payment Notification

From: Skyla Gajjour <sgajjour@tpcg.org>
Date: Thu 9/26/2024 3:47 PM
To: Sarah LeCompte <slecompte@tpcg.org>

Please see below.

From: Mary Lajaunie <majaunie@tpcg.org>
Sent: Thursday, September 26, 2024 3:10 PM
To: Skyla Gajjour <sgajjour@tpcg.org>
Cc: Earl Eues <eeues@tpcg.org>
Subject: FW: Payment Notification

Hi Skyla,

Please see message below.

The amount should be \$17,500.00.

When the reimbursement is received, please place it in Account #151-912-8225-32.

Let me know when you receive it please.

Thanks!!!!



Mary Lajaunie
Executive Secretary

Department of Homeland Security
and Emergency Preparedness
985.873.6357 | tpcg.org

From: GOHSEP Grants <go-reply@gohsepgrants.la.gov>
Sent: Thursday, September 26, 2024 3:08 PM
To: Earl Eues <eeues@tpcg.org>
Cc: Mary Lajaunie <majaunie@tpcg.org>
Subject: Payment Notification

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear Earl Eues,

Applicant Name: Terrebonne Parish Consolidated Government

FIPS #: 109-99109-00

Event #: 2022

This is a confirmation that a payment has been processed against the following referenced Reimbursement Request Form (RRF):

Reimbursement Request #3

Payment Timeline

- Payment by Check: Checks will be processed within 7-10 business days.*

- Payment by Electronic Funds Transfer (EFT): Funds will be processed 3-4 business day.*

This e-mail was generated by the [GOHSEP.Grants.la.gov](https://go.hsep.grants.la.gov) system. Please do not reply to this e-mail. If you have any questions regarding this payment, please contact your ND Grants Specialist by phone or email.

* Note: Business days do not include weekends or public holidays.

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

INTELSAT
General

Intelsat General Communications LLC
7900 Tysons One Place
Suite 1700
McLean, VA 22102
Telephone: 703-270-4200
Fax: 703-270-4810

Intelsat Invoice No: 047757
Invoice Date : May 31, 2024
Due Date : Jun 30, 2024
Customer No : LOUIS

State of Louisiana

TIN: 56-2315543

Total Charges for this Invoice - State of Louisiana

\$17,850.00

Details of Charges for Customer Equipment

Charges Applied Under Contract #:

Service Order No.	Description	Reference #	Amount (USD)
	CPE	LOUIS20979102	\$17,500.00
	Customer Purchase Order Number: 2462515		
	Description: Starsfield		
	Satellite: Starsfield		
	* Charge Note: May 24		

Sub-Total Charge - Customer Equipment \$17,500.00

Details of Charges for Professional Services

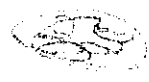
Charges Applied Under Contract #:

Service Order No.	Description	Reference #	Amount (USD)
	Support Services	LOUIS20979101	\$350.00
	Customer Purchase Order Number: 2462515		
	Description: Starsfield		
	Satellite: Starsfield		
	* Charge Note: May 24		

Sub-Total Charge - Professional Services \$350.00

Total Charge - State of Louisiana

\$17,850.00

Acct # 187-114-1225-10
Vendor # 100004
Requisition # 4402718
PO # 172515
Check # 

Intelsat General Communications LLC
7900 Tysons One Place
Suite 1700
McLean, VA 22102
Telephone: 703-270-4200
Fax: 703-270-4810

Intelsat Invoice No: 047757
Invoice Date : May 31, 2024
Due Date : Jun 30, 2024
Customer No : LOUIS

State of Louisiana

Terms and Conditions

In the event of any dispute regarding charges, contact the Billing Department at (703) 270-4248.

Customer shall pay the undisputed amount of any invoice by the relevant payment due date.

Payment received after the due date is subject to applicable Late Payment Interest Charges.

Service may be suspended/terminated for non-payment of past due balances in accordance with the agreement.

Payments by Wire Transfer:
Payable to:
Intelsat General Communication
Citibank New York
388 Greenwich Street
New York, New York 10013
Account No. 30534425
ABA No. 021000089

Payments by Check:
Payable to:
Intelsat General Comm.
Mail to:
Intelsat General Comm.
PO Box 7247-6022
Philadelphia, PA 19170-6022

Products and Services Quotation

Quotation Number: IGS-20979
Quote Date: March 14, 2024

<p>To: State of Louisiana Starlink Contract</p> <p>Attention: Benjamin Walker</p> <p>Telephone: 985-655-9314</p> <p>Fax:</p> <p>email: bwalker@tpcg.org</p>	<p>From: Intelsat General Communications LLC</p> <p>7900 Tysons One Place, Suite 1700 McLean, VA 22102-5972 USA</p> <p>Contact: Margo Sutton</p> <p>Telephone:</p> <p>Fax:</p> <p>email: margo.sutton@intelsat.com</p>
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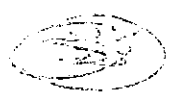
This Quote is for Starshield Services and Accessories

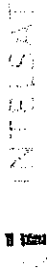
<p>Applicable Terms and Conditions of Sale: Pending Intelsat General Communications, LLC, executed Master Services Agreement : TBD</p> <p>All pricing is Ex-Works (EXW) Intelsat, Washington, DC.</p>	<p>Estimated Delivery: Estimated delivery is 2 weeks ARO.</p> <p>Payment Terms: All payments due in US dollars.</p>
<p>Expiration Date of Quotation: This quotation is valid for a period of 60 days</p>	

This Product and Services Quotation ("Quote") is not intended to be a legally binding commitment of Intelsat General Communications LLC ("IGC") or any of its affiliated entities and is only intended to serve as a summary of the principle terms and parameters relating to the potential sale of services and/or products (respectively, "Services" and "Products") by IGC. All agreements shall only be executed by authorized Contracts Department personnel of IGC. All Quote are subject to acceptance by IGC of final contractual terms and conditions and availability of suitable Products and/or Services options. All of the information contained in this Quote is considered proprietary to IGC. The Customer must maintain this information as confidential, may not use the information for any purposes other than in connection with the discussion of the Products and/or Services with IGC or its affiliated entities, and may not disclose such information to any third party without the express written consent of IGC.

Terrebonne Parish accepts the Starlink terms and conditions referenced in the attached quote.

Ship to PoC: Benjamin Walker
 Ship to PoC Email Address: bwalker@tpcg.org
 Ship to Address: TOHSEP, 101 Government St., Gray, LA 70359
 Ship to Phone Number: 985-873-6357
 End User Technical PoC: Benjamin Walker
 End User Technical PoC Email Address: bwalker@tpcg.org
 End User Technical Phone Number: 985-873-6357
 Authorized Signer: Benjamin Walker
 Authorized Signer Email Address: bwalker@tpcg.org
 Authorized Signer Address: TOHSEP, 101 Government St., Gray, LA 70359
 Authorized Signer Phone Number: 985-873-6357


 3/14/24 11:27 AM
 16859
 1702-101-101-101
 1702-101-101-101



Pricing Table

Starshield/Starlink for Government Hardware						
Part Number	Item	Description	Qty	Months	Price (Ea.)	Total Price
SPX-SL-FHP_TERMINAL	Starlink Flat High-Performance Terminal	Starlink Flat High-Performance Terminal Including WiFi Router, Power Supply, Wedge Mount, Starshield Cable (8m), Ethernet Cable (5m), Router Cable (2m), AC Cables for Router and Base (1.8m)		N/A	\$2,500.00	\$17,500.00
Hardware Sub Total						\$17,500.00

Starshield/Starlink for Government Service						
Part Number	Item	Description	Qty	Months	Price (Ea.)	Total Price
SPX_Shipping_CONUS	SpaceX Shipping Costs-CONUS	Ship best means to CONUS location based on location and timeline	7		\$50.00	\$350.00
Service Sub Total						\$350.00

Credit Card Fee \$0.00

Grand Total \$17,850.00

1	Customer agrees to contract for the entire Service period shown in the Pricing Table and for any new requirements and/or extensions ordered by the End User.
2	Customer agrees that any capacity required by the end user and ordered against this RFQ will be contracted through Intelsat General, this includes but is not limited to changes in base requirements, new incremental capacity, and surge capacity.
3	In case of early termination of Services by the customer, all residual service charges for the period from the requested termination date to the original expiration date will be payable by the Customer.
4	Any purchase order or other type of award document provided by the Customer must expressly include Customer's agreement to the terms and conditions included with the Quote.



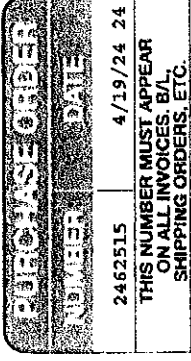
TERREBONNE PARISH CONSOLIDATED GOVERNMENT Purchasing Department

BILLING INSTRUCTIONS
ALL INVOICES IN DUPLICATE
SHOWING PURCHASE ORDER NO.

MAIL TO:
Terrebonne Parish
Consolidated Government
P.O. Box 2768
Houma, Louisiana 70361
Telephone: 985-888-5050

REPRINT 00

PAGE 1 OF 3



VENDOR: 16509
INTELSAT GENERAL COMMUN
7900 TYSONS ONE PLACE
SUITE 1700
MCLEAN, VA 22102

SHIP TO:

DEPARTMENT: EMERGENCY PREPAREDNESS
REQUISITION NO: 2403875
ORDERED BY: EARL EDES
SHIP VIA:

ACCOUNT NUMBER	DESCRIPTION	UOM	QUANTITY	UNIT PRICE	SALES TAX	EXTENDED AMOUNT
151-912-8311-03	STARLINK FLAT HIGH-PERFORMANCE CLASS: SUBCLASS: GROUP: TERMINAL INCLUDING WIFI ROUTER , POWER SUPPLY, WEDGE MOUNT, STARSHIELD CABLE (8M), ETHERNET CABLE (5M), ROUTER CABLE (2M), AC CABLES FOR ROUTER & BASE (1.8M)	EAC	7.00 DETAIL:	2,500.0000	.00	17,500.00
151-912-8311-03	SHIPPING CLASS: SUBCLASS: GROUP: THIS PRODUCT & SERVICES QUOTATION ("QUOTE") IS NOT INTENDED TO BE A LEGALLY BINDING COMMITMENT OF INTELSAT GENERAL COMMUNICATIONS LLC ("IGC") OR ANY OF ITS AFFILIATED ENTITIES AND IS ONLY INTENDED TO SERVE AS A SUMMARY OF THE PRINCIPLE TERMS AND PARAMETERS RELATING TO THE POTENTIAL SALE OF SERVICES AND/OR PRODUCTS (RESPECTIVELY, "SERVICES AND "PRODUCTS) BY IGC. ALL AGREEMENTS SHALL ONLY BE EXECUTED BY AUTHORIZED CONTRACTS DEPARTMENT PERSONNEL OF IGC. ALL QUOTE ARE SUBJECT TO ACCEPTANCE BY IGC OF FINAL CONTRACTUAL TERMS AND CONDITIONS AND AVAILABILITY OF SUITABLE PRODUCTS AND/OR SERVICE OPTIONS. ALL OF THE INFORMATION CONTAINED IN THIS	EAC	7.00 DETAIL:	50.0000	.00	350.00

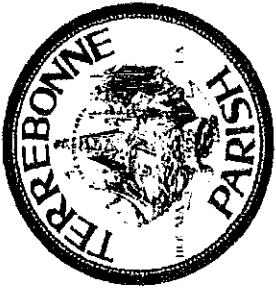
** CONTINUED NEXT PAGE **

DATE COMPLETED

SIGNATURE

Sharon Ellis

AUTHORIZED SIGNATURE

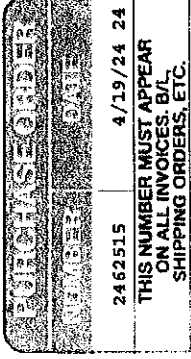


TERREBONNE PARISH CONSOLIDATED GOVERNMENT

Purchasing Department

BILLING INSTRUCTIONS
ALL INVOICES IN DUPLICATE
SHOWING PURCHASE ORDER NO.

MAIL TO:
Terrebonne Parish
Consolidated Government
P.O. Box 2768
Houma, Louisiana 70361
Telephone: 985-868-5050



REPRINT 00

2462515

4/19/24 24

THIS NUMBER MUST APPEAR
ON ALL INVOICES, B/L
SHIPPING ORDERS, ETC.

PAGE 2 OF 3

VENDOR: 16509

INTELSAT GENERAL COMMUN
7900 TYSONS ONE PLACE
SUITE 1700
MCLEAN, VA 22102

SHIP TO:

DEPARTMENT: EMERGENCY PREPAREDNESS
REQUISITION NO: 2403875
ORDERED BY: EARL EUBES
SHIP VIA:

ACCOUNT NUMBER	DESCRIPTION	UOM	QUANTITY	UNIT PRICE	SALES TAX	EXTENDED AMOUNT
	<p>QUOTE IS CONSIDERED PROPRIETARY TO IGC. THE CUSTOMER MUST MAINTAIN THIS INFORMATION AS CONFIDENTIAL, MAY NOT USE THE INFORMATION FOR ANY PURPOSES OTHER THAN IN CONNECTION WITH THE DISCUSSION OF THE PRODUCTS AND/OR SERVICES WITH IGC OR ITS AFFILIATED ENTITIES, AND MAY NOT DISCLOSE SUCH INFORMATION TO ANY THIRD PARTY WITHOUT THE EXPRESS WRITTEN CONSENT OF IGC.</p> <p>*TERREBONNE PARISH ACCEPTS THE STARLINK TERMS AND CONDITIONS REFERENCED IN THE ATTACHED QUOTE</p> <p>SHIP TO POC: BENJAMIN WALKER SHIP TO POC EMAIL ADDRESS: BWALKER@TPCG.ORG SHIP TO ADDRESS: 101 GOVERNMENT STREET, GRAY, LA 70359 SHIP TO PHONE NUMBER: (985) 8736357 END USER TECHNICAL POC: BENJAMIN WALKER END USER TECHNICAL POC EMAIL ADDRESS: BWALKER@TPCG.ORG END USER TECHNICAL PHONE NUMBER: (985)8736357 AUTHORIZED SIGNER: BEN WALKER AUTHORIZED SIGNER EMAIL</p>					
	** CONTINUED NEXT PAGE **					

DATE COMPLETED

SIGNATURE

Sharon Ellis

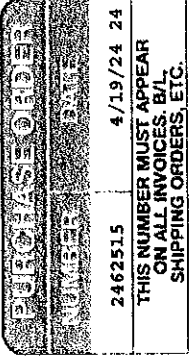
AUTHORIZED SIGNATURE



**TERREBONNE PARISH
CONSOLIDATED GOVERNMENT
Purchasing Department**

BILLING INSTRUCTIONS
ALL INVOICES IN DUPLICATE
SHOWING PURCHASE ORDER NO.

MAIL TO:
Terrebonne Parish
Consolidated Government
P.O. Box 2788
Houma, Louisiana 70361
Telephone: 985-868-5050



REPRINT 00

2462515

4/19/24 24

THIS NUMBER MUST APPEAR
ON ALL INVOICES, B/L,
SHIPPING ORDERS, ETC.

PAGE 3 OF 3

VENDOR: 16509

INTELSAT GENERAL COMMON
7900 TYSONS ONE PLACE
SUITE 1700
MCLEAN, VA 22102

SHIP TO:

DEPARTMENT: EMERGENCY PREPAREDNESS
REQUISITION NO: 2403875
ORDERED BY: EARL EUBS
SHIP VIA:

ACCOUNT NUMBER	DESCRIPTION	UOM	QUANTITY	UNIT PRICE	SALES TAX	EXTENDED AMOUNT
	ADDRESS: BWALKER@PCG.ORG AUTHORIZED SIGNER ADDRESS: TORSEY, 101 GOVERNMENT ST., GRAY, LA 70359 AUTHORIZED SIGNER PHONE NUMBER: (985)8736357 EIN: 83-1088562 PAYMENT TERMS NET 30 DAYS					
				SUB TOTAL----->	.00	17,850.00
				PARISH SALES TAX->		.00
				STATE SALES TAX-->		.00
				TOTAL----->		17,850.00

APPROVED BY: BUD - XXX ADM - XXX

DATE COMPLETED

SIGNATURE

Sharon Ellis

AUTHORIZED SIGNATURE

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
AUGUST 31, 2024 - MONTH LAST CLOSED

10/07/24

ACCT: 151-000-6318-05

GENERAL FUND

NO DEPARTMENT NAME

OFC. OF EMERGENCY PREPAREDNESS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	58,078	58,077.62-	0	0
CLOSED:				
2018	0	3.00	N/A	3-
2019	33,423	66,611.08-	N/A	33,188
2020	33,731	33,731.21-	N/A	0
2021	33,616	33,616.16-	N/A	0
2022	0	.00	N/A	0
2023	35,632	35,632.43-	N/A	0

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
AUGUST 31, 2024 - MONTH LAST CLOSED

10/07/24

ACCT: 151-912-8225-32

GENERAL FUND
EMERGENCY PREPAREDNESS
CRI SUPPLIES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	52,405	50,174.46	0	2,231
CLOSED:				
2018	25,620	15,471.15	N/A	10,149
2019	28,566	21,321.50	N/A	7,245
2020	26,755	18,918.40	N/A	7,837
2021	22,233	11,654.11	N/A	10,579
2022	38,235	9,419.00	N/A	28,816
2023	38,790	10,063.14	N/A	28,727

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL



Wednesday, October 30, 2024

Item Title:

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

Item Summary:

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.

1. Consider the adoption of the ordinance.

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 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

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



Wednesday, October 30, 2024

Item Title:

Lease of Commercial Space between TPCG and Terrebonne Children's Advocacy Center

Item Summary:

An ordinance to Authorize the Parish President to Execute on Behalf of Terrebonne Parish Consolidated Government (TPCG) a Lease of Commercial Space between TPCG and Terrebonne Children's Advocacy Center to Lease Space in the TPCG-Owned Building at 7910 Main Street, Houma, LA 70360.

1. Consider the adoption of the ordinance.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	10/2/2024	Executive Summary
Ordinance	10/2/2024	Ordinance
Lease Agreement	10/2/2024	Backup Material



EXECUTIVE SUMMARY

PROJECT TITLE

Consider the introduction of an ordinance to Authorize the Parish President to Execute on Behalf of Terrebonne Parish Consolidated Government (TPCG) a Lease of Commercial Space between TPCG and Terrebonne Children’s Advocacy Center to Lease Space in the TPCG-Owned Building at 7910 Main Street, Houma, LA 70360; and call a Public Hearing on Wednesday, October 30, 2024 at 6:30 p.m.

PROJECT SUMMARY (200 WORDS OR LESS)

The Terrebonne Children’s Advocacy Center desires to lease office space in the TPCG-owned Hancock Whitney Bank Building.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

The Rent for this lease will be paid mostly via FEMA funding while the Center awaits reconstruction of the Kirshman’s building that was damaged for Hurricane Ida. The Center also intends to staff security in the form of HPD officers within the building during its tenancy.

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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3

4

5

6

7

8

9

Noah J. Lirette, Chief Administrative Officer

date

10/30/24

OFFERED BY:
SECONDED BY:

ORDINANCE NO. _____

AN ORDINANCE TO AUTHORIZE THE PARISH PRESIDENT TO EXECUTE ON BEHALF OF TERREBONNE PARISH CONSOLIDATED GOVERNMENT (TPCG) A LEASE OF COMMERCIAL SPACE BETWEEN TPCG AND TERREBONNE CHILDREN'S ADVOCACY CENTER TO LEASE SPACE IN THE TPCG-OWNED BUILDING AT 7910 MAIN STREET, HOUMA LA 70360

WHEREAS, Subsection (c) of Section 2-453 of the Terrebonne Parish Code of Ordinances authorizes the Terrebonne Parish President to execute lease agreements for space declared surplus and available for commercial occupancy in the Hancock Whitney Bank Building; and

WHEREAS, Subsection (d) of Section 2-453 of the Terrebonne Parish Code of Ordinances requires any lease agreements containing obligations beyond the scope of the standard agreement to be presented to the full council, by the administration, and approved by the council prior to execution by the Parish President; and

WHEREAS, the Terrebonne Children's Advocacy Center (hereinafter, "Center") desires to lease office space in the TPCG-owned Hancock Whitney Bank Building; and

WHEREAS, TPCG's standard rental agreement for commercial space in the Hancock Whitney Bank Building is currently set at \$1.70 per sq.ft./month or \$20.40 per sq.ft./year; and

WHEREAS, rent for this lease will be paid mostly via FEMA funding while the Center awaits reconstruction of the Kirshman's building;

WHEREAS, Center and the District Attorney's office have been in discussions with FEMA regarding the terms and conditions of the lease, during which FEMA representatives requested a reduction in the standard rental rate;

WHEREAS, FEMA proposed that TPCG offer the space at \$1.50 per sq.ft./month (or \$18.00 per sq.ft./year) with a three percent annual increase; and

WHEREAS, this lease is intended to begin after the repairs on the second floor of the building are complete; and

WHEREAS, a copy of the proposed lease is attached and made a part of this Ordinance; and

WHEREAS, Center intends to also staff security in the form of HPD officers within the building during its tenancy; and

WHEREAS, Terrebonne Parish Council finds that Center's (and FEMA's) proposal for the lease of space, considering the circumstances as a whole, is an acceptable proposal; and

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

Section I

The Parish President is authorized to execute, on behalf of the TPCG, a lease with the Children's Advocacy Center for lease of commercial space in the Hancock Whitney Bank Building which is not materially different from the agreement attached to this Ordinance, subject to approval by the TPCG legal department.

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 and other portions of this ordinance shall remain in full force and effect, the provisions of this ordinance hereby being declared to be separable.

Section III

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:

ABSTAINING:

ABSENT:

The chairman declared the ordinance adopted on this, the ____ day of _____ 20____.

Chairman
Terrebonne Parish Council

Council Clerk
Terrebonne Parish Council

Date and time delivered to Parish President:

approved _____ vetoed

Parish President
Terrebonne Parish Consolidated Government

Date and time return to Council Clerk:

I, 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 _____ 20____, at which meeting a quorum was present.

Given under my official signature and seal of this office on this ____ day of _____ 20____.

Council Clerk
Terrebonne Parish Council

PARISH OF TERREBONNE

STATE OF LOUISIANA

COOPERATIVE ENDEAVOR AGREEMENT
FOR LEASE OF COMMERCIAL SPACE IN BUILDING OWNED BY
TERREBONNE PARISH CONSOLIDATED GOVERNMENT
IN ACCORDANCE WITH LA. R.S. 41:1291

This agreement is entered into on the dates set forth herein by and between:

I. THE PARTIES

TERREBONNE PARISH CONSOLIDATED GOVERNMENT (“TPCG”), a political subdivision of the state of Louisiana, PO Box 2768 Houma LA 70361 herein represented by its Parish President, Jason W. Bergeron, by virtue of Terrebonne Parish Ordinance No. _____, or his Designee, Noah J. Lirette, Chief Administrative Officer, by virtue of that certain Act of Designation filed for record with the Terrebonne Parish Recorder of Conveyances at Entry No. 1684823;

and

TENANT, identified as follows:

Name: TERREBONNE CHILDREN’S ADVOCACY CENTER

EIN: 72-1414410

Check One: political subdivision of the state of Louisiana

agency of the state of Louisiana

state of Louisiana

agency of the United States of America

United States of America

elected official in his/her official capacity

other: 501(c)(3) Non-Profit Agency – District Attorney’s Office

Mailing Address: 7856 Main Street, Suite 220, Houma, LA. 70360

Authorized Representative: Joseph L. Waitz, Jr., District Attorney

***attach proof of authority to this contract**

Title of Authorized Representative: District Attorney/Director

Email Address for Notice Purposes: kevinguidry@tpda.org

who is hereinafter designated as "Tenant";

WHEREAS, Article VII, Section 14 of the Louisiana Constitution further provides that "For a public purpose, the state and its political subdivisions or political corporations may engage in cooperative endeavors with each other, with the United States or its agencies, or with any public or private association, corporation or individual; and,

WHEREAS, Louisiana Revised Statute 41:1291 authorizes “[a]ny political subdivision or agency of the state of Louisiana . . ., without advertisement for bids, to lease for any legitimate purpose . . . to or from any other political subdivision, the state of Louisiana or any agency thereof, or the United States of America or any agency thereof, any public lands and improvements thereon of which it has title, custody, and possession”; and

WHEREAS, the parties agree that entering into this cooperative endeavor agreement for the lease of space in the building owned by the TPCG will serve a public purpose by locating government offices within the same building and making those offices more accessible to the public; and that this agreement, taken as a whole, is not gratuitous, with TPCG expecting at least the same value to the public in consideration of this agreement;

NOW, THEREFORE, BE IT AGREED by and between the parties herein that:

II. PURPOSE

The parties hereto enter into this Cooperative Endeavor Agreement to facilitate their shared goals of promoting and encouraging industrial development, economic stimulation, job creation, and offering accessibility of government offices to the public.

III. EFFECTIVE DATE and TERM

1. The **effective date** of this agreement shall be December 1, 2024.

2. **Lease Term.** The Lease Term shall include the Initial Term and any Renewal Terms. The **Initial Term** of this agreement shall be **two (2) years**, commencing on the effective date (“Initial Term”).

3. **Holding Over.** If Tenant retains possession of the Leased Premises after the expiration of this Lease, Tenant shall have sixty (60) days in which the rent will remain the same as the rent due during the last year of the Lease Term. Thereafter, Tenant shall be a month-to-month Tenant at one hundred ten percent (110%) of the Rent for the Leased Premises in effect upon the date of such expiration or earlier termination, and otherwise upon the terms, covenants and conditions herein specified, so far as applicable. In the event Tenant retains possession of the Leased Premises after the expiration of this Lease, Tenant shall not be liable for any consequential damages. Acceptance by TPCG of Rent after such expiration shall not result in a renewal of this Lease. In the event a month-to-month tenancy is created by operation of law, either party shall have the right to terminate such month-to-month tenancy upon thirty (30) days’ prior written notice to the other, whether said notice is given on the rent paying date. This Section shall in no way constitute consent by TPCG to any holding over by Tenant upon the expiration or earlier termination of this Lease, nor limit TPCG’s remedies in such event.

IV. LEASED PREMISES

1. **Description of Leased Premises.** TPCG leases to Tenant, and Tenant leases from TPCG a portion of that certain property located at **7910 Main St., Houma, Louisiana 70360**, (“Property”), which portion is more particularly described as follows:

- a. Office Suite Number(s): Complete Second Floor;
- b. Consisting of a total of 30,000 square feet;
- c. together with a non-exclusive right, in common with others, to use (including for access, ingress, egress, utilities and parking, as applicable) the “Common Areas” of the Property and the underlying land and improvements thereto that are designed for use in common by all occupants of the Property and their respective employees, agents, customers, invitees and others.

hereinafter referred to as the “Leased Premises.”

2. **Amendment to Leased Premises.** The Leased Premises are subject to reallocation or amendment by TPCG. In that event, TPCG shall provide written notice to Tenant that TPCG intends to move Tenant to a new location on the Property (amended Leased Premises). Within 30 days of the date of notice Tenant shall respond in writing to either accept the amended Leased Premises or to provide Tenant’s intent to terminate this lease agreement. Failure by Tenant to timely respond shall be deemed an acceptance by Tenant of the amended Leased Premises. Tenant shall move, whether to the amended Leased Premises or to vacate the Property, within 90 days from the original date of notice by TPCG that it intended to move Tenant’s Leased Premises.

3. **Parking.** Subject to the parking requirement of TPCG, TPCG may allocate parking spots to Tenant based on needs. Any parking spots on the Property allocated to the Tenant shall be subject to reallocation by TPCG.

V. RENT and OTHER CONSIDERATION

Commencing upon the execution date of this lease (“Rent Commencement Date”), Tenant agrees to pay to TPCG **via ACH, or via mail at P.O. Box 6097, Houma, LA 70361** or at such other place as TPCG may from time to time designate, the following rent:

1. **Rent.** Tenant shall pay Rent in the amount of \$1.50 per square foot per month (or \$45,000) per month) during the Initial Term of this Lease, with all such payments due, in advance, on the first day of each calendar month included within the applicable Lease Year. Parties agree that the Rent includes fees, compensation, and other applicable consideration at no less than fair market value for the Leased Premises.
2. **Adjustments to Rent during Renewal Terms.** The monthly Rent payable under Article V, paragraph 1, above, shall be adjusted by an increase of 3% commencing with the first month of the first Renewal Term, and another increase of 3% commencing with the first month of the second Renewal Term.
3. **Additional Consideration.** Tenant and Landlord acknowledge that Tenant’s use of the building will include administrative offices and meeting spaces for the following programs: (1) drug and DWI treatment programs (2) child support enforcement, and (3) pre-trial intervention/probation (hereinafter, the “Programs”). Due to the nature of the services located within the Leased Premises, Tenant will provide police officers and/or security personnel for the purposes of maintaining safety and security in the Building and will cover the costs for same, for the duration of Lease Term, but only during the hours of operations of the Programs within the Leased Premises.
4. **Security Deposit.** Waived.

VI. USES, ALTERATIONS, SECURITY, WAIVERS

1. **Permitted Use.** TENANT shall have the right to occupy and use the Leased Premises for any lawful public purpose in furtherance of its goals and mission in Terrebonne Parish. Should Tenant be associated with a non-profit corporation authorized to do and doing business in Terrebonne Parish, which was created for the express purpose of assisting Tenant in carrying out its objectives, Tenant may share, sublet, or grant a limited right of use of the Leased Premises to that non-profit for purposes consistent with Tenant’s operations, provided Tenant causes its support non-profit to submit certificates of insurance to TPCG consistent with Tenant’s insurance requirements herein below. Insurance certificates are subject to approval. Under no circumstances shall such non-profit’s occupancy exceed the effective date of this Agreement. Such non-profit’s occupancy of the Leased Premises shall not diminish Tenant’s obligations or rights under this agreement.

Tenant shall obey and comply with all laws, ordinances, rules, and regulations of any duly constituted authority applicable to Tenant’s use or occupancy of the Leased Premises and shall not use or allow the Leased Premises to be used for any immoral, unlawful, or objectionable purposes. Tenant shall not commit, or allow to be committed, any nuisance, public or private, or other act or thing of any kind whatsoever that may disturb the quiet enjoyment or cause unreasonable annoyance of, or otherwise injure any other Tenants or occupants of the Property. Tenant shall not permit any discharge of firearms in or about the Leased Premises or maintain animals of any kind whatsoever upon the Leased Premises. Tenant shall not use the Leased Premises, nor allow the Leased Premises to be used, for any purpose or in any manner that would (a) invalidate any policy of insurance now or hereafter carried by TPCG on the Property, or (b) increase the rate of premiums payable on any such insurance policy unless Tenant reimburses TPCG for any increase in premium charged.

2. **Alterations.** TENANT shall not make any permanent alterations or additions to the Leased Premises, without TPCG’s prior written consent, which consent shall not be unreasonably withheld, delayed or conditioned.

3. **Signs and lettering.** TPCG shall provide and install all letters and numerals on or about the entrance to the Property and Leased Premises. All such letters and numerals shall be in the building's standard graphics. No signs, numerals, letters, or other graphics shall be used or permitted on the exterior of the Leased Premises, or which otherwise may be visible from outside the Leased Premises, unless approved in writing by TPCG. TPCG shall maintain in one or more segments of the Common Areas such building directories, at TPCG's cost and discretion, containing Tenant's name and location within the building.

4. **Programs Protocol.** Prior to commencement of the Lease Term, Tenant shall provide Landlord with Tenant's written policy for access and use of the Leased Premises by the patrons of its Programs. "Patrons" shall include individuals who are participants, clients, claimants, respondents, parolees, participants, and witnesses involved in its Programs. The policy shall include, but not be limited to: parking, entrances/exits, security plans, operating hours, preventing access to the third and fourth floors of the Building; emergency exits; and removal of problematic patrons. Landlord may, but is not obligated to, request revisions to the policy. The parties agree to work together to develop a mutually agreeable policy, and to amend the policy as necessary.

5. **Disclaimer.** LANDLORD AND TENANT ACKNOWLEDGE THAT LANDLORD (TPCG) IS IN THE PROCESS OF PERFORMING A "BUILD OUT" OF THE LEASED PREMISES TO SUIT THE NEEDS OF TENANT. ONCE THE "BUILD OUT" IS COMPLETE, LANDLORD SHALL NOTIFY TENANT IN WRITING, AND TENANT SHALL HAVE THIRTY (30) DAYS TO ACKNOWLEDGE SAME AND ACCEPT THE PREMISES IN WRITING AS FOLLOWS: TENANT WILL THEN STIPULATE AND AGREE THAT TENANT HAS INSPECTED AND EXAMINED THE PREMISES AND HEREBY ACCEPTS THE PREMISES IN ITS THEN "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 PREMISES. WITHOUT LIMITING THE FOREGOING, TPCG MAKES NO REPRESENTATION OR WARRANTY CONCERNING THE CONDITION OF THE PREMISES, THE FITNESS OF THE PREMISES FOR THE OPERATION OF TENANT'S BUSINESS, THE FITNESS OF THE PREMISES FOR A PARTICULAR PURPOSE, OR THE FITNESS OF THE PREMISES FOR ANY PURPOSE. IT IS THE INTENT OF THE PARTIES TO THIS LEASE THAT THE TENANT SPECIFICALLY ASSUME RESPONSIBILITY FOR THE CONDITION OF THE PREMISES AND THAT TPCG SHALL NOT BE LIABLE FOR INJURY CAUSED BY ANY DEFECT IN THE PREMISES TO TENANT OR ANYONE ON THE PREMISES WHO DERIVED HIS RIGHT TO BE THEREON FROM THE TENANT, UNLESS THE OWNER KNEW OR SHOULD HAVE KNOWN OF THE DEFECT OR 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.

VII. INSURANCE

At all times during the effective dates of this Agreement (and any period of early entry or occupancy or holding over by Tenant, if applicable), TPCG shall at all times during the Term of this Agreement, carry a policy of insurance which insures the Property, including the Leased Premises, against loss or damage by fire or other casualty (namely, the perils against which insurance is afforded by a standard fire insurance policy and extended coverage endorsement); provided, however, that TPCG shall not be responsible for, and shall not be obligated to insure against, any loss of or damage to any personal property of Tenant or which Tenant may have in on the Property or any trade fixtures installed by or paid for by Tenant on the Leased Premises or any additional improvements which Tenant may construct on the Leased Premises; and, notwithstanding anything contained herein to the contrary, TPCG may self-insure for the same risks described in this section.

TENANT and Landlord acknowledge and agree that Tenant is covered under a policy of commercial general liability insurance maintained by Landlord. Tenant and Landlord agree to cooperate in ensuring that such general liability policy covers acts or omissions as necessary under this agreement.

1. Special Cause of Loss Form Insurance (in a form reasonably satisfactory to TPCG), in the amount of the full replacement cost of Tenant's Property (including, without limitation, alterations or additions performed by Tenant pursuant hereto), which insurance shall waive coinsurance limitations.

2. All insurance required to be carried by Tenant hereunder shall (i) be issued by one or more insurance companies reasonably acceptable to TPCG, licensed to do business in the State in which the Leased Premises is located, and (ii) provide that said insurance shall not be materially changed, canceled or permitted to lapse on less than thirty (30) days' prior written notice to TPCG. In addition, Tenant shall name TPCG, and any mortgagee requested by TPCG, as additional insureds under its commercial general liability policy (but only to the extent of the limits required hereunder). Upon Tenant's receipt of a request from TPCG, Tenant shall provide TPCG with copies of certificates of insurance, evidencing the coverages required hereunder. If Tenant fails to carry such insurance and furnish TPCG with such certificates of insurance, TPCG may obtain such insurance on Tenant's behalf and Tenant shall reimburse TPCG upon demand for the cost thereof as additional Rent. TPCG reserves the right from time to time to require Tenant to obtain higher minimum amounts or different types of insurance if it becomes customary for other TPCGs of similar buildings in the area to require similar sized Tenants in similar industries to carry insurance of such higher minimum amounts or of such different types.

3. Waiver of Subrogation. Tenant does hereby release and discharge TPCG and any officer, agent, employee or representative of TPCG, of and from any liability whatsoever, except for liability arising out of TPCG's, or any officer, agent, employee or representative of TPCG's, negligence or willful misconduct, hereafter arising from loss, damage or injury caused by fire or other casualty for which insurance is carried or required to be carried by Tenant at the time of such loss, damage or injury to the extent of any recovery by Tenant under such insurance.

VIII. INDEMNIFICATION

TENANT agrees to protect, defend, release, indemnify, save and hold harmless the Terrebonne Parish Consolidated Government, all parish departments, agencies, boards and commissions, its officers, agents, servants, employees, and agents, including volunteers and invitees (hereinafter referred to as "TPCG Group"), from and against all claims, demands, complaints, losses, fines, penalties, citations, damages, suits, judgments, orders, costs, and expenses for personal injury (including death), property damage or other harm for which recovery of damages is sought, suffered by any person or persons, including, but not limited to court costs, reasonable attorneys' fees and expert witness fees, which may occur or in any way grow, directly or indirectly out of (a) any act or omission of TENANT, its agents, servants, employees, assigns, or invitees, and (b) arising from or in any way related to any occurrence, in, upon, or at the Leased Premises or the occupancy or use by TENANT, its agents, servants, employees, assigns, or invitees, or any part thereof.

TPCG agrees to defend, indemnify, save and hold harmless TENANT, its officers, agents, servants, employees, and agents, including volunteers, from and against any and all claims, demands, expenses for personal injury (including death), property damage or other harm for which recovery of damages is sought, suffered by any person or persons, which may occur or in any way grow out of any act or omission of TPCG, its agents, servants, employees, or assigns, and any and all costs, expenses and/or attorneys' fees incurred by TENANT as a result of any such claim, demands, and/or causes of action including all costs associated with the enforcement of this indemnification provision; except that the indemnity provided in this agreement shall not apply to any liability resulting from the negligence of TENANT.

In the event of joint and concurrent negligence of the parties, responsibility and indemnity, if any, shall be apportioned comparatively in accordance with the laws of the State of Louisiana. Neither party waives any governmental immunity or defenses available to it under Louisiana law.

IX. MAINTENANCE

1. Tenant leases and accepts the Leased Premises in their condition on the commencement date of this lease, and acknowledges that the Leased Premises are in good and satisfactory condition, and assumes responsibility throughout the term of this lease for maintaining the Leased Premises in good, orderly, and safe condition and state of repair including, without limitation, replacement of any glass broken on the inside of the Leased Premises and replacement of any glass broken on the outside of the

Leased Premises if damaged by Tenant (otherwise TPCG is responsible for any glass broken on the outside of the Leased Premises), and maintenance of lighting fixtures and replacement of lamps, bulbs, and ballasts. Tenant shall furthermore promptly repair all damage or injury to other parts of the Property, if such damage or injury is caused by or attributable to activities or omissions of Tenant, its servants, agents, employees, invitees, or licensees.

2. Tenant, at its sole expense, shall properly maintain and keep the Leased Premises in good working order and repair (ordinary wear and tear, and casualty and condemnation excepted), including without limitation, plate glass, windows, lobby entry and interior doors, locks and knobs, safety equipment (including fire suppressions systems/extinguishers and comply with annual inspections as required), store fronts, interior walls, light bulbs and light fixtures, plumbing fixtures, electrical circuits and devices (including breakers, panels and sub-panels, transformers and any and all electrical equipment) and supplemental HVAC equipment (inclusive of refrigerant and filters). Tenant shall at Tenant's expense maintain and keep in good repair the heating and cooling equipment in said Leased Premises. Tenant shall keep those areas adjacent to the Leased Premises clean and free of all trash and debris. Any and all maintenance and repairs shall be completed and performed by properly state licensed and insured vendors, acceptable to TPCG in its reasonable discretion, in a good and workmanlike manner, and in compliance with all applicable laws, regulations and ordinances. Tenant shall cause all of Tenant's contractors to name TPCG as an additional insured on all policies of insurance covering work performed as contemplated under this Section.

3. All such maintenance and repair shall be of a class or quality which is at least equal to the original work or construction in the Property and shall otherwise be completed to the reasonable satisfaction of TPCG and shall be done only by engineers, contractors, carpenters, electricians, painters, mechanics, or others approved by TPCG in writing, but at the expense of Tenant.

4. Tenant shall deliver to TPCG prompt written notice of any needed repairs to plumbing, heating or air conditioning, or electrical lines located in, servicing, or passing through the Leased Premises, and such repairs as are necessitated by damage or injury attributable to Tenant, Tenant's servants, agents, employees, invitees, or licensees, in which event Tenant shall bear the expense of any such repairs.

5. If Tenant fails on 15-days written notice to proceed with due diligence to make repairs required to the Leased Premises that are necessary in the reasonable judgment of TPCG, then TPCG may (but shall not be obligated to) make such repairs at the expense of the Tenant, and the expense thereof incurred by TPCG shall be collected as additional rent in the next installment of rent falling due or, at TPCG's option, at any time thereafter.

6. TPCG's entry for inspection and maintenance. TPCG reserves the right to enter the Leased Premises at reasonable times upon reasonable prior written notice to Tenant, to inspect the Leased Premises, to perform required maintenance and repair, or to make additions or alterations to any part of the building in which the Leased Premises are located, exercising commercially reasonable diligence, and Tenant agrees to permit TPCG to do so.

X. DEFAULT

The occurrence of any of the following shall be a "Default":

1. Tenant fails to pay any Rent within five (5) days after written notice the same is due.
2. Tenant fails to perform or observe any other term, condition, covenant, or obligation required under this Lease for a period of thirty (30) days after written notice thereof from TPCG.
3. Tenant shall vacate or abandon the Leased Premises or fail to occupy the Leased Premises or any substantial portion thereof for a period of thirty (30) days without paying Rent as required under this Lease.

In addition to the defaults described above, the parties agree that if Tenant receives written notice of non-payment of Rent three (3) or more times during any twelve (12) month period, regardless of whether such violations are ultimately cured, then such conduct shall, at TPCG's option, represent a separate Default.

XI. REMEDIES

Upon the occurrence of any Default, TPCG shall have the following, non-exclusive rights and remedies, in addition to those stated elsewhere in this Lease and those allowed by law or in equity, any one or more of which may be exercised without further notice to Tenant:

1. TPCG may re-enter the Leased Premises and cure any Default of Tenant, and Tenant shall reimburse TPCG as additional Rent for any costs and expenses that TPCG thereby incurs; and TPCG shall not be liable to Tenant for any loss or damage that Tenant may sustain by reason of TPCG's action.

2. Without terminating this Lease, TPCG may terminate Tenant's right to possession of the Leased Premises, and thereafter, neither Tenant nor any person claiming under or through Tenant shall be entitled to possession of the Leased Premises. In such event, Tenant shall immediately surrender the Leased Premises to TPCG, and TPCG may re-enter the Leased Premises and dispossess Tenant and any other occupants of the Leased Premises by any lawful means and may remove their effects, without prejudice to any other remedy that TPCG may have. Upon termination of possession, TPCG may re-let all or any part thereof as the agent of Tenant for a term different from that which would otherwise have constituted the balance of the Lease Term and for rent and on terms and conditions different from those contained herein, whereupon Tenant shall be immediately obligated to pay to TPCG an amount equal to (i) the difference between the Rent provided for herein and that provided for in any lease covering a subsequent re-letting of the Leased Premises, for the period which would otherwise have constituted the balance of the Lease Term had this Lease not been terminated (said period being referred to herein as the "Remaining Term"), (ii) the costs of recovering possession of the Leased Premises and all other expenses, loss or damage incurred by TPCG by reason of Tenant's Default ("Default Damages"), which shall include, without limitation, expenses of preparing the Leased Premises for re-letting, demolition, repairs, Tenant finish improvements, brokers' commissions, and attorneys' fees, and (iii) all unpaid Rent that accrued prior to the date of termination of possession, plus any interest and late fees due hereunder (the "Prior Obligations"). Neither the filing of any dispossessory proceeding nor an eviction of personalty in the Leased Premises shall be deemed to terminate the Lease.

XII. TERMINATION

In addition to any other provision herein, this Agreement may be terminated under any or all of the following conditions:

1. By written mutual agreement and consent of TPCG and TENANT.
2. By written notice by TPCG as a consequence of the failure of Tenant to comply with any term and condition of this Agreement, other than payment of rent, in a satisfactory manner, after providing written notice of default and a thirty (30) day opportunity to cure any breach, proper allowance being made for circumstances beyond the control of either party, but not to exceed ninety (90) days.
3. By 90 days' written notice by TPCG to Tenant that the Leased Premises has become necessary for use by the public after a declaration of necessity by the governing authority for the TPCG.
4. Indemnification and insurance requirements necessary to cover indemnification obligations shall survive the termination or expiration of this agreement.

XIII. SURRENDER OF PREMISES

Upon the expiration or earlier termination of this Lease, Tenant shall, at its sole cost and expense, immediately (a) surrender the Leased Premises to TPCG in broom-clean condition and in good order, condition and repair, ordinary wear and tear, casualty, and condemnation excepted; (b) remove from the Leased Premises all of Tenant's Property, and (c) repair any damage caused by any such removal and restore the Leased Premises to the condition existing upon the Commencement Date, reasonable wear and tear, casualty, and condemnation excepted. All of Tenant's Property that is not removed within thirty (30) days following expiration or earlier termination of this Lease shall be

conclusively deemed to have been abandoned and TPCG shall be entitled to dispose of such property at Tenant's cost without incurring any liability to Tenant. This Section shall survive the expiration or any earlier termination of this Lease.

XIV. DESTRUCTION OF LEASED PREMISES

If the Leased Premises are damaged by any casualty and, in TPCG's reasonable opinion, the Leased Premises (exclusive of any alterations made to the Leased Premises by Tenant) can be restored to their preexisting condition within one hundred eighty (180) days after the date of the casualty, TPCG shall, upon written notice from Tenant to TPCG of such damage, promptly and with due diligence repair the damage to the Premises. If, in TPCG's reasonable opinion, the Leased Premises can be restored within one hundred eighty (180) days after the casualty, but the restoration is not substantially completed within two hundred ten (210) days after the date of the casualty (plus reasonable extensions attributable to Tenant delays or force majeure delays), Tenant may terminate this Lease by giving written notice to TPCG no later than the date that is two hundred forty (240) days after said casualty, but prior to the substantial completion of the repairs. If such repairs cannot, in TPCG's reasonable opinion, be made within said one hundred eighty (180) day period, then either party may, at its option, exercisable by written notice given to the other party within sixty (60) days after the date of the casualty, elect to terminate the Lease as of the date of said casualty event. In the event neither party elects to terminate the Lease as provided herein, TPCG shall, at TPCG's expense, repair and restore the Leased Premises as provided and, in such event the Lease shall remain in full force and effect, but Rent shall be abated during the time that the Leased Premises is unusable because of any such damage.

XV. NOTICES

Any notice required or permitted to be given under this Lease or by law shall be deemed to have been given if it is written and delivered in person or by overnight courier or mailed by certified mail, postage prepaid, to the party who is to receive such notice at the address first set forth above in this Agreement. If sent by overnight courier, the notice shall be deemed to have been given one (1) business day after sending. If mailed, the notice shall be deemed to have been given on the date that is three (3) business days following mailing. Either party may change its address by giving written notice thereof to the other party.

XVI. ADDITIONAL TERMS AND CONDITIONS

Provided an acceptable non-disturbance agreement is provided to Tenant, this Lease is and shall be expressly subject and subordinate at all times to the lien of any present or future mortgage or deed of trust, ground or underlying lease, or any other method of financing or refinancing now or hereafter encumbering the Leased Premises ("Mortgage Lien"), and to all advances made, or hereafter to be made upon the security thereof, and to all increases, renewals, amendments, modifications, consolidations, spreaders, replacements, substitutions, and/or extensions of any such Mortgage Lien and to all easements, restrictions, liens, encumbrances, rights-of-way, or other matters affecting the Leased Premises of record. If any such Mortgage Lien be foreclosed, upon request of the mortgagee, lessor, or beneficiary ("TPCG's Mortgagee"), as the case may be, Tenant will attorn to the purchaser at the foreclosure sale. Within ten (10) days following receipt of a written request from TPCG and an acceptable non-disturbance agreement, Tenant shall execute and deliver to TPCG, without cost, any instrument that TPCG deems reasonably necessary or desirable to confirm the subordination of this Lease.

Other than specifically authorized herein, TENANT shall not assign, subcontract or otherwise transfer any rights or privileges under this Agreement without the written consent of TPCG.

Joseph L. Waitz, Jr., Terrebonne Parish District Attorney for the 32nd Judicial District Court shall be responsible for after-hours security expenses accruing or occurring during the term of this Agreement. The use of the "leased" space is contingent upon this required security

The failure of TPCG or TENANT to enforce any of the terms of this Agreement or to provide any of the supporting documentation in any particular instance shall not constitute a waiver of, or preclude the subsequent enforcement of, any or all of the terms or conditions of this Agreement.

Notwithstanding any provision herein, in the event sufficient funds for the performance of this contract are not appropriated by the governing authority of the TPCG in any fiscal year covered by this contract, this Agreement may be terminated by TPCG giving notice to TENANT of such facts and the Parish's intention to terminate its financial obligation.

The parties hereto and their employees, contractors and agents shall comply with all applicable federal, state and local laws and ordinances in carrying out the provisions of this Agreement.

In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions thereof and this Agreement shall be considered as if such invalid, illegal, or unenforceable provision had never been contained in this Agreement.

This contract embodies the complete agreement of the parties, superseding all oral or written previous or contemporary agreements between the parties relating to matters in this Agreement.

No amendment to this Agreement shall be effective unless it is in writing, signed by the duly authorized representatives of both parties.

This Lease Agreement may be executed in one or more counterparts, or duplicate originals, all of which when taken together will constitute one and the same agreement. Electronic and facsimile copies of an original executed signature page (including copies electronically transmitted in portable document format or “.pdf”) will be deemed the same as the original executed signature page. Electronically executed versions of a signature page through an electronic signing system implemented by either Party will also be deemed the same as an original executed signature page. Tenant shall, in addition to any electronic copy delivered, deliver one “ink-signed” original of this Agreement to TPCG. TPCG shall combine Tenant’s original signature page with TPCG’s original signature page for this Agreement for purposes of filing it for record with the Recorder of Mortgages and/or Conveyances of Terrebonne Parish, Louisiana. TPCG shall provide Tenant with a file-stamped copy of the Lease Agreement.

THUS done and signed on this ____ day of _____ 20____ in the presence of the undersigned competent witnesses in the city of Houma, parish of Terrebonne, State of Louisiana after a thorough reading of the whole.

WITNESSES:

TERREBONNE PARISH
CONSOLIDATED GOVERNMENT:

X: _____
JASON W. BERGERON, PARISH PRESIDENT
OR NOAH J. LIRETTE, CHIEF
ADMINISTRATIVE OFFICER

THUS done and signed on this ____ day of _____ 20____ in the presence of the undersigned competent witnesses in the city of _____, county/parish of _____, State of _____ after a thorough reading of the whole.

WITNESSES:

TENANT: TERREBONNE CHILDREN’S
ADVOCACY CENTER

X: _____
BY: Joseph L. Waitz, Jr., District Attorney
ITS: Director



Wednesday, October 30, 2024

Item Title:

Ordinance to enter into Amendment No. 1 between TPCG and Recreation District No. 11 to Remove the Adult Softball Complex

Item Summary:

An ordinance Authorize the Parish President to Enter Into An Amendment No. 1 to the 1997 Intergovernmental Agreement, Lease, and Sub-Lease with Recreation District No. 11 to Remove the Adult Softball Complex from the Agreement and Return Care, Custody, and Control of the Adult Softball Complex to Terrebonne Parish Consolidated Government.

1. Consider the adoption of the ordinance.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	10/7/2024	Executive Summary
Ordinance	10/7/2024	Ordinance
Agreement	10/7/2024	Backup Material



EXECUTIVE SUMMARY

PROJECT TITLE

Consider the introduction of an ordinance Authorize the Parish President to Enter Into An Amendment No. 1 to the 1997 Intergovernmental Agreement, Lease, and Sub-Lease with Recreation District No. 11 to Remove the Adult Softball Complex from the Agreement and Return Care, Custody, and Control of the Adult Softball Complex to Terrebonne Parish Consolidated Government; and call a Public Hearing on Wednesday, October 30, 2024 at 6:30 p.m.

PROJECT SUMMARY (200 WORDS OR LESS)

TPCG finds that is in the best interest of Terrebonne Parish that Recreation District No. 11 return the care, custody, and control of the Adult Softball Complex to TPCG.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

TPCG and Recreation District No. 11 intend to enter into the attached Amendment No. 1 to the Intergovernmental Agreement, Lease, and Sub-Lease to Remove the Adult Softball Complex from the agreement.

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

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Noah J. Lirette, Chief Administrative Officer

Date

10/07/2024

OFFERED BY:

SECONDED BY:

ORDINANCE NO. _____

AN ORDINANCE TO AUTHORIZE THE PARISH PRESIDENT TO ENTER INTO AN AMENDMENT NO. 1 TO THE 1997 INTERGOVERNMENTAL AGREEMENT, LEASE, AND SUB-LEASE WITH RECREATION DISTRICT NO. 11 TO REMOVE THE ADULT SOFTBALL COMPLEX FROM THE AGREEMENT AND RETURN CARE, CUSTODY, AND CONTROL OF THE ADULT SOFTBALL COMPLEX TO TERREBONNE PARISH CONSOLIDATED GOVERNMENT.

WHEREAS, the Terrebonne Parish Charter, Sec. 2-11(a)(11) provides that an ordinance is required to “Convey or lease or authorize the conveyance or lease of any of the lands or property of the parish government.”; and

WHEREAS, Louisiana Revised Statute 33:1324 provides that any parish or political subdivision of the state may make agreements between or among themselves to engage jointly in the acquisition or improvement of any public project or improvement provided that at least one of the participants to the agreement is authorized under a provision of law to perform such activity for completion of the undertaking; and

WHEREAS, the Terrebonne Parish Consolidated Government (“TPCG”) entered into an Intergovernmental Agreement, Lease, and Sub-Lease with Recreation District No. 11 on June 1, 1997, pursuant to which Recreation District No. 11 (“Rec. Dist. 11”) undertook sole responsibility for the maintenance, upkeep and repairs of the Adult Softball Complex for Terrebonne Parish; and

WHEREAS, TPCG finds that is in the best interest of Terrebonne Parish that Recreation District No. 11 return the care, custody, and control of the Adult Softball Complex to TPCG; and

WHEREAS, TPCG and Rec. Dist. 11 intend to enter into the attached Amendment No. 1 to the Intergovernmental Agreement, Lease, and Sub-Lease to remove the Adult Softball Complex from the agreement; and

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

SECTION I

The Parish President (or Administration) is hereby authorized to execute and enter into an Amendment No. 1 to Intergovernmental Agreement, Lease, and Sub-Lease with Rec. Dist. 11 to return the care, custody, and control of the Adult Softball Complex to TPCG, not inconsistent with the proposed amendment attached to this Ordinance.

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 and other portions of this ordinance shall remain in full force and effect, the provisions of this ordinance hereby being declared to be separable.

SECTION III

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 the 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

Tammy Triggs, 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

STATE OF LOUISIANA

PARISH OF TERREBONNE

**AMENDMENT NO. 1 TO
INTERGOVERNMENTAL AGREEMENT, LEASE,
AND SUB-LEASE
BETWEEN
TERREBONNE PARISH CONSOLIDATED GOVERNMENT
AND
TERREBONNE PARISH RECREATION DISTRICT NO. 11**

Before the undersigned Notaries Public, duly qualified in their respective parishes, on the dates inscribed below, and in the presence of the undersigned competent witnesses, came and appeared the parties identified below in Article I, who did depose and state that this Act is an Amendment No. 1 to the Intergovernmental Agreement, Lease, and Sub-Lease between the Terrebonne Parish Consolidated Government and Recreation District No. 11 ("Amendment") and they did further declare to agree as follows:

1. THE PARTIES

1.1. **Terrebonne Parish Consolidated Government**, a political subdivision of the State of Louisiana, appearing herein through its Parish President, JASON W. BERGERON, by virtue of Terrebonne Parish Ordinance No. _____, or his duly authorized designee, Noah J. Lirette, Chief Administrative Officer, by virtue of that certain Act of Designation filed for record in Terrebonne Parish Conveyance Entry No. 1684823 (hereinafter referred to as "Owner" or "TPCG"); whose mailing address for all purposes herein is Post Office Box 2768, Houma, Louisiana 70361; and

1.2. **Terrebonne Parish Recreation District No. 11**, a political subdivision of the state of Louisiana and a body corporate, organized under the laws of Louisiana, herein represented by its duly authorized Chairman of the Board, Rev. Dr. Vincent Fusilier, Sr., whose mailing address is Post Office Box 4294, Houma, Louisiana 70361, (hereinafter called the "DISTRICT" or "LESSEE").;

who, in consideration of the covenants and agreements herein contained, it is mutually agreed as follows:

2. ORIGINAL CONTRACT

The Parties to this Amendment entered into that certain Intergovernmental Agreement, Lease, and Sub-Lease for the lease to the DISTRICT certain parks owned by TPCG within the jurisdiction of the DISTRICT, and other matters, on January 1, 1997, (hereinafter "Original Contract"). The Original Contract was filed for record on January 21, 1997, with the Terrebonne Parish Recorder of Mortgages and Conveyances at COB 1540, page 717, Entry No. 990521.

3. PURPOSE OF AMENDMENT

The purpose of this amendment is to return care, custody, and control of the Adult Softball Complex to TPCG.

4. AMENDED TERMS AND CONDITIONS

The Parties hereto agree and hereby amend the Original Contract to remove the Adult Softball Complex from the properties leased by OWNER to the DISTRICT in the Agreement, which said property is more fully described on page 2 of the Original Contract, and return the care, custody, and control of the said Adult Softball Complex to OWNER, effective on the date of execution of the last party signing this Amendment.

5. OTHER PROVISIONS

5.1. All terms and conditions of the Original Contract not deleted or amended herein shall remain in full force and effect.

5.2. The Terrebonne Parish Recorder of Conveyances and Mortgages is requested to make note of this Amendment in the Margin of the Original Contract, Entry No. 990521, to serve as occasion may require.

5.3. Counterparts. This Amendment may be executed in counterparts and may be transmitted by facsimile copy or e-mailed PDF file, each of which when so executed and delivered shall be deemed to be an original and all of which, when taken together, shall constitute one and the same instrument. If executed separately, DISTRICT shall also provide TPCG with an ink-signed original of this Amendment, and TPCG shall combine its ink-signed original with DISTRICT's ink-signed original for the purposes of filing same in the mortgage and/or conveyance records of the parish of Terrebonne. However, failure to do so shall not affect the validity, enforceability, or binding effect of this Amendment.

6. SIGNATURES

6.1. TERREBONNE PARISH RECREATION DISTRICT NO. 11

THUS done and signed on this ____ day of October 2024 in the presence of the undersigned notary and competent witnesses in the city of Houma, parish of Terrebonne, State of Louisiana after a thorough reading of the whole.

WITNESSES:

DISTRICT

X: _____
BY: REV. DR. VINCENT FUSILIER, SR.
ITS: CHAIRMAN

NOTARY PUBLIC

6.2. OWNER

THUS done and signed on this ____ day of October 2024 before me, Notary Public, and in the presence of the undersigned competent witnesses in the city of Houma, parish of Terrebonne, State of Louisiana, after a thorough reading of the whole.

WITNESSES:

OWNER:

X: _____
BY: JASON W. BERGERON
ITS: PARISH PRESIDENT
OR: NOAH J. LIRETTE,
ITS: CHIEF ADMINISTRATIVE OFFICER

NOTARY PUBLIC



Wednesday, October 30, 2024

Item Title:

Ordinance to Amend, Rescind, and Enact Certain Sections Chapter 14, Nuisance Abatement, of the Terrebonne Parish Code of Ordinances

Item Summary:

An ordinance to Amend, Rescind, and Enact Certain Sections Chapter 14, Nuisance Abatement, of the Terrebonne Parish Code of Ordinances to Provide for Alternative Methods of Notice Violations; to Eliminate Violations for Excessive Noises; to Facilitate Efficient Processing of Fees; to Establish a Protocol for Cancelling Nuisance Liens; to Establish a Warning Period for Nuisance Actions; to Stack Violations for Multiple Offenses on One or More Properties Owned by Similar Owners; to Standardize Judicial Review of Violation proceedings; to Prohibit Persons in Violation of the Nuisance Code from Bidding on Parish-Owned Adjudicated or Surplus Immovable Property; and to Provide for Related Matters.

1. Consider the adoption of the ordinance.

ATTACHMENTS:

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



EXECUTIVE SUMMARY

PROJECT TITLE

Consider the introduction of an ordinance to Amend, Rescind, and Enact Certain Sections Chapter 14, Nuisance Abatement, of the Terrebonne Parish Code of Ordinances to Provide for Alternative Methods of Notice Violations; to Eliminate Violations for Excessive Noises; to Facilitate Efficient Processing of Fees; to Establish a Protocol for Cancelling Nuisance Liens; to Establish a Warning Period for Nuisance Actions; to Stack Violations for Multiple Offenses on One or More Properties Owned by Similar Owners; to Standardize Judicial Review of Violation proceedings; to Prohibit Persons in Violation of the Nuisance Code from Bidding on Parish-Owned Adjudicated or Surplus Immovable Property; and to Provide for Related Matters; and call a Public Hearing on Wednesday, October 30, 2024 at 6:30 p.m.

PROJECT SUMMARY (200 WORDS OR LESS)

Revisions to Chapter 14 of the Terrebonne Parish Code of Ordinances will promote better enforcement of nuisance violations, more efficient handling of cases, and to prevent repeat offenders from benefiting from parish-owned properties.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

These changes help to improve community safety, enhance neighborhood quality, and create a more efficient and fair system for addressing nuisance violations.

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
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 Noah J. Lirette, Chief Administrative Officer

 Date 10/10/2024

OFFERED BY:

SECONDED BY:

ORDINANCE NO. _____

AN ORDINANCE TO AMEND, RESCIND, AND ENACT CERTAIN SECTIONS CHAPTER 14, NUISANCE ABATEMENT, OF THE TERREBONNE PARISH CODE OF ORDINANCES TO PROVIDE FOR ALTERNATIVE METHODS OF NOTICE VIOLATIONS; TO ELIMINATE VIOLATIONS FOR EXCESSIVE NOISES; TO FACILITATE EFFICIENT PROCESSING OF FEES; TO ESTABLISH A PROTOCOL FOR CANCELLING NUISANCE LIENS; TO ESTABLISH A WARNING PERIOD FOR NUISANCE ACTIONS; TO STACK VIOLATIONS FOR MULTIPLE OFFENSES ON ONE OR MORE PROPERTIES OWNED BY SIMILAR OWNERS; TO STANDARDIZE JUDICIAL REVIEW OF VIOLATION PROCEEDINGS; TO PROHIBIT PERSONS IN VIOLATION OF THE NUISANCE CODE FROM BIDDING ON PARISH-OWNED ADJUDICATED OR SURPLUS IMMOVABLE PROPERTY; AND TO PROVIDE FOR RELATED MATTERS.

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, rescind, and enact certain sections of Chapter 14 to provide for alternative methods of notice violations; to eliminate violations for excessive noises; to facilitate efficient processing of fees; to establish a protocol for cancelling nuisance liens; to establish a warning period for nuisance actions; to stack violations for multiple offenses on one or more properties owned by similar owners; to standardize judicial review of violation proceedings; to prohibit persons in violation of the nuisance code from bidding on parish-owned adjudicated or surplus immovable property; and to provide for related matters.

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

SECTION I

The following sections of Chapter 14, Nuisance Abatement, shall be and are hereby enacted, amended, and rescinded, using underlining to indicate additions or enacted sections, and strikethrough to indicate deletions or rescinded sections, as follows:

Chapter 14 NUISANCE ABATEMENT

ARTICLE I. IN GENERAL

* * *

Sec. 14-9. Service of Process

In any instance under this Chapter where service or notice to a person is required, said service or notice may be satisfied by legal service of process carried out by a representative of the Terrebonne Parish Consolidated Government who is a peace officer and/or is P.O.S.T. certified. Legal service of process made on a proprietary party, whether personal or

domiciliary, shall be deemed valid and effective where necessary for enforcement of this Chapter. TPCG shall maintain proof of service of process and return of service records.

Sec. 14-10. Procedure for Cancelling Encumbrances.

- (a) Any interested person may apply to cancel any of the following encumbrances by written request addressed to the Nuisance Abatement Division of the Planning and Zoning Department of the TPCG:
- (1) nuisance liens and notices of liens
 - (2) condemnation hearing notices, condemnation orders, and demolition liens
 - (3) any other liens or encumbrances filed in the public records of Terrebonne Parish authorized under this Chapter 14 (e.g., tall grass liens, junk liens, etc.)
- (b) Upon request, the property clerk shall provide to the requesting party a copy of the recorded statement of costs, or an invoice for the amount of the lien, including any fees, costs, and interest reserved therein, plus recoverable costs.
- (c) The invoice referenced in (b) above shall be valid for thirty (30) days from the date of invoice. After thirty (30) days, if not paid by requestor, a new written request must be made.
- (d) Recoverable costs shall include the following:
- (1) filing fees for the affidavit of cancellation
 - (2) administrative or attorney fees for preparation of the affidavit of cancellation
 - (3) costs for postage, copies, and other administrative expenses
- (e) Payment in the amount due is payable to the TPCG at its finance department. Within thirty (30) days of receipt of payment. Upon notice of satisfaction by the finance department to the property clerk, the property clerk shall issue an affidavit of cancellation to the nuisance abatement division.
- (f) The nuisance abatement division shall cause the affidavit to be executed and shall file the affidavit of cancellation with the recorder of mortgages. The nuisance abatement division shall provide the property clerk and the requesting party with copies of the recorded cancellation.

Secs. 14-9 14-11—14-25. Reserved.

ARTICLE II. DEFINITIONS

Sec. 14-26. Words and terms defined.

For the purposes of this chapter, the following terms, phrases, words and derivations shall have the meaning given herein, unless it is apparent from the context that a different meaning is intended:

Abandoned vehicle means any vehicle which is located on public or private property. ~~Vehicles include, but are, including, but~~ not limited to, motor vehicles, cars, trucks, trailers, recreational vehicles, boats, vessels, and mobile homes, ~~of which is~~ meet any of the following criteria as follows:

- (1) Wrecked, dismantled, partially dismantled, inoperative, abandoned, discarded, ~~or left on public property that creates an imminent hazard to the public.~~ the condition of the vehicle being such that it is considered to be a total loss. The term "total loss" shall have the same meaning as La. R.S. 33:4876: that the cost to repair a damaged or dismantled vehicle exceeds the junk value of said vehicle, as determined by any recognized national appraisal book; or.
- (2) ~~vehicle that~~ is operable or ~~inoperable~~ inoperative and is left unattended on public property for more than twenty-four (24) hours, or
- (3) is ~~inoperable~~ inoperative and left unattended on the shoulder or right-of-way of an interstate, four-lane highway, or roadway for more than twenty-four (24) hours, or

- ~~(4) a vehicle that has remained illegally on public property for a period of more than twenty-four (24) hours, or~~
- ~~(5) a vehicle that has remained operable or ~~inoperable~~ inoperative on private property without the consent of the owner or person in control of the property for more than three (3) days.~~

~~TPCG shall place notice tag on the vehicle.~~

- ~~a. A vehicle shall be deemed inoperable if it does not have a license plate, insurance, and/or a valid registration tag.~~

- ~~(3) Notwithstanding anything in contrary to this section, any vehicle, operable or inoperable inoperative that is left on public property, including, but not limited to, roadways, and shoulders, creating a hazard, shall be rightfully removed by the Terrebonne Parish Consolidated Government or its designated representative and stored at a location of its choice.~~

- ~~(4)(6) The definition of abandoned/junked vehicle does not include any antique vehicle as defined in this section provided that the antique vehicle and its storage area are maintained in such a manner that they do not constitute a health, safety or fire hazard.~~

- ~~(5) All costs paid by TPCG for the removal and/or storage of vehicles under this section shall be reimbursed by the owner of the removed and/or stored vehicle. If the vehicle is being stored by TPCG, and TPCG is not repaid the associated cost of removing and storing the vehicle, the vehicle shall be deemed abandoned. TPCG shall make reasonable attempts to notify the owner that the vehicle is stored, including notice by certified mail and/or hand delivery to the owner's last known address. Failure to receive the notice shall not be a defense by owner. After TPCG has stored the vehicle for longer than thirty (30) days, and the owner has not claimed the vehicle and paid for all costs of removal and storage of the vehicle, the vehicle is declared abandoned by its owner and TPCG is deemed its owner.~~

- ~~(6) TPCG adopts, as an additional remedy, at its choice, any related state statute.~~

Antique vehicle means any motor vehicle which is twenty-five (25) years old or older, has not been materially modified or altered from the original manufacturer's specifications, is being collected, preserved, restored, operated, or maintained by a hobbyist because of its historic interest, and is registered with the Louisiana Office of Motor Vehicles as an antique motor vehicle.

* * *

Dog and domestic animal noise. See "Excessive noises".

Excessive noises means:

- ~~(1) The term "excessive noises" as pertains to a private residence, means sound amplified by electrical or mechanical means or any combination thereof to the extent that it is heard outside of the residence in which the sound equipment is located.~~

- ~~(2) The term "excessive noises" as pertains to any commercial structures, means sound produced by radio, television, loudspeakers, musical equipment or devices, within the interior or on the exterior of commercial buildings, which is audible at a distance of seven and one-half (7.5) meters (twenty five (25) feet) or exceeds seventy (70) decibels in volume.~~

- ~~(3) The term "excessive noises" as pertains to motor vehicles, means sound produced by radio, television, loudspeakers, musical equipment or devices, within the interior or on the exterior of motor vehicles, which is audible at a distance of seven and one-half (7.5) meters (twenty five (25) feet) or exceeds seventy (70) decibels in volume.~~

~~(4) The term "excessive noises" as pertains to dogs and domestic animals, means any noise that a dog or domestic animal in an individual's care, custody and control within a subdivision or within one hundred fifty (150) feet of any inhabited property makes continuously and/or intermittently for a minimum of ten (10) minutes and which occurs between the hours of 9:00 p.m. and 7:00 a.m.~~

Inoperative means incapable of self-propelled movement. A vehicle which is not currently and validly registered for operation or use on highways and streets, as required by law, is presumed to be inoperative.

Junk means any trash, refuse, garbage, debris, printed paper flyers, handbills, mobile homes, and/or trailers, rubbish, old or scrap rope, rags, batteries, paper, trash, shopping carts, discarded refrigerators, freezers, stoves, and other major appliances; discarded mattresses, glass, wood, and tires; rubber, copper, brass, iron, steel and other old or scrapped ferrous and nonferrous material; and, any other refuse, trash, or discarded material.

The term "junk" as relates to junked vessel means a vessel that is wrecked, dismantled, partially dismantled, inoperative, abandoned or discarded, the condition of the vessel being such that it is considered to be a total loss. The term "total loss" as relates to vessel shall be the same as the definition contained within the definition of junked vehicle within this section 14-26; however, tailored to watercraft.

Junkyard means a business established for the purpose of selling used or scrap automobiles, trucks, and/or trailers; old or scrap rope, rags, batteries, paper, rubber, copper, brass, aluminum, iron, steel and other old or scrapped ferrous or nonferrous materials; discarded refrigerators, freezers, stoves, and other appliances, provided that said business is authorized by and is in compliance with Chapter 16 of the TPCG Code and other regulatory ordinances of TPCG; discarded mattresses, glass, wood and tires; and, any other junk or discarded materials. The term also includes salvage yards and recycling centers.

* * *

ARTICLE III. LITTERING

* * *

ARTICLE IV. VEGETATION, TRASH, AND JUNK

* * *

Sec. 14-68. Buffer zone.

There is a buffer zone solely as it relates to tall grass as defined in section 14-26.

Sec. 14-69. Authority to enter property.

- (1) The director of the Planning and Zoning Department, or his/her designee, is hereby authorized to enter property found to be in violation of this article, and to cut, rake and remove any noxious weeds or grass or deleterious, unhealthy or noxious growth, on occupied or unoccupied property, growing or standing on any sidewalk or banquette, or on any lot, place of area, provided no such work shall be undertaken by the director until the owner of the lot, place or area or the owners of the property abutting the sidewalk or banquette shall have had the opportunity to do the work at after notice of ten days has been given by registered mail, addressed in accordance with the tax rolls, or served on the owner, by domiciliary or personal service, by a representative of TPCG.
- (2) In lieu of the notice prescribed above, the director, or his/her representative shall be authorized to undertake the work under the following circumstances or upon the giving of the following notice, to-wit:

(a) If the owner of any lot or other real property is unknown or his/her whereabouts are not known, a sign giving notice of the violation and of the intent to abate the violation shall be posted by the director upon or near the premises and may, at the option of the director, be published in the official journal of TPCG one time at least three days before the work is performed. The director or his designee shall make an affidavit setting out the facts as to unknown address.

(b) All costs incurred by the director in effecting notice to the owner shall be included in the costs specified in [Section 14-70](#).

Sec. 14-70. Liability for Costs; Collection.

(1) TPCG may undertake the cutting, destruction, or removal of noxious weeds or grass or other deleterious, unhealthful, or noxious matters on any property within its jurisdiction on a monthly basis without the notice required in Sec. 14-69 of this Section if the property owner liable has been notified pursuant to said Subsection at any time during the immediately preceding twelve months and has failed to do the work himself/herself after opportunity to do so. However, prior to undertaking such work, TPCG shall file and record one affidavit after the initial violation, signed by a representative of TPCG, which shall be sufficient for twelve months from the initial violation. Such affidavit shall include the following:

(a) A description of the property sufficient to reasonably identify it.

(b) A statement that the property owner liable has within the past twelve months failed to do such work after notification and opportunity to do so pursuant to Subsection B of this Section.

(2) Once TPCG has undertaken such actions, pursuant to Subsection 1 of this Section, it shall have the bill for the work delivered by registered mail, addressed in accordance with the tax rolls, or served on the property owner, by domiciliary or personal service, by a representative of TPCG.

(3) Upon failure of the property owner to pay the charges within thirty days of receipt of the bill, TPCG may file a certified copy of said charges with the recorder of mortgages, and the same, when so filed and recorded, shall operate as a lien and privilege in favor of TPCG against the property on which the work was done or against the property abutting the sidewalk or banquette on which the work was done. The lien and privilege granted under this Subsection shall have the same ranking as an ad valorem tax lien on immovable property as provided in R.S. 9:4821(1).

(4) In addition to the remedy provided above, TPCG may institute suit to enforce the collection of all monies owed under this article, including attorney's fees incurred in connection with such suit.

Secs. 14-69 14-71—14-95. Reserved.

ARTICLE V. JUNK AND TRASH IN PUBLIC VIEW. JUNKYARDS

Sec. 14-96. Prohibition.

(a) No person, firm, or corporation shall accumulate, store, dispose or allow the accumulation, storage or disposal of junk, trash, garbage, or other offensive accumulation on his property directly adjacent or abutting a residential development or within view of any highway, street, road, alley, or other passageway within the parish.

~~(b)~~—No junkyard shall be operated in such a manner so as to allow the accumulated junk in public view, which is either being stored or is being offered for sale, to be located adjacent or abutting a residential development or within the view of any highway, street, road, alley or other passageway in the parish.

* * *

ARTICLE VI. VESSELS

* * *

ARTICLE VII. CONDEMNATIONS

* * *

Sec. 14-159. Remedy.

(a) *Inspection.* Upon its own consideration or upon the complaint of any person, the department shall make an on-site inspection of the property and compile a written report citing the specific findings and recommendations in regard to the repair or demolition and removal of the structure. The written report shall be accompanied by a photograph(s) of the structure taken on or near in time to the day and the time of the initial on-site inspection.

* * *

(c) *Administration, remedies, enforcement.* Failure to comply with the nuisance warning shall result in the institution of condemnation proceedings in accordance with R.S. 33:4761 et seq., as may be amended. The enforcement provisions of ~~a~~Article XI do not apply to condemnations, except as provided in Section 14-321.

Sec. 14-160. ~~{Redemption period.}~~

Condemned property is declared blighted and the redemption period in section 14-172 is adopted for such condemned property.

Secs. 14-161—14-169. Reserved.

ARTICLE VIII. BLIGHTED OR ABANDONED PROPERTY

* * *

ARTICLE IX. JUNKED, ABANDONED, AND INOPERATIVE VEHICLES

Sec. 14-186. Nuisance declared; prohibitions; exceptions.

- (a) The presence of any junked, abandoned, and inoperative vehicle(s) on any public or private property occupied, unoccupied, improved, or unimproved within the parish shall be deemed and is hereby declared a nuisance, as defined in section 14-26.
- (b) Prohibition on public property. Except as otherwise permitted herein, no person, firm, or corporation shall cause or maintain any junked, abandoned, and inoperative vehicle(s) on any public property for a period of over ~~forty-eight (48)~~ twenty-four (24) hours.
- (c) Prohibition on private property. Except as otherwise permitted herein, no person, firm, or corporation shall cause or maintain any junked, abandoned, and inoperative vehicle(s) on any private property for a period of over ~~seven (7)~~ three (3) days.
- (d) Exceptions. The ordinances of this section shall not apply to the following:

- (1) ~~Any junked, abandoned, and inoperative vehicle which is completely enclosed within a building or yard in a manner that is not otherwise visible from the street or other public or private property;~~
- (2) Any motor vehicle in operable condition specifically adapted or constructed for racing or operation on privately owned drag strips or raceways;
- (3)(2) Any junked, abandoned, and inoperative vehicle stored in an appropriate storage place or depository maintained at a location where such storage place or depository is authorized/licensed and operating in conformity with the regulatory ordinances and laws of the parish government;
- (4)(3) Any motor vehicle stored as the property of a member of the armed forces of the United States who is on active duty assignment.
- (5)(4) Any antique vehicle as defined in section 14-26 of this chapter, provided that the antique vehicle and its storage area are maintained in such a manner that they do not constitute a health, safety or fire hazard.

Sec. 14-187. Motor Vehicles declared public property; removal of hazard; costs.

- (a) The ownership of any abandoned or junked motor vehicle left on any public or private property within the parish, which shall remain on the street, vacant lot, or any unused portion of any occupied lot, neutral ground, or sidewalk within the parish, after unanswered notice in the form of a nuisance warning has been provided, shall be forfeited to the public. Such vehicle shall be considered public property and be removed to a place to be provided by council and held there until the seized vehicle shall have been disposed of in accordance with R.S. 33:4876.
- (b) Notwithstanding anything in contrary to this section, any vehicle, operable or inoperative, that is left on public property, including, but not limited to, roadways, and shoulders, which creates a hazard, may be removed by the parish and stored at a location of its choice.
- (c) All costs paid by TPCG for the removal and/or storage of vehicles under this section shall be reimbursed by the owner of the removed and/or stored vehicle. If the vehicle is being stored by TPCG, and TPCG is not repaid the associated cost of removing and storing the vehicle, the vehicle shall be deemed abandoned. TPCG shall make reasonable attempts to serve the owner with notice that the vehicle is stored. Failure to receive the notice shall not be a defense by owner. After TPCG has stored the vehicle for longer than thirty (30) days, and the owner has not claimed the vehicle and paid for all costs of removal and storage of the vehicle, the vehicle shall be deemed declared abandoned by its owner and TPCG shall be deemed its owner.

* * *

~~ARTICLE X. EXCESSIVE NOISES RESERVED.~~

~~**Sec. 14-200. Excessive noises declared a nuisance.**~~

~~For the purpose of this article, excessive noises, as defined in section 14-26, are hereby declared a nuisance.~~

~~**Sec. 14-201. Administration, remedies, and enforcement.**~~

~~As pertains to excessive noises, the remedy for violations of this article shall be in the manner specified in article XI of this chapter.~~

~~**Sec. 14-202. Exceptions.**~~

~~The ordinances of this section do not apply to the following:~~

- ~~(1) a. The use of a horn, alarm, or other warning device which has as its purpose the signaling of unsafe or dangerous situations or to summon the assistance of law enforcement when used for such purpose.~~
- ~~b. The use of carillon or bell emanating from or on a building or property used primarily as a church, synagogue, or school.~~
- ~~c. Any person who has a valid permit authorizing an activity which is likely to produce loud or excessive sound or noise, including an outdoor concert.~~
- ~~(2) The department of planning and zoning is authorized to issue permits for the use of amplifying equipment or devices in accordance with this section under the following conditions:~~
- ~~a. Only temporary permits may be issued and such permits may not exceed three (3) days.~~
- ~~b. Temporary permits may not be issued consecutively to any person or persons, entity or enterprise, or their agents, so as to defeat the prohibitions set forth in this section. The term "consecutively" is defined to mean at any time within a six-month period.~~
- ~~c. A charge of twenty five dollars (\$25.00) will be levied for each application for a permit to cover administrative expenses in connection with the issuing of the permit.~~
- ~~d. The parish administration may use discretion in the issuance of any request for a permit and may consider, including, but not limited to, the location of the proposed activity, the nature of the proposed activity, the time of the proposed activity and any and all other factors that concern the health, safety, and welfare of the residents of the Parish of Terrebonne.~~

Secs. ~~14-203~~14-200—14-299. Reserved.

ARTICLE XI. ADMINISTRATION, REMEDIES, AND ENFORCEMENT

* * *

Sec. 14-303. Powers of the department of planning and zoning relative to nuisance abatement.

- (a) The department of planning and zoning shall be responsible for the implementation and subsequent administration of the ordinances of this chapter.
- (b) A complaint may be made upon its own consideration or upon the complaint of any person and the planning and zoning department shall make an on-site inspection of the property and compile a written report citing the specific findings and recommendations in regard to the pertinent nuisance conditions. The written report shall be accompanied by a photograph(s) of the property taken on or near in time to the day and the time of the initial on-site inspection.
- (c) Powers and duties. The department is hereby authorized and directed to administer the ordinances of this chapter. In carrying out its administrative duties, the department shall:
- (1) *Procedures.* Establish and administer rules and ordinances for proceedings within the department, together with the maintenance of regular forms for any such proceedings regarding the operations of the department, subject to review and approval of the parish president.
- (2) *Record of actions.* Maintain records of all actions taken by the department in the administration of the ordinances of this chapter.
- (3) *Nuisance adjudication hearings.* To convene upon the violator's request the nuisance administrative hearing officer to consider and rule upon any defense or justification presented by violators; and, to resist and to oppose any deviations from the ordinances of this chapter, when necessary.
- (4) *Investigations and surveys.* Conduct investigations and surveys to determine compliance or noncompliance with the ordinances of this chapter. Incidental to such

surveys and investigations, the department head or an authorized representative of the department, may enter into and upon any land or structure to be inspected or examined.

- a. *Right of entry.* Whenever it is necessary to make an inspection to administer any of the ordinances of this chapter, the department head, or his duly authorized representative, may enter upon such property, at all reasonable times, to perform his duties. If such property is occupied, he shall first present proper credentials and request entry. If entry is refused, then the department head, or his duly authorized representative, shall have recourse to every remedy provided by law to secure entry onto the property or entrance into the structure.
- (5) *Enforcement.* Issue written warnings, citations and orders requiring compliance with the ordinances of this chapter.
- (6) *Sufficiency of Service.* Any notice or service required under this Article may be made by registered, certified, or first-class mail or by domiciliary or personal service as provided in Section 14-9 of this Code. Service by mail on property owners shall be addressed to the person named and at the address provided on the current ad valorem tax records maintained by the Terrebonne Parish Tax Assessor. For service by mail, the date of mailing shall be deemed the date of service of any nuisance warning. If no last known address is available for the violating party or proprietary party, the Department shall make notification by publication in the legal notice section of the official journal of the parish, publishing notice at least once.
- (7) *Process Service.* TPCG may appoint a process server for the purposes of making service of any notice, citation, and order, provided for within this chapter related to nuisance abatement. Process service shall be deemed sufficient if made by personal service or domiciliary service. The process server must return a copy of the notice or citation with service information.

Sec. 14-304. Nuisance warnings; ~~forms; required contents; form of service.~~

- (a) The nuisance warning shall be the preliminary notice of a violation of this chapter.
- (b) A nuisance warning shall be served ~~personally or by first-class mail~~ upon the person, firm, corporation, or proprietary party deemed by the department to be violating the ordinances of this chapter; provided, however, that if such person, firm, or corporation is not the proprietary party of the land or the structure in which the violation is deemed to exist or to have occurred, a copy of the citation shall be ~~sent by first-class mail~~ served to the proprietary party of such land or structure, ~~with the proprietary party to be determined from the tax roll for the preceding year in the office of the tax assessor of the parish. The date of mailing shall be deemed the date of service of any nuisance warning served by first-class mail.~~ If the occupant cannot be ~~is not so~~ served, or is not present, the nuisance citation shall be served upon the recorded proprietary party of the property. ~~If the registered, recorded or last known proprietary party of the party deemed to be violating the ordinances of this chapter cannot be located, notification shall consist of one~~ (1) ~~publication in the legal notice section of the official journal of the parish.~~
 - (1) Adequate notice, in the case of nuisance warnings issued for the abatement of a junked, abandoned and inoperative vehicle located on public or private property, should also be served by notice affixed to a prominent place on the vehicle so as to be plainly in the public view.
- (c) The warning shall contain information concerning the nature, date, time, and location of the alleged violation; the corrective action to be taken to abate the nuisance; and, with the following exceptions, the time period not to exceed five (5) days in which the corrective action is to be completed. The warning shall also contain the telephone number and the address of the department.

Exceptions as to content and time for compliance:

- (1) In the case of nuisance warnings issued for the abatement of dilapidated and dangerous structures the time period for compliance shall be a minimum of fifteen (15) days.
 - (2) In the case of a nuisance warning issued for the abatement of a junked, abandoned, and inoperative vehicle located on public or private property, the warning shall contain the state vehicle license number, and the make of the vehicle. In those cases where the license plate is not visible or legible, the vehicle identification number, color, or any other identifying characteristics shall be so noted. The notice shall also note the total number of vehicles in violation. The warning shall also contain information advising the proprietary party that failure to remove the vehicle in accordance with the issued notice of warning will result in the vehicle being declared public property and disposed of by the parish in accordance with R.S. 33:4876. The time period for compliance of nuisance warnings issued for the abatement of a junked, abandoned, or inoperative vehicle, ~~whether located on public or private property shall be a minimum of ten (10) days. The time period for compliance of nuisance warnings issued for the abatement of a junked, abandoned, or inoperative vehicle located on private property shall be a minimum of ten (10) days.~~
 - (3) In the case of nuisance warnings issued for the abatement of any sunken vessel, the registered proprietary party or last known proprietary party of any abandoned sunken vessel shall be notified in accordance with R.S. 34:843, as may be amended, such notice to contain a description of the abandoned sunken vessel, the location of the sunken vessel, a statement that the sunken vessel has been deemed either dangerous or abandoned, a list of criteria the proprietary party must meet in order to comply with this chapter, and a deadline for compliance in accordance with R.S. 34:843.
- (d) The warning shall also contain information advising the person that failure to abate the nuisance in accordance with the issued warning will result in the issuance of a written citation, and the assessment of fines incidental thereto.
- ~~(e) Exceptions: In the case of a nuisance warning issued for the removal of a junked, abandoned and inoperative vehicle located on public or private property, the warning shall also contain information advising the proprietary party that failure to remove the vehicle in accordance with the issued notice of warning will result in the vehicle being declared public property and disposed of by the parish in accordance with R.S. 33:4876.~~
- (1) At the Director of Planning and Zoning's discretion, certain nuisance violations which pose a risk to welfare, safety, or health will receive a warning with notice that their violation will be adjudicated directly with a hearing officer, as set out in Section 14-309 of this code, without following the required form of this section.
 - (2) The notice requirements of this section and Section 13-305 shall not apply to violations under Article IV dealing with tall grass violations.
- ~~(e) Twelve-month rule. A nuisance warning shall only be issued to a person, firm, corporation or proprietary party deemed by the department to be violating a certain provision of this chapter once within a single calendar year. Should the same nuisance occur within the same calendar year involving the same violator, a nuisance citation will be issued with fines assessed.~~
- (f) Warning period; continuation.
- (1) For the purposes of this Chapter, a nuisance warning shall be valid and remain in effect for twelve months, commencing on the date of issuance of the warning.
 - (2) Should the same nuisance violation persist, or should a new violation of the same nature occur within the said twelve-month period, the warning period shall continue for an additional 12 months from the date of the last violation, or the last date of the continuing violation, whichever occurs later.
 - (3) During the warning period, as may be continued under this Section, TPCG shall proceed to issue nuisance citations, assess fines, and enforce the remedies and penalties under this Chapter without the need to first issue new warnings.

Sec. 14-305. Nuisance citation; contesting the citation.

- (a) The nuisance citation shall be the notice of violation for purposes of this chapter.
- (b) The citation shall contain information concerning the nature, date, time, and location of the alleged violation; the corrective action to be taken to remedy the nuisance, the fine assessed, and the time period, not to exceed five (5) days, in which the fine is to be paid and the corrective action is to be completed.
- (c) The citation shall contain information advising the person charged that he/she may contest the citation by requesting either in person or in writing, within seventy-two (72) hours of service, a hearing before the nuisance administrative hearing officer. The citation shall also provide that failure to appear for a requested hearing before the nuisance administrative hearing officer may carry an additional penalty and shall be considered a prima facie admission of the violation set forth in the nuisance citation.
- (d) Once a violation is noticed with a citation, the property is considered to remain in violation until all portions of the property have been abated.

Sec. 14-306. Service of nuisance citations.

- (a) Except as provided for in subsection (f) of this section, a nuisance citation shall be served ~~personally or by certified or registered mail~~ upon the person, firm, corporation, or proprietary party deemed by the department to be violating the ordinances of this chapter; provided, however, that if such person, firm, or corporation is not the proprietary party of the land or the structure in which the violation is deemed to exist or to have occurred, a copy of the citation shall be served on ~~sent by certified or registered mail to~~ the proprietary party of such land or structure, ~~with the proprietary party to be determined from the tax roll for the preceding year in the office of the tax assessor of the parish. The date of personal service or of receipt of mailing shall be deemed the date of service of any citation or order served by certified or registered mail or personally upon the occupant of the property who is present at the time of service.~~ If the occupant cannot be ~~is not so~~ served, or is not present, the nuisance citation shall be served upon the recorded proprietary party of the property.
- (b) The original nuisance citation shall bear the name or initials and identification number of the issuing officer, who shall affirm the truth of the facts set forth therein.
- (c) In the event that the nuisance citation is refused by either the occupant or proprietary party of the property on which the nuisance is located, this fact shall be duly noted on the original and all copies of the citation.
- (d) The original and all copies of a citation shall constitute a business record of the parish, and shall constitute prima facie evidence that the citation was issued and that an attempt at service thereof was made in accordance with the ordinances of this chapter.
- (e) Notice to one (1) proprietary party by any method shall be deemed to be notice to all other co-owners.
- (f) Absentee or unknown owners. If the proprietary party of the property is unknown and cannot be ascertained, or if attempts to serve ~~notice of violation and citation by certified or registered mail or personal service have been~~ are unsuccessful, notice of the nature and location of the violation may be published on one (1) day in the official journal of the parish and such publication shall be deemed to be notice to the proprietary party of the property upon which the violation is found to occur. Notice to one (1) proprietary party by any method shall be deemed to be notice to all other co-owners.

* * *

Sec. 14-309. Creation of the nuisance administrative hearing officer.

- (a) *Established.* There is hereby created, a nuisance administrative hearing officer ~~who shall have jurisdiction over contested violations of any civil ordinances of nuisances, as~~

~~provided for in this chapter. The~~ authorized by the parish president, shall authorize the nuisance administrative hearing officer to preside at hearings for:

- (1) the adjudication of contested nuisance violations of this chapter; and
- (2) the adjudication of certain nuisance violations, at the discretion of the Director of Planning and Zoning, which pose a risk to welfare, safety, or health, after one nuisance citation, and without the necessary warnings and notices prescribed above in Sections 14-304 through 14-306.

(b) Officer. The nuisance administrative hearing officer shall be a Terrebonne Parish licensed attorney, not currently serving as a parish attorney, paid a reasonable fee. The nuisance administrative hearing officer shall be paid an hourly rate not to exceed one hundred twenty-seven dollars (\$127.00) per hour and all approved expenses. The parish shall furnish the nuisance administrative hearing officer with hearing facilities and a court reporter and shall maintain all records of contested hearings.

~~(b)~~(c) Functions, powers, and duties. The nuisance administrative hearing officer shall serve the following functions, powers, and duties:

- (1) To accept admissions to, and to hear and determine contests of nuisance violations under the ordinances of this chapter;
- (2) To issue subpoenas to compel the attendance of a person to give testimony at hearings and to compel the production of relevant books, papers, and other things. Service of subpoenas shall be by city marshal or private process server. Service shall be personal or domiciliary.
- (3) To adjudicate alleged nuisance violations issued under this chapter.
- (4) To compile and maintain complete and accurate records relating to all citations, violations and/or dispositions of nuisance violations and citations; and, upon request, to prepare complete and accurate transcripts of all hearings conducted and to furnish such transcripts to the violator, at said violator's expense and turn over such records and transcripts to the planning and zoning department.
- (5) To determine whether the contested nuisance should be removed, discarded, buffered, towed, immobilized, or any other method deemed appropriate in the abatement of the violation.
- (6) To determine all remedies and enforcement for nuisance violations, including the remedies set forth in section 14-307 and to assess and collect administrative costs and the costs incurred in the remedy of the nuisance violation.

* * *

Sec. 14-313. Hearings for disposition of contested nuisance citations.

(a) Every hearing for the adjudication of a contested charge of nuisance violation under the authority of this chapter shall be held before the nuisance administrative hearing officer.

* * *

(g) At the conclusion of the hearing, the nuisance administrative hearing officer shall render a written decision within forty-eight (48) hours, either finding the person cited liable, ordering the abatement of the nuisance within a specified time period, and assessing the fine and administrative costs or a portion thereof; or declaring the violation unproven or invalid. TPCG may enforce any order, judgment, or notice of judgement assessing fees, costs, and penalties, and/or stipulating a required correction, repair, or abatement measure.

(h) Remedies not exclusive. The regulations, procedures, and remedies established by this section are nonexclusive and may be pursued independently of each other and in addition to other remedies provided by law.

- (i) Failure to comply. If the proprietary party fails or refuses to take the corrective action ordered by the nuisance administrative hearing officer within the time period specified, the nuisance administrative hearing officer shall authorize parish crews or a parish contractor to enter the property where the violation is occurring and remedy the violation.

* * *

Sec. 14-315. Schedule of fines; costs of administrative penalties and remedy costs.

- (a) *Schedule of fines.* ~~The following rates for a~~ Nuisance violation fines within the areas of Terrebonne Parish under this chapter ~~are~~ in progress as follows:
- (1) For the first violation: \$250.00
 - (2) For a second violation ~~within the same calendar year:~~ \$500.00
 - (3) For a third and subsequent violations: ~~within the same calendar year,~~ criminal enforcement and/or civil fines up to five thousand dollars (\$5,000.00) ~~shall be utilized.~~
- (b) *Fines progress by person and property.* Fines under this Section shall apply progressively to violations of this Chapter by person and by property. All violations subsequent to the first violation shall be considered repeat offenses of the nuisance abatement code and fined, remedied, or enforced as such, regardless of whether the subsequent violation occurs on the same property of the first violation or occurs on property owned or occupied by the same person named in first violation. For purposes of this Chapter, different business entities who share at least one of the same member, director, partner, or officer shall be considered one in the same owner, regardless of the named property owner.
- (c) Except as provided in paragraph (b) of this section which governs business entities, nothing shall be construed to mean that a co-owner of a property subject to violation under this Chapter is responsible for prior violations of their co-owner(s) on a separate property not owned by both parties.
- (d) *Administrative fees.* A schedule of administrative fees shall be established by the nuisance administrative hearing officer, subject to the approval of the chief administrative officer and with the concurrence of a majority of the parish council. Administrative fees shall include, but not be limited to, the costs associated in the investigation of property to determine if a nuisance is occurring, determining ownership, processing the notice and citation, serving, sending, and providing notice to the owner, attendance at hearing(s), cost of the court reporter, legal fees associated with the nuisance enforcement and any other administrative tasks required in the proper enforcement of the ordinances of this chapter. The losing party shall bear all costs of the nuisance administrative hearing officer.
- ~~(e)~~(e) *Remedy costs.* Remedy costs are those direct costs incurred by either parish personnel or a parish contractor in the elimination and disposal of a nuisance. Remedy costs, when incurred, shall be assessed against the nuisance ordinance violator in the manner provided for herein.

Sec. 14-316. Judicial review.

- (a) The written decision of the nuisance administrative hearing officer shall be the final decision by the parish. Any person or persons, aggrieved by any decision may file a petition for judicial review to the ~~civil~~ 32nd Judicial District ~~€~~Court of the parish of Terrebonne, within five (5) days after the date of entry of the decision. Absent an injunctive order or temporary restraining order from the reviewing court, enforcement of the decision of the nuisance administrative hearing officer shall commence as specified by the nuisance administrative hearing officer.
- (b) The judicial review by ~~Terrebonne Parish Civil~~ 32nd Judicial District Court shall not be de novo but solely a review of the record and a finding of whether the administrative hearing officer is sustained or overruled.

(c) The decision of the 32nd Judicial District Court shall be final, and no subsequent appeals shall be available.

* * *

~~Sec. 14-320. Barking dog affidavit.~~

~~For purposes of prima facie evidence of nuisance associated with barking dogs, notwithstanding anything to the contrary herein, sufficient proof may be made in the form of an affidavit by any complaining proprietary property attesting to the fact that the barking dog meets the definition contained at section 14-26. The affidavit shall create a presumption that the complaint meets the criteria of a nuisance for a barking dog; however, the presumption is rebuttable.~~

Sec. 14-321. Exclusion of condemnation.

Article XI does not apply to condemnations proceedings unless used to determine blighted property or to determine whether a property owner should be barred under Section 14-322.

Sec. 14-322. Violators prohibited from acquiring immovable property declared surplus.

- (a) Any person cited for a violation of this Chapter subsequent to the first violation shall be barred from purchasing any immovable property declared surplus by the Terrebonne Parish Consolidated Government, including but not limited to adjudicated property, (a) for one year from the date of issuance of the second citation, (b) for two years from the date of issuance of the third citation, and (c) permanently from the date of issuance of the fourth citation.
- (b) Any person whose property becomes subject to an order of condemnation under this Chapter shall be permanently barred from purchasing any immovable property declared surplus by the TPCG, including but not limited to, adjudicated property.
- (c) Any person who is in violation of this Chapter shall remain barred from purchasing immovable surplus properties until each original or subsequent violation has been remedied, regardless of whether the time for barring has lapsed. Remedy, for these purposes, shall include the payment of any fines and liens.

Secs. ~~14-322~~ 14-323—14-399. Reserved.

ARTICLE XII. JUSTICE OF THE PEACE COURTS

* * *

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 thirty 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

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.

COUNCIL

TAMMY TRIGGS
COUNCIL CLERK
TERREBONNE PARISH



Wednesday, October 30, 2024

Item Title:

Ordinance to Amend Article V, Chapter 21 of the Terrebonne Parish Code for Recreation Districts

Item Summary:

An ordinance to Amend Article V, Chapter 21, of the Terrebonne Parish Code, Section 21-87 to Add Provisions for the Removal of Recreation District Board Members; to Amend Sections 21-93 and 21-94 to Require the Repair of Unsafe Equipment or Premises, to Require Compliance with the Policies and Procedures Manual, and to Authorize TPCG to Take Certain Action if the Recreation District Fails to Act; to Adopt Section 21-99 to Create the Recreation Advisory Committee; and to Amend Section 21-97 to Establish Deadlines for the Adoption of District and Comprehensive Master Plans; and Provide for Other Matters.

1. Consider the adoption of the ordinance.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	10/10/2024	Executive Summary
Revised Ordinance	10/25/2024	Cover Memo
Ordinance	10/10/2024	Ordinance
Ordinance - 09-05-24	10/25/2024	Cover Memo
Backup	10/25/2024	Cover Memo



EXECUTIVE SUMMARY

PROJECT TITLE

Consider the introduction of an ordinance to Amend Article V, Chapter 21, of the Terrebonne Parish Code, Section 21-87 to Add Provisions for the Removal of Recreation District Board Members; to Amend Sections 21-93 and 21-94 to Require the Repair of Unsafe Equipment or Premises, to Require Compliance with the Policies and Procedures Manual, and to Authorize TPCG to Take Certain Action if the Recreation District Fails to Act; to Adopt Section 21-99 to Create the Recreation Advisory Committee; and to Amend Section 21-97 to Establish Deadlines for the Adoption of District and Comprehensive Master Plans; and Provide for Other Matters; and call a Public Hearing on Wednesday, October 30, 2024 at 6:30 p.m.

PROJECT SUMMARY (200 WORDS OR LESS)

TPCG wishes to amend Chapter 21 of the Terrebonne Parish Code of Ordinances to add provisions for the removal of Recreation District Board Members, to require districts to repair unsafe premises and equipment, to authorize the parish to take such action in the event the district fails to do so, to provide remedies to the parish for a district's failure to follow policies and procedures, to create an advisory body for the purposes of establishing district and parish-wide recreation master plans.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

This ordinance seeks to enhance oversight and accountability of Terrebonne Parish's Recreation districts. Its purpose and benefits include Board Member Removal, Safety and Compliance, Enforcement of Policies, Recreation Advisory Committee, and Master Plans. This ordinance aims to improve recreational services, ensure public safety, enhance governance, and promote strategic long-term planning for the community.

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
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 Noah J. Lirette, Chief Administrative Officer

10/10/2024

 Date

OFFERED BY:

SECONDED BY:

ORDINANCE NO. _____

AN ORDINANCE TO RESTRUCTURE CHAPTER 12, OF THE TERREBONNE PARISH CODE AND TO ENACT REGULATIONS FOR THE CONSTRUCTION OF BORROW PITS, PONDS, AND DIRT MOUNDS AND TO PROVIDE FOR RELATED MATTERS

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 restructure Chapter 12 and to regulate Borrow Pits in the parish in the restructured Chapter.

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

SECTION I

The title of Chapter 12, Gas and Petroleum Pipelines, Seismographs, etc. shall be and is hereby renamed Coastal Impact Certificates.

SECTION II

Sections 12-66 through 12-69 shall be and are hereby moved from Chapter 12, Article III, to Chapter 12, Article I, and they shall be and are hereby renumbered and amended as follows:

Sec. ~~12-66~~ 12-1. Statement of purpose.

- (a) Terrebonne Parish is committed to providing aggressive leadership, direction and consonance in the development and implementation of policies, plans, and programs which encourage multiple use of the coastal zone and achieve a proper balance between development and conservation, restoration, creation and nourishment of coastal resources in Terrebonne Parish.
- (b) It is the purpose of the coastal impact certificate to enhance and to protect the ecological systems of the parish, whose renewable resources include numerous species of wildlife and support fisheries, and whose nonrenewable resources, such as crude oil and natural gas, serve as the economic base of the parish. The coastal impact certificate process reviews activities, outlined in this Chapter section 12-71 of this article, to:
 - (1) Assure that the proposed activity is consistent with local coastal restoration efforts and coastal zone plans;
 - (2) Assure that the proposed activity does not unnecessarily or excessively impact wetlands and/or water bottoms;
 - (3) Assure that the proposed activity does not negatively impact parish infrastructure facilities such as Morganza/Gulf Levee alignment, force drainage levee alignment or future roadways as depicted on the parish GIS map;
 - (4) Determine the extent that the proposed activity will impact coastal areas and the viability of proposed mitigation plans; and
 - (5) Minimize expenditures of public money for costly erosion control and environmental restoration projects.

Sec. ~~12-67~~ 12-2. Land to which this article applies.

This ~~article~~ Chapter shall apply to all areas within the jurisdiction of the Terrebonne Parish Consolidated Government.

Sec. ~~12-68~~ 12-3. Abrogation and greater restrictions.

This ~~article~~ Chapter is not intended to impair any existing federal or state regulations or statutes.

Sec. ~~12-69~~ 12-4. Interpretation.

In the interpretation and application of this ~~article~~ Chapter, all provisions shall be:

- (1) Liberally construed in favor of the Terrebonne Parish Consolidated Government; and
- (2) Deemed neither to limit nor repeal any other powers granted under state statutes.

SECTION III

Section 12-5 of the Terrebonne Parish Code of Ordinances is hereby enacted to read, in its entirety, as follows:

Sec. 12-5. – Information on Archaeological, historical, and cultural resources; same, environmental compliance

- (a) This Section 12-5 is provided for informational purposes, only. The information in this Section is not intended to limit or expand any existing local, state, or federal laws. Section 12-66 regarding violations does not apply to this Section.
- (b) If archaeological, historical, paleontological, or other cultural resources are encountered or suspected as such *during excavation* activities authorized by this Chapter, work shall cease and the permittee/operator shall immediately notify the Division of Archaeology, Department of Culture, Recreation, and Tourism [CRT, P.O. Box 44247, Baton Rouge, LA 70804; (225) 342-8200] and the Office of Coastal Management in the Department of **Energy and** Natural Resources [(P.O. Box 44487, Baton Rouge, LA 70804-4487; (225) 342-7591)] as well as the Local Coastal Zone Management Program (985-873-6889). Work may not resume until written approval is obtained from CRT.
- (c) The applicant is responsible for compliance with all environmental regulations and permitting requirements under the jurisdiction of the U.S. Army Corps of Engineers, the Louisiana Department of **Energy and** Natural Resources, the Louisiana Department of Environmental Quality, and the Environmental Protection Agency, and obtaining all required permits from these agencies, as well as paying any compensatory mitigation imposed for permanent adverse impacts to wetlands or jurisdictional waters (Waters of the United States) and the payment of any fees and/or fines associated with the issuance of After-the-Fact permits.
- (d) The applicant shall comply with a Storm Water Pollution Prevention Plan (SWPPP) approved by the parish Engineering Division when conducting clearing or earthwork operations. The SWPPP shall include erosion control feature in addition to other components which may be required by the US Environmental Protection Agency (EPA), the Louisiana Department of Environmental Quality (LDEQ) and/or the Louisiana Department of **Energy and** Natural Resources (**LDENR**).

SECTION IV

Sections 12-71 through 12-74 shall be and are hereby moved from Chapter 12, Article III, to Chapter 12, Article I, and they shall be and are hereby renumbered and amended as follows:

Sec. ~~12-71~~ 12-6. Coastal impact certificate required.

- (a) A coastal impact certificate from the Terrebonne Parish Consolidated Government shall be required prior to the performing of any of the following: soil regrading as defined in Article II of this Chapter; seismographic survey; or the construction of any well, well site, well platform, other mining operation, pipeline, canal; or for the dredging of canals, bayous, borrow pits, wetlands, ponds, lakes, bays, slips, shells or other excavation; or the construction of bulkheads, drainage control structures, flood control structures, landfills, spoil areas, platforms, board roads, levees, battures; or the construction of non-residential facilities requiring a coastal zone permit from the Louisiana Department of Energy and Natural Resources or a Section 10/404 permit from the United States Army Corps of Engineers; or the construction of single-family residential structures requiring a coastal zone permit from the Louisiana Department of **Energy and** Natural Resources or a Section 10/404 permit from the United States Army Corps of Engineers; or any other type of structure or facility within the boundaries of the parish requiring a coastal zone permit from the Louisiana Department of **Energy and** Natural Resources or a Section 10/404 permit from the United States Army Corps of Engineers.

- (b) No excavation site or borrow pit will be constructed within the right-of-way alignment of any proposed hurricane protection levee, forced drainage levee, future roadway as depicted on the parish GIS map, or environmentally sensitive areas of Terrebonne Parish outside of the hurricane levee protection.
- (c) All borrow pits or excavation sites will be required to maintain a minimum side slope of one (1) foot vertical drop for two (2) feet horizontal run to a depth of ten (10) feet. Below the depth of ten (10) feet side slopes are not subject to this requirement.
- (d) **To the fullest extent allowed by law, no borrow pits shall be constructed upon land involuntarily expropriated primarily for use as a borrow source for a levee project at another location. This provision shall not apply to land commandeered or lawfully taken for emergency purposes.**
- (e) No borrow pit shall be constructed within the Urban Planning District of this parish.

Sec. ~~12-72~~ 12-7. Application for coastal impact certificate.

- (a) An application for a coastal impact certificate, as required by ~~section 12-71~~ of this article Chapter, shall be made on forms furnished by the Terrebonne Parish Consolidated Government and shall be signed and certified as to authenticity by an authorized agent, representative or owner.
- (b) Accompanying the application must be a clear description of the facility and its proposed purpose, plans, specifications, locations, vicinity maps, construction costs, proposed maintenance plan, possible environmental impacts and plans for minimizing impacts, acres of wetlands and/or water bottoms affected, proposed mitigation plans, and the names and addresses of its owner, contractor, and the authorized agent or representative.
- (c) All mitigation plans shall be in accordance with local, state and federal guidelines. There is an ongoing duty to amend a permit application should the mitigation plan be altered.
- (d) All emergency operations shall be carried out in accordance with state and federal laws.

Sec. ~~12-73~~ 12-8. Coastal impact fees.

- (a) For construction related to any single-family dwelling units requiring a coastal zone permit from the Louisiana Department of Natural Resources or a Section 10/404 permit from the United States Army Corps of Engineers, the following fees will apply:

Value	Wetland and/or Water Bottom Acreage Impacted	Fee
Less than \$200,000.00	Less than 1	\$100.00
Less than 200,000.00	1 to less than 3	500.00
200,000.00 or greater	Less than 3	1,000.00
Any value	3 to less than 10	2,000.00
Any value	10 to less than 15	3,500.00
Any value	15 or greater	5,000.00

- (b) For construction related to any commercial/industrial, nonresidential facility requiring a coastal zone permit from the Louisiana Department of Natural Resources or a Section 10/404 permit from the United States Army Corps of Engineers, the following fees will apply:

Value	Wetland and/or Water Bottom Acreage Impacted	Fee
Less than \$200,000.00	Less than 1	\$500.00
Less than 200,000.00	1 to less than 3	1,000.00
Less than 200,000.00	3 to less than 10	2,000.00
200,000.00 or greater	Less than 10	2,000.00
Any value	10 to less than 15	3,500.00
Any value	15 or greater	5,000.00

- (c) For activity not subject to regulations by the tables in subsections (a) and (b) above that relates to any of the following: seismographic survey; or the construction of any well, well site, well platform, other mining operation, pipeline, canal; or for the dredging of canals, bayous, borrow pits, wetlands, lakes, bays, slips, shells or other excavation; or the construction of bulkheads, drainage control structures, flood control structures, landfills, spoil areas, platforms, board roads, levees, and battures, the certificate fee shall be five hundred dollars (\$500.00).
- (d) As it relates to the construction or maintenance of public works projects, a coastal impact certificate shall only be required where the activity is regulated by state and federal agencies. No processing fee will be charged for any required application for coastal impact certificate for the construction or maintenance of public works projects financed by local, state or federal government funds.

Sec. ~~12-74~~ 12-9. Decisions on applications.

- (a) Within ~~twenty (20)~~ forty-five (45) working days after receipt of a completed application package which meets the requirements of this ~~article~~ Chapter, the applicant shall either receive a coastal impact certificate from the Director of Coastal Restoration and Preservation of the Terrebonne Parish Consolidated Government or shall be advised in writing by the Director as to specific reasons for the denial of same.
- (b) The applicant shall have twenty (20) days to file a written notice of appeal with the Clerk of the Council and in the event of appeal, the Council shall schedule a public hearing at its next regularly scheduled meeting wherein the applicant will have the opportunity to appeal the decision of the Director.
- (c) The Terrebonne Parish Consolidated Government may place on a Coastal Impact Certificate any reasonable conditions deemed necessary so as to minimize or compensate for environmental impact.

SECTION V

Article II of Chapter 12 of the Terrebonne Parish Code of Ordinances shall be and is hereby renamed to Excavations, Grading, and Fill.

Article III of Chapter 12 of the Terrebonne Parish Code of Ordinances shall be and is hereby renamed to Enforcement.

SECTION VI

Sections 12-26 through 12-30 of the Code of Ordinances of Terrebonne Parish at Chapter 12, Article II, shall be and are hereby enacted, as follows:

Sec. 12-26 – Definitions

- (a) Borrow Pit is defined as an area created or dug for the extraction of earthen material which will be used for fill at another location. A coastal use permit and coastal impact certificate are always required for Borrow Pits.
- (b) Borrow Canal is defined as an area dug for the extraction of earthen material which is adjoining, and will be used in connection with, a flood protection project, and is generally located within the right of way of the flood protection project. The provisions of this Article shall not be applicable to borrow canals.
- (c) Pond, for the purposes of this Chapter, is defined as a man-made body of water with a ground-level surface area of 1,000 square feet or more which is not already included in the plan or design of a subdivision approved by the Regional Planning Commission.
- (d) Soil Regrading, for the purposes of this Chapter, is defined as the disturbance, whether by excavation or fill, of (i) 2,500 Cubic Yards or more of soil in a residential subdivision, or (ii) 5,000 Cubic Yards or more of soil in all other locations, (iii) the change in elevation of the grade of any portion of property measuring 1,000 square foot or more at ground-level by more than 24 inches. This subpart, Section 12-26 (d), shall not apply to borrow pit operations.

Sec. 12.-27– Safety

- (a) The operator of the borrow pit site shall *post “No Trespassing – Borrow Pit”* signage at the entrance to the site from a public roadway and at the borrow pit site.
- (b) It is the responsibility of the borrow pit operator to ensure public safety during excavation of the borrow pit.

Sec. 12-28. – Borrow Pits.

- (a) Borrow Pits may be placed no closer than 50 feet from the site’s property lines, or 75 feet from any parish road right-of-way (ROW), any local road/street ROW, or any ROW or servitude for a critical redundant parish levee (named below) except that Borrow Pits may be placed no closer than 150 feet from the following:
 - 1. State highway ROWs;
 - 2. Platted residential subdivisions or existing residential structures;
 - 3. Rights-of-way for the Morganza Hurricane Levee Protection System or borrow canal servitudes.
- (b) Critical redundant parish levees include the following:
 - 1. Ward 7 5-1 Levee;

2. Montegut 4-8 Levee;
3. Pointe aux Chenes 4-1 Levee;
4. Thompson Road Extension (East Houma Surge Levee);
5. Ashland North Levee;
6. Levees on the western side of Lake Boudreaux (Cane Break, Suzie Canal, NFL South);
7. Lower Lacache Levee;
8. Industrial Road/Chabert Hospital Levee;
9. Shrimpers Row Levee;
10. Mayfield Levee;
11. Lower Dularge Levees (East and West);
12. Concord Levee; and
13. Bush Canal Levee.

- (c) A Borrow Pit operator or agent may apply in writing to the Terrebonne Parish President for a variance from these distance restrictions based on the size and shape of the proposed Borrow Pit site and supported by engineering analysis including soil stability analysis prepared by a Louisiana licensed engineer. The variance may not be based on financial hardship. Upon favorable recommendation by the Parish President, and favorable approval by the Parish Council by an affirmative vote, the Parish Council at its discretion may grant the variance by ordinance.
- (d) The Borrow Pit operator shall take reasonable protective measures to provide dust and mud control on the site. The operator shall keep public roadways free of excessive dirt and mud for 500 feet in either direction and follow all state and local signage and permitting requirements.
- (e) Upon completion of the Borrow Pit, if there is a possibility to encompass the Borrow Pit into a forced drainage system for drainage retention purposes as well as other purposes designed to accrue to the benefit of the public, such as recreation, the parish may initiate negotiations with the property owner for maintenance, ingress and egress, and any other feature or component deemed necessary for drainage and /or recreational purposes, including the rights to be retained by the property owner.

[Original Paragraph (f), regarding requirement for a surety bond was redundant in that this is included in the contract between TLCD and the borrow pit operator. Therefore, it was deleted.]

- (f) The applicant for the Borrow Pit Coastal Impact Certificate will also provide a traffic plan map showing primary access (truck haul routes) to and from the site within two (2) miles of the Borrow Pit. This truck haul route map shall be supplied to the Terrebonne Parish School Board Administration, the Terrebonne Parish Sheriff's Office, and the Parish Public Works Department for their review and comment.
- (g) The Borrow Pit operator will provide adequate truck/equipment parking to ensure no truck queuing on public ROWs or roads.
- (h) No materials shall be stored on any public access roads or within any of the distance buffers provided in Sec. 12-28 (a) and (b) above without prior approval of Terrebonne Parish Consolidated Government.

Sec. 12-29. – Ponds.

- (a) No person shall construct a pond exceeding (1) 2,500 square feet in surface area measured at ground level or (2) by removing 1,000 cubic yards or more of material, without first obtaining a Coastal Impact Certificate.
- (b) Ponds shall not be constructed closer than 75 feet from the site's property lines, any parish road right-of-way (ROW), any local road/street ROW, or any ROW or servitude for a critical redundant parish levee (named in Section 12-28 (b) above).
- (c) Ponds shall not be placed closer than 150 feet from the following:
1. State highway ROWs;
 2. Platted residential subdivisions or existing residential structures;
 3. Rights-of-way for the Morganza Hurricane Levee Protection System or borrow canal servitudes.
- (d) A landowner or developer may apply in writing to the Terrebonne Parish President for a variance from the distance restrictions based on the size and shape of the proposed Pond site and supported by engineering analysis including soil stability analysis prepared by a Louisiana licensed engineer. The variance may not be based on financial hardship. Upon favorable recommendation by the Parish President, and favorable approval by the Parish Council by an affirmative vote, the Parish Council at its discretion may grant the variance by ordinance.

Sec. 12-30. – Soil Regrading.

- (a) No person shall perform Soil Regrading which results in the increase to the reservoir stage of the district or in any way adversely impacts the drainage of other property without first obtaining a letter of no adverse effect from the department of public works engineering division.
- (b) Soil regrading shall be performed in accordance with an engineer-stamped grading plan approved by the department of public works engineering division. Submitted plans shall include:

1. existing elevations and direction and method of drainage;
 2. proposed elevations and direction and method of drainage
 3. proposed method of erosion control;
 4. address and legal property description.
- (c) Exceptions. A letter of no adverse effect shall not be required under this Chapter when:
1. Soil Regrading is included in a plan for a new subdivision approved by the Terrebonne Parish Regional Planning Commission;
 2. A letter of no adverse effect is required under Chapter 28, Appendix A, Section 24.2 (in lieu of this section);
 3. Excavation, removal, or stockpiling of rock, sand, dirt, clay, or other like material as may be required in connection with the construction or maintenance of public roads, public highways, and public levees;
 4. When approved by the parish engineering division, grading in an isolated, self-contained area if there is no danger to public or private property;
 5. Cemetery graves;
 6. Refuse disposal sites controlled by other regulations; and
 7. Excavations for wells, tunnels, or utilities.
- (d) The purposes of this section are to bring awareness to the effects soil regrading may have on existing property drainage, runoff, and water disbursement, and to require landowners to obtain engineered plans to prevent adverse water and flooding impacts due to soil regrading. TPCG shall not, under any circumstances, be liable for any damages (property or injury, including death) resulting from soil regrading, regardless of whether a letter of no adverse impact is issued. Landowners shall rely solely on engineered plans and construction in accordance with engineered plans to prevent adverse impacts of water and flooding.

SECTION VII

Section 12-70 shall be and is hereby renumbered and amended as follows:

Sec. ~~12-70~~ 12.66. Violations.

- (a) Any person violating any provisions of this ~~article~~ Chapter shall be so notified by personal service or by certified return receipt mail of the specific violation, and if the violation can be corrected, the violating party will be given no less than five (5) days and no more than thirty (30) days to correct the violation by securing a valid coastal impact certificate, by removal of the obstruction/activity if it is prohibited, or by causing the structure/activity to conform with the provisions of this ~~article~~ Chapter and coastal zone plans.
- (b) If the violating party has committed an offense which cannot be corrected by securing a valid coastal impact certificate, by conformance to this ~~article~~ Chapter, or if the violating party fails or refuses to comply with the provisions of this ~~article~~ Chapter relating to permitting or removal, each such offense shall constitute a misdemeanor subject to penalties up to, but not to exceed state law. Each day that a violation exists shall constitute a separate offense. Any offense arising due to the submission of falsified or fraudulent certificate information shall carry the maximum misdemeanor allowed by state law.
- (c) The imposition of any penalty hereunder shall not preclude the Director of the TPCG Coastal Restoration Department, the parish legal counsel, or other appropriate authority of the parish, or any adjacent or neighboring property owner who would be specifically damaged by such violation, from instituting injunction, mandamus, or other appropriate action or proceeding to prevent such unlawful erection, construction, reconstruction, alteration, conversion, maintenance, repair and/or improvement, or to correct or abate such violation, or to prevent the occupancy of such structure, building, or land.

SECTION VIII

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 IX

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 X

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

OFFERED BY:

SECONDED BY:

ORDINANCE NO. _____

AN ORDINANCE TO AMEND ARTICLE V, CHAPTER 21, OF THE TERREBONNE PARISH CODE, SECTION 21-87 TO ADD PROVISIONS FOR THE REMOVAL OF RECREATION DISTRICT BOARD MEMBERS; TO AMEND SECTIONS 21-93 AND 21-94 TO REQUIRE THE REPAIR OF UNSAFE EQUIPMENT OR PREMISES, TO REQUIRE COMPLIANCE WITH THE POLICIES AND PROCEDURES MANUAL, AND TO AUTHORIZE TPCG TO TAKE CERTAIN ACTION IF THE RECREATION DISTRICT FAILS TO ACT; TO ADOPT SECTION 21-99 TO CREATE THE RECREATION ADVISORY COMMITTEE; AND TO AMEND SECTION 21-97 TO ESTABLISH DEADLINES FOR THE ADOPTION OF DISTRICT AND COMPREHENSIVE MASTER PLANS; AND PROVIDE FOR OTHER MATTERS

SECTION I

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;

WHEREAS, TPCG wishes to amend Chapter 21 of the Terrebonne Parish Code of Ordinances to add provisions for the removal of Recreation District Board Members, to require districts to repair unsafe premises and equipment, to authorize the parish to take such action in the event the district fails to do so, to provide remedies to the parish for a district's failure to follow policies and procedures, to create an advisory body for the purposes of establishing district and parish-wide recreation master plans; and

SECTION II

NOW, THEREFORE, BE IT ORDAINED by the Terrebonne Parish Council on behalf of the Terrebonne Parish Consolidated Government that the following sections of the Code of Ordinances of Terrebonne Parish at Chapter 21, Section 21-87(d) shall be and is hereby enacted, with underline to show new provisions:

Sec. 21-87. – Powers; members of the boards; appointment and tenure.

(d) Removal of recreation district board members; investigation of complaints.

- (1) The Terrebonne Parish Council may remove any recreation district board member with or without cause. Any council member may initiate such removal.
- (2) All complaints or allegations made against any recreation district board member shall be referred to the Terrebonne Parish Council. Upon receipt of such complaint, the council clerk shall make a record of the complaint or allegation and, within 30 days of receipt of the complaint, schedule an executive session before the full Council for the purpose of hearing the complaint. The Council may take whatever action it deems necessary for

the resolution of the complaint, including, but not limited to, exonerating the accused board member, ordering an investigation, or removing the board member with or without cause.

- (3) For each executive session held under this Section, the Council shall serve notice to the board member in accordance with the Louisiana Open Meetings Laws.

SECTION III

NOW, THEREFORE, BE IT ORDAINED by the Terrebonne Parish Council on behalf of the Terrebonne Parish Consolidated Government that the following sections of the Code of Ordinances of Terrebonne Parish at Chapter 21, Sections 21-93 and 21-94 shall be and are hereby amended, with underline to show additions and strikeout to show deletions, as follows:

Sec. 21-93. – Board cooperation.

(a) *Direction by the council.* From time to time, council may reasonably advise a board to take action with regard to its facilities, programs, employees, expenditures, and revenues for the purposes for which the district was created. ~~Board shall make every effort to work towards the goal(s) directed by the council.~~

- (1) In the event TPCG notifies a board of unsafe equipment or premises, the board shall isolate the unsafe equipment or premises to prevent its use, begin the necessary action to remedy the unsafe equipment or premises within seven calendar days of TPCG's notice, and continue to work diligently to complete the necessary repairs or replacements to the equipment or premises.
- (2) Should the recreation district fail, within six months from the date of first notification by TPCG, to resolve and remedy the unsafe equipment or premises, TPCG may, at its sole discretion, complete the repair or replacement and charge the recreation district for any costs associated therewith, including TPCG's administrative costs, as provided for by the Recreation District Policy and Procedure Manual.

(b) *Cooperation.* Board shall fully cooperate with the council and parish president to ensure maximum feasible coordination of local government and recreation programs.

Sec. 21-94. Board operations/policy manuals.

(a) TPCG shall publish a written policies and procedures manual to be utilized by the districts.

- (1) The written policies and procedures manual shall be submitted to the Terrebonne Parish Council for approval.
- (2) If any amendments are needed, TPCG administration shall submit proposed changes to the Terrebonne Parish Council for approval.
- (3) Each recreation district shall enact the components of the policies and procedures manual no later than ninety (90) days following the acceptance of the components by the Terrebonne Parish Council and notification of such acceptance by TPCG.
- (4) Each recreation district shall enact the components of any approved changes to the policies and procedures manuals within ninety (90) days of acceptance by the Terrebonne Parish Council and notification of such acceptance by TPCG.

(b) Each recreation district may add components to the policy and procedures manual provided that such additions are equal to or more restrictive than any requirements

illustrated in the manual provided by the TPCG and approved by the Terrebonne Parish Council.

(c) Districts shall keep their uniform policies and procedures manual updated to the most current version and easily available to the public in a central location as defined by the TPCG Recreation Policies and Procedures Manual.

(d) The parish shall have broad authority to enforce compliance with the policies and procedures manual. In the event a recreation district fails to comply with one or more provisions of the policies and procedures manual, the parish administration and/or council may take any or all of the following actions:

- (1) place the district under oversight;
- (2) investigate and take reasonable disciplinary action as provided in the policies and procedures manual;
- (3) in the event non-compliance continues 30 days following written notice by the parish to the district of the deficiency, take any action necessary to remedy the deficiency, whether by using parish resources or by contractor, at the cost of the district. The district shall be liable to the parish for all costs and fees incurred by the parish to remedy the deficiency, and payment shall be due to the parish within 30 days of written demand.

SECTION IV

NOW, THEREFORE, BE IT ORDAINED by the Terrebonne Parish Council on behalf of the Terrebonne Parish Consolidated Government that Section 21-97 of the Code of Ordinances of Terrebonne Parish shall be and is hereby amended as follows, with underlining to indicate additions and strikethrough to indicate deletions:

Sec. 21-97. - ~~Capital projects/capital assets~~ Recreation district master plans; parish-wide recreation master plan.

~~Districts shall maintain a comprehensive five-year master plan.~~

~~(1) The five-year comprehensive mater plan shall be reviewed by each district's board of directors annually, when preparing their proposed budget.~~

~~a. All five-year comprehensive master plans and/or revisions thereto shall be presented to and approved by the Terrebonne Parish Council.~~

~~b. If the council takes no action within thirty (30) days of receipt of the district's five-year plan, the board may adopt the five-year plan as submitted.~~

~~c. If the council rejects the proposed five-year plan and/or revisions within thirty (30) days of receipt, the council shall send written notice with specific instruction to the board for amendments to the proposed plan. The board shall then submit the amended proposed plan to the council for review.~~

~~d. If the council takes no action within fifteen (15) days of receipt of the revised five-year plan or revisions thereto, the board may adopt the plan/revision as revised.~~

Each recreation district shall create and maintain its own five-year comprehensive master plan for public review and comment. District master plans shall include, but not be limited to, an inventory of facilities, a list of programs offered, a statement regarding long term goals, a statement regarding planned construction of or improvements to facilities, current assessment and future goals for accessibility and inclusivity, plans for maintenance and operations, current staff and anticipated staffing needs, long term

budget projections, funding sources, current and future plans for work with schools and non-profits; environmental sustainability measures, plans for schedule.

- (a) No later than February 28, 2025, each recreation district shall submit its proposed master plan to the Recreation Advisory Committee, created by Section 21-99. If the district has already adopted a master plan, it shall submit the adopted master plan to the Advisory Committee. The Parish may audit the records of, and prepare a proposed district master plan for, any district who fails to timely submit such a plan to the Advisory Committee. The said district shall be liable to the parish for any costs and attorney fees necessary to perform such actions.
- (b) No later than August 1, 2025, the Advisory Committee shall review the recreation district master plans and report and make recommendations to the Council regarding those plans.
- (c) On or before August 1, 2025, the Advisory Committee shall submit to the Council a proposed parish-wide, five-year comprehensive recreation master plan. The proposed comprehensive recreation master plan shall be designed in a manner which facilitates the placement of services and programs throughout the parish while eliminating duplicative services and programs in close proximity, capturing savings for the acquisition of similar resources across the parish, fostering cooperation amongst the districts, and enhancing the quality of life in Terrebonne Parish.
- (d) Following a review and public hearing on the proposed comprehensive recreation master plan, and an opportunity for revisions if any are necessary, the Council shall adopt a comprehensive master plan, the Terrebonne Parish Recreation Master Plan.
- (e) The Council may propose revisions to a recreation district's master plan to facilitate the implementation of the Terrebonne Parish Recreation Master Plan. Recreation district boards shall make all efforts to incorporate such revisions into their district master plans.
- (f) Each recreation district board shall be responsible for adopting and implementing its district master plan in a manner consistent with the parish-wide master plan.
- (g) Thereafter, on or before February 28 of each year, each recreation district shall submit to the Advisory Committee and Council any revisions to its district master plan, or if no revision is made, a statement that no revision was made to its district master plan.
- (h) Non-compliance with this Section shall subject a recreation district to oversight by the Council.

SECTION V

NOW, THEREFORE, BE IT ORDAINED by the Terrebonne Parish Council on behalf of the Terrebonne Parish Consolidated Government that Section 21-99 of the Code of Ordinances of Terrebonne Parish shall be and are hereby enacted as follows:

Sec. 21-99. – Recreation Advisory Committee.

- (a) There is hereby created, as a part of the Quality of Life Department, a fifteen-member advisory committee, which shall be composed of the Parish President or his proxy, TPCG Venues and Destinations Administrator, the chairperson of each of the eleven recreation districts, a councilmember to be appointed by the chairperson of the Council, and the Director of the Quality of Life Department.
 - (1) The Recreation Advisory Committee shall be chaired by a Terrebonne Parish Council Member appointed by the Council Chair.
 - (2) The Director of the Quality of Life Department shall serve as the Vice-Chair of the Advisory Committee.
 - (3) The Venues and Destinations Administrator shall serve as the secretary of the Advisory Committee.

- (b) The Advisory Committee shall meet at least monthly and serve without compensation.
- (c) Members of the Advisory Committee who represent a recreation district shall be removed from the Advisory Committee and removed from their recreation district officer role upon failure to attend at least half of the Advisory Committee meetings within one calendar year. Removal shall become effective upon written notice by the Terrebonne Parish Council.
- (d) The Advisory Committee shall review all district master plans pursuant to Sec. 21-97 and develop a comprehensive "Terrebonne Parish Recreation Master Plan." This comprehensive plan should incorporate insights, recommendations, and potential group savings, with the aim of fostering cooperation and enhancing the Quality of Life in Terrebonne.

SECTION VI

Section 12.4 of the Terrebonne Parish Recreation District Policy and Procedure Manual, adopted by Terrebonne Parish Council Ordinance No. 22-9438 on November 30, 2022 and effective January 1, 2023, shall be and is hereby amended as follows, with strikeout to indicate deletions and underlining to indicate additions:

12.4 FIVE-YEAR COMPREHENSIVE MASTER PLAN

~~A.~~ The District shall maintain a Five-Year Comprehensive Master Plan in accordance with Terrebonne Parish Code of Ordinances Section 21-97, as may be amended.

~~B.~~ This plan should be reviewed by the *Board* annually when preparing the proposed budget.

~~C.~~ This plan shall be submitted to the *CFO* and the *Council* at the same time as the proposed budget (no later than sixty (60) days prior to the District's fiscal year).

~~1.~~ If the *Council* takes no action within thirty (30) days of receipt of the District's proposed budget, the District may adopt the five-year plan as submitted.

~~2.~~ If the *Council* rejects the proposed five-year plan within thirty (30) days of receipt, the *Council* will send written notice with specific instruction to the *Board* for amendments to the proposed plan. The *Board* shall then submit the amended proposed plan to the *CFO* and *Council* for review.

~~3.~~ If the *Council* takes no action within fifteen (15) days of receipt of the revised, the *Board* may adopt the five-year plan as revised.

SECTION VII

The Council Clerk shall deliver a copy of this adopted Ordinance to all Terrebonne Parish recreation districts for adoption in accordance with Terrebonne Parish Code of Ordinances Section 21-94(b).

NOW, THEREFORE BE IT FURTHER 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 VIII

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 Chairperson declared the ordinance adopted on this the ____ day of 2024.

* * * * *

JOHN AMEDEE, CHAIRMAN
TERREBONNE PARISH COUNCIL

TAMMY E. TRIGGS
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 Returned to Council Clerk:

* * * * *

I, TAMMY E. 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 _____, at which meeting a quorum was present.

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

TAMMY E. TRIGGS

COUNCIL CLERK
TERREBONNE PARISH COUNCIL

OFFERED BY:

SECONDED BY:

ORDINANCE NO. _____

AN ORDINANCE TO RESTRUCTURE CHAPTER 12, OF THE TERREBONNE PARISH CODE AND TO ENACT REGULATIONS FOR THE CONSTRUCTION OF BORROW PITS, PONDS, AND DIRT MOUNDS AND TO PROVIDE FOR RELATED MATTERS

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 restructure Chapter 12 and to regulate Borrow Pits in the parish in the restructured Chapter.

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

SECTION I

The title of Chapter 12, Gas and Petroleum Pipelines, Seismographs, etc. shall be and is hereby renamed Coastal Impact Certificates.

SECTION II

Sections 12-66 through 12-69 shall be and are hereby moved from Chapter 12, Article III, to Chapter 12, Article I, and they shall be and are hereby renumbered and amended as follows:

Sec. ~~12-66~~ 12-1. Statement of purpose.

- (a) Terrebonne Parish is committed to providing aggressive leadership, direction and consonance in the development and implementation of policies, plans, and programs which encourage multiple use of the coastal zone and achieve a proper balance between development and conservation, restoration, creation and nourishment of coastal resources in Terrebonne Parish.
- (b) It is the purpose of the coastal impact certificate to enhance and to protect the ecological systems of the parish, whose renewable resources include numerous species of wildlife and support fisheries, and whose nonrenewable resources, such as crude oil and natural gas, serve as the economic base of the parish. The coastal impact certificate process reviews activities, outlined in this Chapter section 12-71 of this article, to:
 - (1) Assure that the proposed activity is consistent with local coastal restoration efforts and coastal zone plans;
 - (2) Assure that the proposed activity does not unnecessarily or excessively impact wetlands and/or water bottoms;
 - (3) Assure that the proposed activity does not negatively impact parish infrastructure facilities such as Morganza/Gulf Levee alignment, force drainage levee alignment or future roadways as depicted on the parish GIS map;
 - (4) Determine the extent that the proposed activity will impact coastal areas and the viability of proposed mitigation plans; and
 - (5) Minimize expenditures of public money for costly erosion control and environmental restoration projects.

Sec. ~~12-67~~ 12-2. Land to which this article applies.

This ~~article~~ Chapter shall apply to all areas within the jurisdiction of the Terrebonne Parish Consolidated Government.

Sec. ~~12-68~~ 12-3. Abrogation and greater restrictions.

This ~~article~~ Chapter is not intended to impair any existing federal or state regulations or statutes.

Sec. ~~12-69~~ 12-4. Interpretation.

In the interpretation and application of this ~~article~~ Chapter, all provisions shall be:

- (1) Liberally construed in favor of the Terrebonne Parish Consolidated Government; and
- (2) Deemed neither to limit nor repeal any other powers granted under state statutes.

SECTION III

Section 12-5 of the Terrebonne Parish Code of Ordinances is hereby enacted to read, in its entirety, as follows:

Sec. 12-5. – Information on Archaeological, historical, and cultural resources; same, environmental compliance

- (a) This Section 12-5 is provided for informational purposes, only. The information in this Section is not intended to limit or expand any existing local, state, or federal laws. Section 12-66 regarding violations does not apply to this Section.
- (b) If archaeological, historical, paleontological, or other cultural resources are encountered or suspected as such *during excavation* activities authorized by this Chapter, work shall cease and the permittee/operator shall immediately notify the Division of Archaeology, Department of Culture, Recreation, and Tourism [CRT, P.O. Box 44247, Baton Rouge, LA 70804; (225) 342-8200] and the Office of Coastal Management in the Department of Natural Resources [(P.O. Box 44487, Baton Rouge, LA 70804-4487; (225) 342-7591)] as well as the Local Coastal Zone Management Program (985-873-6889). Work may not resume until written approval is obtained from CRT.
- (c) The applicant is responsible for compliance with all environmental regulations and permitting requirements under the jurisdiction of the U.S. Army Corps of Engineers, the Louisiana Department of Natural Resources, the Louisiana Department of Environmental Quality, and the Environmental Protection Agency, and obtaining all required permits from these agencies, as well as paying any compensatory mitigation imposed for permanent adverse impacts to wetlands or jurisdictional waters (Waters of the United States) and the payment of any fees and/or fines associated with the issuance of After-the-Fact permits.
- (d) The applicant shall comply with a Storm Water Pollution Prevention Plan (SWPPP) approved by the parish Engineering Division when conducting clearing or earthwork operations. The SWPPP shall include erosion control feature in addition to other components which may be required by the US Environmental Protection Agency (EPA), the Louisiana Department of Environmental Quality (LDEQ) and/or the Louisiana Department of Natural Resources (LDNR).

SECTION IV

Sections 12-71 through 12-74 shall be and are hereby moved from Chapter 12, Article III, to Chapter 12, Article I, and they shall be and are hereby renumbered and amended as follows:

Sec. ~~12-71~~ 12-6. Coastal impact certificate required.

- (a) A coastal impact certificate from the Terrebonne Parish Consolidated Government shall be required prior to the performing of any of the following: soil regrading as defined in Article II of this Chapter; seismographic survey; or the construction of any well, well site, well platform, other mining operation, pipeline, canal; or for the dredging of canals, bayous, borrow pits, wetlands, ponds, lakes, bays, slips, shells or other excavation; or the construction of bulkheads, drainage control structures, flood control structures, landfills, spoil areas, platforms, board roads, levees, battures; or the construction of non-residential facilities requiring a coastal zone permit from the Louisiana Department of Natural Resources or a Section 10/404 permit from the United States Army Corps of Engineers; or the construction of single-family residential structures requiring a coastal zone permit from the Louisiana Department of Natural Resources or a Section 10/404 permit from the United States Army Corps of Engineers; or any other type of structure or facility within the boundaries of the parish requiring a coastal zone permit from the Louisiana Department of Natural Resources or a Section 10/404 permit from the United States Army Corps of Engineers.

- (b) No excavation site or borrow pit will be constructed within the right-of-way alignment of any proposed hurricane protection levee, forced drainage levee, future roadway as depicted on the parish GIS map, or environmentally sensitive areas of Terrebonne Parish outside of the hurricane levee protection.
- (c) All borrow pits or excavation sites will be required to maintain a minimum side slope of one (1) foot vertical drop for two (2) feet horizontal run to a depth of ten (10) feet. Below the depth of ten (10) feet side slopes are not subject to this requirement.
- (d) No borrow pit shall be constructed within the Urban Planning District of this parish.

Sec. ~~12-72~~ 12-7. Application for coastal impact certificate.

- (a) An application for a coastal impact certificate, as required by ~~section 12-71~~ of this article Chapter, shall be made on forms furnished by the Terrebonne Parish Consolidated Government and shall be signed and certified as to authenticity by an authorized agent, representative or owner.
- (b) Accompanying the application must be a clear description of the facility and its proposed purpose, plans, specifications, locations, vicinity maps, construction costs, proposed maintenance plan, possible environmental impacts and plans for minimizing impacts, acres of wetlands and/or water bottoms affected, proposed mitigation plans, and the names and addresses of its owner, contractor, and the authorized agent or representative.
- (c) All mitigation plans shall be in accordance with local, state and federal guidelines. There is an ongoing duty to amend a permit application should the mitigation plan be altered.
- (d) All emergency operations shall be carried out in accordance with state and federal laws.

Sec. ~~12-73~~ 12-8. Coastal impact fees.

- (a) For construction related to any single-family dwelling units requiring a coastal zone permit from the Louisiana Department of Natural Resources or a Section 10/404 permit from the United States Army Corps of Engineers, the following fees will apply:

Value	Wetland and/or Water Bottom Acreage Impacted	Fee
Less than \$200,000.00	Less than 1	\$100.00
Less than 200,000.00	1 to less than 3	500.00
200,000.00 or greater	Less than 3	1,000.00
Any value	3 to less than 10	2,000.00
Any value	10 to less than 15	3,500.00
Any value	15 or greater	5,000.00

- (b) For construction related to any commercial/industrial, nonresidential facility requiring a coastal zone permit from the Louisiana Department of Natural Resources or a Section 10/404 permit from the United States Army Corps of Engineers, the following fees will apply:

Value	Wetland and/or Water Bottom Acreage Impacted	Fee
Less than \$200,000.00	Less than 1	\$500.00
Less than 200,000.00	1 to less than 3	1,000.00
Less than 200,000.00	3 to less than 10	2,000.00
200,000.00 or greater	Less than 10	2,000.00
Any value	10 to less than 15	3,500.00
Any value	15 or greater	5,000.00

- (c) For activity not subject to regulations by the tables in subsections (a) and (b) above that relates to any of the following: seismographic survey; or the construction of any well, well site, well platform, other mining operation, pipeline, canal; or for the dredging of canals, bayous, borrow pits, wetlands, lakes, bays, slips, shells or other excavation; or the construction of bulkheads, drainage control structures, flood control structures, landfills, spoil areas, platforms, board roads, levees, and battures, the certificate fee shall be five hundred dollars (\$500.00).
- (d) As it relates to the construction or maintenance of public works projects, a coastal impact certificate shall only be required where the activity is regulated by state and federal agencies. No processing fee will be charged for any required application for coastal impact certificate for the construction or maintenance of public works projects financed by local, state or federal government funds.

Sec. ~~12-74~~ 12-9. Decisions on applications.

- (a) Within ~~twenty (20)~~ forty-five (45) working days after receipt of a completed application package which meets the requirements of this article Chapter, the applicant shall either receive a coastal impact certificate from

the Director of Coastal Restoration and Preservation of the Terrebonne Parish Consolidated Government or shall be advised in writing by the director as to specific reasons for the denial of same.

- (b) The applicant shall have twenty (20) days to file a written notice of appeal with the clerk of the council and in the event of appeal, the council shall schedule a public hearing at its next regularly scheduled meeting wherein the applicant will have the opportunity to appeal the decision of the director.
- (c) The Terrebonne Parish Consolidated Government may place on a Coastal Impact Certificate any reasonable conditions deemed necessary so as to minimize or compensate for environmental impact.

SECTION V

Article II of Chapter 12 of the Terrebonne Parish Code of Ordinance shall be and is hereby renamed to Excavations, Grading, and Fill.

Article III of Chapter 12 of the Terrebonne Parish Code of Ordinance shall be and is hereby renamed to Enforcement.

SECTION VI

Sections 12-26 through 12-30 of the Code of Ordinances of Terrebonne Parish at Chapter 12, Article II, shall be and are hereby enacted, as follows:

Sec. 12-26 – Definitions

- (a) Borrow Pit is defined as an area created or dug for the extraction of earthen material which will be used for fill at another location. A coastal use permit and coastal impact certificate are always required for Borrow Pits.
- (b) Borrow Canal is defined as an area dug for the extraction of earthen material which is adjoining, and will be used in connection with, a flood protection project, and is generally located within the right of way of the flood protection project. The provisions of this Article shall not be applicable to borrow canals.
- (c) Pond, for the purposes of this Chapter, is defined as a man-made body of water with a ground-level surface area of 1,000 square feet or more which is not already included in the plan or design of a subdivision approved by the Regional Planning Commission.
- (d) Soil Regrading, for the purposes of this Chapter, is defined as the disturbance, whether by excavation or fill, of (i) 2,500 Cubic Yards or more of soil in a residential subdivision, or (ii) 5,000 Cubic Yards or more of soil in all other locations, (iii) the change in elevation of the grade of any portion of property measuring 1,000 square foot or more at ground-level by more than 24 inches.

Sec. 12.-27– Safety

- (a) The operator of the borrow pit site shall *post “No Trespassing – Borrow Pit”* signage at the entrance to the site from a public roadway and at the borrow pit site.
- (b) It is the responsibility of the borrow pit operator to ensure public safety during excavation of the borrow pit.

Sec. 12-28. – Borrow Pits.

- (a) Borrow Pits may be placed no closer than 75 feet from the site’s property lines, or any parish road right-of-way (ROW), any local road/street ROW, or any ROW or servitude for a critical redundant parish levee (named below) except that Borrow Pits may be placed no closer than 150 feet from the following:
 - 1. State highway ROWs;
 - 2. Platted residential subdivisions or existing residential structures;
 - 3. Rights-of-way for the Morganza Hurricane Levee Protection System or borrow canal servitudes.
- (b) Critical redundant parish levees include the following:
 - 1. Ward 7 5-1 Levee;
 - 2. Montegut 4-8 Levee;
 - 3. Pointe aux Chenes 4-1 Levee;
 - 4. Thompson Road Extension (East Houma Surge Levee);
 - 5. Ashland North Levee;
 - 6. Levees on the western side of Lake Boudreaux (Cane Break, Suzie Canal, NFL South);
 - 7. Lower Lacache Levee;

8. Industrial Road/Chabert Hospital Levee;
 9. Shrimpers Row Levee;
 10. Mayfield Levee;
 11. Lower Dularge Levees (East and West);
 12. Concord Levee; and
 13. Bush Canal Levee.
- (c) A Borrow Pit operator or agent may apply in writing to the Terrebonne Parish President for a variance from these distance restrictions based on the size and shape of the proposed Borrow Pit site and supported by engineering analysis including soil stability analysis prepared by a Louisiana licensed engineer. The variance may not be based on financial hardship. Upon favorable recommendation by the Parish President, and favorable approval by the Parish Council by an affirmative vote, the Parish Council at its discretion may grant the variance by ordinance.
- (d) The Borrow Pit operator shall take reasonable protective measures to provide dust and mud control on the site. The operator shall keep public roadways free of excessive dirt and mud for 500 feet in either direction and follow all state and local signage and permitting requirements.
- (e) Upon completion of the Borrow Pit, if there is a possibility to encompass the Borrow Pit into a forced drainage system for drainage retention purposes as well as other purposes designed to accrue to the benefit of the public, such as recreation, the parish may initiate negotiations with the property owner for maintenance, ingress and egress, and any other feature or component deemed necessary for drainage and /or recreational purposes, including the rights to be retained by the property owner.
- (f) Where access to a proposed Borrow Pit cannot be provided except by residential local or residential collector streets, the issuance of the Coastal Impact Certificate will be predicated upon receipt of engineering documentation of pre-construction (borrow pit) roadway conditions (including roadway surface and roadside drainage ditches), the provision of a plan in the application to return these streets and drainage ditched to pre-construction conditions when the pit is closed or abandoned, and receipt of a surety bond which will guarantee completion of any needed repairs if the applicant defaults or otherwise fails to perform the needed roadway/drainage repairs. The amount of the surety bond shall be based on an estimate of the potential cost for roadway/drainage repairs and shall be determined by the Parish President, or by his designee, and any other needed legal documents as determined by the parish legal department.
- (g) The applicant for the Borrow Pit Coastal Impact Certificate will also provide a traffic plan map showing primary access (truck haul routes) to and from the site within two (2) miles of the Borrow Pit. This truck haul route map shall be supplied to the Terrebonne Parish School Board Administration, the Terrebonne Parish Sheriff's Office, and the Parish Public Works Department for their review and comment.
- (h) The Borrow Pit operator will provide adequate truck/equipment parking to ensure no truck queuing on public ROWs or roads.
- (i) No materials shall be stored on any public access roads or within any of the distance buffers provided in Sec. 12-2879 (a) and (b) above.

Sec. 12-29. – Ponds.

- (a) No person shall construct a pond exceeding (1) 2,500 square feet in surface area measured at ground level or (2) by removing 1,000 cubic yards or more of material, without first obtaining a Coastal Impact Certificate.
- (b) Ponds shall not be constructed closer than 75 feet from the site's property lines, any parish road right-of-way (ROW), any local road/street ROW, or any ROW or servitude for a critical redundant parish levee (named in Section 12-28 (b) above).
- (c) Ponds shall not be placed closer than 150 feet from the following:
1. State highway ROWs;
 2. Platted residential subdivisions or existing residential structures;
 3. Rights-of-way for the Morganza Hurricane Levee Protection System or borrow canal servitudes.
- (d) A landowner or developer may apply in writing to the Terrebonne Parish President for a variance from the distance restrictions based on the size and shape of the proposed Pond site and supported by engineering analysis including soil stability analysis prepared by a Louisiana licensed engineer. The variance may not be based on financial hardship. Upon favorable recommendation by the Parish President, and favorable approval by the Parish Council by an affirmative vote, the Parish Council at its discretion may grant the variance by ordinance.

Sec. 12-30. – Soil Regrading.

- (a) No person shall perform Soil Regrading which results in the increase to the reservoir stage of the district or in any way adversely impacts the drainage of other property without first obtaining a letter of no adverse effect from the department of public works engineering division.

- (b) Soil regrading shall be performed in accordance with an engineer-stamped grading plan approved by the department of public works engineering division. Submitted plans shall include:
 1. existing elevations and direction and method of drainage;
 2. proposed elevations and direction and method of drainage
 3. proposed method of erosion control;
 4. address and legal property description.
- (c) Exceptions. A letter of no adverse effect shall not be required under this Chapter when:
 1. Soil Regrading is included in a plan for a new subdivision approved by the Terrebonne Parish Regional Planning Commission;
 2. A letter of no adverse effect is required under Chapter 28, Appendix A, Section 24.2 (in lieu of this section);
 3. Excavation, removal, or stockpiling of rock, sand, dirt, clay, or other like material as may be required in connection with the construction or maintenance of public roads, public highways, and public levees;
 4. When approved by the parish engineering division, grading in an isolated, self-contained area if there is no danger to public or private property;
 5. Cemetery graves;
 6. Refuse disposal sites controlled by other regulations; and
 7. Excavations for wells, tunnels, or utilities.
- (d) The purposes of this section are to bring awareness to the effects soil regrading may have on existing property drainage, runoff, and water disbursement, and to require landowners to obtain engineered plans to prevent adverse water and flooding impacts due to soil regrading. TPCG shall not, under any circumstances, be liable for any damages (property or injury, including death) resulting from soil regrading, regardless of whether a letter of no adverse impact is issued. Landowners shall rely solely on engineered plans and construction in accordance with engineered plans to prevent adverse impacts of water and flooding.

SECTION VII

Sections 12-70 shall be and is hereby renumbered and amended as follows:

Sec. ~~12-70~~ 12.66. Violations.

- (a) Any person violating any provisions of this ~~article~~ Chapter shall be so notified by personal service or by certified return receipt mail of the specific violation, and if the violation can be corrected, the violating party will be given no less than five (5) days and no more than thirty (30) days to correct the violation by securing a valid coastal impact certificate, by removal of the obstruction/activity if it is prohibited, or by causing the structure/activity to conform with the provisions of this ~~article~~ Chapter and coastal zone plans.
- (b) If the violating party has committed an offense which cannot be corrected by securing a valid coastal impact certificate, by conformance to this ~~article~~ Chapter, or if the violating party fails or refuses to comply with the provisions of this ~~article~~ Chapter relating to permitting or removal, each such offense shall constitute a misdemeanor subject to penalties up to, but not to exceed state law. Each day that a violation exists shall constitute a separate offense. Any offense arising due to the submission of falsified or fraudulent certificate information shall carry the maximum misdemeanor allowed by state law.
- (c) The imposition of any penalty hereunder shall not preclude the director of coastal restoration, the parish legal counsel, or other appropriate authority of the parish, or any adjacent or neighboring property owner who would be specifically damaged by such violation, from instituting injunction, mandamus, or other appropriate action or proceeding to prevent such unlawful erection, construction, reconstruction, alteration, conversion, maintenance, repair and/or improvement, or to correct or abate such violation, or to prevent the occupancy of such structure, building, or land.

SECTION VIII

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 IX

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 X

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

Chapter 12 GAS AND PETROLEUM PIPELINES, SEISMOGRAPHS, ETC.¹

ARTICLE I. IN GENERAL

Secs. 12-1—12-25. Reserved.

ARTICLE II. RESERVED²

Secs. 12-26—12-65. Reserved.

ARTICLE III. PIPELINE, SEISMOGRAPH, WELL SITE, BULKHEAD CONSTRUCTION³

Sec. 12-66. Statement of purpose.

- (a) Terrebonne Parish is committed to providing aggressive leadership, direction and consonance in the development and implementation of policies, plans, and programs which encourage multiple use of the coastal zone and achieve a proper balance between development and conservation, restoration, creation and nourishment of coastal resources in Terrebonne Parish.
- (b) It is the purpose of the coastal impact certificate to enhance and to protect the ecological systems of the parish, whose renewable resources include numerous species of wildlife and support fisheries, and whose nonrenewable resources, such as crude oil and natural gas, serve as the economic base of the parish. The coastal impact certificate process reviews activities, outlined in section 12-71 of this article, to:
 - (1) Assure that the proposed activity is consistent with local coastal restoration efforts and coastal zone plans;

¹Cross reference(s)—Fire protection and prevention, Ch. 8; licenses and miscellaneous business regulations, Ch. 16; motor vehicles and traffic, Ch. 18; filling stations, § 19-248; gas utility (city), § 26-81 et seq.

State law reference(s)—Minerals, oil and gas, R.S. 30:1 et seq.; Natural Resources and Energy Act of 1973, R.S. 30:501 et seq.; Louisiana Hazardous Liquid Pipeline Law, R.S. 30:751 et seq.; garages and oil stations, R.S. 32:531 et seq.; public utilities, R.S. 33:4161 et seq.; gas, R.S. 40:1841 et seq.; pipelines, R.S. 45:251 et seq.; natural gas franchise tax, R.S. 47:1031 et seq.; petroleum and petroleum products, R.S. 51:781 et seq.

²Editor's note(s)—Ord. No. 5330, § I, adopted Oct. 26, 1994, repealed Art. II, §§ 12-26—12-30, 12-46—12-49, relative to natural gas system installation, which derived from §§ 10-16—10-20, 10-28—10-31 of the 1979 Parish Code.

³State law reference(s)—Louisiana Hazardous Liquid Pipeline Law, R.S. 30:751 et seq.; location and condition of pipelines, etc., included in plan prepared by development board, R.S. 33:127; petroleum pipelines, R.S. 45:251 et seq.; natural gas pipelines, R.S. 45:301 et seq.; safety standards for gas pipelines, R.S. 45:307 et seq.

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- (2) Assure that the proposed activity does not unnecessarily or excessively impact wetlands and/or water bottoms;
 - (3) Assure that the proposed activity does not negatively impact parish infrastructure facilities such as Morganza/Gulf Levee alignment, force drainage levee alignment or future roadways as depicted on the parish GIS map;
 - (4) Determine the extent that the proposed activity will impact coastal areas and the viability of proposed mitigation plans; and
 - (5) Minimize expenditures of public money for costly erosion control and environmental restoration projects.

(Ord. No. 4303, § 1, 3-8-89; Ord. No. 6877, 5-26-04; Ord. No. 7104, § II, 4-12-06; Ord. No. 8271, § I, 3-27-13; Ord. No. 8412, § I(Att. A), 4-9-14)

Sec. 12-67. Land to which this article applies.

This article shall apply to all areas within the jurisdiction of the Terrebonne Parish Consolidated Government.

(Ord. No. 4303, § 1, 3-8-89)

Sec. 12-68. Abrogation and greater restrictions.

This article is not intended to impair any existing federal or state regulations or statutes.

(Ord. No. 4303, § 1, 3-8-89)

Sec. 12-69. Interpretation.

In the interpretation and application of this article, all provisions shall be:

- (1) Liberally construed in favor of the Terrebonne Parish Consolidated Government; and
- (2) Deemed neither to limit nor repeal any other powers granted under state statutes.

(Ord. No. 4303, § 1, 3-8-89)

Sec. 12-70. Violations.

- (a) Any person violating any provisions of this article shall be so notified by personal service or by certified return receipt mail of the specific violation and if the violation can be corrected the violating party will be given no less than five (5) days and no more than thirty (30) days to correct the violation by securing a valid coastal impact certificate, by removal of the obstruction/activity if it is prohibited or by causing the structure/activity to conform with the provisions of this article and coastal zone plans.
- (b) If the violating party has committed an offense which cannot be corrected by securing a valid coastal impact certificate, by conformance to this article or if the violating party fails or refuses to comply with the provisions of this article relating to permitting or removal, each such offense shall constitute a misdemeanor subject to penalties up to, but not to exceed state law. Each day that a violation exists shall constitute a separate offense. Any offense arising due to the submission of falsified or fraudulent certificate information shall carry the maximum misdemeanor allowed by state law.

-
- (c) The imposition of any penalty hereunder shall not preclude the director of coastal restoration, the parish legal counsel, or other appropriate authority of the parish, or any adjacent or neighboring property owner who would be specifically damaged by such violation, from instituting injunction, mandamus, or other appropriate action or proceeding to prevent such unlawful erection, construction, reconstruction, alteration, conversion, maintenance, repair and/or improvement, or to correct or abate such violation, or to prevent the occupancy of such structure, building, or land.

(Ord. No. 4303, § 1, 3-8-89; Ord. No. 6877, 5-26-04; Ord. No. 7104, § II, 4-12-06; Ord. No. 8412, § I(Att. A), 4-9-14)

Sec. 12-71. Coastal impact certificate required.

- (a) A coastal impact certificate from the Terrebonne Parish Consolidated Government shall be required prior to the performing of any of the following: seismographic survey; or the construction of any well, well site, well platform, other mining operation, pipeline, canal; or for the dredging of canals, bayous, borrow pits, wetlands, lakes, bays, slips, shells or other excavation; or the construction of bulkheads, drainage control structures, flood control structures, landfills, spoil areas, platforms, board roads, levees, battures; or the construction of non-residential facilities requiring a coastal zone permit from the Louisiana Department of Natural Resources or a Section 10/404 permit from the United States Army Corps of Engineers; or the construction of single-family residential structures requiring a coastal zone permit from the Louisiana Department of Natural Resources or a Section 10/404 permit from the United States Army Corps of Engineers; or any other type of structure or facility within the boundaries of the parish requiring a coastal zone permit from the Louisiana Department of Natural Resources or a Section 10/404 permit from the United States Army Corps of Engineers.
- (b) No excavation site or borrow pit will be constructed within the right-of-way alignment of any proposed hurricane protection levee, forced drainage levee, future roadway as depicted on the parish GIS map, or environmentally sensitive areas of Terrebonne Parish outside of the hurricane levee protection.
- (c) All excavation sites will be required to maintain a minimum side slope of one (1) foot vertical drop for two (2) feet horizontal run to a depth of ten (10) feet. Below the depth of ten (10) feet side slopes are not subject to this requirement.

(Ord. No. 4303, § 1, 3-8-89; Ord. No. 6877, 5-26-04; Ord. No. 7104, § II, 4-12-06; Ord. No. 8412, § I(Att. A), 4-9-14)

Sec. 12-72. Application for coastal impact certificate.

- (a) An application for a coastal impact certificate, as required by section 12-71 of this article, shall be made on forms furnished by the Terrebonne Parish Consolidated Government and shall be signed and certified as to authenticity by an authorized agent, representative or owner.
- (b) Accompanying the application must be a clear description of the facility and its proposed purpose, plans, specifications, locations, vicinity maps, construction costs, proposed maintenance plan, possible environmental impacts and plans for minimizing impacts, acres of wetlands and/or water bottoms affected, proposed mitigation plans, and the names and addresses of its owner, contractor, and the authorized agent or representative.
- (c) All mitigation plans shall be in accordance with local, state and federal guidelines. There is an ongoing duty to amend a permit application should the mitigation plan be altered.
- (d) All emergency operations shall be carried out in accordance with state and federal laws.

(Ord. No. 4303, § 1, 3-8-89; Ord. No. 6877, 5-26-04; Ord. No. 7104, § II, 4-12-06; Ord. No. 8271, § I, 3-27-13)

Sec. 12-73. Coastal impact fees.

- (a) For construction related to any single-family dwelling units requiring a coastal zone permit from the Louisiana Department of Natural Resources or a Section 10/404 permit from the United States Army Corps of Engineers, the following fees will apply:

Value	Wetland and/or Water Bottom Acreage Impacted	Fee
Less than \$200,000.00	Less than 1	\$100.00
Less than 200,000.00	1 to less than 3	500.00
200,000.00 or greater	Less than 3	1,000.00
Any value	3 to less than 10	2,000.00
Any value	10 to less than 15	3,500.00
Any value	15 or greater	5,000.00

- (b) For construction related to any commercial/industrial, nonresidential facility requiring a coastal zone permit from the Louisiana Department of Natural Resources or a Section 10/404 permit from the United States Army Corps of Engineers, the following fees will apply:

Value	Wetland and/or Water Bottom Acreage Impacted	Fee
Less than \$200,000.00	Less than 1	\$500.00
Less than 200,000.00	1 to less than 3	1,000.00
Less than 200,000.00	3 to less than 10	2,000.00
200,000.00 or greater	Less than 10	2,000.00
Any value	10 to less than 15	3,500.00
Any value	15 or greater	5,000.00

- (c) For activity not subject to regulations by the tables in subsections (a) and (b) above that relates to any of the following: seismographic survey; or the construction of any well, well site, well platform, other mining operation, pipeline, canal; or for the dredging of canals, bayous, borrow pits, wetlands, lakes, bays, slips, shells or other excavation; or the construction of bulkheads, drainage control structures, flood control structures, landfills, spoil areas, platforms, board roads, levees, and battures, the certificate fee shall be five hundred dollars (\$500.00).
- (d) As it relates to the construction or maintenance of public works projects, a coastal impact certificate shall only be required where the activity is regulated by state and federal agencies. No processing fee will be charged for any required application for coastal impact certificate for the construction or maintenance of public works projects financed by local, state or federal government funds.

(Ord. No. 4303, § 1, 3-8-89; Ord. No. 4994, § I, 2-20-93; Ord. No. 6877, 5-26-04; Ord. No. 7104, § II, 4-12-06; Ord. No. 8271, § I, 3-27-13; Ord. No. 8412, (Att. A), 4-9-14)

Sec. 12-74. Decisions on applications.

- (a) Within twenty (20) working days after receipt of a completed application package which meets the requirements of this article, the applicant shall either receive a coastal impact certificate from the Director of

Coastal Restoration and Preservation of the Terrebonne Parish Consolidated Government or shall be advised in writing by the director as to specific reasons for the denial of same.

- (b) The applicant shall have twenty (20) days to file a written notice of appeal with the clerk of the council and in the event of appeal, the council shall schedule a public hearing at its next regularly scheduled meeting wherein the applicant will have the opportunity to appeal the decision of the director.
- (c) The Terrebonne Parish Consolidated Government may place any reasonable conditions deemed necessary so as to minimize or compensate for environmental impact.

(Ord. No. 4303, § 1, 3-8-89; Ord. No. 6877, 5-26-04; Ord. No. 7006, § II, 6-22-05; Ord. No. 7104, § II, 4-12-06)



Wednesday, October 30, 2024

Item Title:

Restructure Chapter 12, of the Terrebonne Parish Code and to Enact Regulations for the Construction of Borrow Pits, Ponds, and Dirt Mounds

Item Summary:

An ordinance to Restructure Chapter 12, of the Terrebonne Parish Code and to Enact Regulations for the Construction of Borrow Pits, Ponds, and Dirt Mounds and to Provide for Related Matters.

1. Consider the adoption of the ordinance.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	9/4/2024	Executive Summary
Ordinance	9/6/2024	Ordinance



EXECUTIVE SUMMARY

PROJECT TITLE
Introduce an Ordinance to Restructure Chapter 12, of the Terrebonne Parish Code and to Enact Regulations for the Construction of Borrow Pits, Ponds, and Dirt Mounds and to Provide for Related Matters; and call a Public Hearing on Wednesday, September 25, 2024 at 6:30 p.m.

PROJECT SUMMARY (200 WORDS OR LESS)
TPCG wishes to restructure Chapter 12 and to regulate Borrow Pits in the parish in the restructured Chapter.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
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.

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

 Noah J. Lirette, Chief Administrative Officer

 09/04/2024
 Date

OFFERED BY:

SECONDED BY:

ORDINANCE NO. _____

AN ORDINANCE TO RESTRUCTURE CHAPTER 12, OF THE TERREBONNE PARISH CODE AND TO ENACT REGULATIONS FOR THE CONSTRUCTION OF BORROW PITS, PONDS, AND DIRT MOUNDS AND TO PROVIDE FOR RELATED MATTERS

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 restructure Chapter 12 and to regulate Borrow Pits in the parish in the restructured Chapter.

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

SECTION I

The title of Chapter 12, Gas and Petroleum Pipelines, Seismographs, etc. shall be and is hereby renamed Coastal Impact Certificates.

SECTION II

Sections 12-66 through 12-69 shall be and are hereby moved from Chapter 12, Article III, to Chapter 12, Article I, and they shall be and are hereby renumbered and amended as follows:

Sec. ~~12-66~~ 12-1. Statement of purpose.

- (a) Terrebonne Parish is committed to providing aggressive leadership, direction and consonance in the development and implementation of policies, plans, and programs which encourage multiple use of the coastal zone and achieve a proper balance between development and conservation, restoration, creation and nourishment of coastal resources in Terrebonne Parish.
- (b) It is the purpose of the coastal impact certificate to enhance and to protect the ecological systems of the parish, whose renewable resources include numerous species of wildlife and support fisheries, and whose nonrenewable resources, such as crude oil and natural gas, serve as the economic base of the parish. The coastal impact certificate process reviews activities, outlined in this Chapter section 12-71 of this article, to:
 - (1) Assure that the proposed activity is consistent with local coastal restoration efforts and coastal zone plans;
 - (2) Assure that the proposed activity does not unnecessarily or excessively impact wetlands and/or water bottoms;
 - (3) Assure that the proposed activity does not negatively impact parish infrastructure facilities such as Morganza/Gulf Levee alignment, force drainage levee alignment or future roadways as depicted on the parish GIS map;
 - (4) Determine the extent that the proposed activity will impact coastal areas and the viability of proposed mitigation plans; and
 - (5) Minimize expenditures of public money for costly erosion control and environmental restoration projects.

Sec. ~~12-67~~ 12-2. Land to which this article applies.

This ~~article~~ Chapter shall apply to all areas within the jurisdiction of the Terrebonne Parish Consolidated Government.

Sec. ~~12-68~~ 12-3. Abrogation and greater restrictions.

This ~~article~~ Chapter is not intended to impair any existing federal or state regulations or statutes.

Sec. ~~12-69~~ 12-4. Interpretation.

In the interpretation and application of this ~~article~~ Chapter, all provisions shall be:

- (1) Liberally construed in favor of the Terrebonne Parish Consolidated Government; and
- (2) Deemed neither to limit nor repeal any other powers granted under state statutes.

SECTION III

Section 12-5 of the Terrebonne Parish Code of Ordinances is hereby enacted to read, in its entirety, as follows:

Sec. 12-5. – Information on Archaeological, historical, and cultural resources; same, environmental compliance

- (a) This Section 12-5 is provided for informational purposes, only. The information in this Section is not intended to limit or expand any existing local, state, or federal laws. Section 12-66 regarding violations does not apply to this Section.
- (b) If archaeological, historical, paleontological, or other cultural resources are encountered or suspected as such *during excavation* activities authorized by this Chapter, work shall cease and the permittee/operator shall immediately notify the Division of Archaeology, Department of Culture, Recreation, and Tourism [CRT, P.O. Box 44247, Baton Rouge, LA 70804; (225) 342-8200] and the Office of Coastal Management in the Department of Natural Resources [(P.O. Box 44487, Baton Rouge, LA 70804-4487; (225) 342-7591)] as well as the Local Coastal Zone Management Program (985-873-6889). Work may not resume until written approval is obtained from CRT.
- (c) The applicant is responsible for compliance with all environmental regulations and permitting requirements under the jurisdiction of the U.S. Army Corps of Engineers, the Louisiana Department of Natural Resources, the Louisiana Department of Environmental Quality, and the Environmental Protection Agency, and obtaining all required permits from these agencies, as well as paying any compensatory mitigation imposed for permanent adverse impacts to wetlands or jurisdictional waters (Waters of the United States) and the payment of any fees and/or fines associated with the issuance of After-the-Fact permits.
- (d) The applicant shall comply with a Storm Water Pollution Prevention Plan (SWPPP) approved by the parish Engineering Division when conducting clearing or earthwork operations. The SWPPP shall include erosion control feature in addition to other components which may be required by the US Environmental Protection Agency (EPA), the Louisiana Department of Environmental Quality (LDEQ) and/or the Louisiana Department of Natural Resources (LDNR).

SECTION IV

Sections 12-71 through 12-74 shall be and are hereby moved from Chapter 12, Article III, to Chapter 12, Article I, and they shall be and are hereby renumbered and amended as follows:

Sec. ~~12-71~~ 12-6. Coastal impact certificate required.

- (a) A coastal impact certificate from the Terrebonne Parish Consolidated Government shall be required prior to the performing of any of the following: soil regrading as defined in Article II of this Chapter; seismographic survey; or the construction of any well, well site, well platform, other mining operation, pipeline, canal; or for the dredging of canals, bayous, borrow pits, wetlands, ponds, lakes, bays, slips, shells or other excavation; or the construction of bulkheads, drainage control structures, flood control structures, landfills, spoil areas, platforms, board roads, levees, battures; or the construction of non-residential facilities requiring a coastal zone permit from the Louisiana Department of Natural Resources or a Section 10/404 permit from the United States Army Corps of Engineers; or the construction of single-family residential structures requiring a coastal zone permit from the Louisiana Department of Natural Resources or a Section 10/404 permit from the United States Army Corps of Engineers; or any other type of structure or facility within the boundaries of the parish requiring a coastal zone permit from the Louisiana Department of Natural Resources or a Section 10/404 permit from the United States Army Corps of Engineers.

- (b) No excavation site or borrow pit will be constructed within the right-of-way alignment of any proposed hurricane protection levee, forced drainage levee, future roadway as depicted on the parish GIS map, or environmentally sensitive areas of Terrebonne Parish outside of the hurricane levee protection.
- (c) All borrow pits or excavation sites will be required to maintain a minimum side slope of one (1) foot vertical drop for two (2) feet horizontal run to a depth of ten (10) feet. Below the depth of ten (10) feet side slopes are not subject to this requirement.
- (d) No borrow pit shall be constructed within the Urban Planning District of this parish.

Sec. ~~12-72~~ 12-7. Application for coastal impact certificate.

- (a) An application for a coastal impact certificate, as required by ~~section 12-71~~ of this article Chapter, shall be made on forms furnished by the Terrebonne Parish Consolidated Government and shall be signed and certified as to authenticity by an authorized agent, representative or owner.
- (b) Accompanying the application must be a clear description of the facility and its proposed purpose, plans, specifications, locations, vicinity maps, construction costs, proposed maintenance plan, possible environmental impacts and plans for minimizing impacts, acres of wetlands and/or water bottoms affected, proposed mitigation plans, and the names and addresses of its owner, contractor, and the authorized agent or representative.
- (c) All mitigation plans shall be in accordance with local, state and federal guidelines. There is an ongoing duty to amend a permit application should the mitigation plan be altered.
- (d) All emergency operations shall be carried out in accordance with state and federal laws.

Sec. ~~12-73~~ 12-8. Coastal impact fees.

- (a) For construction related to any single-family dwelling units requiring a coastal zone permit from the Louisiana Department of Natural Resources or a Section 10/404 permit from the United States Army Corps of Engineers, the following fees will apply:

Value	Wetland and/or Water Bottom Acreage Impacted	Fee
Less than \$200,000.00	Less than 1	\$100.00
Less than 200,000.00	1 to less than 3	500.00
200,000.00 or greater	Less than 3	1,000.00
Any value	3 to less than 10	2,000.00
Any value	10 to less than 15	3,500.00
Any value	15 or greater	5,000.00

- (b) For construction related to any commercial/industrial, nonresidential facility requiring a coastal zone permit from the Louisiana Department of Natural Resources or a Section 10/404 permit from the United States Army Corps of Engineers, the following fees will apply:

Value	Wetland and/or Water Bottom Acreage Impacted	Fee
Less than \$200,000.00	Less than 1	\$500.00
Less than 200,000.00	1 to less than 3	1,000.00
Less than 200,000.00	3 to less than 10	2,000.00
200,000.00 or greater	Less than 10	2,000.00
Any value	10 to less than 15	3,500.00
Any value	15 or greater	5,000.00

- (c) For activity not subject to regulations by the tables in subsections (a) and (b) above that relates to any of the following: seismographic survey; or the construction of any well, well site, well platform, other mining operation, pipeline, canal; or for the dredging of canals, bayous, borrow pits, wetlands, lakes, bays, slips, shells or other excavation; or the construction of bulkheads, drainage control structures, flood control structures, landfills, spoil areas, platforms, board roads, levees, and battures, the certificate fee shall be five hundred dollars (\$500.00).
- (d) As it relates to the construction or maintenance of public works projects, a coastal impact certificate shall only be required where the activity is regulated by state and federal agencies. No processing fee will be charged for any required application for coastal impact certificate for the construction or maintenance of public works projects financed by local, state or federal government funds.

Sec. ~~12-74~~ 12-9. Decisions on applications.

- (a) Within ~~twenty (20)~~ forty-five (45) working days after receipt of a completed application package which meets the requirements of this article Chapter, the applicant shall either receive a coastal impact certificate from

the Director of Coastal Restoration and Preservation of the Terrebonne Parish Consolidated Government or shall be advised in writing by the director as to specific reasons for the denial of same.

- (b) The applicant shall have twenty (20) days to file a written notice of appeal with the clerk of the council and in the event of appeal, the council shall schedule a public hearing at its next regularly scheduled meeting wherein the applicant will have the opportunity to appeal the decision of the director.
- (c) The Terrebonne Parish Consolidated Government may place on a Coastal Impact Certificate any reasonable conditions deemed necessary so as to minimize or compensate for environmental impact.

SECTION V

Article II of Chapter 12 of the Terrebonne Parish Code of Ordinance shall be and is hereby renamed to Excavations, Grading, and Fill.

Article III of Chapter 12 of the Terrebonne Parish Code of Ordinance shall be and is hereby renamed to Enforcement.

SECTION VI

Sections 12-26 through 12-30 of the Code of Ordinances of Terrebonne Parish at Chapter 12, Article II, shall be and are hereby enacted, as follows:

Sec. 12-26 – Definitions

- (a) Borrow Pit is defined as an area created or dug for the extraction of earthen material which will be used for fill at another location. A coastal use permit and coastal impact certificate are always required for Borrow Pits.
- (b) Borrow Canal is defined as an area dug for the extraction of earthen material which is adjoining, and will be used in connection with, a flood protection project, and is generally located within the right of way of the flood protection project. The provisions of this Article shall not be applicable to borrow canals.
- (c) Pond, for the purposes of this Chapter, is defined as a man-made body of water with a ground-level surface area of 1,000 square feet or more which is not already included in the plan or design of a subdivision approved by the Regional Planning Commission.
- (d) Soil Regrading, for the purposes of this Chapter, is defined as the disturbance, whether by excavation or fill, of (i) 2,500 Cubic Yards or more of soil in a residential subdivision, or (ii) 5,000 Cubic Yards or more of soil in all other locations, (iii) the change in elevation of the grade of any portion of property measuring 1,000 square foot or more at ground-level by more than 24 inches.

Sec. 12.-27– Safety

- (a) The operator of the borrow pit site shall *post “No Trespassing – Borrow Pit”* signage at the entrance to the site from a public roadway and at the borrow pit site.
- (b) It is the responsibility of the borrow pit operator to ensure public safety during excavation of the borrow pit.

Sec. 12-28. – Borrow Pits.

- (a) Borrow Pits may be placed no closer than 75 feet from the site’s property lines, or any parish road right-of-way (ROW), any local road/street ROW, or any ROW or servitude for a critical redundant parish levee (named below) except that Borrow Pits may be placed no closer than 150 feet from the following:
 - 1. State highway ROWs;
 - 2. Platted residential subdivisions or existing residential structures;
 - 3. Rights-of-way for the Morganza Hurricane Levee Protection System or borrow canal servitudes.
- (b) Critical redundant parish levees include the following:
 - 1. Ward 7 5-1 Levee;
 - 2. Montegut 4-8 Levee;
 - 3. Pointe aux Chenes 4-1 Levee;
 - 4. Thompson Road Extension (East Houma Surge Levee);
 - 5. Ashland North Levee;
 - 6. Levees on the western side of Lake Boudreaux (Cane Break, Suzie Canal, NFL South);
 - 7. Lower Lacache Levee;

8. Industrial Road/Chabert Hospital Levee;
 9. Shrimpers Row Levee;
 10. Mayfield Levee;
 11. Lower Dularge Levees (East and West);
 12. Concord Levee; and
 13. Bush Canal Levee.
- (c) A Borrow Pit operator or agent may apply in writing to the Terrebonne Parish President for a variance from these distance restrictions based on the size and shape of the proposed Borrow Pit site and supported by engineering analysis including soil stability analysis prepared by a Louisiana licensed engineer. The variance may not be based on financial hardship. Upon favorable recommendation by the Parish President, and favorable approval by the Parish Council by an affirmative vote, the Parish Council at its discretion may grant the variance by ordinance.
- (d) The Borrow Pit operator shall take reasonable protective measures to provide dust and mud control on the site. The operator shall keep public roadways free of excessive dirt and mud for 500 feet in either direction and follow all state and local signage and permitting requirements.
- (e) Upon completion of the Borrow Pit, if there is a possibility to encompass the Borrow Pit into a forced drainage system for drainage retention purposes as well as other purposes designed to accrue to the benefit of the public, such as recreation, the parish may initiate negotiations with the property owner for maintenance, ingress and egress, and any other feature or component deemed necessary for drainage and /or recreational purposes, including the rights to be retained by the property owner.
- (f) Where access to a proposed Borrow Pit cannot be provided except by residential local or residential collector streets, the issuance of the Coastal Impact Certificate will be predicated upon receipt of engineering documentation of pre-construction (borrow pit) roadway conditions (including roadway surface and roadside drainage ditches), the provision of a plan in the application to return these streets and drainage ditched to pre-construction conditions when the pit is closed or abandoned, and receipt of a surety bond which will guarantee completion of any needed repairs if the applicant defaults or otherwise fails to perform the needed roadway/drainage repairs. The amount of the surety bond shall be based on an estimate of the potential cost for roadway/drainage repairs and shall be determined by the Parish President, or by his designee, and any other needed legal documents as determined by the parish legal department.
- (g) The applicant for the Borrow Pit Coastal Impact Certificate will also provide a traffic plan map showing primary access (truck haul routes) to and from the site within two (2) miles of the Borrow Pit. This truck haul route map shall be supplied to the Terrebonne Parish School Board Administration, the Terrebonne Parish Sheriff's Office, and the Parish Public Works Department for their review and comment.
- (h) The Borrow Pit operator will provide adequate truck/equipment parking to ensure no truck queuing on public ROWs or roads.
- (i) No materials shall be stored on any public access roads or within any of the distance buffers provided in Sec. 12-2879 (a) and (b) above.

Sec. 12-29. – Ponds.

- (a) No person shall construct a pond exceeding (1) 2,500 square feet in surface area measured at ground level or (2) by removing 1,000 cubic yards or more of material, without first obtaining a Coastal Impact Certificate.
- (b) Ponds shall not be constructed closer than 75 feet from the site's property lines, any parish road right-of-way (ROW), any local road/street ROW, or any ROW or servitude for a critical redundant parish levee (named in Section 12-28 (b) above).
- (c) Ponds shall not be placed closer than 150 feet from the following:
1. State highway ROWs;
 2. Platted residential subdivisions or existing residential structures;
 3. Rights-of-way for the Morganza Hurricane Levee Protection System or borrow canal servitudes.
- (d) A landowner or developer may apply in writing to the Terrebonne Parish President for a variance from the distance restrictions based on the size and shape of the proposed Pond site and supported by engineering analysis including soil stability analysis prepared by a Louisiana licensed engineer. The variance may not be based on financial hardship. Upon favorable recommendation by the Parish President, and favorable approval by the Parish Council by an affirmative vote, the Parish Council at its discretion may grant the variance by ordinance.

Sec. 12-30. – Soil Regrading.

- (a) No person shall perform Soil Regrading which results in the increase to the reservoir stage of the district or in any way adversely impacts the drainage of other property without first obtaining a letter of no adverse effect from the department of public works engineering division.

- (b) Soil regrading shall be performed in accordance with an engineer-stamped grading plan approved by the department of public works engineering division. Submitted plans shall include:
 1. existing elevations and direction and method of drainage;
 2. proposed elevations and direction and method of drainage
 3. proposed method of erosion control;
 4. address and legal property description.
- (c) Exceptions. A letter of no adverse effect shall not be required under this Chapter when:
 1. Soil Regrading is included in a plan for a new subdivision approved by the Terrebonne Parish Regional Planning Commission;
 2. A letter of no adverse effect is required under Chapter 28, Appendix A, Section 24.2 (in lieu of this section);
 3. Excavation, removal, or stockpiling of rock, sand, dirt, clay, or other like material as may be required in connection with the construction or maintenance of public roads, public highways, and public levees;
 4. When approved by the parish engineering division, grading in an isolated, self-contained area if there is no danger to public or private property;
 5. Cemetery graves;
 6. Refuse disposal sites controlled by other regulations; and
 7. Excavations for wells, tunnels, or utilities.
- (d) The purposes of this section are to bring awareness to the effects soil regrading may have on existing property drainage, runoff, and water disbursement, and to require landowners to obtain engineered plans to prevent adverse water and flooding impacts due to soil regrading. TPCG shall not, under any circumstances, be liable for any damages (property or injury, including death) resulting from soil regrading, regardless of whether a letter of no adverse impact is issued. Landowners shall rely solely on engineered plans and construction in accordance with engineered plans to prevent adverse impacts of water and flooding.

SECTION VII

Sections 12-70 shall be and is hereby renumbered and amended as follows:

Sec. ~~12-70~~ 12.66. Violations.

- (a) Any person violating any provisions of this ~~article~~ Chapter shall be so notified by personal service or by certified return receipt mail of the specific violation, and if the violation can be corrected, the violating party will be given no less than five (5) days and no more than thirty (30) days to correct the violation by securing a valid coastal impact certificate, by removal of the obstruction/activity if it is prohibited, or by causing the structure/activity to conform with the provisions of this ~~article~~ Chapter and coastal zone plans.
- (b) If the violating party has committed an offense which cannot be corrected by securing a valid coastal impact certificate, by conformance to this ~~article~~ Chapter, or if the violating party fails or refuses to comply with the provisions of this ~~article~~ Chapter relating to permitting or removal, each such offense shall constitute a misdemeanor subject to penalties up to, but not to exceed state law. Each day that a violation exists shall constitute a separate offense. Any offense arising due to the submission of falsified or fraudulent certificate information shall carry the maximum misdemeanor allowed by state law.
- (c) The imposition of any penalty hereunder shall not preclude the director of coastal restoration, the parish legal counsel, or other appropriate authority of the parish, or any adjacent or neighboring property owner who would be specifically damaged by such violation, from instituting injunction, mandamus, or other appropriate action or proceeding to prevent such unlawful erection, construction, reconstruction, alteration, conversion, maintenance, repair and/or improvement, or to correct or abate such violation, or to prevent the occupancy of such structure, building, or land.

SECTION VIII

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 IX

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 X

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



Wednesday, October 30, 2024

Item Title:

2025 Parish Budget and Five-Year Capital Outlay

Item Summary:

The Proposed 2025 Parish Budget and Five-Year Capital Outlay Budget.

1. Continue the public hearing to the November 6, 2024, meeting.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	10/25/2024	Cover Memo
Backup	10/25/2024	Cover Memo



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Budget Hearing for Proposed 2025 Budget

PROJECT SUMMARY (200 WORDS OR LESS)

To review the proposed 2025 Budget for the following funds/departments/agencies:

- Parish Council
- Council Clerk
- Official Fees/Publications
- City Court
- District Court
- Clerk of Court
- Ward Court
- Judicial-Other
- Parish President
- Communications
- Registrar of Voters
- Elections
- Finance/Accounting
- Finance/Customer Service
- Legal Services
- Planning Department/Code Violation/Compliance
- General - Other
- Coroner's Office
- Parish VA Service Office
- Health and Welfare
- Publicity
- Economic Development/other
- Parish Farm Agent
- Emergency Preparedness
- Dedicated Emergency Fund
- Sales Tax Fund
- Road District #6 O&M
- Road Lighting Districts
- Finance/Purchasing-Warehouse
- Communications/Development, IT and Marketing

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

See above

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

_____/s/Kayla Dupre

_____/10/21/24

Signature

Date

TERREBONNE PARISH CONSOLIDATED GOVERNMENT
2025 PROPOSED BUDGET
SCHEDULE OF BUDGET HEARINGS
October 28, 2024

Fund Number	Funds/Departments	Small Bk. Page	Big Bk. Page	Representative
151-111	Parish Council	59	7	Tammy Triggs
151-115	Council Clerk	61	9	Tammy Triggs
151-119	Official Fees/Publications	64	11	Kandace Mauldin
151-120	City Court	65	12	Judge Hagen/Doug Holloway
151-121	District Court	67	13	Judge Pickett
151-124	Clerk of Court	70	16	Theresa Robichaux
151-126	Ward Court	71	17	Kandace Mauldin
151-129	Judicial - Other	73	18	Kandace Mauldin
151-131	Parish President	74	19	Jason Bergeron
151-132	Communications	77	21	Robbie Lee
151-141	Registrar of Voters	80	23	Rhonda Rogers
151-142	Elections	82	25	Kandace Mauldin
151-151	Finance /Accounting	83	26	Kandace Mauldin
151-152	Finance/Customer Service	86	28	Kandace Mauldin
151-157	Legal Services	89	30	Kandace Mauldin
151-195	Planning Department/Code Violation/Compliance	97	35	Chris Pulaski
151-199	General - Other	100	38	Kandace Mauldin
151-205	Coroner's Office	101/335	39	Dr. Walker/ Helen Boudreaux
151-408	Parish VA Service Office	105	42	Kandace Mauldin
151-409	Health and Welfare	106	43	Kandace Mauldin
151-651	Publicity	112	48	Kandace Mauldin
151-652	Economic Development/other	113	49	Kandace Mauldin
151-654	Parish Farm Agent	117	54	Cherie Roger
151-912	Emergency Preparedness	119	56	Earl Eues
200	Dedicated Emergency Fund	125	59	Kandace Mauldin
255	Sales Tax Fund	168	265	Kandace Mauldin
258	Road District #6 O&M	169	268	Kandace Mauldin
267-276	Road Lighting Districts	170	272	Kandace Mauldin
380-154	Finance / Purchasing-Warehouse	253	474	Kandace Mauldin
390-192	Communications/Development, IT and Marketing	256	485	Robbie Lee

Category Number: 3.
Item Number: A.



Wednesday, October 30, 2024

Item Title:

Community Development and Planning Committee

Item Summary:

Community, Development and Planning, 10/28/24*

Category Number: 3.
Item Number: B.



Wednesday, October 30, 2024

Item Title:

Public Services Committee

Item Summary:

Public Services Committee, 10/28/24*

Category Number: 3.
Item Number: C.



Wednesday, October 30, 2024

Item Title:

Policy, Procedure and Legal Committee

Item Summary:

Policy, Procedure and Legal Committee, 10/28/24

Category Number: 3.
Item Number: D.



Wednesday, October 30, 2024

Item Title:

Budget and Finance Committee

Item Summary:

Budget and Finance Committee, 10/28/24*

(Ratification of minutes calls public hearing on Wednesday, November 20, 2024, at 6:30 p.m.)

Category Number: 4.
Item Number: A.



Wednesday, October 30, 2024

Item Title:
Street Lights

Item Summary:
Lights installations, removals and/or activations.

ATTACHMENTS:

Description	Upload Date	Type
Street Light Listing	10/24/2024	Report

STREET LIGHT LIST

10-30-2024

INSTALL ONE (1) STREET LIGHT FACING S. BAYOU BLACK DRIVE (NOT LOUSIANA HIGHWAY 182) ON EXISTING POLE AT 6317 S. BAYOU BLACK DRIVE, GIBSON, LA; RLD #8; SLECA; DISTRICT 4; JOHN AMEDÉE.

INSTALL ONE (1) STREET LIGHT ON EXISTING POLE AT 104 ASHLAND DRIVE, HOUMA, LA; RLD #4; SLECA; DISTRICT 7; DANIEL BABIN.



Wednesday, October 30, 2024

Item Title:

Library Board of Control

Item Summary:

Library Board of Control: Three (3) expiring terms on 11-14-24. Ms. Karen Schilling expresses her interest in being reappointed. Ms. Rosa C. Pitre expresses her interest in being reappointed. Ms. Ann Y. Robichaux submits application and resume for consideration. Ms. Mariah Christie submits application and resume for consideration. Ms. Kristy Yillik submits application and resume for consideration. Ms. Sheila Ledet submits application and resume for consideration. Mr. Paul Labat submits application for consideration.

ATTACHMENTS:

Description	Upload Date	Type
Notice to the Public	10/25/2024	Cover Memo
Application - Karen O. Schilling	10/25/2024	Cover Memo
Resume - Karen Schilling	10/25/2024	Cover Memo
Application - Rosa C. Pitre	10/25/2024	Cover Memo
Application - Ann Y. Robichaux	10/25/2024	Cover Memo
Resume - Ann Y. Robichaux	10/25/2024	Cover Memo
Application - Mariah Christie	10/25/2024	Cover Memo
Resume - Mariah Christie	10/25/2024	Cover Memo
Application - Kristy Yillik	10/25/2024	Cover Memo
Resume - Kristy Yillik	10/25/2024	Cover Memo
Application - Sheila Ledet	10/25/2024	Cover Memo
Resume - Sheila Ledet	10/25/2024	Cover Memo
Application - Paul Labat	10/25/2024	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 **WEDNESDAY, OCTOBER 16, 2024, REGULAR SESSION** meeting the following vacancies and appointments:

RECREATION DISTRICT NO. 2,3 BOARD: One (1) expired term.

COTEAU FIRE PROTECTION DISTRICT BOARD: One (1) expired term.

CHILDREN AND YOUTH SERVICES BOARD: Two expiring terms on 11-16-24 (Each representing the following: Faith Based Organization and Terrebonne Parish Juvenile Justice Detention Center and three (3) expired terms. (Each representing one of the following: Bayou Area Children Foundation, Gulf Coast Teaching and Family Services, and Houma Police Department).

DOWNTOWN DEVELOPMENT CORPORATION: Three (3) expiring on 11-01-24 (Each representing one of the following: Two (2) representing the Council and one (1) representing the Chamber of Commerce) and three (3) expired terms. (Each representing the following entities: One (1) representing the Parish Council, one (1) representing the Historical Society and one (1) representing Downtown Merchants.

MUNICIPAL CIVIL SERVICE BOARD: One (1) expiring term on 11-29-24 (Representing the Council – nominated by Nicholls State University), one (1) expired term (Representing the Council) and one (1) vacancy due to a resignation (Representing the Council – Nominated by Nicholls State University).

SOUTH CENTRAL HUMAN SERVICES AUTHORITY: Two (2) expired terms.

TERREBONNE PARISH TREE BOARD: One (1) expired term and one (1) vacancy due to a resignation.

VETERANS MEMORIAL DISTRICT BOARD: Two (2) expiring terms on 09-17-24. (One representing the Military Museum and one (1) representing the Legislative Delegation South and one (1) vacancy due to a resignation representing the Parish President South of Intracoastal.

TEDA: Three (3) expired terms. (Each representing one of the following: Chamber of Commerce, Terrebonne Parish Council and the Parish President).

BOARD OF ADJUSTMENTS: One expired term.

AIRPORT COMMISSION: One (1) expiring term on 10-10-24.

COASTAL ZONE MANAGEMENT AND RESTORATION: Three (3) expiring terms on 10-31-24. (One (1) representing Marine Navigation, one (1) representing Oil Industry and one (1) representing Flood Concerns appointed by the Parish President).

HOUMA AREA CONVENTION AND VISITORS' BUREAU: Two (2) expiring terms on 12-31-24 (One (1) representing the Regional Military Museum and one (1) representing a Civic-Non Profit) and one (1) vacancy due to a resignation. (Representing a Civic Non-Profit Organization)

→ **LIBRARY BOARD OF CONTROL:** Three (3) expiring terms on 11-14-24.

PLANNING COMMISSION: Two (2) expiring terms on 11-29-24.

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. 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 **MONDAY, OCTOBER 14, 2024**. A brief résumé and/or letter of interest in serving should also be submitted.

**TAMMY TRIGGS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL**



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS
APPLICATION FORM

DATE: October 1, 2024

I, KAREN OLIVIER SCHILLING, of full majority age, whose primary
(Applicant's Name)

residence and permanent mailing address is 511 WILSON AVENUE, HOUMA,
LOUISIANA 70364, Telephone number is (985) 637-6200, and E-mail is
tigergrad31@gmail.com, wish to qualify for appointment

as a member of the Terrebonne Parish Library 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
511 Wilson Avenue Houma, LA 70364 for 27 consecutive years.

Applicant affirms he/she is a registered voter of Terrebonne Parish and resides in Council
District No. 5.

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 x No _____.

To the best of his/her knowledge, applicant affirms that he/she will not receive any personal
economic benefit¹ by serving as a member of Terrebonne Parish Library Board
(Board/Committee/Commission)

E. To the best of his/her knowledge, no member of the applicant's immediate² family will
receive any personal economic benefit¹ from his/her service on

Terrebonne Parish Library Board
(Board/Committee/Commission)

F. Applicant is aware of the Terrebonne Parish Library Board criteria and attendance
requirements. (Board/Committee/Commission)

Yes x or No _____.



TERREBONNE PARISH
COUNCIL

G. Applicant affirms that his/her employment with _____
(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: _Currently appointed to the Library Board to fill the unexpired term of L.P. Bordelon.

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: _____

O. Have you served as a member of a Board/Commission/Committee within the last two years?

Yes or No

If yes, explain: Currently appointed to the Library Board and wish to be re-
appointed.

Applicant must complete and return this application **along with a copy of their resume**
to:

**MRS. TAMMY E. TRIGGS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL
POST OFFICE BOX 2768, HOUMA, LA 70361
E-MAIL: 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.**

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

If yes, explain: Currently appointed to the Library Board and wish to be re-
appointed.

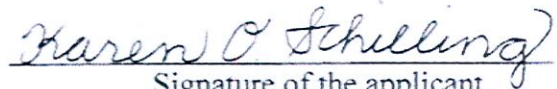
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TERREBONNE PARISH COUNCIL
POST OFFICE BOX 2768, HOUMA, LA 70361
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Revision Date: December 9, 2020

Karen O. Schilling, L.C.S.W.

511 WILSON AVE ♦ HOUMA, LOUISIANA 70364

♦ Phone 985-637-6200 ♦ Email tigergrad31@gmail.com

Q U A L I F I C A T I O N S

43 years experience in clinical psychiatry, inpatient and outpatient settings. Middle and lower management experience. Excellent knowledge of community resources and applicable mental health laws. Excellent writing skills. Experience in working with insurance companies to certify length of stay and to coordinate discharge planning and continuum of care. Two years experience in medical-surgical environment. Participated in tri-annual Joint Commission Surveys on the Accreditation of Hospitals from 1985-1998 and was integrally involved in the preparation for the 2003 survey at Terrebonne General Medical Center. Participated in preparation phase of Louisiana Office of Mental Health Joint Commission Survey on Accreditation of Health Care organizations. Participating in Council on Accreditation of Rehabilitation Facilities, from 2011 through 2022 for South Central Louisiana Human Services Authority.

Knowledgeable of agency wide Risk Management policy and procedures and all aspects of Safety and Risk Management.

Knowledgeable of Compliance practices and rules, establishing Compliance Department and developing program for monitoring and management.

Crisis intervention experience in emergency and non-emergency settings to assist patients with assessment and appropriate level of care. Coordination of hospitalization and/or outpatient treatment. Networking skills with local hospitals and treatment resources.

Experience in individual, group and family therapy for 14 years.
Experience in contract development for social services and professional services.

Speaker and lecturer to professional and community organizations on a variety of mental health and health related topics.

Experience in developing community programs and activities spotlighting on behavioral health issues and concerns, especially in the training arena with law enforcement officers response to persons with behavioral health issues.

W O R K H I S T O R Y

Project Director, South Central Louisiana Human Services Authority, January 2011 through February 2, 2022 with official retirement on March 4, 2022.

Responsible for the safety and risk management and compliance program.

Plans and coordinates community education events

Coordinates the non-violent physical crisis intervention training program for employees.

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TERREBONNE PARISH
COUNCIL

Developed and facilitated a 40 hour training program for law enforcement officers on responding to behavioral health emergencies. 2013-2022

Developed and facilitated an 8 hour training program for emergency responder dispatchers on behavioral health emergencies. 2013-2022

Served as a trainer for the community program ASIST (Applied Suicide Intervention Skills Training) to assist nonprofessionals in intervening with persons considering suicide.

Mental Health Director, State of Louisiana, Region III Office of Mental Health, detailed July 24, 2008 to November 2, 2008 and then assigned to position permanently through the present

Responsible for the clinical operation of 6 community mental health clinics in the region; supervisory responsibility for all clinic managers, pharmacy director and program and support personnel. Managed \$16 million budget, negotiated contracts for professional and social service programs. Currently assigned Safety and Risk Management functions for agency loss prevention program and for CARF process. Developing process and policy for Compliance Program in the agency. Ongoing new employee training on Nonviolent Physical Crisis Intervention. Developing programs for community awareness for behavioral health concerns.

Mental Health Specialist 2, State of Louisiana, Region III Office of Mental Health, March 12, 2007 – July 23, 2008

Responsible for Safety coordination and performance improvement activities, coordination of accreditation activities, supervision of staff for contract monitoring and coordination of emergency response program for the region.

Project Manager, State of Louisiana, Region III Office of Mental Health June 2004 – March 13, 2007

Worked with a state-wide appointed team to plan and implement strategies for accreditation survey of community mental health clinics according to Joint Commission on Accreditation of Health Care Organizations. Excellent knowledge of JCAHO standards, specifically those in Performance Improvement area. Assigned responsibility of Region III sentinel event review and performance improvement team activities.

Program Director, Terrebonne General Medical Center Psychiatric Services, September 2003 – April 2004

Employed by Diamond Healthcare Corporation under the management contract for psychiatric services. Direct supervision of clinical staff for therapeutic services, discharge planning and crisis evaluation of patients presenting to the emergency department for services. Responsible for program development, policy revision and implementation. Administrative relationship with Medical director and staff physicians. Excellent knowledge of mental health and EMTALA laws.

Performance Improvement Coordinator, Terrebonne General Medical Center, September, 2002 – September 2003

Participates with hospital and medical staff in identifying, planning, promoting and conducting interdisciplinary performance improvement activities. Facilitates team activities, serving as a resource to hospital and medical staff on performance improvement processes, documentation, and communication of achievements. Participant in JCAHO core measures data collection and analysis. Active member of

the hospital customer service council and various quality committees within the medical center.

Patient Advocate, LSU Health Care Sciences Division, Leonard Chabert Medical Center, July 2001 – September 2002

Provided advocacy services to both internal and external consumers of services at Chabert Medical Center. Responded to those concerns in a timely manner to resolve areas of conflict and/or educate the consumer on policies and procedural issues. Work closely with administration, medical and nursing staff and local legislative offices to facilitate patient care when concerns are identified. Participated in hospital committees such as Safety, Quality Improvement and JCAHO task force and Compliance as designated by administration.

Staff Social Worker, Terrebonne General Medical Center, 1999 - 2001

Assessed psychosocial needs of patients and families in the critical care areas of the hospital. Provided resources, grief and supportive counseling, individual counseling. Coordinated discharge plans and served as a member of interdisciplinary team. Designated as a requester for the Louisiana Organ Procurement Agency. Responded to emergency department for trauma situations. Assigned to Diabetes Management Center for diabetes education, support group and individual counselor.

Assistant Director, Needs Assessment Center, Bayou Oaks Hospital 1998 - 1999

Triaged, assessed and made recommendations for treatment to individuals in need of psychiatric services. Responsible for computer data entry for statistical and informational reasons. Worked in multi-disciplinary team with nursing and physicians.

Clinical Manager, Mental Health Rehabilitation Services Program, Bayou Oaks Counseling Center 1997 - 1998

Developed and coordinated comprehensive service agreement for chronically mentally ill consumers to prevent mental illness exacerbation, prevent hospitalization and teach the consumer to utilize community resources. Supervised support staff to assure that the service agreement was implemented. Responsible for quality assurance, compliance with Medicaid standards and development of policy and procedures for the program.

Director of Social Services and Assessment Center and Program Manager of Adult Services, Bayou Oaks Hospital 1985 - 1997

Carried a caseload of 10 adult patients. Performed individual, group and family therapies. Member of the clinical treatment team to coordinate treatment, continuum of care and plan for discharge. Co-wrote the adult unit program and policy and procedure manual. As social work director, was responsible for supervision of all social work staff, performed and designed performance improvement indicators, policy and procedure manual development and revision. As assessment center director, developed policy and procedures, performed crisis and non-crisis assessments, coordinated referral to inpatient and outpatient services as needed. Worked in a special project with Terrebonne General Medical Center in the Emergency Department for social work and psychiatric emergencies. Participated in all Joint Commission, Medicare and Medicaid surveys.

***Social Work Supervisor I, Social Worker III, II and I, Department of Human Resources, Division of Children, Youth and Family Services, Thibodaux Region
1981- 1985***

Promoted regularly during employment with the state. Supervised professional and paraprofessional workers in investigating complaints of abuse and neglect. Coordinated foster care placements or adoptive arrangements. Performed home studies for prospective adoptive parents, conducted agency training and worked with children to prepare them for placement. Coordinated all services with the legal system. Assisted families who entered the system with abuse or neglect issues to correct those problems, which impaired appropriate care of the children.

Leadership Terrebonne Alumni Association, 2004 – present as Executive Director

Plans and conducts monthly programs on a variety of topics, recruits new class members, coordinates all amenities for sessions dates and maintains regular communication with the LTAA board and class members.

EDUCATION

Bachelor of Science, Psychology, Louisiana State University, May, 1979
Master of Social Work, Louisiana State University, May, 1981

INTERESTS & ACTIVITIES

- Houma-Thibodaux Chapter of the National Association of Social Workers, Regional Chair 2004 – 2007. Remains active in NASW and the planning team for local programming through 2024.
- Options for Independence, Board member and past president
- Choir member and musician for Maria Immacolata Church, Houma
- Served on the Maria Immacolata Church pastoral council as a member and chair person.
- Allocations Committee for Fund Distribution for the United Way for South Louisiana, 1988-1996
- Co-Chair for the United Way Day of Caring, 1995 and 1996
- Leadership Terrebonne Graduate, 1993, Inaugural Class
- Le Petit Theatre de Terrebonne, Board member and president 2011-17, currently Board Member Emeritus
- Volunteer and speaker for Steps To Success, “Baby Think It Over Program”, 2001 – 2002
- Diocese of Houma-Thibodaux, Child Protection Outreach Volunteer Coordinator, November, 2002 – January, 2003
- Diocese of Houma-Thibodaux, Outreach Line Volunteer, January 2003 to 2004
- Co-Coordinator of Mental Health Awareness Day, May 10, 2003
- Member of the Region III Mental Health Advisory Board, 2002 - 2004
- Vanderbilt Catholic Regiment Band Booster Club, parent volunteer, holding roles as secretary, Vice President, and President for 2005-2006.
- Facilitator/Executive Director for Leadership Terrebonne, 2004 to present
- Diversity Trainer and presenter, 2005 to the present
- Conducting home study assessment for families adopting internationally and domestically.
- Certified Non-Violent Physical Crisis Intervention Trainer, January 2011 for South Central Louisiana Human Services Authority.
- Certified Applied Suicide Intervene Skills Trainer 2017 to 2022
- START Corporation board member and President, 1987-2005; current board

- member for START Corporation since 2023
- Terrebonne Public Schools Community Task Force, October 2013
 - Leadership Louisiana Graduate, Class of 2023
 - Terrebonne Garden Club Member since 2023
 - Library Board of Control, Board member appointed 2024
 - Avid reader and utilizer of the Terrebonne Parish Library services
 - Community Volunteer

L I C E N S E S & C E R T I F I C A T E S

- Licensed Clinical Social Worker by the Louisiana State Board of Social Work Examiners, April, 1986. License number 2214
- Certified Nonviolent Physical Crisis Intervention Instructor, January 2011
- Certified ASIST Trainer
- National Council for Infant Adoption Awareness, 3 day training and certification, 2004

A W A R D S R E C E I V E D

- Social Worker of the Year, 1992, Houma-Thibodaux Chapter of the Louisiana National Association of Social Workers
- 2010 Lifetime Achievement Award, National Association of Social Workers, Houma/Thibodaux Region
- 2010 Volunteer Activist Award, MacDonell United Methodist Children's Services
- Athena Award Winner 2013



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS
APPLICATION FORM

DATE: _____ October 3, 2024 _____

I, _____ Rosa C. Pitre _____, of full majority age, whose primary
(Applicant's Name)

residence and permanent mailing address is 5462 North Bayou Black Dr.
(Address)

Gibson, LA 70356

_____, Telephone number is (985) __209-9543 _____,
(City, State, and Zip Code)

and E-mail is _lovepitre1@gmail.com_____, wish to qualify for appointment

as a member of the _Terrebonne Parish Library 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
_5462 North Bayou Black Dr._____ for __60__ 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. _____.

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 _____ No
(Recreation District)
and Council District No. _2_.

D. Applicant affirms that he/she has not been convicted of a felony No

To the best of his/her knowledge, applicant affirms that he/she will not receive any personal
economic benefit¹ by serving as a member of _____ Library_____.
(Board/Committee/Commission)

E. To the best of his/her knowledge, no member of the applicant's immediate² family will
receive any personal economic benefit¹ from his/her service on
_____ Library_____.
(Board/Committee/Commission)

F. Applicant is aware of the _____ Library_____ board criteria and attendance
requirements. (Board/Committee/Commission)

Yes.

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TERREBONNE PARISH
COUNCIL

G. Applicant affirms that his/her employment with ___Terrebonne Parish School Board___

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? No

State job duties and responsibilities:

_____ N/A _____

I. Are you appointed to any Federal, State, or Local Board/Commission/Committee?

No.

If yes, explain:

J. Are you elected to any Federal, State, or Local Office? No

If yes, explain:

K. Are you a Judge, employee, or agent of any Court System? 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? No

State job duties and responsibilities:

M. Are you currently under and have taken the Oath of Office and/or posted a bond?

No

If yes, explain:

N. Have you served as an Elected Official or Parish Agency Head within the last two years?

No

If yes, explain:

O. Have you served as a member of a Board/Commission/Committee within the last two years?

Yes

If yes, explain: Library Board

Applicant must complete and return this application **along with a copy of their resume** to:

**MRS. TAMMY E. TRIGGS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL
POST OFFICE BOX 2768, HOUMA, LA 70361
E-MAIL: 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.**

Rosa C. Pitre
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



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS
APPLICATION FORM

DATE: Sept 11, 2024

I, Ann Yesso Robichaux, of full majority age, whose primary (Applicant's Name)

residence and permanent mailing address is 110 McAllen Drive
(Address)

Houma, LA 70360, Telephone number is (985) 870-7391, (City, State, and Zip
Code)

and E-mail is robichauxay@gmail.com, wish to qualify for appointment as a member of the
Library 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
110 McAllen Dr., Houma, LA 70360 for 35 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 _____
(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 benefit¹ by serving as a member of Library Board.
(Board/Committee/Commission)

E. To the best of his/her knowledge, no member of the applicant's immediate² family will
receive any personal economic benefit¹ from his/her service on
Library Board
(Board/Committee/Commission)

F. Applicant is aware of the Library 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 n/a (retired)
(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. X
State job duties and responsibilities:

I. Are you appointed to any Federal, State, or Local Board/Commission/Committee? Yes ___ or No. X
If yes, explain:

J. Are you elected to any Federal, State, or Local Office? Yes _____ or No. X If yes, explain:

K. Are you a Judge, employee, or agent of any Court System? Yes _____ or No. X State job duties and responsibilities:

L. Are you a Sheriff, Deputy Sheriff, Constable, Justice of the Peace, Clerk of Court or employed by the Clerk of Court Office? Yes _____ or No. X
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 X
If yes, explain:

N. Have you served as an Elected Official or Parish Agency Head within the last two years?
Yes ___ or No X
If yes, explain: _____

O. Have you served as a member of a Board/Commission/Committee within the last two years?

Yes _____ or No X

If yes, explain: _____


Applicant must complete and return this application **along with a copy of their resume** to:

**MRS. TAMMY E. TRIGGS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL
POST OFFICE BOX 2768, HOUMA, LA 70361
E-MAIL: 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.**


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

ANN Y. ROBICHAUX

110 McAllen Drive Houma, LA 70360 985.870.7391

EXPERIENCE

Classroom teacher	St. Bernadette School	Aug 2000 – May 2013
Taught third grade (3 yrs), 4 th grade (8 yrs), and 6/7 th grade (2 yrs)		
Earth Science teacher	Vandebilt Catholic HS	Aug 2013-2022
Physical Science teacher	Vandebilt Catholic HS	Aug 2017-2023
PLTW - IED Instructor	Vandebilt Catholic HS	Aug 2021-2023
Science Dept Team Leader		
STEAM Advisor	Vandebilt Catholic HS	Aug 2020-2023

EDUCATION

Nicholls State University
ASGB Dec. 1980 BA El Ed Dec. 1995 Cumulative GPA 3.404

Certified Teacher – State of Louisiana - Certificate Type/Number B4277220

Completed Basic Catechist Program – Diocese of Houma Thibodaux

Participant in continuing education programs offered by the Audubon Institute, BTNEP, JASON, SDE, LSU Extension Service (Ag in the Classroom), SACS-CASI, Mandeville Middle School Share Fair, JASON Project, NOAA, NASA, and Pittcon.

Attended IRA (International Reading Association), NCEA, NCTM Conferences

Completed SMART Grant Program – NSU (Summer 2010)

One of fifty teachers selected nationwide to attend the FDA Summer Food Science Program, Washington, DC, Summer 2012 (42 hours)

National Science Education Leadership Association's NGSS Leadership Institute Attendee – June 2013 (28 hours)

National Conference on Bullying – February 2015 (22 hours)

Completed MSP Grant Program – NSU (Summer 2015) (99 hours)

LSTA Conference – Nov 2015 (11 hours)

MSP Grant Program – NSU (Summer 2016)

Project Maury Participant at USNA (Summer 2016) – (6 hours graduate credit – U CA of PA)

NSTA Regional Conference – New Orleans (Nov 2017) – (11 hours)

Utilizing 5E Instructional Method Workshop – Tulane University (Spring 2018) (6 hours)

NSTA National Conference – St.Louis (April 2019)

ASM Materials Camp – University of New Orleans (July 2019) (40 hours)

Simple K-12 (online) – Completed Beginners Course

ASM Teacher Institute; Sustainability of Materials (online) – (June 2020) (24 hours)

NSTA Engage: Fall 2020 (online)

Kami Connect Conference (online) - July 2021

Completed Diocesan Track - Catechetical Institute at Franciscan University (online) - Summer 2021

Completed Core Training PLTW - Introduction to Engineering Course - Aug. - Oct. 2021 (80 hours online)

NSTA National Conference - Houston (March 2022)

Completed First Year of Catholic Schools Track - Catechetical Institute at Franciscan University (online) - Summer 2022

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COMMUNICATION

Presented to peers on various occasions at faculty meetings (St. Bernadette)
Facilitated an FDA Food Science Workshop (Spring 2013)
Presenter at LSTA Conference (Fall 2015, Fall 2016)
Presenter at NSTA Regional Conference (Fall 2017)
Core Element Presenter – Using the 5E Method to Teach Earth Science (Summer 2018)
Using the 5E Method to Teach Physical Science (Summer 2018)

LEADERSHIP

Served on school visit teams for SACS-CASI (Christ the King, St. Clement of Rome),
Junior Auxiliary of Houma – Life Member
Maria Immacolata Church – Children's Liturgy Volunteer
Recognized as API – Delta Chapter – Distinguished Teacher Award (June 2016)
Moderator of VC STEM Club (2016-2023)
VC STEM Camp facilitator (2018, 2019, 2023)
NGT Louisiana Earth Science Teacher of the Year (2017)
LA State Finalist PAEMST (September 2017)
Member of Audubon Nature Institute's Teacher Advisory Council (January 2016 - 2019)
Completed Cognition (ELEOT) Training 2020
LA State Contact National Earth Science Teachers Association - 20-21 term
Le Petit Theatre de Terrebonne Board Member and Scholarship Committee Chairperson
(2019 - present)
Le Petit Theatre de Terrebonne Board Secretary (2023-present)
NASA Future Engineers Program Judge - Name the Rover, Mood Pod Essay, NASA
TechRise, Lunabotics Junior Contests (April 2020-present)
Served as committee chair (Student Engagement) for Cognition Accreditation Committee for
Diocese of Houma Thibodaux - 2022-23
Mother Teresa Women's Giving Circle - Voting member (2022-present)
LSTA Board Member - Region III (Nov. 2023-present)
V Foundation of South Louisiana Board Member (May 2023-present)
NOAA B-Wet Grant reviewer (Spring 2024)
Gulf Research Project (GRP) Grant Reviewer (Spring 2024)



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS
APPLICATION FORM

DATE: September 19, 2024

I, Mariah Enit Christie, of full majority age, whose primary
(Applicant's Name)
residence and permanent mailing address is 135 Kettle Lane,
(Address)
Houma, La 70360, Telephone number is (985) 518-8078,
(City, State, and Zip Code)
and E-mail is mariahbriggs2@gmail.com, wish to qualify for appointment
as a member of the Library 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
135 Kettle Lane, Houma, La 70360 for 19 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. _____.

C. If applying for membership as a member of a Recreation District Board, applicant affirms
that he/she is a resident of the n/a Yes _____ No _____
(Recreation District)
and Council District No. _____.

D. Applicant affirms that he/she has not been convicted of a felony Yes _____ No X.

To the best of his/her knowledge, applicant affirms that he/she will not receive any personal
economic benefit¹ by serving as a member of The Library Board.
(Board/Committee/Commission)

E. To the best of his/her knowledge, no member of the applicant's immediate² family will
receive any personal economic benefit¹ from his/her service on
The Library Board.
(Board/Committee/Commission)

F. Applicant is aware of the Library board criteria and
attendance requirements. (Board/Committee/Commission)
Yes X or No _____.

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COUNCIL

G. Applicant affirms that his/her employment with n/a
(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. X

State job duties and responsibilities:

I. Are you appointed to any Federal, State, or Local Board/Commission/Committee?

Yes ___ or No. X

If yes, explain:

J. Are you elected to any Federal, State, or Local Office? Yes ___ or No. X

If yes, explain:

K. Are you a Judge, employee, or agent of any Court System? Yes ___ or No. X

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 X

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 X

If yes, explain:

N. Have you served as an Elected Official or Parish Agency Head within the last two years?

Yes ___ or No X

If yes, explain:

O. Have you served as a member of a Board/Commission/Committee within the last two years?

Yes _____ or No X

If yes, explain: _____

Applicant must complete and return this application along with a copy of their resume to:

**MRS. TAMMY E. TRIGGS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL
POST OFFICE BOX 2768, HOUMA, LA 70361
E-MAIL: 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.**



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

Mariah Christie

135 Kettle Lane, Houma, LA 70360
(985) 518-8078 | mariahbriggs2@gmail.com

Summary

As an engaged community member and parent, I am seeking a seat on the Terrebonne Parish Library Board to represent families and promote the value of our library system. For the past six years, I've actively used the library to support my child's education, mental, and social development. I deeply appreciate the essential role libraries play in our community and am committed to bringing an inclusive, unbiased, and diplomatic perspective to this board position. The library has been an invaluable resource in our lives, and it would be an honor to serve in a capacity that allows me to contribute to its continued success and growth.

Job History**Substitute Teacher**

Mulberry Baptist Children's Day Out – Houma, LA
March 2023 – May 2023

- Followed daily schedules and curriculum.
- Ensured the well-being of all students in the class.

Director of Catering and Sales

Premier Catering and Events – Thibodaux, LA
June 2010 – November 2018

- Managed all sales, contracts, and client meetings.
- Oversaw hiring, payroll, and scheduling for event staff.
- Directed service and culinary teams for multiple events.
- Coordinated off-premise events, including mobilizing staff and equipment.
- Maintained inventory of all equipment.

Education**Associate of Digital Design**

University of Pittsburgh Online – 2005

References

Melanie Caillouet - *Mulberry Baptist Children's Day Out*
(985) 791-4619

Grady Verret - *Premier Catering and Events*
(985) 713-8578

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TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS
APPLICATION FORM

DATE: Oct 9, 2024

I, Kristy Gillik, of full majority age, whose primary
(Applicant's Name)

residence and permanent mailing address is 200 Wellington Drive
(Address)

Houma LA 70360, Telephone number is 985 360-2848
(City, State, and Zip Code)

and E-mail is Kristygillik@gmail.com, wish to qualify for appointment

as a member of the Library 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
200 Wellington Dr Houma LA 70360 for 1 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. _____.

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 benefit¹ by serving as a member of Library Board.
(Board/Committee/Commission)

E. To the best of his/her knowledge, no member of the applicant's immediate² family will
receive any personal economic benefit¹ from his/her service on

Library Board
(Board/Committee/Commission)

F. Applicant is aware of the Library Board board criteria and
attendance requirements. (Board/Committee/Commission)

Yes or No _____.

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G. Applicant affirms that his/her employment with Zack's Frozen Yogurt
(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:

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: _____

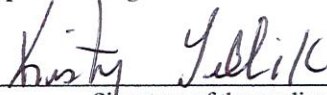
Applicant must complete and return this application **along with a copy of their resume** to:

**MRS. TAMMY E. TRIGGS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL
POST OFFICE BOX 2768, HOUMA, LA 70361
E-MAIL: 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.**



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

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**TERREBONNE PARISH
COUNCIL**

KRISTY YILLIK

200 Wellington Drive
Houma LA 70360
kristyyillik@gmail.com
985-860-2848



I am applying for the TP Library Board vacancy. As a lifelong resident of Terrebonne Parish, I have a true appreciation for how far our libraries have come over the years. I remember as a child when the Main Branch was still downtown and the big handwritten signs were hanging up after the parish refused to vote to pass the library milage. I also remember the day I pushed my toddler as we visited the grand opening of the new Main Branch. Our local libraries have been a big part of the lives of all of my children. They all have attended story times regularly, we have been to Comicon and participated in the Summer Reader Program and many craft and special events.

When it was made known to me that there was a vacancy on the board, I thought this is definitely something I would be interested in being a part of.

ABOUT ME

I am a true lover of books! I love sharing them with my children, homeschool community, and my friends. I love buying them new and really love hunting for them at thrift stores and library book sales.

I am a mom of six, ages 24, 22, 15, 10, 8 and 6; and a grandmother of two, ages 2 and almost 1. I have homeschooled my children for over 20 years and the library has been a big part of both my parenting and our homeschooling journey. I have a giant home library with over a few thousand books. I also host a monthly book club with a few of my mom friends.

EMPLOYMENT

Zack's Frozen Yogurt
Store Manager
2022-Present

- Hiring and training
- Inventory and Ordering
- Customer Service
- Social Media Marketing
- Event Planning

COMMUNITY INVOLVEMENT

Houma Homeschoolers Community
Organizer/Founder
2004- Present

- Moderate Social Media Group
- Event Planning
- Community Service Projects
- Curriculum Consultant

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TERREBONNE PARISH
COUNCIL



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS
APPLICATION FORM

DATE: October 10, 2024

I, Sheila Ledet, of full majority age, whose primary
(Applicant's Name)

residence and permanent mailing address is 4579 Hwy 56,
(Address)

Chaurin LA 70344, Telephone number is (985) 709-6002,
(City, State, and Zip Code)

and E-mail is sheilaledet22@yahoo.com, wish to qualify for appointment
as a member of the Terrebonne Parish Library Bd. 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
4579 Hwy 56 Chaurin LA 70344 for 36 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. 8.

N/A 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. _____.

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 _____ 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 benefit¹ by serving as a member of Terrebonne Parish Library Bd.
(Board/Committee/Commission)

E. To the best of his/her knowledge, no member of the applicant's immediate² family will
receive any personal economic benefit¹ from his/her service on

Terrebonne Parish Library Bd.
(Board/Committee/Commission)

F. Applicant is aware of the Terrebonne Parish Library 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 Retired
(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:

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: _____

O. Have you served as a member of a Board/Commission/Committee within the last two years?

Yes _____ or No

If yes, explain: _____

Applicant must complete and return this application **along with a copy of their resume** to:

**MRS. TAMMY E. TRIGGS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL
POST OFFICE BOX 2768, HOUMA, LA 70361
E-MAIL: 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.**

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***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.

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

Sheila Ledet

4579 Hwy 56

Chauvin LA 70344

(985)709-6002

Sheilaledet22@yahoo.com

PROFESSIONAL SUMMARY

Working at Terrebonne Parish School District as a librarian for the past 30 years has given me experience with the youth as well as the parents of our community. I was able to provide current materials and keep up to date with what they enjoyed reading. Before beginning my teaching career, I worked for Terrebonne Parish Library at the East Houma Branch for several years while attending Nichols State University obtaining my Library Science certification. I would like to serve on the Terrebonne Parish Library Board to remain a part of our community making sure that our youth, as well as all members of our community, can always enjoy the magic of libraries.

SKILLS

Collection Development

Library Management

Library Instruction

WORK HISTORY

09/1983- 12/1989	Library Clerk Terrebonne Parish Library East Houma Branch
01/1992- 06/1994	Terrebonne Parish Consolidated Government Project Independence Adult Education.
01/1995-05/2024	Terrebonne Parish School District Librarian – Upper Little Caillou Elementary School

EDUCATION

Nichols State University Thibodaux LA	
Bachelor of Science: Elementary Education	1990
Library Science Certification	1991





TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS
APPLICATION FORM

DATE: 10-22-2024

I, Paul A. Labat, of full majority age, whose primary
(Applicant's Name)
residence and permanent mailing address is 825 Verret Street
(Address)
Houma, LA 70360, Telephone number is (985) 804-7975
(City, State, and Zip Code)
and E-mail is paulan.verret@comcast.net, wish to qualify for appointment
as a member of the Library Board of Control 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
825 Verret Street for 30 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. 5.

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 benefit¹ by serving as a member of Library Board
(Board/Committee/Commission)

E. To the best of his/her knowledge, no member of the applicant's immediate² family will
receive any personal economic benefit¹ from his/her service on
Library Board
(Board/Committee/Commission)

F. Applicant is aware of the Library Board board criteria and
(Board/Committee/Commission)
attendance requirements. Yes or No _____.

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TERREBONNE PARISH
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G. Applicant affirms that his/her employment with 32nd JDC
(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:

Jury duty, reports, accounting, etc
for the 32nd JDC

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:

see I.

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:

O. Have you served as a member of a Board/Commission/Committee within the last two years?

Yes or No

If yes, explain: Le Petit Theatre de Terrebonne; United Way of S.L.A;
La Terre Credit Union Board, Terrebonne General
Health System Foundation Board

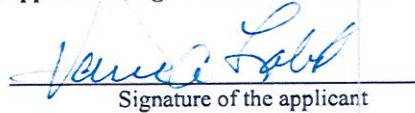
Applicant must complete and return this application along with a copy of their resume to:

**MRS. TAMMY E. TRIGGS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL
POST OFFICE BOX 2768, HOUMA, LA 70361
E-MAIL: 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.**


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



Wednesday, October 30, 2024

Item Title:

Coastal Zone Management and Restoration

Item Summary:

Coastal Zone Management and Restoration: Three (3) expiring terms on 10-31-24 (One (1) representing Marine Navigation, one (1) representing the Oil Industry and one (1) representing Flood Concerns appointed by the Parish President) Mr. Mickey Thomas, representing Marine Navigation, expresses his interest in being reappointed. Mr. Jan Rogers, representing the Oil Industry, expresses his interest in being reappointed. Mr. Benji C. Poiencot, representing the Oil Industry, submits application and resume for consideration.

ATTACHMENTS:

Description	Upload Date	Type
Notice to the Public	10/25/2024	Cover Memo
Application - Mickey B. Thomas	10/25/2024	Cover Memo
Resume - Mickey Thomas	10/25/2024	Cover Memo
Application - Benji C. Poiencot	10/25/2024	Cover Memo
Resume - Benji C. Poiencot	10/25/2024	Cover Memo
Application - Jan Rogers	10/25/2024	Cover Memo
Resume - Jan Rogers	10/25/2024	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 **WEDNESDAY, OCTOBER 30, 2024, REGULAR SESSION** meeting the following vacancies and appointments:

RECREATION DISTRICT NO. 2,3 BOARD: One (1) expired term.

COTEAU FIRE PROTECTION DISTRICT BOARD: One (1) expired term.

CHILDREN AND YOUTH SERVICES BOARD: Two expiring terms on 11-16-24 (Each representing the following: Faith Based Organization and Terrebonne Parish Juvenile Justice Detention Center and three (3) expired terms. (Each representing one of the following: Bayou Area Children Foundation, Gulf Coast Teaching and Family Services, and Houma Police Department).

DOWNTOWN DEVELOPMENT CORPORATION: Three (3) expiring on 11-01-24 (Each representing one of the following: Two (2) representing the Council and one (1) representing the Chamber of Commerce) and three (3) expired terms. (Each representing the following entities: One (1) representing the Parish Council, one (1) representing the Historical Society and one (1) representing Downtown Merchants.

MUNICIPAL CIVIL SERVICE BOARD: One (1) expiring term on 11-29-24 (Representing the Council – nominated by Nicholls State University), one (1) expired term (Representing the Council) and one (1) vacancy due to a resignation (Representing the Council – Nominated by Nicholls State University).

SOUTH CENTRAL HUMAN SERVICES AUTHORITY: Two (2) expired terms.

TERREBONNE PARISH TREE BOARD: One (1) expired term and one (1) vacancy due to a resignation.

VETERANS MEMORIAL DISTRICT BOARD: One (1) vacancy due to a resignation representing the Parish President South of Intracoastal.

TEDA: One (1) vacancy representing the Terrebonne Parish Council .

BOARD OF ADJUSTMENTS: One expired term.

AIRPORT COMMISSION: One (1) expiring term on 10-10-24.

→ **COASTAL ZONE MANAGEMENT AND RESTORATION:** Three (3) expiring terms on 10-31-24. (One (1) representing Marine Navigation, one (1) representing Oil Industry and one (1) representing Flood Concerns appointed by the Parish President).

HOUMA AREA CONVENTION AND VISITORS’ BUREAU: One (1) expiring term on 12-31-24. (Representing a Civic Non-Profit Organization)

LIBRARY BOARD OF CONTROL: Three (3) expiring terms on 11-14-24.

PLANNING COMMISSION: Two (2) expiring terms on 11-29-24.

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. 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 **MONDAY, OCTOBER 28, 2024**. A brief résumé and/or letter of interest in serving should also be submitted.

**TAMMY TRIGGS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL**



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS
APPLICATION FORM

DATE: 10-21-2024

I, Mickey B. Thomas, of full majority age, whose primary
(Applicant's Name)
residence and permanent mailing address is 25 Asphodel Ave
(Address)
Houma, LA 70360. Telephone number is (985) 856 1792.
(City, State, and Zip Code)
and E-mail is mickey@ayeee.com, wish to qualify for appointment
as a member of the Coastal Zone Management 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
25 Asphodel Ave Houma, LA 70360 for 36 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 _____
(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 X No _____.

To the best of his/her knowledge, applicant affirms that he/she will not receive any personal
economic benefit¹ by serving as a member of Coastal Zone Management
(Board/Committee/Commission)

E. To the best of his/her knowledge, no member of the applicant's immediate² family will
receive any personal economic benefit¹ from his/her service on
Coastal Zone Management
(Board/Committee/Commission)

F. Applicant is aware of the Coast Zone Management board criteria and
attendance requirements. (Board/Committee/Commission)
Yes X or No _____.

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COUNCIL

G. Applicant affirms that his/her employment with South Louisiana Bank
(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 X

State job duties and responsibilities:

I. Are you appointed to any Federal, State, or Local Board/Commission/Committee?

Yes X or No ___.

If yes, explain:

I am presently a member appointed by the Parish Council to Terrebonne Coastal Zone Management

J. Are you elected to any Federal, State, or Local Office? Yes ___ or No X

If yes, explain:

K. Are you a Judge, employee, or agent of any Court System? Yes ___ or No X

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 X

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 X

If yes, explain:

N. Have you served as an Elected Official or Parish Agency Head within the last two years?

Yes ___ or No X

If yes, explain: _____

O. Have you served as a member of a Board/Commission/Committee within the last two years?

Yes X or No _____

If yes, explain: Terrebonne Parish Coastal Zone Management

Applicant must complete and return this application along with a copy of their resume to:

MRS. TAMMY E. TRIGGS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL
POST OFFICE BOX 2768, HOUMA, LA 70361
E-MAIL: 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.**


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

Data Sheet
October 21, 2024

Subject: Mickey Thomas
Employed: South Louisiana Bank
Position: President & CEO

I am 64 years old and have been employed by South Louisiana Bank continuously since 1985. I have been president of the bank since 2013. I have resided at my present address of 25 Asphodel Ave, in Houma for 36 years.

Education:

- M.S. in Economics - LSU, Baton Rouge, 1984
- B.S. in Business - LSU, Baton Rouge, 1982

Professional Education:

- Sendero Institute's School of Asset/Liability Management, Scottsdale, Arizona, 1986
- Intermediate School of Banking, Southern Methodist Univ., Dallas, 1987
- BAI School for Bank Admin., University of Wisconsin, Madison, 1990
- BAI Bank Management Program, Duke University, Durham, 1992
- BAI Bank Exec. Program, University of North Carolina, Chapel Hill, 1993

Related Activities:

- Board Member to Southern Financial Exchange from 1995 through 1997
- Independent Community Bankers of America – Various Committees including:
 - Regulation Review
 - Legislative Issues
 - Check Fraud Task Force
 - Federal Delegate Board (representing member banks in Louisiana)

Community and Civic Activities

- Member Terrebonne Parish Coastal Zone Management and Restoration Advisory Committee
- Volunteer Ducks Unlimited from 1987 to present
- Volunteer Cerebral Palsy
- Volunteer Multiple Sclerosis
- Volunteer Muscular Dystrophy
- Member (through employment) Chamber of Commerce and South Central Industrial Association



**TERREBONNE PARISH
COUNCIL**

Tammy Triggs

From: Mickey Thomas <Mickey@ayeee.com>
Sent: Monday, October 21, 2024 11:29 AM
To: Tammy Triggs
Cc: khamption@tpcg.gov
Subject: Expiring term on Coastal Zone Management
Attachments: mickey resume for TPCG updated 2024.doc; TerryPrinter_004361.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear Ms. Triggs, I am in receipt of a letter notifying me of the expiration of my term on Coastal Zone Management. I presently serve as Vice Chair of this committee. I would like to express my desire to continuing serving the Parish on Coastal Zone Management and Restoration Advisory Committee.

Please see attached my application and resume.

With kind regards,

Mickey Thomas
985-856-1792

This e-mail and any files transmitted with it are the property of South Louisiana Bank, are confidential, and are intended solely for the use of the individual or entity to whom this e-mail is addressed. If you are not one of the named recipient(s) or otherwise have reason to believe that you have received this message in error, please delete this message immediately from your computer. Any other use, retention, dissemination, forwarding, printing, or copying of this e-mail is strictly prohibited. If you choose to reply to this e-mail and include non-public personal information, please know that e-mail is not a secure method of communication, and your message may be intercepted, through no fault of South Louisiana Bank. CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

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**TERREBONNE PARISH
COUNCIL**



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS
APPLICATION FORM

DATE: 10-22-2024

I, Benji Caleb Poiencot, of full majority age, whose primary
(Applicant's Name)

residence and permanent mailing address is 101 LeCompte LN,
(Address)

Houma, LA 70363, Telephone number is (985) 688-4389,
(City, State, and Zip Code)

and E-mail is Bcpoiencot@yahoo.com, wish to qualify for appointment
as a member of the Coastal zone management & restoration 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
101 LeCompte LN Houma LA 70363 for 10 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. 10.

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. _____.

C. If applying for membership as a member of a Recreation District Board, applicant affirms
that he/she is a resident of the N/A 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 benefit¹ by serving as a member of Coastal zone management & restoration
(Board/Committee/Commission)

E. To the best of his/her knowledge, no member of the applicant's immediate² family will
receive any personal economic benefit¹ from his/her service on
Coastal zone management & restoration
(Board/Committee/Commission)

F. Applicant is aware of the Coastal zone management & restoration board criteria and
attendance requirements. (Board/Committee/Commission)

Yes or No _____.

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COUNCIL

G. Applicant affirms that his/her employment with T. Baker Smith
(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:

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: _____

O. Have you served as a member of a Board/Commission/Committee within the last two years?

Yes _____ or No

If yes, explain: _____


Applicant must complete and return this application **along with a copy of their resume** to:

**MRS. TAMMY E. TRIGGS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL
POST OFFICE BOX 2768, HOUMA, LA 70361
E-MAIL: 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.**



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

BENJI C. POIENCOT

101 LeCompte Ln. Houma, LA 70363 | (985)688-4389 | bcpoiencot@yahoo.com

Experience

T. Baker Smith

January 2021 – Present

Business Development Lead

Identify and pursue new business opportunities. Build relationships with potential clients, create strategies for company growth using expert understanding of market trends and industries served. Also, assist in project management.

H&E Inland Services, LLC

March 2010 – Present

Owner

Run day to day operations of Inland marine towing vessels, provide consulting for E&P, and pipeline clients to assist in their operations.

Reliable Onshore Services

January 2001 – March 2010

Operations Manager / Oilfield Construction & Environmental Services

Job duties included, but not limited to: personal management, logistics, developing new markets, pre-job research and planning, project management, interacting with regulatory agencies, pipeline patrol, survey, and wetlands compliance work.

Tazer Airboat Services

June 1996 – January 2001


Owner / Operator

Provide airboat transportation for wetland survey, seismic operations, and oil and gas companies; provided services for regulatory agencies such as Department of Environmental Quality, Department of Natural Resources, United States Coast Guard, and Wildlife and Fisheries. Also worked on Section 16 surveillance jobs in Terrebonne Parish with Terrebonne Parish Section 16 Inspector

Education

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1994-1996

Associates of Science Degree in Science, Delgado Community College

Graduated 1993

Highschool Diploma, Terrebonne High School

Special Qualifications

- Private pilot single engine land and sea (Instrument rated)
- Airboat Operator
- Louisiana Department of Environmental Quality certified asbestos contractor
- Level 5 Hazwoper trained
- Pipeline Operator Qualified
- Oil spill clean-up coordinator (USCG)
- Environmental compliance consultant
- API – oilfield training program
- Petroleum field training (NACELL Certified)
 - o Gas processing
 - o Oil and gas field plant operations
 - o Process control

Professional Memberships

- Louisiana Pipeliners Association
- The Pipeliners Association of Houston
- Louisiana Gas Association
- Houma Oilman's
- Aircraft Owners and Pilots Association



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS
APPLICATION FORM

DATE: 10/25/27

I, JAN ROUERS, of full majority age, whose primary
(Applicant's Name)
residence and permanent mailing address is 4133 Bayou Estates Dr,
(Address)
Bourg LA 70343, Telephone number is (985) 860-8131,
(City, State, and Zip Code)
and E-mail is JANIROUERS@charter.net, wish to qualify for appointment
as a member of the Coastal Restoration + Preservation 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
4133 Bayou Estates Dr Bourg LA 70343 for 22 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. 9.

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 Bourg #5
(Fire District)
and Council District No. 9.

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 benefit¹ by serving as a member of CZM
(Board/Committee/Commission)

E. To the best of his/her knowledge, no member of the applicant's immediate² family will
receive any personal economic benefit¹ from his/her service on
CZM
(Board/Committee/Commission)

F. Applicant is aware of the CZM board criteria and
(Board/Committee/Commission)
attendance requirements.
Yes or No _____.

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COUNCIL

G. Applicant affirms that his/her employment with Gulf Inland Contractors
(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:

FIRE DIST 5
HTRPC

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: _____

O. Have you served as a member of a Board/Commission/Committee within the last two years?

Yes or No

If yes, explain: FIRE DIST #9
CZM
HTRP C

Applicant must complete and return this application **along with a copy of their resume** to:

MRS. TAMMY E. TRIGGS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL
POST OFFICE BOX 2768, HOUMA, LA 70361
E-MAIL: 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.**



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

JAN J. ROGERS

4133 BAYOU ESTATES DRIVE, BOURG, LA 70343
Cell: 985-860-8131 • Home: 985-876-0709 • janjrogers@charter.net

SUMMARY

Safety/Health/Environmental Professional with a dedicated focus for providing needed resources to accomplish work in a safe, healthy and environmentally sound way, with extensive experience in oil and gas industry providing cost effective solutions to complex safety and regulatory issues in support of the low cost operations. Known for the ability to facilitate meetings and training in a manner that encourages collaboration and participation working with all levels within and outside the organization. With a servant leadership style which elevates people to be their best.

PROFILE

HSSEA MANAGER

- Excellent interpersonal and communication skills.
- Highly organized and goal-oriented.
- Strong critical thinking and problem-solving skills.
- Excellent work ethic.

EDUCATION

Nicholls State University
Bachelor of Science in Business Administration
Associate of Science in Petroleum Safety
Associate of Science in Petroleum Technology

Thibodaux, LA
Dec. 1979
Dec. 1985
Dec. 1988

WORK EXPERIENCE

Gulf Inland Contractors Inc.
SAFETY MANAGER

Houma, LA
Sept. 2020-Present

- Process and develop Safety and Health Standards
- Educate and train field personnel
- Audit facilities to determine compliance
- Accident and Incidents and conduct investigations and Root Cause Analysis
- Deliver safety briefings to all field personnel
- Maintain client contacts and participate in client meetings
- Oversee random drug and alcohol testing for employees
- Safety Representative requiring company legal representation of depositions and trial matters
- Assist Project Managers in work plan development
- Develop Site Specific Safe Work Plans and Emergency Response Plans per client requests.
- Conduct Safety/Environmental Audits of company facilities
- Interact with DISA, IS Network, Veriforce, NCMS

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**TERREBONNE PARISH
COUNCIL**

Wood.

Houma, LA

HSSEA MANAGER/BUSINESS MANAGER

AUG 2014 – April 2020

- Process and develop Safety and Health Standards
- Educate and train field personnel
- Audit facilities to determine compliance
- Respond to Accident and Incidents and conduct investigations and Root Cause Analysis
- Deliver safety briefings to all field personnel
- Maintain client contacts and participated in client meetings
- Weekly crew changes
- Daily safety management of Houma operations office
- Corporate Safety Representative requiring company legal representation for depositions and trial matters
- Assist Project Managers in crew changes in their absence
- Maintain client relations with HSE Professionals
- Conduct Safety/Environmental Audits of company facilities throughout US operations
- Offshore Operators Committee Member participating in JSA simplification re-write.
- Mentor new HSE representatives coming from field locations to office setting.
- Maintain logs and vehicles with GPS tracking and mentor drivers with deficiencies.
- Daily Management of Houma Operations Office
- Mentor QHSE/Measurement Operations Manager
- Maintain client contacts
- Participate in accounting/finance meetings
- Review Contracts with new vendors.
- Maintain Insurance certificates for vendors
- Maintain relationship with landlord on leased properties

Wood Group

Houma, LA

QHSE MANAGER

Feb 2004 – Aug 2014

- Process and develop Safety and Health Standards
- Educate and train field personnel
- Audit facilities to determine compliance
- Respond to Accident and Incidents and conduct investigations and Root Cause Analysis
- Deliver safety briefings to all field personnel
- Maintain client contacts and participate in client meetings
- Weekly crew changes
- Daily safety management of Houma operations office
- Corporate Safety Representative requiring company legal representation of depositions and trial matters
- Assist Project Managers in crew changes in their absence
- Maintain client relations with HSE Professionals
- Conduct Safety/Environmental Audits of company facilities

Union Oil Company of California (dba Unocal)

Houma/Lafayette, LA

Sr. Staff HSE Supervisor

Sept. 1980 - Feb 2004

- Process and develop Safety and Health Standards
- Educate and train field personnel in CPR/First Aid, Water Survival, Accident Investigation, Fire Fighting, and Hazardous Material response.
- Audit facilities to determine compliance throughout US operations
- Recognized by Unocal Corporate Safety Department as Certified Instructor in the fields of Fire Fighting, Hazardous Materials and Oil Spill Response instructing 40-hour schools in Reno, Nevada, College Station, and Galveston Texas.
- Respond the Emergencies Worldwide (Fire, Haz Mat, Oil Spill) Unocal ERST (Emergency Response Strike Team) Safety Officer, Public Information Officer, Liaison Officer
- Respond to Accidents and Incidents and conduct investigations and ensure practices were put in place to prevent recurrence.
- Co-developed and rolled out Fit for Duty Policy. Setting a standard providing the ability to manage injuries more cost effectively through work hardening programs, light duty programs and ensuring employees can perform work duties after an injury.
- Capitalized on extensive knowledge of regulations to reduce fines imposed by regulators, but more importantly saving the reputation of the company.
- Deliver safety briefings to all field personnel.
- Taught all regulatory training to field personnel in one day format with an annual cost savings of \$600,000.
- Responsible for acquiring bids for safety and health related items for facilities.
- Developed and administered Fire Retardant Clothing Program for business unit to provide the maximum protection for employees

Acadian Ambulance Service

Houma, LA

PRN Emergency Medical Technician

Sept. 1991 – June 2010

Worked on PRN basis providing pre-hospital care for the sick and injured on ground ambulance. To remain compliant a 32-hour refresher training course and 48 hours of continuing education hours required every 2 years to maintain certification.

Patterson Truck Line

Houma, LA

Shipping and Receiving Coordinator

Jan. 1980 – Sept 1980

Managed inventory control of pipe yard tubulars and movements within yard as well as shipping and receiving of pipe via truck, vessel and rail to yard, offshore and onshore locations.

Terrebonne Parish School Board

Houma, LA

Bus Driver while attending college

June 1977- Dec. 1979

Transported high school students to South Terrebonne High School and then transported college students from southern Terrebonne Parish to Nicholls State University.

Personal Activities

Terrebonne Parish Consolidated Waterworks District Water Board Member	1987-1989
Bourg Fire Department (Assistant Chief/Training Officer)	June 1974 – 1989
• Fire District 5 Board Member (Currently Vice Chairman)	Jan 2008 – Present
Terrebonne Men’s Carnival Club (Krewe of Hercules)	April 1999 – Present
• Past Parliamentarian	2007 – 2009
• Secretary	2010 – Present
Fletcher Technical Community College Integrated Petroleum Technology Advisory Committee	December 2013 – 2020
Member Houma Terrebonne Chamber of Commerce	2009- Present
Member South Central Industrial Association (SCIA)	2008-Present
Member Gulf Coast Safety and Training Group	2007-2020
Member of St. Ann Catholic Church Stewardship Committee	2008-Present
St. Ann Catholic Church Ushers Group	2000-Present
Coastal Zone Management and Coastal Restoration Advisory Board	April 2016- Present
Offshore Operators Committee (OOC) Member Representative (Unocal & Wood)	March 1998- 2020
Nationally Registered Emergency Medical Technician	1990-2018
Houma/Terrebonne Regional Planning Commission –Vice Chairman	December 2020- Present

References available upon request



Wednesday, October 30, 2024

Item Title:

Children and Youth Services Planning Board

Item Summary:

CHILDREN AND YOUTH SERVICES BOARD: Two expiring terms on 11-16-24 (Each representing the following: Faith Based Organization and Terrebonne Parish Juvenile Justice Detention Center and three (3) expired terms. (Each representing one of the following: Bayou Area Children Foundation, Gulf Coast Teaching and Family Services, and Houma Police Department). Ms. Brandy Lirette, representing Gulf Coast Teaching and Family Services, submits application and resume for consideration. Mr. Joseph Harris expresses his interest in being reappointed.

ATTACHMENTS:

Description	Upload Date	Type
Notice to the Public	10/25/2024	Cover Memo
Application - Brandy Lirette	10/25/2024	Cover Memo
Resume - Brandy Lirette	10/25/2024	Cover Memo
Application - Joseph Harris, Jr.	10/25/2024	Cover Memo
Resume - Joseph Harris, Jr.	10/25/2024	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 **WEDNESDAY, OCTOBER 30, 2024, REGULAR SESSION** meeting the following vacancies and appointments:

RECREATION DISTRICT NO. 2,3 BOARD: One (1) expired term.

COTEAU FIRE PROTECTION DISTRICT BOARD: One (1) expired term.

→ **CHILDREN AND YOUTH SERVICES BOARD:** Two expiring terms on 11-16-24 (Each representing the following: Faith Based Organization and Terrebonne Parish Juvenile Justice Detention Center and three (3) expired terms. (Each representing one of the following: Bayou Area Children Foundation, Gulf Coast Teaching and Family Services, and Houma Police Department).

DOWNTOWN DEVELOPMENT CORPORATION: Three (3) expiring on 11-01-24 (Each representing one of the following: Two (2) representing the Council and one (1) representing the Chamber of Commerce) and three (3) expired terms. (Each representing the following entities: One (1) representing the Parish Council, one (1) representing the Historical Society and one (1) representing Downtown Merchants.

MUNICIPAL CIVIL SERVICE BOARD: One (1) expiring term on 11-29-24 (Representing the Council – nominated by Nicholls State University), one (1) expired term (Representing the Council) and one (1) vacancy due to a resignation (Representing the Council – Nominated by Nicholls State University).

SOUTH CENTRAL HUMAN SERVICES AUTHORITY: Two (2) expired terms.

TERREBONNE PARISH TREE BOARD: One (1) expired term and one (1) vacancy due to a resignation.

VETERANS MEMORIAL DISTRICT BOARD: One (1) vacancy due to a resignation representing the Parish President South of Intracoastal.

TEDA: One (1) vacancy representing the Terrebonne Parish Council .

BOARD OF ADJUSTMENTS: One expired term.

AIRPORT COMMISSION: One (1) expiring term on 10-10-24.

COASTAL ZONE MANAGEMENT AND RESTORATION: Three (3) expiring terms on 10-31-24. (One (1) representing Marine Navigation, one (1) representing Oil Industry and one (1) representing Flood Concerns appointed by the Parish President).

HOUMA AREA CONVENTION AND VISITORS’ BUREAU: One (1) expiring term on 12-31-24. (Representing a Civic Non-Profit Organization)

LIBRARY BOARD OF CONTROL: Three (3) expiring terms on 11-14-24.

PLANNING COMMISSION: Two (2) expiring terms on 11-29-24.

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. 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 **MONDAY, OCTOBER 28, 2024**. A brief résumé and/or letter of interest in serving should also be submitted.

**TAMMY TRIGGS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL**



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS
APPLICATION FORM

DATE: October 23, 2024

I, Brandy Lynn Lirette, of full majority age, whose primary
(Applicant's Name)

residence and permanent mailing address is 241 Port Royal Way,
(Address)

Houma, Louisiana 70360, Telephone number is (985) 209-4304,
(City, State, and Zip Code)

and E-mail is brandy_lirette@gcssla.org, wish to qualify for appointment
as a member of the Children and Youth Planning 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
241 Port Royal Way, Houma, Louisiana 70360 for 16 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 _____
(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 X
(Recreation District)
and Council District No. _____.

D. Applicant affirms that he/she has not been convicted of a felony Yes X No _____.

To the best of his/her knowledge, applicant affirms that he/she will not receive any personal
economic benefit¹ by serving as a member of Children and Youth Planning Board.
(Board/Committee/Commission)

E. To the best of his/her knowledge, no member of the applicant's immediate² family will
receive any personal economic benefit¹ from his/her service on
Children and Youth Planning Board.
(Board/Committee/Commission)

F. Applicant is aware of the Children and Youth Planning Board board criteria and
attendance requirements. (Board/Committee/Commission)
Yes X or No _____.

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G. Applicant affirms that his/her employment with Gulf Coast Social Services
(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 X

State job duties and responsibilities:

I. Are you appointed to any Federal, State, or Local Board/Commission/Committee?

Yes ___ or No X.

If yes, explain:

J. Are you elected to any Federal, State, or Local Office? Yes ___ or No X

If yes, explain:

K. Are you a Judge, employee, or agent of any Court System? Yes ___ or No X

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 X

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 X

If yes, explain:

N. Have you served as an Elected Official or Parish Agency Head within the last two years?

Yes ___ or No X

If yes, explain: _____

O. Have you served as a member of a Board/Commission/Committee within the last two years?

Yes _____ or No X

If yes, explain: _____

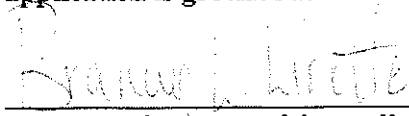
Applicant must complete and return this application along with a copy of their resume to:

**MRS. TAMMY E. TRIGGS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL
POST OFFICE BOX 2768, HOUMA, LA 70361
E-MAIL: 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.**



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

Brandy Lirette

241 Port Royal Way, Houma,
LA 70360
brandydeanlirette@att.net
+1 985 209 4304

Work Experience

REGIONAL DIRECTOR

Gulf Coast Social Services - Houma Region (Terrebonne Parish, Lafourche Parish, St. Mary Parish, Assumption Parish, St. James Parish, St. John the Baptist Parish, and St. Charles Parish)

September 2023 - Present

Responsible for the overall operations of the agency ensuring client care and services are provided in a caring and efficient manner while remaining fiscally responsible. Leading a team of approximately one hundred plus with compassion while communicating clear expectations to obtain a high level of employee satisfaction.

EXECUTIVE DIRECTOR

Sunrise Senior Living - Metairie, LA
December 2021 to September 2023

Responsible for the overall operations of the community consisting of 100+ apartments, dietary department, maintenance, marketing/public relations, accounts receivables/payables, payroll, and providing care to elderly. Ensure compliance with all regulations and policies of the organization while providing support to all team members. Led with compassion to ensure a high level of resident and employee satisfaction.

EXECUTIVE DIRECTOR

TERREBONNE PLACE
April 2019 to November 2021

Responsible for the overall operations of the community consisting of 48 apartments housing and providing care to elderly. Ensure compliance with all regulations and policies of the organization while providing support to all team members. Led with compassion to ensure a high level of resident and employee satisfaction. Reaching monthly projections/goals consistently and maintaining a 100% tour to move in ratio while filling the CSM role and acting full-time floor nurse.

CAMPUS PRESIDENT

UNITECH TRAINING ACADEMY
March 2018 to March 2019

AND SEPTEMBER 2013 TO OCTOBER 2015

Responsible for the overall education of students who attend the proprietary school including but not limited to oversight of instructors, familiarity of programs and information being taught, hiring/firing, classroom observations, communicating with members of the corporate team, submitting reports by

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predetermined deadlines, and maintaining working relationships with internal and external stakeholders. Assist Admissions Representative with conducting tours and initial admission appointments as needed.

**EXECUTIVE DIRECTOR / CORPORATE SPECIALIST / DIRECTOR OF NURSING /
DIRECTOR OF SALES**

BLAKE MANAGEMENT GROUP

October 2015 to January 2018

As Area Executive Director; I was assigned to a new community in McComb, MS to increase sales/ census and provide leadership to current team while recruiting a new Executive Director. As Corporate Specialist; I traveled to different start-up communities throughout Louisiana and Mississippi to assist with the overall process, train new staff, hire nurses and caregivers, and prepare for new elderly residents. Hosted onsite and offsite events for communities and managed the entire clinical department including the oversight of nurses and caregivers. Responsible for excellent leadership and the overall morale of every team.

Education, Certifications, and Licenses

MASTERS OF SCIENCE in NonProfit Business Administration

LOUISIANA STATE UNIVERSITY

December 2019

BACHELOR OF SCIENCE in Health Care Administration

UNIVERSITY OF PHOENIX

August 2017

DIPLOMA IN PRACTICAL NURSING/ Licensed Practical Nurse

L.E. FLETCHER TECHNICAL COMMUNITY COLLEGE - Houma, LA

January 2006



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION FORM

DATE: 10/23/2024

I, Joseph Harris, Jr., of full majority age, whose primary residence and permanent mailing address is 1214 Dewey St., Houma, LA. 70360, Telephone number is (985) 381-5742 and E-mail is josephh@tpcg.org, wish to qualify for appointment as a member of the Children & Youth Service Board in Terrebonne Parish,

State of Louisiana, and states to be correct and true the following:

A. Applicant has maintained his/her primary residence in Terrebonne Parish at 1214 Dewey St. Houma, LA. 70360 for 50 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 N/A (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 N/A (Recreation District) Yes _____ No _____ and Council District No. _____.

D. Applicant affirms that he/she has not been convicted of a felony Yes _____ No X.

To the best of his/her knowledge, applicant affirms that he/she will not receive any personal economic benefit¹ by serving as a member of Children & Youth Service Board (Board/Committee/Commission).

E. To the best of his/her knowledge, no member of the applicant's immediate² family will receive any personal economic benefit¹ from his/her service on Children & Youth Service Board (Board/Committee/Commission).

F. Applicant is aware of the Children & Youth Service Board board criteria and attendance requirements. (Board/Committee/Commission) Yes X or No _____.

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G. Applicant affirms that his/her employment with TPCG - Juvenile Detention
(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:

Facility Director

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: TPCG Facility Director

O. Have you served as a member of a Board/Commission/Committee within the last two years?

Yes or No

If yes, explain: Children & Youth Service Board Chairman

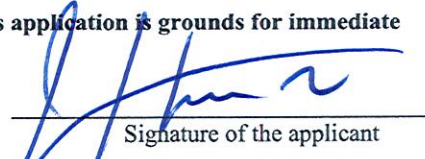
Applicant must complete and return this application **along with a copy of their resume** to:

**MRS. TAMMY E. TRIGGS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL
POST OFFICE BOX 2768, HOUMA, LA 70361
E-MAIL: council@tpcg.org or FAX: (985) 873-6521**

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Signature of the applicant

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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

Joseph Harris, Jr.

1214 Dewey St

Houma LA 70360

985-381-5742

univerconsul@yahoo.com

Professional Experience

Probation Officer, City Court

1994 – 1997 Houma City Court Houma, LA.

Assistant Director, Juvenile Detention

8/97- 8/05 Terrebonne Parish Consolidated Government Houma, LA.

Deputy Director, Office of Youth Development

8/05 – 10/07 State of Louisiana Baton Rouge, LA.

Executive Director, Bayou Lafourche Marine Institute

10/07 – 6/08 Associate Marine Institute Raceland, LA.

Tool Technician

6/08 – 8/10 Halliburton Energy Services Houma, LA

Assistant Director, Juvenile Detention

8/10 – 11/14 Terrebonne Parish Consolidated Government Houma, LA.

Director, Juvenile Detention

11/14 - Present Terrebonne Parish Consolidated Government Houma, LA.

Formal Education

University of Nevada, Reno

Master of Justice Management – Liberal Arts Reno, Nevada

Fall 2023

University of Louisiana at Lafayette

Bachelor of General Studies Behavioral Sciences

Lafayette, LA.

Spring 1995

Certification

- ◆ ACA Juvenile Care worker
- ◆ ACA Juvenile Behavior Management
- ◆ CPR/FA/AED Certified Instructor
- ◆ Safe Gulf Certified
- ◆ General Hazard – Material and Chemical Training
- ◆ Safe Crisis Management Certified Instructor

Professional Activities

- ◆ St. Lucy Child Development School Board Member, 2019 - Present
- ◆ Children and Youth Service Planning Board Member, Present
- ◆ Children and Youth Service Planning Board Member – Chairman 2017 - 2019
- ◆ Louisiana Juvenile Detention Association – Current Member, President 2003 - 2006, Secretary 1999 – 2003
- ◆ Leadership Terrebonne Alumni Class of 1999
- ◆ Kappa Alpha Psi Fraternity Inc. Spring 1999 (KAΨ)
- ◆ CASA – Terrebonne Parish Vice- President
- ◆ Facilitated course instruction of activities for socially challenge juveniles
- ◆ Staff trainer facilitator working with social agencies and parents
- ◆ Completed AMI Executive Director & Principal Development Course - 2008



Wednesday, October 30, 2024

Item Title:

Houma Area Convention and Visitors Bureau

Item Summary:

HOUMA AREA CONVENTION AND VISITORS' BUREAU: One (1) expiring term on 12-31-24. (Representing a Civic Non-Profit Organization) Mr. William B. Bisland, Sr. expresses his interest in being reappointed.

ATTACHMENTS:

Description	Upload Date	Type
Application - William S. Bisland, Sr.	10/28/2024	Cover Memo
Notice to the Public	10/28/2024	Cover Memo
Resume - William B. Bisland, Sr.	10/28/2024	Cover Memo
Letter of Support	10/28/2024	Cover Memo



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS
APPLICATION FORM

DATE: 10-21-24

I, William B. Bisland Sr. of full majority age, whose primary
(Applicant's Name)
residence and permanent mailing address is 216 Rue Christie,
(Address)
Houma LA. 70360 Telephone number is (985) 870-0598.
(City, State, and Zip Code)
and E-mail is 47brun@gmail.com, wish to qualify for appointment
as a member of the Houma Area Convention
and Visitors Bureau in Terrebonne Parish,
(Board/Committee/Commission) (HACVIB)

State of Louisiana, and states to be correct and true the following:

A. Applicant has maintained his/her primary residence in Terrebonne Parish at
216 Rue Christie Houma LA. 70360 for 13.5 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 _____
(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 _____ 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 benefit¹ by serving as a member of HACVIB.
(Board/Committee/Commission)

E. To the best of his/her knowledge, no member of the applicant's immediate² family will
receive any personal economic benefit¹ from his/her service on
HACVIB.
(Board/Committee/Commission)

F. Applicant is aware of the HACVIB 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 Retired
(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:

HACVB - Presently

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:

HACVB

N. Have you served as an Elected Official or Parish Agency Head within the last two years?

Yes ___ or No

If yes, explain:

O. Have you served as a member of a Board/Commission/Committee within the last two years?

Yes or No

If yes, explain: HACVB

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: msuzette.thomas@terrebonneparish.gov 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.**

William B. Bisland Sr.
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: _____

“NOTICE TO THE PUBLIC”

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RECREATION DISTRICT NO. 2,3 BOARD: One (1) expired term.

COTEAU FIRE PROTECTION DISTRICT BOARD: One (1) expired term.

CHILDREN AND YOUTH SERVICES BOARD: Two expiring terms on 11-16-24 (Each representing the following: Faith Based Organization and Terrebonne Parish Juvenile Justice Detention Center and three (3) expired terms. (Each representing one of the following: Bayou Area Children Foundation, Gulf Coast Teaching and Family Services, and Houma Police Department).

DOWNTOWN DEVELOPMENT CORPORATION: Three (3) expiring on 11-01-24 (Each representing one of the following: Two (2) representing the Council and one (1) representing the Chamber of Commerce) and three (3) expired terms. (Each representing the following entities: One (1) representing the Parish Council, one (1) representing the Historical Society and one (1) representing Downtown Merchants.

MUNICIPAL CIVIL SERVICE BOARD: One (1) expiring term on 11-29-24 (Representing the Council – nominated by Nicholls State University), one (1) expired term (Representing the Council) and one (1) vacancy due to a resignation (Representing the Council – Nominated by Nicholls State University).

SOUTH CENTRAL HUMAN SERVICES AUTHORITY: Two (2) expired terms.

TERREBONNE PARISH TREE BOARD: One (1) expired term and one (1) vacancy due to a resignation.

VETERANS MEMORIAL DISTRICT BOARD: One (1) vacancy due to a resignation representing the Parish President South of Intracoastal.

TEDA: One (1) vacancy representing the Terrebonne Parish Council .

BOARD OF ADJUSTMENTS: One expired term.

AIRPORT COMMISSION: One (1) expiring term on 10-10-24.

COASTAL ZONE MANAGEMENT AND RESTORATION: Three (3) expiring terms on 10-31-24. (One (1) representing Marine Navigation, one (1) representing Oil Industry and one (1) representing Flood Concerns appointed by the Parish President).

HOUMA AREA CONVENTION AND VISITORS’ BUREAU: One (1) expiring term on 12-31-24.
(Representing a Civic Non-Profit Organization)

LIBRARY BOARD OF CONTROL: Three (3) expiring terms on 11-14-24.

PLANNING COMMISSION: Two (2) expiring terms on 11-29-24.

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. 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 **MONDAY, OCTOBER 28, 2024**. A brief résumé and/or letter of interest in serving should also be submitted.

**TAMMY TRIGGS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL**

William "Brunnie" Bisland, Sr

CONTACT

216 Rue Christe'
Houma, LA 70360-5973
PHONE: (985) 870-0598
EMAIL: 47brun@gmail.com

EDUCATION

Bachelor of Science (B.S.)
Louisiana State University
1969

Master of Education (M.Ed.)
Nicholls State University
1975

CERTIFICATIONS

- *Pre-Medicine
- *Zoology (major)
- *Chemistry (minor)
- *Certified to teach junior and senior sciences
- *Administration & Supervision

PROFICIENCIES

MANAGEMENT
ADMINISTRATION
COMMUNICATIONS
SALES
MARKETING
BOOK-KEEPING
TEAM MEMBER
COMMITMENT
RESPONSIBLE
TRUST-WORTHY
DEDICATED

PROFESSIONAL PROFILE

Educated professional with over forty-eight years of diverse experience in teaching, banking, and entrepreneurial ventures; responsible for managing, leading, instructing, organizing, sales, marketing, book-keeping, customer relations, and problem solving.

PROFESSIONAL EXPERIENCE

2007-2017 - Owner/Manager of Cartridge World/Houma,

Sold business to a long-term employee in March 2017 in order to retire.

- Management responsibilities
- Training employees
- Organizing
- Sales
- Marketing
- Book-keeping
- Customer Relations
- Problem Solving
- Communications
- Payroll

1997 - 2006 Owner/Manager of Master's Touch/ Houma, LA

Master's Touch was a Massage Therapy clinic specializing in therapeutic massage.

- Management
- Organizing
- Sales
- Marketing
- Book-Keeping
- Customer Relations
- Communications
- Trained in the following types of massage therapy: relaxation, deep tissue, Shiatsu, trigger-point, manual release, sports massage, medical massage, and prenatal massage

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**TERREBONNE PARISH
COUNCIL**

PROFESSIONAL EXPERIENCE, CONTINUED

1992 - 1996 Vice President & Branch Manager/Teche Federal Savings Bank/Houma, LA

Vice President and Branch manager of Teche Federal Bank responsible for the following:

- Management
- Organizing
- Sales
- Marketing
- Book-Keeping
- Customer Relations
- Communications
- Employee Evaluations

1975 - 1992 President & Chief Executive Officer/Community Homestead

President and CEO of Community Homestead Association responsible for the following:

- Management
- Organizing
- Sales
- Marketing
- Book-Keeping
- Customer Relations
- Communications
- Employee Evaluations

1969 - 1975 Oaklawn Junior High School/Houma, LA

Teacher of the sciences (Earth Science, General Science, Biology, and Chemistry) responsible for:

- Classroom Management
- Lesson Plans
- Student Data
- Instruction

Interests

- *Physical Fitness
- *Reading
- *LSU sports
- *Travel
- *Movies
- *Culinary experiences

REFERENCES



Kara Ledet
Cartridge World Owner
985-580-1010



Chuck Weaver
Chairman of the Board
South Louisiana Bank
985-851-3434



Jerry Ledet
President and CEO
Synergy Bank
985-851-3341



Rene' Monette
Senior Pastor
Living Word Church
985-226-4222

Rotary Club of Houma

09 October 2024

Suzette Thomas, Council Clerk
Terrebonne Parish Council
P.O. Box 2768
Houma, Louisiana 70361

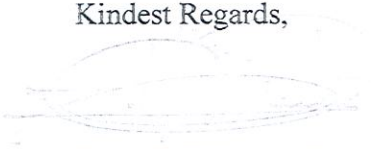
**RE: Houma Area Convention and Visitors Bureau (HACVB)
Board Appointment**

Ms. Thomas,

As President of the Rotary Club of Houma, a local non-profit organization, I am submitting this letter of support, for the reappointment of fellow Rotarian William "Brunnie" Bisland, Sr., to the Board of Directors/Commissioners of the Houma Area Convention and Visitors Bureau (HACVB), for a second consecutive three-year term. It is my understanding that Mr. Bisland will be ending his first term on December 31, 2024, and would like to be re-appointed for a second, consecutive three-year term, beginning on January 1, 2025.

I hope you will consider this endorsement and present this letter to the Council for their review.

Kindest Regards,



Craig C. Hebert, AIA
President - Rotary Club of Houma

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**TERREBONNE PARISH
COUNCIL**



Wednesday, October 30, 2024

Item Title:

Appointment to Coastal Zone Management Board

Item Summary:

Parish President Jason W. Bergeron is requesting ratification of his recommendations of Mr. Jeff DeBlieux to the Coastal Zone Management Board.

ATTACHMENTS:

Description	Upload Date	Type
Notice to the Public	10/25/2024	Cover Memo
Appointment Letter	10/22/2024	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 **WEDNESDAY, OCTOBER 16, 2024, REGULAR SESSION** meeting the following vacancies and appointments:

RECREATION DISTRICT NO. 2,3 BOARD: One (1) expired term.

COTEAU FIRE PROTECTION DISTRICT BOARD: One (1) expired term.

CHILDREN AND YOUTH SERVICES BOARD: Two expiring terms on 11-16-24 (Each representing the following: Faith Based Organization and Terrebonne Parish Juvenile Justice Detention Center and three (3) expired terms. (Each representing one of the following: Bayou Area Children Foundation, Gulf Coast Teaching and Family Services, and Houma Police Department).

DOWNTOWN DEVELOPMENT CORPORATION: Three (3) expiring on 11-01-24 (Each representing one of the following: Two (2) representing the Council and one (1) representing the Chamber of Commerce) and three (3) expired terms. (Each representing the following entities: One (1) representing the Parish Council, one (1) representing the Historical Society and one (1) representing Downtown Merchants.

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SOUTH CENTRAL HUMAN SERVICES AUTHORITY: Two (2) expired terms.

TERREBONNE PARISH TREE BOARD: One (1) expired term and one (1) vacancy due to a resignation.

VETERANS MEMORIAL DISTRICT BOARD: Two (2) expiring terms on 09-17-24. (One representing the Military Museum and one (1) representing the Legislative Delegation South and one (1) vacancy due to a resignation representing the Parish President South of Intracoastal.

TEDA: Three (3) expired terms. (Each representing one of the following: Chamber of Commerce, Terrebonne Parish Council and the Parish President).

BOARD OF ADJUSTMENTS: One expired term.

AIRPORT COMMISSION: One (1) expiring term on 10-10-24.

~~**COASTAL ZONE MANAGEMENT AND RESTORATION:** Three (3) expiring terms on 10-31-24. (One (1) representing Marine Navigation, one (1) representing Oil Industry and one (1) representing Flood Concerns appointed by the Parish President).~~

HOUMA AREA CONVENTION AND VISITORS' BUREAU: Two (2) expiring terms on 12-31-24 (One (1) representing the Regional Military Museum and one (1) representing a Civic-Non Profit) and one (1) vacancy due to a resignation. (Representing a Civic Non-Profit Organization)

LIBRARY BOARD OF CONTROL: Three (3) expiring terms on 11-14-24.

PLANNING COMMISSION: Two (2) expiring terms on 11-29-24.

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. 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 **MONDAY, OCTOBER 14, 2024**. A brief résumé and/or letter of interest in serving should also be submitted.

**TAMMY TRIGGS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL**



OFFICE OF THE PARISH PRESIDENT

Terrebonne Parish Consolidated Government

P.O. Box **2768**
Houma, Louisiana **70361-2768**

JASON W. BERGERON
Parish President

PHONE **985-873-6401**
FAX **985-873-6409**
EMAIL **jason@tpcg.org**

October 21, 2024

Members of the Terrebonne Parish Council
Attn: Tammy Triggs, Assistant Council Clerk
8026 Main Street, 6th Floor
Houma, LA 70360

RE: Re-appointment to Coastal Zone Management Board

Dear Council Members:

Please accept my recommendation for the re-appointment of Mr. Jeff DeBlieux for the Coastal Zone Management Board.

I respectfully request your ratification of this appointment at the next Council Meeting on Wednesday, October 30, 2024.

Thank you,



Jason W. Bergeron
Parish President

Cc: Mart J. Black, Coastal Restoration Director
Council Reading File
Administration Reading File



Wednesday, October 30, 2024

Item Title:

Notice to the Public

Item Summary:

RECREATION DISTRICT NO. 2,3 BOARD: One (1) expired term.

COTEAU FIRE PROTECTION DISTRICT BOARD: One (1) expired term.

CHILDREN AND YOUTH SERVICES BOARD: One (1) expiring terms on 11-16-24 (Representing a Faith Based Organization and two (2) expired terms (Each representing one of the following: Bayou Area Children Foundation and Houma Police Department).

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MUNICIPAL CIVIL SERVICE BOARD: One (1) expired term. (Representing the Council) and one (1) vacancy due to a resignation. (Representing the Council – Nominated by Nicholls State University)

TERREBONNE PARISH TREE BOARD: One (1) expired term and one (1) vacancy due to a resignation.

VETERANS MEMORIAL DISTRICT BOARD: One (1) vacancy due to resignation representing the Parish President South of the Intracoastal.

T.E.D.A.: One (1) expired terms. (Representing the Terrebonne Parish Council).

BOARD OF ADJUSTMENTS: One expired term.

PLANNING COMMISSION: Two (2) expiring terms on 11-29-24.

ATTACHMENTS:

Description	Upload Date	Type
Notice to the Public	10/25/2024	Cover Memo

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**TAMMY TRIGGS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL**

Category Number: 8.
Item Number: A.



Wednesday, October 30, 2024

Item Title:

Parish President

Item Summary:

Parish President

Category Number: 8.
Item Number: B.



Wednesday, October 30, 2024

Item Title:

Council Members

Item Summary:

Council Members
