
TERREBONNE PARISH COUNCIL

BUDGET AND FINANCE COMMITTEE

Ms. Arlanda Williams	Chairwoman
Ms. Christa Duplantis-Prather	Vice-Chairwoman
Mr. John Navy	Member
Mr. Gerald Michel	Member
Mr. Scotty Dryden	Member
Mr. Darrin Guidry	Member
Mr. Al Marmande	Member
Mr. Dirk Guidry	Member
Mr. Steve Trosclair	Member



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

AGENDA

August 21, 2017
5:40 PM

Parish Council Meeting Room

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. Individuals addressing the council should be respectful of others in their choice of words and actions. Thank you.

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

INVOCATION

PLEDGE OF ALLEGIANCE

CALL MEETING TO ORDER

ROLL CALL

1. **RESOLUTION:** Authorizing the Parish President to enter into an agreement with the South Central Louisiana Human Services Authority, 521 Legion Avenue, Houma, Louisiana.
2. Consider the introduction of an ordinance to declare as surplus a tax property adjudicated to the Terrebonne Parish Consolidated Government and to acquire authorization to dispose of said property in accordance with LA R.S. 47:2196; and calling a public hearing on said matters on Wednesday, September 13, 2017 at 6:30 p.m.
3. **CONSIDER THE INTRODUCTION OF AN ORDINANCE TO AMEND THE 2017 ADOPTED OPERATING BUDGET AND 5-YEAR CAPITAL OUTLAY OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS.**

Houma Downtown Development, \$300,000

Houma Police Dept - LA Commission on Law Enforcement Grant, \$233,466

Multi Task Force Grant Award, \$22,949

Risk Management, \$1,391

Economic Development, \$1,000

General Fund-Office of Emergency Preparedness, \$10,000

Emergency Operations Center, \$27,979

and calling a public hearing on said matter on September 13 at 6:30 pm

4. RESOLUTION: Concurring with the recommendation of Parish Administration to award Bid 17-DRA-29 Purchase of Two (2) New/Unused Motorized Sand Hoppers to the lowest qualified bidder, State Machinery & Equipment Sales, Inc.
5. Adjourn

Category Number:
Item Number:



Monday, August 21, 2017

Item Title:

INVOCATION

Item Summary:

INVOCATION

Category Number:
Item Number:



Monday, August 21, 2017

Item Title:

PLEDGE OF ALLEGIANCE

Item Summary:

PLEDGE OF ALLEGIANCE



Monday, August 21, 2017

Item Title:

Extension of the Rental Lease with South Central Louisiana Human Services Authority

Item Summary:

RESOLUTION: Authorizing the Parish President to enter into an agreement with the South Central Louisiana Human Services Authority, 521 Legion Avenue, Houma, Louisiana.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	8/10/2017	Executive Summary
Resolution	8/10/2017	Resolution
Extract of Lease/Option/Amendment	8/10/2017	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Extension of the Rental Lease with South Central Louisiana Human Services Authority

PROJECT SUMMARY (200 WORDS OR LESS)

Rental of usable space from Terrebonne Parish Consolidated Government located at 521 Legion Avenue, Houma, LA to be used by South Central Louisiana Services Authority, as an administrative office, with twenty-five (25) parking spaces for four (4) months: September 1, 2017 to December 31, 2017.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

To rent office space and parking space to South Central Louisiana Services Authority for four (4) months located at 521 Legion Avenue, Houma, LA

TOTAL EXPENDITURE

\$0

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

Ad J. Leman

Signature

8/9/17

Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO ENTER INTO AN AGREEMENT WITH THE SOUTH CENTRAL LOUISIANA HUMAN SERVICES AUTHORITY, 521 LEGION AVENUE, HOUMA, LOUISIANA.

WHEREAS, Article VII, Section 14 of the Louisiana Constitution provides that, “[F]or 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, the Terrebonne Parish Consolidated Government is authorized to provide for the safety and welfare of the citizens of Terrebonne Parish; and

WHEREAS, the South Central Louisiana Human Services Authority operates a mental health clinic and provides other human services, at 521 Legion Avenue, Houma, Louisiana, 70360; and

WHEREAS, in the spirit of cooperation and for the welfare of the citizens of Terrebonne Parish, the Terrebonne Parish Consolidated Government desires to extend the lease on the above property to the South Central Louisiana Human Services Authority substantially in accordance with the draft Lease Agreement.

NOW, THEREFORE BE IT RESOLVED, by the Terrebonne Parish Council (Budget and Finance Committee), on behalf of the Terrebonne Parish Consolidated Government, that the Parish President, Gordon E. Dove, be and he is authorized to execute the extension to the existing Lease Agreement by and between the Terrebonne Parish Consolidated Government and the South Central Louisiana Human Services Authority, for the lease of space at 521 Legion Avenue, Houma, Louisiana, said lease agreement to be substantially in accordance with the draft Lease Agreement.

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING:

ABSENT:

The Chairman declared this resolution adopted this _____ day of _____ 20____.

* * * * *

I, VENITA CHAUVIN, Clerk of the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Budget and Finance Committee on _____, 20____ and subsequently ratified by the Assembled Council in Regular Session on _____, 20____ at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS _____ DAY OF _____, 20____.

VENITA CHAUVIN; COUNCIL CLERK
TERREBONNE PARISH COUNCIL

STATE OF LOUISIANA

PARISH OF TERREBONNE

R.S. 9:2721.1

EXTRACT OF LEASE/OPTION/AMENDMENT

LESSORS COMPANY NAME: Terrebonne Parish Consolidated Government

LESSEES NAME: South Central Louisiana Human Services Authority

LEASE NUMBER: 09-_____

LEASE TERM: Up to Four (4) Months
09-01-2017 through 12-31-2017

LEASE OPTION: N/A

BRIEF DESCRIPTION OF PROPERTY:

"6502 square feet of usable space located at 521 Legion Ave, Houma, Louisiana, to be used by the South Central Louisiana Human Services Authority, as an administrative office, with twenty-five (25) parking spaces provided."

WITNESS: LESSOR: Terrebonne Parish Consolidated Government

BY: _____
Gordon E. Dove
Parish President

LESSEE: South Central Louisiana Human Services Authority

BY: _____
Lisa Schilling
Executive Director

LEASE**STATE OF LOUISIANA****PARISH OF TERREBONNE**

The following contract of lease is made and entered into this **1st day of September 2017**, by and between **Terrebonne Parish Consolidated Government**, hereinafter referred to as “Lessor”, and the **State of Louisiana, South Central Louisiana Human Services Authority**, herein represented by the undersigned, hereinafter referred to as “Lessee”.

1.

For the consideration and upon the term and conditions hereinafter, the Lessor has this day rented, let and leased unto Lessee, here present and accepting the same, **for a month to month lease for a period of up to four (4) months**, commencing **September 1, 2017**, and ending **December 31, 2017**, the following described property:

"6502 square feet of usable space located at 521 Legion Ave, Houma, Louisiana, to be used by the South Central Louisiana Human Services Authority, as an administrative office, with twenty-five (25) parking spaces provided."

2.

The consideration of this lease is the payment by Lessee to Lessor **not to exceed** the sum of **Sixteen Thousand Six Hundred One and 76/100 (\$16,601.76) Dollars** in **monthly** installments of **four-thousand one-hundred fifty and 44/100 (\$4,150.44)** being due and payable on the **1st** day of each month.

3.

Should the Lessee be unable, for whatever reason, to maintain possession of the leased premises in accordance with the terms set forth herein, the Lessee shall be entitled to the remission of rent for such term during which the Lessee is deprived of possession.

4.

All monthly payments of rent as herein fixed shall be paid by Lessee to: **Terrebonne Parish Consolidated Government, Post Office Box 2768, Houma, Louisiana 70361**, until notified in writing differently by Lessor.

5.

LESSOR agrees that the building, grounds, and facilities herein leased shall comply with the requirement of R.S.40: Part V. EQUAL ACCESS TO GOVERNMENTAL AND PUBLIC FACILITIES FOR PHYSICALLY HANDICAPPED. Specifically R.S.40:1731-1744.

6.

Lessor further agrees to make, at Lessor's own expense, all changes and additions to the leased premises required by reason of any laws, ordinances, orders or regulations of any municipality, parish, state, federal, or other public authority including the furnishing of required sanitary facilities and fire protection facilities, and

Lessor shall furnish and maintain all fire extinguishers and equipment necessary to comply with the order of the Louisiana State Fire Marshal. Lessor shall be responsible for all costs associated with any required periodic inspections and servicing of fire extinguishers and equipment.

7.

Lessor must provide written evidence of compliance with all requirements of the State Fire Marshal's Office. Lessor further agrees to comply with any order issued during the lease term by the State Fire Marshal's Office within the timeframe mandated by that office. Failure to do so will constitute a breach of the terms of said lease.

8.

Lessor shall deliver the leased premises to the Lessee at the beginning of this lease in a thoroughly sanitary and tenantable condition, and, by assuming possession, Lessee admits that it has examined the leased premises and found them to be in good, safe, and acceptable condition. Provided, however, that Lessee shall provide to Lessor, no later than fifteen (15) days after occupancy, a list of all deficiencies in need of correction in order to bring the leased premises into compliance with the terms of the lease with the terms of the lease. Where Lessee already occupies these premises under a prior lease, possession and occupancy under this lease shall not be deemed to occur until Lessee inspects the premises and certifies in writing to the Executive Director that all requirements have been satisfied.

9.

Lessor further agrees to do repaint wall covering of the interior of the leased premises and all hallways and corridors within such premises if the painting and wall covering conditions degrade beyond normal wear and tear.

10.

Should Lessor fail to keep the leased premises in good and tenantable condition, to make any of such repairs, replacements or changes, or to do painting or wall covering within thirty (30) days after written notice from Lessee of the necessity therefore, or should Lessor commit any other breach of the lease terms and conditions, the Lessee may at its option, with approval of the Executive Director, correct the same and deduct the cost thereof from the rental payments, or Lessee may with approval of the Executive Director, quit and surrender

possession of the premises without further liability to Lessor hereunder, upon sixty (60) days written notice.

Provided, however, that in the event of conditions requiring immediate maintenance and/or repair, including but not limited to flooding, roof leaks, failure of electrical system, etc., Lessee may at its option, and with notice to the Executive Director, correct the same and deduct the cost thereof from the rental payments after reasonable attempts to contact the Lessor.

11.

Lessor agrees to do at Lessor's expense such painting and other maintenance to the exterior of the building as is necessary to maintain the building in good condition and appearance. Exterior clean-up shall be maintained constantly to insure that areas outside of leased premises, including parking facilities are trash-free. All grass and weeds shall be cut as needed during growing season but in intervals of no less than every two (2) weeks. Shrubberies shall be maintained in a neat condition, with pruning as necessary.

Lessor shall have sole responsibility for all maintenance and repair to the heating and air conditioning systems, plumbing systems (including plumbing fixtures), sewerage disposal systems (including septic tanks), electrical systems, light fixtures (including replacement of light bulbs and fluorescent tubes), and all other equipment furnished by the Lessor. Lessor shall be responsible for maintaining the entire building and site in good condition throughout the term of the lease. Lessor shall make all such repairs to the premises as may become necessary because of breakage or other damages not attributable to the negligence of the Lessee, its agents, or its employees. Lessor shall be responsible for any damages to Lessee's employees, agents, invitees, visitors, and property and/or equipment that are a result of Lessor's negligence to properly maintain the premises.

Lessee shall be responsible for providing written notice to Lessor of the necessity of any repairs or maintenance.

12.

Any water intrusion in the building will require the following action by the Lessor:

Walls & Ceilings: The following work shall be performed by a restoration contractor that is knowledgeable and experienced in remediation of water damaged sheetrock. All sections of walls, baseboards, insulation and ceilings subjected to water intrusion shall be removed and replaced, within 24 hours of notification of the occurrence from the Lessee and finished to match existing wall within 7 calendar days. Terrebonne Parish Consolidated Government shall certify that the interior wall or ceiling cavities were completely dry prior to installing the replacement sheetrock.

Ceiling Tiles: All ceiling tiles subjected to water intrusion shall be removed and replaced within 24 hours of notification of the occurrence from the Lessee. Replacement ceiling tiles shall match existing.

13.

All communications desktop devices (intercom/paging instruments, line status indicators, computer terminals, radio/paging consoles, telephone answer-machines/consoles/sets, etc.) will be installed, maintained, and paid for by the Lessee.

Communications cable/wire shall be provided in the lease space by the Lessor.

14.

LESSEE shall pay for all utilities such as electricity, gas, water, sewer, septic tank service, trash/garbage pickup and disposal.

15.

Complete janitorial services, including restroom and custodial supplies shall be provided by the **LESSEE**.

LESSOR shall provide pest control services on a monthly basis.

16.

The parties hereto agree that no expense incurred as a result of Lessor originated changes, renovations or improvements made during the term of the lease shall be borne by the Lessee.

17.

Lessor herewith grants Lessee the right to add to or to install in the leased premises at its own expense any fixtures, appurtenances, appliances, coverings, or other such objects as Lessee may desire, provided that the installations and alterations made by Lessee do not diminish the value of the leased premises, and the right to remove at Lessee's expense upon the termination of this lease, all such fixtures, appurtenances, appliances, coverings or other improvements placed in or on the leased premises by Lessee, provided that the Lessee restores the leased premises to substantially the same condition as existed at the time of occupancy by Lessee.

18.

If, prior to the termination of this lease, through no fault, neglect or design of Lessee, the leased premises and/or said building be destroyed by fire or other casualty, or be unfit for occupancy, then this lease shall be cancelled ipso facto, unless the leased premises can be rendered fit for occupancy within one hundred twenty (120) days from the happening of such fire or other casualty and the Lessor commences the repairs to the damages within thirty (30) days of the occurrence. The Lessee shall be entitled to such reduction or remission of rent as shall be just and proportionate.

If this lease be cancelled for such cause, Lessee shall be entitled to a credit corresponding to the unexpired term of this lease, the unearned proportion of rent shall be annulled and returned to Lessee, and Lessor shall have the right to take possession of the leased premises, discharged of this lease.

If the leased premises and/or said building be only so slightly injured by fire or other casualty as not to render the leased premises unfit for occupancy, Lessor agrees that same shall be repaired with reasonable diligence, in which event Lessee shall not be entitled to any reduction or remission of rent whatever.

19.

Lessor agrees to carry Fire and Extended Coverage Insurance on the building structure equal to 80% of its value. Lessee agrees to carry commercial general liability insurance of \$1,000,000 combined single limits per occurrence for Bodily Injury/Property Damage claims for those incidents in which the occurrence is the result of the negligence of the lessee.

Lessor further agrees to waive any rights or claims, other than for intentional acts, against the Lessee, its agents, or employees for any loss to the premises by fire, windstorm, hail, smoke, explosion, riot, riot attending a strike, civil commotion, or damage from aircraft and vehicles.

20.

It is agreed that any assignment of this lease or the proceeds thereof must be approved in advance of such assignment, in writing, by the appropriate party. If the request to assign is by the Lessee, such assignment must be approved by the Lessor. If the request to assign is by the Lessor, such assignment must be approved by the Lessee's Executive Director. Approval of requested assignment shall not be unreasonably or arbitrarily withheld by either party. Provided, however, that the Executive Director may condition approval of an assignment of this lease or the proceeds of this lease upon receipt of reasonable assurances from assignee of his ability and willingness to assume responsibility for performance of the terms of the lease in the event of failure of performance by the assignor.

21.

It is agreed by both Lessee and Lessor that in the event the Lessee requires adjacent additional space which could not reasonably have been foreseen at the time of execution of the lease or of the exercise of lessee's option to extend, it shall promptly notify Lessor in writing of such requirement. Lessor shall respond in writing within fifteen (15) days of receipt of such notification whether such additional space is available.

In the event such additional space is available, the Lessor shall provide such additional space on the same basis and at the same rate as for such comparable space under the then current lease.

22.

In the event the State of Louisiana provides the Lessee with adequate space in a building owned by the state or owned or leased by the Office Facilities Corporation established by LA R.S. 39:1798 et seq, the Lessor agrees to terminate said lease after sixty (60) days' notice.

23.

In the event that public funding for Lessee becomes inadequate to meet the obligations of this lease, Lessee may terminate the lease or reduce the space provided and the rental due by giving thirty (30) days written notice to Lessor. The rental payment due when such a reduction in space is exercised shall be on the same terms and at the same rate per square foot as for the original space under the then current lease.

24.

All notices required under this lease shall be in writing and shall be sent by United States Mail and in the case of notices to the Lessor shall be addressed as follows or in such manner as the Lessor shall from time to time make notification to the Lessee:

**Mr. Gordon E. Dove, Parish President
Terrebonne Parish Consolidated Government
PO Box 2768
Houma, LA 70361
(985) 873-6452**

**Ms. Lisa Schilling, Executive Director
South Central LA Human Services Authority
521 Legion Ave
Houma, LA 70364
(985) 858-2931**

25.

Upon execution and approval of the lease, it will be the responsibility of the Lessor to have the lease or extract of lease recorded in the office of the parish recorder of the parish where the property herein leased is located.

Before any payments can be made on the lease, the Lessor must provide a certified copy of the recorded lease or extract of lease to the South Central LA Human Services Authority.

26.

All requirements of this section shall be in accordance with the Louisiana Administrative Code, Title 33, Part III, Chapter 27, and regulations promulgated pursuant thereto.

The Lessor must provide appropriate documentation from the Architect or Engineer of Record of the proposed leased space that no asbestos containing building material was specified in any construction documents for the building, or, to the best of his or her knowledge, no asbestos containing building material was used in the building. This documentation must be approved by the Department of Environmental Quality, Air Quality Division, prior to submission to the Office of Facility Planning and Control, Real Estate Leasing Section. If the documentation as mentioned above cannot be obtained, the Lessor shall conduct an asbestos inspection in accordance with LAC 33:III.2707.A of the functional space indicating therein locations of all materials containing more than one (1) percent asbestos, as determined by Polarized Light Microscopy. This inspection shall be performed by a Louisiana Department of Environmental Quality accredited Inspector with current accreditation. If any asbestos is detected (friable or non-friable) and allowed to remain while the space is

occupied, the Lessor shall also provide an ASBESTOS MANAGEMENT PLAN WHICH HAS BEEN APPROVED BY THE DEPARTMENT OF ENVIRONMENTAL QUALITY.

All Management Plans must be developed by a Louisiana Department of Environmental Quality accredited Management Planner and must be submitted in the format as outlined in the Department or Environmental Quality’s document “Required Elements for LEA and LSPBA Management Plans”. The Lessor must maintain, update, and comply with the Management Plan to keep it current with ongoing operations and maintenance, periodic surveillance, inspections, re-inspections, response action activities, and training of maintenance and custodial personnel. Any updates to the Management Plan shall be submitted to the Lessee for record purposes as well as updating the Management Plan located at the facility that is being leased. Failure by the Lessor to maintain, update, and comply with any required Management Plans will cause automatic termination of the lease effective three (3) months after the anniversary date of the lease.

All documentation required under this section shall be forwarded to the Lessee by the Lessor PRIOR TO OCCUPANCY OF THE LEASED SPACE BY THE STATE OF LOUISIANA.

27.

The State is not liable for any costs incurred by any Lessor prior to the statutory approval of a lease by the Commissioner of Administration in accordance with LA R.S. 39:1641(A).

28.

When requested by the State, Lessor shall execute a Subordination of Lessor’s Lien with respect to equipment in favor of a third party, whenever the third party is financing the acquisition of the equipment. The State will supply the document to be executed.

IN WITNESS WHEREOF, the parties hereto have signed their names on the ____ day of _____, 201__, in the presence of the undersigned competent witnesses:

WITNESSES:	LESSOR: Terrebonne Parish Consolidated Government

_____	BY:
	Gordon Dove, Parish President
	LESSEE: South Central Louisiana Human Services Authority

_____	BY:
	Lisa Schilling, Executive Director



Monday, August 21, 2017

Item Title:

Ordinance to declare adjudicated property in which the parish has 2.5% interest

Item Summary:

Consider the introduction of an ordinance to declare as surplus a tax property adjudicated to the Terrebonne Parish Consolidated Government and to acquire authorization to dispose of said property in accordance with LA R.S. 47:2196; and calling a public hearing on said matters on Wednesday, September 13, 2017 at 6:30 p.m.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	8/15/2017	Executive Summary
Ordinance	8/15/2017	Ordinance
Backup Material	8/15/2017	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Introduction of an Ordinance to Declare as Surplus Adjudicated Property in which the Parish has 2.5% percent interest, LOTS 8, 9, 10, 11, 12 & 13 AND REAR PORTION OF LOTS 4, 5, 6 & 7 OF ARGYLE PLANTATION S/D, COMMENCING 10 ACRES FROM BAYOU BLACK AND EXTENDING TO THE REAR TO REACH THE BONVILLAIN CANAL, IN SECTION 104 T17S R17E. LESS PORTION OF TRACT LOCATED SOUTH OF INTRACOASTAL CANAL. LESS STRIP SOLD T.P.P.J. (.087 ACRES) CB 786/127. (Parcel 38740)

PROJECT SUMMARY (200 WORDS OR LESS)

Declaring as surplus one (1) tax property adjudicated to the Terrebonne Parish Consolidated Government and to acquire authorization to dispose of said property in accordance LA R.S. 47:2196

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

The selling of property adjudicated to the Parish will eliminate maintenance cost and add the property back on the tax roll. Neighborhoods may benefit by the possible addition of new dwellings and increased positive activity around said property.

TOTAL EXPENDITURE

Anticipated Revenue: \$500 + closing costs

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECTALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

IF YES AMOUNT
BUDGETED:

N/A

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE 1 2 3 4 5 6 7 8 9

Angela Guidry, Purchasing Manager

August 11, 2017

Signature

Date

OFFERED BY:
SECONDED BY:

ORDINANCE NO: _____

AN ORDINANCE DECLARING PROPERTY ADJUDICATED TO TERREBONNE PARISH CONSOLIDATED GOVERNMENT AS SURPLUS AND NOT NEEDED FOR A PUBLIC PURPOSE; LOTS 8, 9, 10, 11, 12 & 13 AND REAR PORTION OF LOTS 4, 5, 6 & 7 OF ARGYLE PLANTATION S/D, COMMENCING 10 ACRES FROM BAYOU BLACK AND EXTENDING TO THE REAR TO REACH THE BONVILLAIN CANAL, IN SECTION 104 T17S R17E. LESS PORTION OF TRACT LOCATED SOUTH OF INTRACOASTAL CANAL. LESS STRIP SOLD T.P.P.J. (.087 ACRES) CB 786/127.) (PARCEL #38740) WITH AN OWNER OF RECORD OF JAMES E. BUCK, JR. AND TO ADDRESS OTHER MATTERS RELATIVE THERETO.

WHEREAS, 2.5000% of immovable property owned by JAMES E. BUCK, JR. and described below was adjudicated to the Terrebonne Parish Consolidated Government on JULY 2, 2013 for nonpayment of taxes; and

WHEREAS, LA R.S. 47:2196, *et seq.* authorizes the parish to sell adjudicated property in accordance with law; and

WHEREAS, the three (3) year period for redemption provided by Art. 7, §25 of the Louisiana Constitution has elapsed without redemption; and

WHEREAS, the Terrebonne Parish Consolidated Government now wishes to declare the property described below surplus and not needed for a public purpose and to dispose of said property in accordance with LA R.S. 47:2196, *et seq.*; and

NOW BE IT ORDAINED by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the following described property adjudicated to the Terrebonne Parish Consolidated Government, with an owner of record of JAMES E. BUCK, JR. and depicted on the attached plat, if any, is hereby declared surplus:

LOTS 8, 9, 10, 11, 12 & 13 AND REAR PORTION OF LOTS 4, 5, 6 & 7 OF ARGYLE PLANTATION S/D, COMMENCING 10 ACRES FROM BAYOU BLACK AND EXTENDING TO THE REAR TO REACH THE BONVILLAIN CANAL, IN SECTION 104 T17S R17E. LESS PORTION OF TRACT LOCATED SOUTH OF INTRACOASTAL CANAL. LESS STRIP SOLD T.P.P.J. (.087 ACRES) CB 786/127.) (PARCEL #38740.)

BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne

Parish Consolidated Government, that Administration be hereby authorized to dispose of the property in accordance with LA R.S. 47:2196, *et seq.* and inclusive of the following terms.

SECTION I

Each bid shall be accompanied by a deposit in the form of a Certified Check, Cashier's Check, Money Order or Bid Bond with Power of Attorney (Letters of Credit WILL NOT be accepted) in the amount of five percent (5%) of the proposed price made payable to the Terrebonne Parish Consolidated Government. Bid deposits made for non-winning bids shall be returned. The bid deposit made with the winning bid shall be non-refundable, unless redemption occurs, and paid towards the purchase price. The balance of the purchase price is due at the time of closing and payable in the form of a Certified Check, Cashier's Check, or Money Order.

SECTION II

Additionally, the winning bidder shall bear the cost of recording the sale document into the conveyance records of the Parish of Terrebonne pursuant to La. R.S. 47:2207.

SECTION III

The winning bidder, otherwise known as the Purchaser or Acquirer, of this adjudicated property is solely responsible for compliance with La. R.S. 47:2206 regarding notification of parties who may have had an interest in the property regarding their rights of redemption and La. R.S. 47:2208 regarding recordation of those notices. Copies of the applicable law will be distributed along with bid packets for this adjudicated property. Terrebonne Parish Consolidated Government has not and will not perform these requirements; thus, it is the purchaser's or acquiring person's responsibility to do so. Terrebonne Parish Consolidated Government encourages the Purchaser or Acquiring Person to consult legal counsel regarding Louisiana law on adjudicated property.

SECTION IV

By acquiring bid documents for the bid/purchase of this adjudicated property, each bidder acknowledges that he/she/it has received all information discussed in this ordinance as well as the statutes (laws) discussed in Section II above, and that he/she/it understands these procedures must be followed in order to fully protect he/she/its rights in the adjudicated property purchased from the parish.

SECTION V

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 VI

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

SECTION VII

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 two weeks, was voted upon as follows:

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING:

ABSENT:

The Chairman declared the ordinance adopted this ____day of _____, 2017.

Terrebonne Parish Assessor 2017 Assessment Listing

Parcel#

38740

View on Map (<http://atlas.geoportalmaps.com/terrebonne/q/Parcel?ParcelNumber=38740>)**Primary Owner**

FESI, MICHAEL A. & CARLA 3/4

Mailing AddressP.O. BOX 4034
HOUMA LA 70361**Ward**

09

Type

REAL

Legal

LOTS 8, 9, 10, 11, 12 & 13 AND REAR PORTION OF LOTS 4, 5, 6 & 7 OF ARGYLE PLANTATION S/D, COMMENCING
10 ACRES FROM BAYOU BLACK AND EXTENDING TO THE REAR TO REACH THE BONVILLAIN CANAL, IN
SECTION 104 T17S R17E. LESS PORTION OF TRACT LOCATED SOUTH OF INTRACOASTAL CANAL.
LESS STRIP SOLD T.P.P.J. (.087 ACRES) CB 786/127.

Physical Address**Parcel Items**

Property Class	Assessed Value	Units	Homestead
WOODLAND	400	40.00	0
TOTAL	400	40.00	0

Deeds

Name(s)	Date	Amount	BookPage
53) SUC. NITA JACKSON PETTIGREW 1/80	10/8/2014	0	2395 464
52)SUC. KERMIT WURZLOW - 7/400	2/12/2014	0	2367 578
51)T/S-JAMES E. BUCK, JR. - 1/40	6/12/2013	0	2339 513
50)HEIRS-MARY E. (BETTIE) CHAUVIN WURZLOW 3/720	2/9/2011	0	2229 572
48)SUC. FELICIE B. WURZLOW WALKER 3/720	12/10/2008	0	2130 223
47)EDWARD E. WRIGHT 3/4	8/16/2006	0	1987 349

Name(s)	Date	Amount	BookPage
MRS. HERBERT WURZLOW (1/40)	1/1/1946	0 151	156
FRANK WURZLOW	1/1/1941	0 130	584
FRANK WURZLOW	1/1/1940	0 128	270
S/S J. W. WRIGHT	1/1/1939	0 121	537
SUC. CALVIN WURZLOW	1/1/1938	0 118	180
PEOPLES BANK	1/1/1935	0 105	388
WILLIAM WRIGHT JR. 3/4	1/1/1935	0 106	8

Additional Owners

Homestead?	Name	% Ownership	% Tax	From
NO	WATKINS COMPANY 1/20	5.0000	5.0000	1/1/1900 P.O. BOX 3017 HOUMA LA 70361
NO	DOMANGUE, SYDNEY ANN BUCK 1/40	2.5000	2.5000	1/1/1900 106 ASHLEY DRIVE HOUMA LA 70364
NO	BUCK, JAMES E., JR. (T/S) 1/40	2.5000	2.5000	1/1/1900 % T.P.C.G. P O BOX 2768 HOUMA LA 70361
NO	PICARD, BARBARA W. 1/320	7.5000	7.5000	1/1/1900 % H. C. WURZLOW P.O. BOX 1007 HOUMA LA 70361
NO	WURZLOW, WILLIAM K. 1/320	0.0000	0.0000	1/1/1900
NO	MORGAN, ROBIN W. 1/320	0.0000	0.0000	1/1/1900
NO	DOMINGUE, JEANNIE W. 1/320	0.0000	0.0000	1/1/1900
NO	EHRENSING, GAYLE F. WURZLOW, M.D. 1/200	0.0000	0.0000	1/1/1900
NO	MARCEL, MARY KATHLEEN WINDHAM 107/21600	0.0000	0.0000	1/1/1900
NO	PARKER, SANDRA CLAIRE WINDHAM 107/21600	0.0000	0.0000	1/1/1900
NO	SHAW, MARK K. 1/300	0.0000	0.0000	1/1/1900
NO	SHAW, SCOTT F. 1/300	0.0000	0.0000	1/1/1900
NO	NICKEL, SUSAN SHAW 1/300	0.0000	0.0000	1/1/1900
NO	MOORE, JACK W. 109/43200	0.0000	0.0000	1/1/1900

Homestead?	Name	% Ownership	% Tax	From
NO	DOMINGUE, JEANNIE WURZLOW - 1/400	0.0000	0.0000	1/1/1900
NO	BURSON, KATHERINE DAVIS - 1/400	0.0000	0.0000	1/1/1900
NO	DAVIS, EUGENE W., JR. - 1/400	0.0000	0.0000	1/1/1900
NO	DAVIS, DANIEL H. - 1/400	0.0000	0.0000	1/1/1900
NO	BAZET, RANDOLPH A., JR. 1/40	2.5000	2.5000	1/1/1900
				119 RICHARD DRIVE HOUMA LA 70364
NO	KENT, ANN BAZET 1/40	2.5000	2.5000	1/1/1900
				% DAVID R. KENT 4021 EDGEHILL ROAD FORT WORTH TX 76116
NO	PETTIGREW, NITA GRACE 1/400	0.0000	0.0000	1/1/1900
NO	PETTIGREW, JOHN T. 1/200	2.5000	2.5000	1/1/1900
				115 MCALLEN DR HOUMA LA 70360
NO	PETTIGREW, ASHBY W., III 1/200	0.0000	0.0000	1/1/1900
NO	BUNNELL, NITA PETTIGREW 1/400	0.0000	0.0000	1/1/1900
NO	WOMACK, KATHLEEN PETTIGREW 1/200	0.0000	0.0000	1/1/1900
NO	MURRAY, GRETCHEN PETTIGREW 1/200	0.0000	0.0000	1/1/1900

Locations

Subdivision	Block	Lot	Section	Township	Range	Tract
REAPPRAISAL DIST. 2 IN WARD 9	11	104		17	17	
REAPPRAISAL DIST. 2 IN WARD 9	12	104		17	17	
REAPPRAISAL DIST. 2 IN WARD 9	13	104		17	17	
REAPPRAISAL DIST. 2 IN WARD 9	4	104		17	17	
REAPPRAISAL DIST. 2 IN WARD 9	5	104		17	17	
REAPPRAISAL DIST. 2 IN WARD 9	6	104		17	17	
REAPPRAISAL DIST. 2 IN WARD 9	7	107		17	17	
REAPPRAISAL DIST. 2 IN WARD 9	8	104		17	17	

Terrebonne Parish Recording Page

2.5000%

WOODLANDS- No address

SECTION 104 TITS RITE

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

✓ on PP list

2013 Tax Sale R09-38740

Received From :
TERREBONNE PARISH SHERIFF'S OFFICE
P.O. BOX 1670
HOUMA, LA 70361

First VENDOR

BUCK, JAMES E JR

First VENDEE

TERREBONNE PARISH CONSOL GOVERNMENT

Index Type : Conveyances

File # : 1431148

Type of Document : Tax Sale/Commission To Sell

Book : 2339

Page : 513

Recording Pages : 3

Recorded Information

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

Theresa A. Robichaux
Clerk of Court

On (Recorded Date) : 07/02/2013

At (Recorded Time) : 3:56:31PM



Doc ID - 012107880003

CLERK OF COURT
THERESA A. ROBICHAUX
Parish of Terrebonne

I certify that this is a true copy of the attached document that was filed for registry and
Recorded 07/02/2013 at 3:56:31
Recorded in Book 2339 Page 513
File Number 1431148

Lisa B. Loupe
Deputy Clerk



Return To :
TERREBONNE PARISH SHERIFF'S OFFICE
P.O. BOX 1670
HOUMA, LA 70361

TAX SALE CERTIFICATE

STATE OF LOUISIANA
PARISH OF TERREBONNE

STATE OF LOUISIANA
VS. TAX ROLL
R-09-38740-420
BUCK, JAMES E., JR. 1/40
345 RIDGEWAY DRIVE
METAIRIE, LA 70001

BE IT KNOWN AND REMEMBERED, that I, JERRY J. LARPENTER, Sheriff and Ex-Officio Tax Collector, of the Parish aforesaid, and by virtue of the authority in me vested by the constitution and laws of the State of Louisiana and in pursuance of the requirements of those laws, having mailed and published the notice required by law and having strictly complied with each and every requirement of the laws relating to delinquent taxes and tax debtors and to seizures, advertisements, and sale of tax sale title to the property in full, did in the manner prescribed by law, advertise and list in "THE COURIER" the property to be sold for delinquent property taxes with interest and costs for the year of **2012** in the Court House Annex in the City of Houma, Louisiana, on **June 12, 2013**, beginning at ten o'clock A.M. giving notice in the issues of the newspaper on **May 10, 2013** and **June 7, 2013** and in said list as advertised the following described immovable property appearing in the name of

BUCK, JAMES E., JR. 1/40

R-09-38740-420

to wit:

**LOT 8, 9, 10, 11, 12 & 13 AND REAR PORTION OF LOTS 4, 5, 6 & 7 OF
ARGYLE PLANTATION S/D, COMMENCING 10 ACRES FROM BAYOU
BLACK AND EXTENDING TO THE REAR TO REACH THE BONVILLAIN
CANAL, IN SECTION 104 T17S R17E. LESS PORTION OF TRACT LOCATED
SOUTH OF THE INTRACOASTAL CANAL. LESS STRIP SOLD T.P.P.J.
(0.87 ACRES) CB 786/127. CB 2229/572**

40 WOODLAND 400

TOTAL TAXES	0.99
INTEREST	0.05
NOTICE	15.00
ADVERTISEMENT	100.00
PVR	50.00
TOTAL	166.04


And on said **June 12, 2013**, after beginning but not completing said list, I continued the same within legal hours each succeeding legal day offering tax sale title to said property for sale at public auction in the manner required by said laws and the **100% OF 1/40 OF UNDIVIDED INTEREST OF THE WHOLE** of the tax debtor therein being the smallest amount of said property, **SINCE THERE WERE NO BIDDERS THE PROPERTY WAS ADJUDICATED TO THE TERREBONNE PARISH**

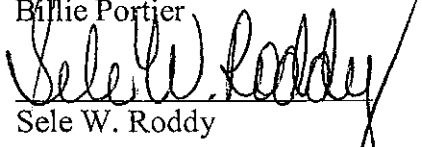
CONSOLIDATED GOVERNMENT PO BOX 2768 HOUMA, LA 70361, and having complied with the terms of sale, the tax sale title was adjudicated **100% OF 1/40 OF UNDIVIDED INTEREST OF THE WHOLE** of the tax debtor therein.


NOW, THEREFORE, all the formalities of the law having been complied with, I, JERRY J. LARPENTER, Sheriff and Ex-Officio Tax Collector for the Parish of Terrebonne, by virtue of the authority in me vested by the laws of the State of Louisiana do by these presents sell and transfer unto, **SINCE THERE WERE NO BIDDERS THE PROPERTY WAS ADJUDICATED TO THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT PO BOX 2768 HOUMA, LA 70361** tax sale title to the **100% OF 1/40 OF UNDIVIDED INTEREST OF THE WHOLE** of the tax debtor therein last above described with all the improvements thereon. The tax debtor or any person interested personally or as heir, legatee, creditor or otherwise, shall have the right to redeem the property for the period of three years from the date of filing of this tax sale certificate. The redemption may take place by paying the price given including costs and five percent penalty thereon with interest at the rate of one percent per month until the redemption.

IN TESTIMONY WHEREOF, I have hereunto signed my name officially at Houma, Louisiana, Parish of Terrebonne, in the presence of the two undersigned competent witnesses, who also signed on this 2ND day of JULY, 2013.

Witnesses:


Billie Portier


Sele W. Roddy


JERRY J. LARPENTER, SHERIFF AND
EX-OFFICIO TAX COLLECTOR
PARISH OF TERREBONNE, LOUISIANA



Monday, August 21, 2017

Item Title:

2017 Various Items for Budget Amendment

Item Summary:

CONSIDER THE INTRODUCTION OF AN ORDINANCE TO AMEND THE 2017 ADOPTED OPERATING BUDGET AND 5-YEAR CAPITAL OUTLAY OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS.

Houma Downtown Development, \$300,000

Houma Police Dept - LA Commission on Law Enforcement Grant, \$233,466

Multi Task Force Grant Award, \$22,949

Risk Management, \$1,391

Economic Development, \$1,000

General Fund-Office of Emergency Preparedness, \$10,000

Emergency Operations Center, \$27,979

and calling a public hearing on said matter on September 13 at 6:30 pm

ATTACHMENTS:

Description	Upload Date	Type
2017 Various Items for Budget Amendment	8/17/2017	Executive Summary
2017 Various Items for Budget Amendment	8/17/2017	Budget Amendment
2017 Various Items for Budget Amendment	8/17/2017	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 2017 ADOPTED OPERATING BUDGET AND 5-YEAR CAPITAL OUTLAY OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS. <div><div>I.</div><div>Houma Downtown Development, \$300,000</div></div> <div><div>II.</div><div>Houma Police Dept - LA Commission on Law Enforcement Grant, \$233,466</div></div> <div><div>III.</div><div>Multi Task Force Grant Award, \$22,949</div></div> <div><div>IV.</div><div>Risk Management, \$1,391</div></div> <div><div>V.</div><div>Economic Development, \$1,000</div></div> <div><div>VI.</div><div>General Fund-Office of Emergency Preparedness, \$10,000</div></div> <div><div>VII.</div><div>Emergency Operations Center, \$27,979</div></div>

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

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

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

/s/ Kayla Dupre

Signature

August 17, 2017

Date

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE 2017 ADOPTED OPERATING BUDGET AND 5-YEAR CAPITAL OUTLAY OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS.

- I. Houma Downtown Development, \$300,000
- II. Houma Police Dept - LA Commission on Law Enforcement Grant, \$233,466
- III. Multi Task Force Grant Award, \$22,949
- IV. Risk Management, \$1,391
- V. Economic Development, \$1,000
- VI. General Fund-Office of Emergency Preparedness, \$10,000
- VII. Emergency Operations Center, \$27,979

SECTION I

WHEREAS, the Downtown Development Board has received State Revenue Sharing from Hotel/Motel Tax in the amount of \$300,000, for the 2017 year, and

WHEREAS, \$292,000 of the Hotel/Motel Tax has been allocated by the Downtown Development Board for beautification and operations of the Folklife Cultural Museum and to help maintain the existing buildings, parks and the Court Square in the Historic District, as well as advertising to market Houma's Historic District attractions, and

WHEREAS, the Downtown Development Board wants to help maintain the Marina with operational expenses for the amount of \$8,000.

NOW, THEREFORE BE IT ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government that the 2017 Adopted Budget be amended to adjust various Downtown Development Corporation Accounts. (See Attachment A)

SECTION II

WHEREAS, the Houma Police Department of the Terrebonne Parish Consolidated Government has received a grant from the Louisiana Commission on Law Enforcement and the Administration of Criminal Justice Fiscal Year 2017-18 CVA Fund (3808) in the amount of Two Hundred Thirty-three Thousand Four Hundred and Sixty-six dollars (\$233,466) for the Terrebonne Parish Consolidated Government, and

WHEREAS, The Fiscal Year 2015-16 CVA Fund will provide grant funding to improve the effectiveness of our Police Officers by providing them with overtime to outreach towards victims,

WHEREAS, the Grant will fund \$208,466 and the Parish's share will be \$25,000 for a total of \$233,466.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council on behalf of the Terrebonne Parish Consolidated Government, that the 2017 Adopted Operating Budget be amended for the grant from the Louisiana Commission on Law Enforcement and the Administration of Criminal Justice. (Attachment B)

SECTION III

WHEREAS, the Parish received funds from Louisiana Commission on Law Enforcement for the Multi Task Grant Award 2017 (Grant #3124/3531) for \$22,949, and

WHEREAS, the Multi Task Grant Award 2017 (Grant #3124/3531) funds will provide for joint policing efforts between the Houma Police Department and Assumption Parish Sheriff's Office relating to substance abuse criminal activities, and

WHEREAS, the Multi Task Grant Award 2017 (Grant #3124/3531) funds will also cover overtime cost of the Houma Police Department and Assumption Parish Sheriff's Office Deputies for grant eligible policing efforts.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2017 Adopted Operating Budget be amended to reflect the funding of the Multi Task Force Grant Award. (Attachment C)

SECTION IV

WHEREAS, the Risk Management Department has received \$1,391 as a reimbursement from the Insurance Provider for the repairs to the 2006 Dodge Stratus (Unit #1123), and

WHEREAS, the funds will replenish the Paint/Body Repairs account.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2017 Adopted Operating Budget be amended to recognize the reimbursement for the Risk Management Department. (Attachment D)

SECTION V

WHEREAS, the Downtown Rotary Club has made a donation to the Houma Downtown Development Corporation to enhance visitors to ride their bikes and have a secure place to attach the bikes while dining or visiting with friends and family, and

WHEREAS, the donation is for \$1,000 and will be put into the Operating-donations account to purchase two bike racks.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2017 Adopted Operating Budget be amended to recognize the reimbursement for the Economic Development Department. (Attachment E)

SECTION VI

WHEREAS, funding is needed for the Office of Emergency Preparedness to cover expenses through the year end in Communication Equipment Services, and

WHEREAS, the funding source is from the General Fund Fund Balance for \$10,000.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2017 Adopted Operating Budget be amended to recognize the funding for the Office of Emergency Preparedness. (Attachment F)

SECTION VII

WHEREAS, funding is needed for the Emergency Operations Center, and

WHEREAS, the funding source is from the Office of Emergency Preparedness Office Equipment Account for \$27,979.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2017 Adopted Operating Budget and 5-Year Capital Outlay Budget be amended to recognize the funding for the Emergency Operations Center. (Attachment G)

ATTACHMENT A - Houma Downtown Development

	2017		
	Adopted	Change	Amended
DDC/Folk Salaries-Allocated	-	49,100	49,100
DDC/Folk Operating Supplies	325	24,100	24,425
DDC/Folk Contract Services	13,516	52,000	65,516
DDC/Folk Advertising	14,043	50,400	64,443
DDC/Folk Special Events	9,896	102,100	111,996
DDC/Folk Repair	14,810	14,300	29,110
Marina-Other Fees	25,000	8,000	33,000
State-Hotel/Motel Tax Share		(300,000)	(300,000)

ATTACHMENT B - Houma Police Department

	2017		
	Adopted	Change	Amended
Multi Task Force		(186,773)	(186,773)
Transfer from Public Safety Fund		(25,000)	(25,000)
O/S Agency Match		(21,693)	(21,693)
Overtime Pay-2nd Grant		125,000	125,000
Supportive Services		108,466	108,466
Crime Victims Assistance	(21,622)	(125,000)	(146,622)
Transfer to OJP-LCLE		25,000	25,000
Fund Balance (increase)	n/a	100,000	n/a

ATTACHMENT C - Houma Police Department

	2017		
	Adopted	Change	Amended
Multi Task Force		(22,949)	(22,949)
Overtime Pay		10,667	10,667
Other Fees		10,666	10,666
Operating Supplies		1,616	1,616
Univ Hiring/Multi Task Grants		(10,667)	(10,667)
Fund Balance (increase)		10,667	10,667

ATTACHMENT D - Risk Management

	2017		
	Adopted	Change	Amended
Compensation Property Damange		(1,391)	(1,391)
Paint/Body Repairs		1,391	1,391

ATTACHMENT E - Economic Development

	2017		
	Adopted	Change	Amended
Donations-Downtown Development		(1,000)	(1,000)
Supplies-Donations		1,000	1,000

ATTACHMENT F - Office of Emergency Preparedness

	2017		
	Adopted	Change	Amended
Communication Equip Services	45,500	10,000	55,500
Fund Balance (decrease)		(10,000)	(10,000)

ATTACHMENT G - Emergency Operations Center

	2017		
	Adopted	Change	Amended
Office Equipment	73,471	(27,979)	45,492
Transfer to Capital Project Fund		27,979	27,979
Transfer from General Fund		(27,979)	(27,979)
Emergency Operations Center	1,841,268	27,979	1,869,247

Section I

Act 17 Budget Breakdown

151-652-8111-10	DDC/FOLK SALARIES - ALLOCATED	\$	49,100
151-652-8225-01	DDC/FOLK OPERATING SUPPLIES		24,100
151-652-8325-01	DDC/FOLK CONTRACT SERVICES		52,000
151-652-8325-02	DDC/FOLK ADVERTISING		50,400
151-652-8325-03	DDC/FOLK SPECIAL EVENTS		102,100
151-652-8412-01	DDC/FOLK REPAIR ACCOUNT		14,300
151-680-8349-01	MARINA-OTHER FEES		8,000
		\$	300,000

Revenue

151-000-6352-01	STATE - HOTEL/MOTEL TAX SHARE	\$	300,000
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TREASURER OF THE STATE OF LOUISIANA

John Neely Kennedy
State Treasurer

P. O. Box 44154
Baton Rouge, LA 70804
(225) 342-0010
www.latreasury.com

May 19, 2017

Mr. Leo Ledet, President
Houma Downtown Development Corporation
PO Box 2768
Houma, LA 70361

RE: Act 17 Sales Tax Appropriation
CEA # 17-901-60

Dear Mr. Ledet:

Enclosed please find a copy of the executed Cooperative Endeavor Agreement between Houma Downtown Development Corporation and the Department of the Treasury, State of Louisiana.

Payment will be processed for the full amount of the appropriation and not on a reimbursement basis. However, you are required to submit to Treasury in accordance with Section 2.2 of the agreement completed Attachments C, D, D-1 (if appropriate) and invoices and/or check copies to substantiate the expenditures of these funds. This information must be organized, totaled and presented to Treasury by expense category as listed in the Budget on Attachment B of the agreement.

Please note that the monies are to be expended within the terms of the contract.

If we can be of further assistance, please do not hesitate to contact Mr. Nicholas Boudreaux of this office at (225) 342-3553.

LL:nb

Enclosure

Sincerely,

A handwritten signature in cursive script that reads "Laura Lapeze".
Laura Lapeze
Chief Financial Officer

CEA #17-901-60

STATE OF LOUISIANA
COOPERATIVE ENDEAVOR AGREEMENT
(Line Item Appropriation)

THIS COOPERATIVE ENDEAVOR, is made and entered into by and between the Louisiana Department of the Treasury and the State of Louisiana, hereinafter referred to as "State" and/or "Agency" and Houma Downtown Development Corporation, officially domiciled at 317 Goode Street, Houma LA 70360, hereinafter referred to as "Contracting Party".

ARTICLE I

WITNESSETH:

- 1.1 WHEREAS, Article VII, Section 14(c) of the Constitution of the State of Louisiana provides that "for a public purpose, the state and its political subdivisions...may engage in cooperative endeavors with each other, with the United States or its agencies, or with any public or private association, corporation, or individual;" and
- 1.2 WHEREAS, Act 16 of the 2015 Regular Session of the Louisiana Legislature, which was adopted in accordance with Article VII, Section 10, of the Constitution of the State of Louisiana, is the appropriation for the expenditure of State funds, and said Act 16 contains a line item appropriation within the Agency's budget for the benefit of Houma Downtown Development Corporation of which the sum of **THREE HUNDRED THOUSAND & NO/100 (\$300,000) DOLLARS** has been allocated for this program/project, as set forth in the Attachment A Plan, which is attached to this Agreement and made a part hereof;
- 1.3 WHEREAS, the Agency desires to cooperate with the Contracting Party in the implementation of the project as hereinafter provided;
- 1.4 WHEREAS, the public purpose is described as: To promote Houma's Downtown Historic District using advertising, landscaping and funding for the operation of the Folklife Cultural Center, Board Walk and the downtown Marina;
- 1.5 WHEREAS, the Contracting Party has provided all required information in accordance with Act 17 of 2016, if applicable and the Governor's Executive Order JBE 2016 - 38 on accountability for line item appropriations; and is attached to this agreement and made part hereof by reference as "Attachment E.

NOW THEREFORE, in consideration of the mutual covenants herein contained, the parties hereto agree as follows:

ARTICLE II
SCOPE OF SERVICES

- 2.1 The Contracting Party shall: Beautify and maintain Houma's Downtown Historic District and provide funding necessary to operate the Folklife Cultural Center, Board Walk, and Downtown Marina.
- 2.2 Deliverables: Continue to promote Houma's Downtown Historic District attractions by paying the operational expenses of the Folklife Cultural Center, Board Walk and the Downtown Marina to attract visitors.

The Contracting Party will provide to the State written quarterly **Progress Reports (Attachment C)** outlining the Contracting Party's resources, initiatives, activities, services and performance consistent with the provisions, goals and objectives of this Agreement and quarterly **Cost Reports (Attachment D)** which provide detailed cost information outlining the use of the above referenced appropriated funds. **Attachment C, Progress Report** and **Attachment D, Cost Report** are attached to this agreement and made part thereof by reference. Adequate supporting documentation (including copies of invoices, checks and other appropriate records reflecting expenses incurred) shall be attached to the reports. All original documentation supporting the reports shall be maintained by the Contracting Party, and shall be subject to audit, as hereinafter stated. These reports that are to be provided quarterly shall be due and delivered to the Agency on or before the 31st of October for the quarter ending September 30, the 31st day of January for the quarter ending December 31, the 30th day of April for the quarter ending March 31, and the 15th day July for the quarter ending June 30, there being no exceptions or waivers of this July reporting due date.

2.3 Budget: The **Budget** for this project is incorporated herein as **Attachment B** which is attached hereto and made a part hereof by reference and shows all anticipated revenues and expenditures provided by this cooperative endeavor. The **Budget** for this project shall not exceed the total sum of **THREE HUNDRED THOUSAND & NO/100 (\$300,000) DOLLARS** which sum shall be inclusive of all costs or expenses to be paid by the State in connection with the services to be provided under this agreement. This is the total sum that has been appropriated by the State for this program/project. No state funds shall be paid for any one phase of this Agreement that exceeds the **Budget** attached as "Attachment B", without the prior approval of the State. **Attachment B Page 2 - Staffing Chart** and **Attachment B Page 3 - Schedule of Professional and Other Contracting Services** are also attached hereto and made a part hereof by reference, and shall be fully completed by the Contracting Party for attachment to and inclusion as a part of this Agreement.

2.4 Disclosure and Certification Statement(s): **Attachment E - Disclosure and Certification Statement** to this Agreement must be fully completed, dated and executed by a duly authorized representative of the Contracting Party. Additionally, the Contracting Party shall attach to this **Attachment E**, where applicable, the following: a) a copy of the board resolution authorizing execution of this Agreement on behalf of the Contracting Party, or other written authorization for such execution that may be appropriate, as the case may be; and, b) a copy of a Certificate of "Good Standing" from the Secretary of State. Additionally, as to all sub-contracting, sub-recipient parties shown and identified in **Attachment B Page 3** and any attachments thereto, **Attachment E-1 - Disclosure and Certification Statement** to this Agreement must be fully completed, dated and executed by a duly authorized representative of each such sub-contracting, sub-recipient party, and shall have attached thereto, where applicable, the same attachments required for the Contracting Party in a) and b) of this paragraph.

For public or quasi-public entities which are recipients under Act 17 of 2016 and which are not budget units of the State, no funds shall be transferred unless said Contracting Party submits to the Legislative Auditor for approval a copy of this Agreement and Budget showing all anticipated use of the

appropriation, an estimate of the duration of the project and a plan showing specific goal and objectives for the use of such funds, including measures of performance. This requirement will be met by Department of Treasury's submission of the approved budget (Attachment A and Attachment B) to the Legislative Auditor. The Contracting Party shall provide written reports every quarter to the funding agency concerning the use of the funds and the specific goals and objectives for the use thereof.

2.5 The recipient assures that elected officials or their family members will not receive (directly or indirectly) any part of the funds awarded through this appropriation. State law defines "immediate family" as the term related to a public servant to mean children, the spouses of children, brothers and their spouses, sisters and their spouses, parents, spouse and the parents of a spouse. See R.S. 42:1111 et seq.

ARTICLE III **CONTRACT MONITOR**

3.1 The Contract Monitor for this Agreement is the Local Government Fund Management Division of the Department of the Treasury.

3.2 Monitoring Plan: During the term of this Agreement, the Contracting Party shall discuss with the State's Contract Monitor the progress and results of the project, ongoing plans for the continuation of the project, any deficiencies noted, and other matters relating to the project. The Contract Monitor shall review and analyze the Contracting Party's Plan to ensure the Contracting Party's compliance with the requirements of the Agreement.

The Contract Monitor shall also review and analyze the Contracting Party's written, **Attachment C-Progress Report** and **Attachment D-Cost Report** and any work product for compliance with the Scope of Services; and shall

1. Compare the Reports to Goals/Results and Performance Measures outlined in this Agreement to determine the progress made;
2. Contact the Contracting Party to secure any missing deliverables;
3. Maintain telephone and/or e-mail contact with the Contracting Party on Agreement activity and, if necessary, make visits to the Contracting Party's site in order to review the progress and completion of the Contracting Party's services, to assure that performance goals are being achieved, and to verify information when needed.
4. Assure that expenditures or reimbursements requested in **Attachment D-Cost Report** are in compliance with the approved **Goals in Attachment A Plan**. The Contract Monitor shall coordinate with the Agency's fiscal office for reimbursements to Contracting Party and shall contact the Contracting Party for further details, information for documentation when necessary.

Between required performance reporting dates, the Contracting Party shall inform the Contract Monitor of any problems, delays or adverse conditions which will materially affect the ability to attain program objectives, prevent the meeting of time schedules and goals, or preclude the attainment of project results by established time schedules and goals. The Contracting Party's disclosure shall be accompanied by a statement describing the action taken or contemplated by the Contracting Party, and any assistance which may be needed to resolve the situation.

ARTICLE IV
PAYMENT TERMS

4.1 Payment shall be made to the Contracting Party under the terms and conditions of one of the following plans (*Please check one*):

☐ **PLAN A:** Provided the Contracting Party's progress and/or completion of the Contracting Party's services are to the reasonable satisfaction of the State, payments to the Contracting Party shall be made by the State on a reimbursement basis, after receipt from the Contracting Party and approval by the State of quarterly **Attachment C-Progress Reports** and **Attachment D-Cost Reports** requesting reimbursement, and certifying that such expenses have been incurred. Adequate supporting documentation (including copies of invoices, checks and other appropriate records reflecting expenses incurred) shall be attached to the reports. All original documentation supporting the reports shall be maintained by the Contracting Party, and shall be subject to audit, as hereinafter stated.

☐ **PLAN B:** One initial payment limited to no more than 25% of the total line item appropriation shall be made to the Contracting Party in advance of services being performed **only** with sufficient justification provided on Attachment A, Attachment B and Attachment B-Supplement (collectively termed the business plan), and the Cooperative Endeavor Agreement is approved by the Office of Contractual Review or other delegated authority. The balance of the appropriation will be paid provided the Contracting Party's progress and/or completion of the Contracting Party's services are to the reasonable satisfaction of the State, payments to the Contracting Party shall be made by the State on a reimbursement basis, after receipt from the Contracting Party and approval by the State of quarterly **Attachment C-Progress Reports** and **Attachment D-Cost Reports** requesting reimbursement, and certifying that such expenses have been incurred. Adequate supporting documentation (including copies of invoices, checks and other appropriate records reflecting expenses incurred) shall be attached to the reports. All original documentation supporting the reports shall be maintained by the Contracting Party, and shall be subject to audit, as hereinafter stated.

☒ **PLAN C:** Payment of 100% of the line item appropriation shall be made to the Contracting Party in advance of purchasing equipment or other similar expenditures **only** with sufficient justification provided on Attachment A, Attachment B and Attachment B-Supplement (collectively termed the business plan) indicating that there is no other source of funding available to make the purchase to satisfy the goals and objectives of the project, and the Cooperative Endeavor Agreement is approved by the Office of Contractual Review or other delegated authority.

4.2 Travel expenses, if any, shall be reimbursed only in the event that this Agreement provides for such reimbursement, such travel expenses are included in the Contracting Party's approved compensation, budget or allocated amount, and then only in accordance with Division of Administration Policy and Procedure Memorandum No. 49. Invoices and/or receipts for any pre-approved reimbursable expenses or travel expenses must be provided or attached to periodic invoices for reimbursement. If reimbursement is sought for meals, which under Memorandum No. 49 are based upon departure and return times and dates that are properly set forth on the State Travel Expense Report, the Contracting Party shall fully complete and submit such Travel Expense Report, attached hereto as **Attachment F**, in addition to all other required submissions, for such reimbursement.

4.3 Payments by the State under this Agreement will be allowed only for expenditures occurring between and including the dates of July 1, 2016 and June 30, 2017, and this project and all of the Contracting Party's services shall be completed by that date. Payment is contingent upon the availability of sufficient collection of state sales tax revenues credited to the appropriate Fund and upon the approval

of this Agreement by the Office of Contractual Review or other delegated authority. Notwithstanding any provision hereof to the contrary, the Attachment C-Progress Report and Attachment D-Cost Report for any reporting period ending June 30, 2017, MUST, under all circumstances, be received by the Agency no later than July 15, 2017, in order for the Contracting Party to receive payment for reimbursement of expenses incurred and set forth herein.

Payments by the State under this Agreement will not be released or provided to the Contracting Party if, when, and long as, the Contracting Party fails or refuses to comply with the provisions of R.S. 24:513. No Contracting Party shall be considered to fail or refuse to comply with the provisions of R.S. 24:513 during any extension of time to comply granted by the legislative auditor to the Contracting Party.

4.4 The Contract Monitor shall monitor disbursements on a monthly basis. Under circumstances such that the recipient entity has not demonstrated substantial progress towards goals and objectives, based on established measures of performance, further disbursements shall be discontinued until substantial progress is demonstrated or the entity has justified, to the satisfaction of the Agency, reasons for the lack of progress. If the Agency determines that the recipient failed to use the Line Item Appropriation within the estimated duration of the project or failed to reasonably achieve its specific goals and objectives, without sufficient justification, the Agency shall demand that any unexpended funds be returned to the state treasury within 45 days of the demand unless approval to retain the funds is obtained from the Division of Administration and the Joint Legislative Committee on the Budget. Likewise, if the Contracting Party defaults on the Agreement, breaches the terms of the Agreement, ceases to do business, or ceases to do business in Louisiana it shall be required to repay the State within 45 days of the demand, unless approval to retain the funds is obtained from the Division of Administration and the Joint Legislative Committee on the Budget. For public or quasi-public entities which are recipients under Act 17 of 2016, the transferring Agency shall forward to the Legislative Auditor, the Division of Administration and the Joint Legislative Committee on the Budget a report showing specific data regarding compliance with this Section and collection of any unexpended funds. This report shall be submitted not later than May 1, 2017.

If the Contracting Party defaults on the agreement, breaches the terms of the agreement, or ceases to do business in Louisiana and does not return unexpended funds upon demand, the agreement shall be turned over to the Attorney General's Office, Collections Section for collection purposes.

4.5 Taxes: The Contracting Party hereby agrees that the responsibility for payment of taxes from the funds thus received under this Agreement and/or legislative appropriation shall be the Contracting Party's obligation and identified under Federal tax identification number 72-1281931.

ARTICLE V

TERMINATION FOR CAUSE

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

the State to comply with the terms and conditions of this agreement; provided that the Contracting Party shall give the State written notice specifying the State's failure and a reasonable opportunity for the State to cure the defect.

ARTICLE VI **TERMINATION FOR CONVENIENCE**

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

ARTICLE VII **OWNERSHIP**

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

ARTICLE VIII **ASSIGNMENT**

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

ARTICLE IX **FINANCIAL DISCLOSURE**

9.1 Each recipient shall be audited in accordance with R.S. 24:513. If the amount of public funds received by the Contracting Party is below the amount for which an audit is required under R.S. 24:513, the transferring agency shall monitor and evaluate the use of the funds to ensure effective achievement of the goals and objectives. This evaluation shall be based upon the progress reports and cost reports as provided and certified by the Contracting Party under the requirements of this agreement, as well as any site visits that may be made under the provisions this agreement, to ensure effective achievement of the goals and objectives.

ARTICLE X
AUDITOR'S CLAUSE

10.1 It is hereby agreed that the Legislative Auditor of the State of Louisiana and/or the Office of the Governor, Division of Administration auditors shall have the option of auditing all records and accounts of the Contracting Party which relate to this Agreement.

10.2 The Contracting Party and any subcontractors paid under this Agreement shall maintain all books and records pertaining to this agreement for a period of three years after the date of Treasury's acceptance of the final Cost and Progress Reports and documentation as required to be filed under Section 2.2 of the Agreement.

ARTICLE XI
AMENDMENTS IN WRITING

11.1 Any alteration, variation, modification, or waiver of provisions of this agreement shall be valid only when it has been reduced to writing, executed by all parties and approved by the Director of the Office of Contractual Review, Division of Administration, or other delegated authority **prior to the alteration, variation, modification or waiver of any provision of this Agreement.** This agreement may not be amended after the expiration date.

ARTICLE XII
FISCAL FUNDING CLAUSE

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

ARTICLE XIII
TERM OF CONTRACT

13.1 This Agreement shall begin on July 1, 2016 and shall terminate on June 30, 2017.

ARTICLE XIV
DISCRIMINATION CLAUSE

14.1 The Contracting Party agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contracting Party agrees to abide by the requirements of the Americans with Disabilities Act of 1990. Contracting Party agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities. Any act of discrimination committed by the Contracting Party, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this agreement.

THUS DONE AND SIGNED AT Baton Rouge, Louisiana on the 17 day of May 2017

WITNESSES:

DEPARTMENT OF THE TREASURY
STATE OF LOUISIANA

Beth Martin

[Signature]
Agency Head or designee

[Signature]

Print Name and Title

THUS DONE AND SIGNED AT Houma, Louisiana on the 28th day, of November, 2016.

WITNESSES:

Contracting Party

[Signature]

[Signature]
Authorized Person

[Signature]

Jill E Becnel, Budget Assistant
Print Name and Title

ATTACHMENT A - PLAN	Act 17 of 2016	Schedule 20	NAME OF CONTRACTING PARTY: Houma Downtown Development Corporation
			NAME AND BRIEF NARRATIVE OF PROGRAM: Maintenance and Beautification of Downtown Houma
Program Goals, Objectives, Expected Outcomes/Results Activities and Related Performance Measures (Duplicate pages as needed for each goal identified). <u>What are the goals, objective(s), expected outcomes/results for this program:</u> Indicate the goals/objectives for this program. Indicate the expected outcomes/results for each goal. Explain how each goal, objective, outcome/result is measured. Identify activities that will be implemented to achieve expected outcomes, the person(s) responsible for implementing the activity, and the expected completion date.			
1. Program Goal (<i>Goals are the intended broad, long-term results. Goals are clear statements of the general end purposes toward which efforts are directed.</i>) To promote Houma's Downtown Historic District using advertising, landscaping and funding the operation of the Folklife Cultural Center, Bayou Walk, and Downtown Marina.			
2. Program Objective(s) (<i>Objectives are intermediate outcomes--specific, measurable steps towards accomplishing the goal, that identify the expected outcomes and results. The program objective must include a percentage, a specific dollar amount or a number.</i>) 1. Pay approximately \$154,100 toward the operational expenses of the Downtown Development Corporation by June 30, 2017 2. Pay approximately \$137,900 toward the operational expenses of the Folklife Cultural Center by June 30, 2017 3. Pay approximately \$8,000 toward the operational expenses of the Downtown Marina by June 30, 2017 4. Attract approximately 10,000 visitors to Downtown Houma by June 30, 2017			
3. Relevant Activity (Activities) (<i>An activity is a distinct subset of functions or services within a program to meet the Program Objective.</i>) Promote the Houma Downtown District through advertisement using brochures, billboards and other media. Landscape and maintain the property in the Historic District Host special events to attract visitors Maintain existing buildings, parks court square and other public sites			
4. Performance Measure(s) (<i>Measure the amount of products or services provided or number of customers served. Specific quantifiable measures of progress, results actually achieved and assess program impact and effectiveness. A Performance Measure must be designated as a percentage, a specific dollar amount or a number.</i>) 1. Amount paid toward the operational expenses of the Downtown Development Corporation 2. Amount paid toward the operational expenses of the Folklife Cultural Center 3. Amount paid toward the operational expenses of the Downtown Marina 4. Number of visitors to Downtown Houma			

ATTACHMENT B
Page 1
Project Budget (2016-2017)

Act 17 of 2016 Schedule 20

Houma Downtown Development Corporation0

Anticipated Income or Revenue

Sources (list all sources of revenue)

	<u>Amounts</u>
1. Act 17 Hotel/Motel Tax	\$300,000
2.	\$
3.	\$
Total all sources	<u>\$300,000</u>

Anticipated Expenses

Expense Categories

	<u>Total Amount</u>	<u>Amount Line Item</u> <u>Appropriation</u> <i>(see Footnote 2 below)</i>
Gross Salaries(See Attachment B, Page 2)	<i>(see Footnote 1 below)</i> \$44,000	\$44,000
Related Benefits (Employer share)	\$5,100	\$5,100
Travel	\$	\$
Operating Services:		
Advertising	\$50,400	\$50,400
Printing	\$	\$
Insurance	\$	\$
Maintenance of Equipment	\$	\$
Maintenance of Office and Grounds	\$	\$
Rentals	\$	\$
Software licensing	\$	\$
Dues and Subscriptions	\$	\$
Telephones and Internet Service	\$	\$
Postage	\$	\$
Utilities	\$	\$
Other(Special Events)	\$	\$
Office Supplies	\$102,100	\$102,100
Professional & Contract Services	\$	\$
(See Attachment B, Page 3)	\$52,000	\$52,000
Other Charges (See Attachment B, Page 4)	\$32,100	\$32,100
Acquisitions & Major Repairs	\$14,300	\$14,300
Total Use of the Appropriation	<u>\$300,000</u>	<u>\$300,000</u>

(Budget categories listed above reflect a typical budget and may be adjusted by the agency and recipient to reflect actual categories necessary for each individual program. Salaries and Professional & Other Contract Services and Other Charges shall be detailed using Pages 2, 3 and 4 of Attachment B).
All numbers must be rounded to the nearest dollar.

Footnote (1) This column represents expenditures by category and MUST equal total sources listed above.

Footnote (2) This column represents the portion of expenditures by category funded by the state appropriation provided by this Cooperative Endeavor Agreement.

ATTACHMENT B

Page 2

Staffing Chart

Act 17 of 2016

Schedule 20

Name of Contracting Party: Houma Downtown Development Corp.

Name of Program: Maintenance and Beautification of Downtown Houma

Name	Title	Total Annual Salary Amount	Total Salary Paid by Appropriation		Related Benefits	Full time or Part Time # of months
			Amount	Percentage		
Loren LeBlanc	Admin Tech I	\$21,600	\$21,600	100%	\$2,500	PT/12months
To be determined	Handy Man	\$22,400	\$22,400	100%	\$2,600	PT/12months

Totals

\$44,000

\$44,000

\$5,100

ATTACHMENT B

Page 3

Schedule of Professional and Other Contract Services

Act 17 of 2016

Schedule 20

Name of Contracting Party: Houma Downtown Development Corp.

Name of Program: Maintenance and Beautification of Downtown Houma

Name and Address of Individual and/or Firm	Nature of Work Performed and Justification for Services	Total Contract Amount	Total Paid by Appropriation
Exterior Designs 348 Bayou Blue Road Houma, LA 70364	Utilize professional services to maintain the landscaping in the Historic District. Provide plant material, spray, fertilizer and soil conditioners as needed and maintenance of existing buildings, parks, court square and public sites in Houma's Downtown District	\$52,000	\$52,000

Totals

\$52,000

\$52,000

Page 4
Schedule of Other Charges
Act 17 of 2016

Name of Contracting Party: Houma Downtown Development Corp.

Provide a description of the intended use of the funds listed in Other Charges and the dollar amount. Each use should be listed separately. Do not budget funds in Other Charges that can be placed in another expenditure category.		List dollar Amount for each use
1. Folklife Culture Center Operations Provide funds for operational expenses and classes of the Center		\$24,100
2. Downtown Marina Provide funds for the operational expense of the marina		\$8,000
	Total – Should agree with Attachment B, Page 1	\$32,100

ATTACHMENT B-SUPPLEMENT

Business Plan

Narrative Justification for Plan B or Plan C

Act 17 of 2016

Schedule 20

Houma Downtown Development Corporation

The members of the Houma Downtown Development Corporation (HDDC) are dedicated to the beautification and maintenance of the Houma downtown historic district. The HDDC depends on funding to keep tourism alive and entice visitors to travel to our area. The appropriated funds each fiscal year allows the HDDC to continue beautification and maintenance projects with the money received from the Hotel/Motel tax proceeds.

Because there is no other source of funding available, we are requesting Plan C to allow us to continue our mission and accomplish our goals for the year 2016-2017.

ATTACHMENT C

Progress Report for the Period of _____ to _____

Act 17 of 2016

Schedule 20

(To be submitted quarterly showing progress achieved. Duplicate pages as needed.)

Name of Contracting Party: **Houma Downtown Development Corporation**

Contact Name: Jill Becnel

Telephone: (985) 873-6733 Fax: (985) 873-6457

Goal: To promote Houma's Downtown Historic District using advertising, landscaping and funding the operation of the Folklife Cultural Center, Board Walk and Downtown Marina	
Objective(s): 1. Pay approximately \$154,100 toward the operational expenses of the Downtown Development Corporation by June 30, 2017 2. Pay approximately \$137,900 toward the operational expenses of the Folklife Cultural Center by June 30, 2017 3. Pay approximately \$8,000 toward the operational expenses of the Downtown Marina by June 30, 2017 4. Attract approximately 10,000 visitors to Downtown Houma by June 30, 2017	
Activity(Activities) Performed: Promote the Houma Downtown District through advertisement using brochures, billboards and other media. Landscape and maintain the property in the Historic District Host special events to attract visitors Maintain existing buildings, parks court square and other public sites	
Performance Measure(s): 1. Amount paid toward the operational expenses of the Downtown Development Corporation 2. Amount paid toward the operational expenses of the Folklife Cultural Center 3. Amount paid toward the operational expenses of the Downtown Marina 4. Number of visitors to Downtown Houma	%, \$ amt. or number complete 1. 2. 3.

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

Signature of Authorized Person

Print Name and Title

Date

ATTACHMENT D

Cost Report for the Period of _____ to _____

(Expense categories & dollar amounts must reflect those listed in "Attachment B" project budget.)

Act 17 of 2016

Schedule 20

Name of Contracting Party: Houma Downtown Development Corp.

Name of Program: Maintenance and Beautification of Downtown Houma

Expense Category	Amount of Line Item Appropriation from Attachment B Page 1	Quarterly Expenditures	Total Cumulative Year to Date Expenditures	Balance Remaining
Gross Salaries	\$44,000			
Related Benefits (employer share)	\$5,100			
Travel				
Operating Services:				
Advertising	\$50,400			
Printing				
Insurance				
Maintenance of Equipment				
Maintenance of Office and Grounds				
Rentals				
Software licensing				
Dues and Subscriptions				
Telephones and Internet Service				
Postage				
Utilities				
Other(Special Events)	\$102,100			
Office Supplies				
Professional Services	\$52,000			
Other Charges	\$32,100			
Acquisitions & Major Repairs	\$14,300			
Totals	\$300,000	\$	\$	\$

NOTE: Include a copy of the check and invoice/receipt for each expense submitted with this report.

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

Signature of Authorized Person

Print Name and Title

Date

ATTACHMENT D-1

Cost Report for the Period of _____ to _____
Act 17 of 2016

Schedule 20

Name of Contracting Party: Houma Downtown Development Corp.

Name of Program: Maintenance and Beautification of Downtown Houma

Instructions: List each individual and/or Firm and approved budget amount as listed on Page 3 of Attachment B.

Name of Sub-contractor	Amount of Line Item Appropriation from Attachment B	Quarterly Expenditures to be paid by the State (must equal invoices etc.)	Total Cumulative Year to Date Expenditures including this quarter's expenditures	Balance Remaining
Professional Services:				
Exterior Designs	\$52,000			
Totals	\$52,000	\$	\$	\$

NOTE: An Attachment E-1 must be submitted for any sub-contractor listed on this attachment.

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

Signature of Authorized Person

Print Name and Title

Date

ATTACHMENT E
Disclosure and Certification Statement
Act 17 of 2016

Schedule 20

Contracting Party Name: Houma Downtown Development Corporation

Contractor's Mailing Address: P. O. Box 2768, Houma, LA 70361

Name of Program: Development, maintenance and beautification of downtown Houma

Organization Type: (For example, local government, non-profit, corporation, LLP, etc.)

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

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

See Attached

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

Jill Becnel
317 Goode St.
Houma, LA 70360

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

☒ I hereby certify that this organization has no outstanding audit issues or findings.

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

Attach a completed Federal Form W-9 (Request for Taxpayer Identification Number and Certification)

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

Jill E Becnel
Signature of Authorized Person

Jill E Becnel, Budget Assist.
Print Name and Title

11-18-16
Date

W-9

Form
(Rev. December 2011)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Name (as shown on your income tax return)

Houma Downtown Development Corporation

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax classification:

☐ Individual/sole proprietor

☐ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶

☒ Other (see instructions) ▶

Address (number, street, and apt. or suite no.)

8026 Main Street

City, state, and ZIP code

Houma, LA 70360

List account number(s) here (optional)

Requester's name and address (optional)

☐ Exempt payee

2

Print or type

See

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

7 2 - 1 2 8 1 9 3 1

Employer identification number

7 2 - 1 2 8 1 9 3 1

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign
Here

Signature of
U.S. person ▶

[Signature]

Date ▶

11-18-16

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business.

Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

Cat. No. 10231X

Form **W-9** (Rev. 12-2011)

HOUMA-TERREBONNE DOWNTOWN DEVELOPMENT CORPORATION

APPOINTEE/ADDRESS	APPOINTMENT DATE	PHONE	APPOINTING AUTHORITY	APPOINT/RE-APPOINT	EXPIRATION	POSITION
Ms. Dale Norred 1434 Savanne Road Houma, LA 70364	12-03-14	Office: Home: 876-2400	Historical Society	12/03/14	11/01/17	Member
Mr. Leo Ledet 209 Goode Street Houma, LA 70360 Post Office Box 1070 Houma, LA 70361	11-14-01	Office: Home: 872-4577	Parish President	10/25/10; 10/23/13; 10/19/16	11/01/19	President
Mr. Ronald Lirette 2400 Elsie Street Houma, LA 70364	12-03-14	Office: Home: 870-6659 E-mail: snapshotsphoto@comcast.net	Parish Council	12-03-14	11/01/17	Member
Mrs. Sharon R. Bergeron 313 Maple Avenue Houma, LA 70360	03-12-97	Office: Home: 868-3894	EDAB	11/17/04; 10/25/10; 10/23/13	11/01/16	Vice President
Ms. Beulah C. Rodrigue 216 Westfield Street Gray, LA 70359	09-28-94	Office: Home: 876-5784	Parish President	10/27/10; 10/23/13 10/19/16	11/01/19	Member
Ms. Michelle Ronquillo 304 Prevost Drive Houma, LA 70364	11-14-12	Office: 851-2217 Cell: 991-6790	Parish Council	11/14/12; 11/04/15	11/01/18	Member
Ms. Mary Jane Peters 189 Oakdale Loop Houma, LA 70360	09-14-05	Office: Home: Cellular: E-mail: maryjanegarden@comcast.net	Garden Clubs	10/22/08 03/14/12 11/05/14	11/01/17	Member
Mr. James A. LeCompte 211 Goode Street Houma, LA 70360	11-04-15	Office: Cell: 688-7424 E-mail: jLSalon@Comcast.net	Parish Council	11/04/15	11/01/18	Member

Mr. Donald "Bubba" Thibodaux 626 School Street Houma, LA 70360	10-19-16	Cell: 772-4994 E-mail: bobby.arceneaux@motion_IND.com	Parish Council	10-19-16	11/01/19	Member
APPOINTEE/ADDRESS	APPOINTMENT DATE	PHONE	APPOINTING AUTHORITY	APPOINT/RE-APPOINT	EXPIRATION	POSITION
Mrs. Carmen E. Waitz 7849 Park Ave. Houma, LA 70364	10-22-14	Office: Home: 804-0223	Parish President	10/22/14	11/01/17	Member
Mrs. Lynn Ellzey 312 Bellaire Drive Houma, LA 70360	01-12-11	Office: Home: 876-5638	Tourist Commission	01/12/11;10/23/13; 11/02/16	11/01/19	Member
Mr. Joseph Kopfler 1 D'Andra Circle Houma, LA 70360	12-15-10	Office: 851-3311 Home:	Arts & Humanities	12/15/10	11/01/13	Member
Mr. Tommy Guarisco P.O. Box 4371 Houma, LA 70306	11-14-12	Office: Home: Cellular: 209-0207	Downtown Merchants	11/14/12;11/04/15	11/01/18	Member
Ms. Juana Woodard 1902 Savanne Road Houma, LA 70360	10-25-95	Office: Home: 868-5552 Cellular: 209-9069	Chamber of Commerce	10/25/95, 10/09/96, 11/05/97, 11/25/00, 12/03/03, 11/08/06, 11/11/09, 10/24/12;11/04/15	11/01/18	Treasurer
Mr. W. J. Rhodes 500 Collins Street Houma, LA 70364	03-13-96	Office: Home: 872-0494 Cellular: 790-2387	Enhancement Commission/Keep Terrebonne Beautiful	10/23/96, 11/05/97, 10/11/00, 12/03/03, 11/08/06, 10/28/09, 01/23/13;11/04/15	11/01/18	Member

NOTE: ALL SUBSEQUENT TERMS OF APPOINTMENT ARE FOR THREE (3) YEARS. (*) DENOTES FULFILLING AN UNEXPIRED TERM.

DATE OF REVISION: November 4, 2016

REVISION NO. 41

Tom Schedler
Secretary of State

State of
Louisiana
Secretary of
State

COMMERCIAL DIVISION
225.925.4704



Fax Numbers
225.932.5317 (Admin. Services)
225.932.5314 (Corporations)
225.932.5318 (UCC)

Name	Type	City	Status
HOUMA DOWNTOWN DEVELOPMENT CORPORATION	Non-Profit Corporation	HOUMA	Active

Previous Names

Business: HOUMA DOWNTOWN DEVELOPMENT CORPORATION

Charter Number: 34476825N

Registration Date: 10/27/1994

Domicile Address

317 GOODE STREET

8026 MAIN STREET SUITE 300

HOUMA, LA 70360

Mailing Address

C/O 317 GOODE STREET

8026 MAIN ST, SUITE 300

HOUMA, LA 70360

Status

Status: Active

Annual Report Status: In Good Standing

File Date: 10/27/1994

Last Report Filed: 11/18/2016

Type: Non-Profit Corporation

Registered Agent(s)

Agent:	JUANA WOODARD
Address 1:	1902 SAVANNE RD.
City, State, Zip:	HOUMA, LA 70360
Appointment Date:	5/5/2000
Agent:	ANNE PICOU
Address 1:	200 AUTUMN DRIVE
City, State, Zip:	HOUMA, LA 70360-5920
Appointment Date:	11/6/2006

Officer(s)

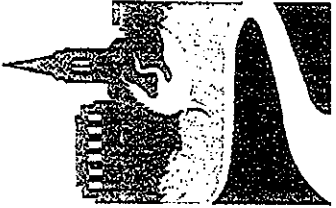
Additional Officers: No

Officer:	SHARON BERGERON
Title:	Vice-President
Address 1:	317 GOODE STREET
City, State, Zip:	HOUMA, LA 70360
Officer:	JUANA WOODARD
Title:	Treasurer
Address 1:	317 GOODE STREET
City, State, Zip:	HOUMA, LA 70360
Officer:	LEO LEDET
Title:	President
Address 1:	209 GOODE ST.
City, State, Zip:	HOUMA, LA 70360

Amendments on File

No Amendments on file


Print



HDDC

MEETING OF THE BOARD
OF
HOUMA DOWNTOWN DEVELOPMENT CORPORATION

A meeting of the Board of Directors of the Houma Downtown Development Corporation was held on Monday, October 17, 2016, whereby a Resolution was passed authoring Jill Becnel AUTHORIZED TO SIGN ON BEHALF OF Houma Downtown Development Corporation by her signature, to enter into any and all contractual obligations on behalf of this corporation.


Houma Downtown Development Corp.
Board President, Leo Ledet

HOUMA DOWNTOWN DEVELOPMENT CORPORATION
317 Goode Street, Houma, LA 70360
phone 985-873-6408 fax 985-873-6549

ATTACHMENT E-1
Disclosure and Certification Statement

Act 17 of 2016

Schedule 20

Contracting Party Name: Houma Downtown Development Corporation

Name of Program: Development, maintenance and beautification of downtown Houma

Sub-Contractor's Name: Exterior Designs Lawn Landscape Maintenance LLC

Sub-Contractor's Mailing Address: 348 Bayou Blue Road, Houma, LA 70364

Organization Type: (For example, local government, non-profit, corporation, LLP, etc.)
Private entities required to register with the Secretary of State's office must be in good standing with that office.

LLC

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

Jennifer Broussard
348 Bayou Blue Road
Houma, LA 70364

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

Jennifer Broussard
348 Bayou Blue Road
Houma, LA 70364

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

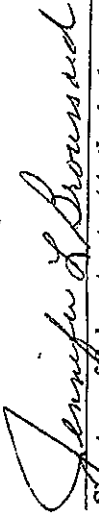


I hereby certify that this organization has no outstanding audit issues or findings.



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

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


Signature of Subcontractor (Authorized person)

Jennifer L. Broussard, President
Print Name and Title

11/21/2016
Date

Tom Schedler
Secretary of State

State of
Louisiana
Secretary of
State

COMMERCIAL DIVISION
225.925.4704



Fax Numbers
225.932.5317 (Admin. Services)
225.932.5314 (Corporations)
225.932.5318 (UCC)

Name	Type	City	Status
EXTERIOR DESIGNS LAWN/LANDSCAPE MAINTENANCE, LLC	Limited Liability Company	HOUMA	Active

Previous Names

Business: EXTERIOR DESIGNS LAWN/LANDSCAPE MAINTENANCE, LLC

Charter Number: 40129358K

Registration Date: 2/18/2010

Domicile Address
348 BAYOU BLUE RD.
HOUMA, LA 70364

Mailing Address
PO BOX 509
HOUMA, LA 70361

Status

Status: Active

Annual Report Status: In Good Standing

File Date: 2/18/2010

Last Report Filed: 2/16/2016

Type: Limited Liability Company

Registered Agent(s)

Agent:	JENNIFER BROUSSARD
Address 1:	348 BAYOU BLUE RD.
City, State, Zip:	HOUMA, LA 70364
Appointment Date:	2/18/2010

Officer(s)

Additional Officers: No

Officer:	JENNIFER BROUSSARD
Title:	Member, Manager
Address 1:	348 BAYOU BLUE RD.
City, State, Zip:	HOUMA, LA 70364

Amendments on File

No Amendments on file

Print

DATE	HOUR		TERRITORY TRAVELED SHOW ALL POINTS VISITED	ODOMETER		MILES TRAV.	SUBSISTENCE	NO.	MEALS	TOLLS AND PARK.	TIPS	OTHER EXPENSES	
	DEP.	ARR.		READING			LODGING		COST			DESCRIPTION	COS
				DEPART	ARRIVE								
			TOTALS				\$		\$	\$	\$		\$

(To be completed if travel expense category includes reimbursement of mileage, lodging, meals and tips.)

Signature of Authorized Person

Print Name and Title

Date

ACCT: 151-652-8111-10

GENERAL FUND
ECONOMIC DEVEL. - OTHER
DDC/FOLK SALARIES - ALLOCATED

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN: 2017	0	13,006.38	0	13,006-
CLOSED:				
2011	0	.00	N/A	0
2012	0	.00	N/A	0
2013	0	.00	N/A	0
2014	22,700	21,559.09	N/A	1,141
2015	20,728	20,727.58	N/A	0
2016	20,818	18,841.17	N/A	1,977

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

ACCT: 151-652-8225-01
GENERAL FUND
ECONOMIC DEVEL. - OTHER
DDC/FOLK OPERATING SUPPLIES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN: 2017	325	12,628.36	92	12,395--
CLOSED:				
2011	0	.00	N/A	0
2012	0	.00	N/A	0
2013	0	.00	N/A	0
2014	19,010	15,916.00	N/A	3,094
2015	32,845	27,429.30	N/A	5,416
2016	19,110	23,989.30	N/A	4,879--

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

ACCT: 151-652-8325-01

GENERAL FUND
ECONOMIC DEVEL. - OTHER
DDC/FOLK CONTRACT SERVICES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	13,516	20,748.86	0	7,233-
CLOSED:				
2011	0	.00	N/A	0
2012	0	.00	N/A	0
2013	0	3,585.45	N/A	3,585-
2014	73,400	54,522.55	N/A	18,877
2015	58,130	56,980.21	N/A	1,150
2016	42,000	28,484.11	N/A	13,516

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT

SCR

CF04 = DSP

DETAIL

CF06 = DSP

ENCUMBRANCE

CF08 = PRT

DETAIL

ACCOUNT EXCEEDS BUDGET AMOUNT

ACCT: 151-652-8325-02

GENERAL FUND
ECONOMIC DEVEL. - OTHER
DDC/FOLK ADVERTISING

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	0	14,043.03	0	14,043-
CLOSED:				
2011	0	.00	N/A	0
2012	0	.00	N/A	0
2013	0	.00	N/A	0
2014	43,000	46,470.45	N/A	3,470-
2015	100,300	96,004.35	N/A	4,296
2016	50,400	53,327.15	N/A	2,927-

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

ACCT: 151-652-8325-03

GENERAL FUND
ECONOMIC DEVEL. - OTHER
DDC/FOLK SPECIAL EVENTS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN: 2017	9,896	58,247.62	0	48,352--
CLOSED:				
2011	0	.00	N/A	0
2012	0	.00	N/A	0
2013	0	.00	N/A	0
2014	51,890	39,027.00	N/A	12,863
2015	80,863	84,006.73	N/A	3,144--
2016	95,100	85,203.75	N/A	9,896

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

ACCT: 151-652-8412-01
GENERAL FUND
ECONOMIC DEVEL. - OTHER
DDC/FOLK REPAIR ACCOUNT

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	14,810	2,476.47	0	12,334
CLOSED:				
2011	0	.00	N/A	0
2012	0	.00	N/A	0
2013	0	.00	N/A	0
2014	10,000	8,525.19	N/A	1,475
2015	6,475	6,523.84	N/A	49-
2016	22,301	7,491.35	N/A	14,810

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

ACCT: 151-680-8349-01
GENERAL FUND
MARINA
OTHER FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN: 2017	25,000	11,448.93	210	13,341
CLOSED:				
2011	25,000	35,397.53	N/A	10,398-
2012	25,000	26,817.53	N/A	1,818-
2013	25,703	22,493.71	N/A	3,209
2014	17,000	17,247.94	N/A	248-
2015	47,390	40,343.64	N/A	7,046
2016	29,200	24,247.17	N/A	4,953

ENTER = CONTINUE CF04 = DSP DETAIL
CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

ACCT: 151-000-6352-01

GENERAL FUND
NO DEPARTMENT NAME
STATE - HOTEL/MOTEL TAX SHARE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	0	229,226.11-	0	229,226
CLOSED:				
2011	225,000	261,955.00-	N/A	36,955
2012	225,000	225,000.00-	N/A	0
2013	225,000	225,000.00-	N/A	0
2014	225,000	225,000.00-	N/A	0
2015	675,000	675,000.00-	N/A	0
2016	278,719	282,081.00-	N/A	3,362

ENTER = CONTINUE

CF01 = EXIT CF02 = INPUT SCR CF04 = DSP DETAIL CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

Section II

Terrebonne Parish Consolidated Government 216-215 Budget Amendment - 2017

	2017 Current Budget	Add: Grant #3808	Final Budget - Grants #2877 & #3808
216-000-6342-02	0	(186,773)	(186,773)
216-000-7102-04	0	(25,000)	(25,000)
NEW ACCOUNT 216-000-6379-01	0	(21,693)	(21,693)
NEW ACCOUNT 216-215-8112-02 Overtime Pay	0	125,000	125,000
216-215-8343-02 Supplementive Services		108,466	108,466
204-211-8172-15	(21,622)	(125,000)	(146,622)
204-999-9102-16	0	25,000	25,000
204-000-5111-00		100,000	

Incorporation of CVA Grant #3808 into the 2017 budget. This grant provides funding for assistance referrals and direct immediate crisis services to victims through the utilization of several different law enforcement agencies and victim advocates from The Haven.

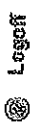
Paulette Garrett:

Includes Grant #2877 and new Grant #3808.

Egrants

Louisiana Commission on Law Enforcement and Administration of Criminal Justice

Back Button will not take you back pages, instead use the application menus and controls.



[Main Menu](#) |
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 [Funding Announcement](#) |
 [Project Management](#) |
 [Work Manager](#)

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

Grant ID: 3808

Status: Open - Returned

Project Title: Victim Assistance Program 7
 Fund Announcement: 2016 VOCA (June 2017)

BUDGET SUMMARY

Section Point Value: 100

Completion Status: **Resubmit** ▼

Created By: Lieutenant Bobbie O'Bryan

Last Update By: Captain Bobbie O'Bryan

Created Date: 4/27/2017 1:47:36 PM

Last Update Date: 7/11/2017 6:11:53 PM

BY RECIPIENT AGENCY		YEAR1	TOTAL
Terrebonne Parish Consolidated Government - Houma Police Department		233,466.00	233,466.00
Total: Σ		233,466.00	233,466.00
BY CATEGORY		YEAR1	TOTAL
Personnel		125,000.00	125,000.00
Employee Benefits		0.00	0.00
Travel (Including Training)		0.00	0.00
Equipment		0.00	0.00
Supplies & Operating Expenses		0.00	0.00
Consultants		0.00	0.00
Construction		108,466.00	108,466.00
Other		0.00	0.00
Total:		233,466.00	233,466.00
BY SOURCE		YEAR1	TOTAL
Federal		186,773.00	186,773.00
State		0.00	0.00
Project Income		0.00	0.00
Interest		0.00	0.00
State Match		0.00	0.00
Cash Match (New Approp.)		0.00	0.00
In-Kind Match		46,693.00	46,693.00
Project Income Match		0.00	0.00
Total: Σ		233,466.00	233,466.00

[Budget Setup](#) |
 [Save](#) |
 [Save And Continue Editing](#) |
 [Cancel](#)

Please send technical comments and problems to LOLE EGRANTS Support.
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216-215-8112-02 125,000
 216-215-8343-02 108,466
 216-000-6342-02 186,773
 216-000-6342-02 46,693
 216-000-41020425,000

Back Button will not take you back pages, instead use the application menus and controls.

[Main Menu](#) |
 [User Management](#) |
 [Funding Announcement](#) |
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Project Application Monitoring Audit Fiscal Details Reporting Requirements

Grant ID: 3808
Status: Open - Returned

Project Title: Victim Assistance Program 7
Fund Announcement: 2018 VOCA (June 2017)

CONSULTANTS

[Add New Consultant](#)

Name / Position	Service Provided	Year1	Cost	Total
Group of Advocates	The Haven			
Group of Crime Victim Advocates	Assumption Parish Sheriff Office		58,466.00	58,466.00
Group of Crime Victim Advocates	Thibodaux Police Department		25,000.00	25,000.00
			25,000.00	25,000.00
	Total:		108,466.00	108,466.00

CONSULTANT TRAVEL

[Add New Travel Item](#)

Consultant *	Location	Item	Year1	Cost	Total
				0.00	0.00
		Total:			

PRODUCTS OR SERVICE

[Add New Product Item](#)

Consultant *	Item	Year1	Cost	Total
			0.00	0.00
		Total:		

OVERALL TOTALS

Year1	Total
108,466.00	108,466.00

[Cancel](#)



Back Button will not take you back pages, instead use the application menus and controls.



Grant ID: 3808
Status: Open - Returned

Project Title: Victim Assistance Program 7
Fund Announcement: 2018 VOCA (June 2017)

MAIN SUMMARY

Section Point Value: 0
Completion Status: Complete

Created By: Lieutenant Bobbie O'Bryan
Last Update By: Ms Kimberly Lax

Created Date: 4/27/2017 1:47:36 PM
Last Update Date: 6/8/2017 8:51:42 AM

SubGrant ID: -

Applicant Agency: Terrebonne Parish Consolidated Government - Houma Police Department

FID #: 726001390

Recipient Agency: Terrebonne Parish Consolidated Government - Houma Police Department

Project Director: Captain Bobbie O'Bryan Details

Financial Officer: Ms. Paulette H. Garrett Details

Primary Contact: Captain Bobbie O'Bryan Details

Additional Contacts (04/CLLE)

Change Applicant

Change Recipient

Program Staff Contact: Ms Kimberly Lax

Fiscal Contact: Mrs Melanie J. Vick

Listing of Signatories

Add New Signatory

Name	Title
Mr. Gordon Dove	Parish President

Application Invitation Date:

Application Received Date: 5/8/2017

Advisory Committee Meeting Date: 6/14/2017

Commission Meeting Date: 6/15/2017

Start Date: 7/1/2017

Signature Paper Received Date:

Returned Date: 6/8/2017

Continuation Invitation Date:

Application Award Date:

Application Award Amount: 186,773.00

Notification of Award Date:

End Date: 12/31/2018

Resubmitted Date:

Short Project Title: * Victim Assistance Program 7

Brief Project Description: * The VOCAL Project will focus on giving referral and direct immediate crisis services to victims by using (maximum 320 characters) crime victim advocates from several different law enforcement agencies and victim advocates from The Haven.

Law Enforcement District

District 1 - Northwest LEPD	Add Law Enforcement District
Law Enforcement District	Action
District 7 - Jefferson CJCCMETLAC	Delete

State Senate District

[ALL]	Add State Senate District
State Senate District	Action
917	Delete
019	Delete
020	Delete
021	Delete

Keywords

Sexual Assault Program	Add Keyword
Keywords	Action
Child Abuse	Delete
Domestic Violence Program	Delete
Sexual Assault Program	Delete
Underserved Populations	Delete

State House District

001	Add State House District
State House District	Action
051	Delete
052	Delete
053	Delete
054	Delete
055	Delete
060	Delete

Save Save And Continue Editing Delete Cancel

JUNE 30, 2017 - MONTH LAST CLOSED

ACCT: 216-000-6342-02

LCLE

NO DEPARTMENT NAME

MULTI TASK FORCE

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				
2017	0	.00	0	0
CLOSED:				
2011	0	1,197.25-	N/A	1,197
2012	0	21,714.13-	N/A	21,714
2013	0	18,321.87-	N/A	18,322
2014	0	.00	N/A	0
2015	0	.00	N/A	0
2016	0	.00	N/A	0

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

CF02 = INPUT SCR

#2808
7/19/17

JUNE 30, 2017 - MONTH LAST CLOSED

ACCT: 216-000-7102-04

LCLE
NO DEPARTMENT NAME
PUBLIC SAFETY FUND

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				
2017	0	.00	0	0
CLOSED:				
2011	0	.00	N/A	0
2012	0	.00	N/A	0
2013	0	.00	N/A	0
2014	2,078	2,078.00-	N/A	0
2015	0	.00	N/A	0
2016	8,649	8,649.00-	N/A	0

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT SCR

CF04 = DSP DETAIL

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

#6909
100,000
X

ACCT: 216-000-6379-01

LCLE
NO DEPARTMENT NAME
O/S AGENCY MATCH

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	0	.00	0	0
CLOSED:				
2011	0	.00	N/A	0
2012	0	.00	N/A	0
2013	0	.00	N/A	0
2014	0	.00	N/A	0
2015	0	.00	N/A	0
2016	0	.00	N/A	0

ENTER = CONTINUE

CF01 = EXIT CF02 = INPUT SCR CF04 = DSP DETAIL CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

ACCT: 216-215-8112-02

LCLE
VICTIMS ASSISTANCE
OVERTIME PAY-2ND GRANT

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	0	.00	0	0
CLOSED:				
2011	0	.00	N/A	0
2012	0	.00	N/A	0
2013	0	.00	N/A	0
2014	0	.00	N/A	0
2015	0	.00	N/A	0
2016	0	.00	N/A	0

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

ACCT: 216-215-8343-02

ICLE
VICTIMS ASSISTANCE
SUPPORTIVE SERVICES

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				
2017	0	.00	0	0
CLOSED:				
2011	0	.00	N/A	0
2012	0	.00	N/A	0
2013	0	.00	N/A	0
2014	0	.00	N/A	0
2015	0	.00	N/A	0
2016	0	.00	N/A	0

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

CF01 = EXIT CF02 = INPUT SCR

#320 8
10916/10916

ACCT: 204-211-8172-15

JUNE 30, 2017 - MONTH LAST CLOSED

PUBLIC SAFETY FUND

POLICE

CRIME VICTIMS ASSISTANCE

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				
2017	21,622-	22,453.85-	0	832
CLOSED:				
2011	0	6,120.11-	N/A	6,120
2012	0	6,695.82-	N/A	6,696
2013	0	10,272.67-	N/A	10,273
2014	10,389-	16,367.52-	N/A	5,979
2015	0	11,273.15-	N/A	11,273
2016	43,244-	20,793.86-	N/A	22,450-

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT SCR

CF04 = DSP DETAIL

CF06 = DSP ENCUMERANCE

CF08 = PRT DETAIL

ACCT: 204-999-9102-16
PUBLIC SAFETY FUND
OPERATING TRANSFERS
OJP - LCLE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	0	.00	0	0
CLOSED:				
2011	0	.00	N/A	0
2012	0	.00	N/A	0
2013	0	.00	N/A	0
2014	2,078	2,078.00	N/A	0
2015	0	.00	N/A	0
2016	8,649	8,649.00	N/A	0

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

Section III

Terrebonne Parish Consolidated Government 216-217 Budget Amendment - 2017

#1

	Current Budget	Grant 2017 #3531	Final Budget
216-000-6342-03	0	(21,333)	(21,333)
216-217-8112-01	0	10,667	10,667
216-217-8349-01	0	10,666	10,666
204-211-8172-17 <i>204-800-51100</i>	0	(10,667) <i>10667</i>	(10,667)

To input LCLE Grant Award #2017 - 3531 - Multi Task Grant Funding into the Parish Budget.

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

Terrebonne Parish Consolidated Government 216-217 Budget Amendment - 2017

#2

	Current Budget	Grant 2017 #3124 (Additional)	Final Budget
216-000-6342-03	(21,333)	(1,616)	(22,949)
216-217-8225-01	0	1,616	1,616

To input LCLE Grant Award #3124 Addendum Funds for the purchase of stop-sticks to be able to improve the safety of the police officers and the public from fleeing criminals.

ACCT: 216-000-6342-03

LCLE
NO DEPARTMENT NAME
MULTI-TASK FORCE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	0	.00	0	0
CLOSED:				
2011	0	.00	N/A	0
2012	43,000	41,802.75-	N/A	1,197-
2013	0	.00	N/A	0
2014	0	.00	N/A	0
2015	31,646	31,646.00-	N/A	0
2016	27,500	27,782.00-	N/A	282

ENTER = CONTINUE

CF01 = EXIT CF02 = INPUT SCR CF04 = DSP DETAIL CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

ACCT: 216-217-8112-01
LCLE
MULTI TASK GRANT
OVERTIME PAY

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	0	2,518.61	0	2,519-
CLOSED:				
2011	0	1,596.34	N/A	1,596-
2012	78,312	19,274.85	N/A	59,037
2013	0	16,956.96	N/A	16,957-
2014	4,618	4,032.66	N/A	585
2015	22,289	22,703.34	N/A	414-
2016	13,750	13,761.96	N/A	12-

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

JUNE 30, 2017 - MONTH LAST CLOSED

ACCT: 216-217-8349-01
LCLE
MULTI TASK GRANT
OTHER FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	0	.00	0	0
CLOSED:				
2011	0	.00	N/A	0
2012	0	40,505.03	N/A	40,505-
2013	0	15,386.00	N/A	15,386-
2014	0	14,889.00	N/A	14,889-
2015	15,823	15,823.00	N/A	0
2016	13,750	13,749.57	N/A	0

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT

SCR

CF04 = DSP DETAIL

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	0	2,518.61-	0	2,519
CLOSED:				
2011	0	82,831.23-	N/A	82,831
2012	0	187,539.95-	N/A	187,540
2013	0	202,835.98-	N/A	202,836
2014	264,620-	97,955.59-	N/A	166,664-
2015	0	22,703.34-	N/A	22,703
2016	0	13,761.96-	N/A	13,762

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

ACCT: 216-217-8225-01

LCLE
MULTI TASK GRANT
OPERATING SUPPLIES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN: 2017	0	.00	0	0
CLOSED:				
2011	0	.00	N/A	0
2012	0	.00	N/A	0
2013	0	.00	N/A	0
2014	0	.00	N/A	0
2015	0	.00	N/A	0
2016	0	304.00	N/A	304-

ENTER = CONTINUE

CF01 = EXIT CF02 = INPUT SCR

CF04 = DSP DETAIL

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

SUBGRANTEE CUMULATIVE
FISCAL REPORT

Grant ID: 3531

Quarter Ending Date: 6/30/2017

Period Ending Date: 6/30/2017

Report Type: Quarterly

Submitted Date: 7/13/2017

Project Start: 1/1/2017

Project End: 12/31/2017

Report Status: Submitted

Approval Status: Pending

Status Updated By: Ms. Paulette H. Garrett

Financial Information	Budget	Cumulative Expenses as of 3/31/2017	Expenses Paid This Period 4/1/2017- 6/30/2017	Outstanding Subgrantee Obligations	Total Cumulative Expenses	Total Funds Received To Date	Unexpended Cash
Federal	21,333.00	0.00	2,519.00	0.00	2,519.00	0.00	(2,519.00)
State	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Project Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00
State Match	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cash Match (New Approp.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
In-Kind Match	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Project Income Match	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total:	21,333.00	0.00	2,519.00	0.00	2,519.00	0.00	(2,519.00)

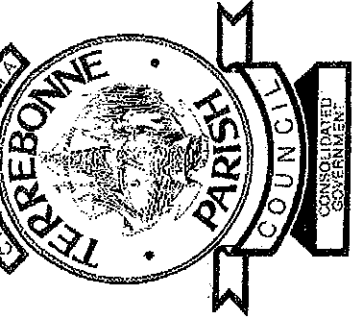
Budget Categories	Budget	Cumulative Expenses as of 3/31/2017	Expenses Paid This Period 4/1/2017- 6/30/2017	Outstanding Subgrantee Obligations	Total Cumulative Expenses	% Over Budget
Personnel	21,333.00	0.00	2,519.00	0.00	2,519.00	0.00
Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00
Travel (Including Training)	0.00	0.00	0.00	0.00	0.00	0.00
Equipment	0.00	0.00	0.00	0.00	0.00	0.00
Supplies & Operating Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Consultants	0.00	0.00	0.00	0.00	0.00	0.00
Construction	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00
Total:	21,333.00	0.00	2,519.00	0.00	2,519.00	0.00

Project Income:

Seized \$

Forfeited \$

JHN NAVY, CHAIRMAN
DISTRICT 1
JOHN NAVY
DISTRICT 3
GERALD MICHEL
DISTRICT 5
CHRISTA M. DUPLANTIS-PRATHER, RN
DISTRICT 7
ALDORE "AL" MARMANDE
DISTRICT 9
STEVE TROSCLAIR



DIRK GUIDRY, VICE CHAIRMAN
DISTRICT 2
ARLANDA J. WILLIAMS
DISTRICT 4
SCOTTY DRYDEN
DISTRICT 6
DARRIN W.GUIDRY, Sr.
DISTRICT 8
DIRK J. GUIDRY
COUNCIL CLERK
VENITA H. CHAUVIN

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

December 22, 2016

MEMO TO: Chief Dana Coleman
Houma Police Department

FROM: Venita H. Chauvin *VHC*
Council Clerk

RE: Task Force Grant

Please allow this memo to confirm that the Council ratified the attached resolution that authorizes execution of an application for the 2016-17 Task Force Grant for the Houma Police Department.

By copy of this memo, the appropriate staff members and individuals are being advised of this action.

Feel free to contact me if you have any questions on this matter.

Attachment:
cc: CFO Kandace Mauldin
HPD Captain Bobbie O'Bryan
/vhc



Gordon E. Dove
Parish President

Police Department

Houma, LA 70360



TERREBONNE PARISH
GOVERNMENT

Dana T. Coleman
Chief of Police

JUN 06 2017

ADMINISTRATION

To: Al Levron

From: Capt Bobbie O'Bryan # 144

Ref: Task Force 2016-17 Grant

LT Christina Farmer is requesting for the Parish President signature on the LCLE Multi Jurisdictional Task Force 2016-17 grants. Attached are the following documents: Approved Resolution, LCLE Sub-Grant Award Notification (Needs Parish President signature, labeled with red tags, Blue Ink Please).

Once complete, please contact LT Christina Farmer at 985-688-1452 or if there are any questions please contact LT Christina Farmer

Thanks

Christina Farmer
6/6/17

LT Christina A Farmer #180

grant - to
increase by
\$1,000. Needs
budget amend-
ment.

*BLUE
PINK*

*Pls. sign
AL
6/7/17*

*Mueti
TASK-2014*

216-000-6342-03

16/6

216-217-8225-01

16/6

PROJECT MODIFICATION REQUEST

12. Explanation or Justification of Requested Modification:

13. Signatures:

Financial Officer: Ms. Paulette H. Garrett

12

Project Director: Captain Benjamin O'Bryan

Date _____

Recommendation:

Program Manager

Date

Grants Management Per

Disapproved

Section Manager

Date _____

SUBGRANT: 3124 Amendment Number: 2 Short Title: Multi-Jurisdictional Task Force

LOUISIANA COMMISSION ON LAW ENFORCEMENT
SIGNATURE PAGE TO SUBGRANT AMENDMENT
SUBGRANTEE Terrebonne Parish Consolidated Government - Houma Police Department
SUBGRANT# 2015-DJ-01-3124
AMENDMENT# 2

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

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

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

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

DATE
April 2, 2015

SIGNATURE OF AUTHORIZED OFFICIAL
Parish President

TITLE OF AUTHORIZED OFFICIAL

(SEAL)

Terrebonne Parish Consolidated Government - Houma Police Department
NAME OF SUBGRANTEE

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

LACLE USE ONLY

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

EXECUTIVE DIRECTOR

DATE

Louisiana Commission on Law Enforcement

OFFERED BY: Mr. J. Navy
SECONDED: Unanimously

RESOLUTION NO. 16-044

A resolution authorizing the Parish President to execute an application form to the Louisiana Commission on Law Enforcement and the Administration of Criminal Justice 2015 Task Force Grant for the Houma Police Department of the Terrebonne Parish Consolidated Government; and to address other matters relative thereto.

WHEREAS, the Houma Police Department of the Terrebonne Parish Consolidated Government has been approved to implement an application for a grant from the Louisiana Commission on Law Enforcement and the Administration of Criminal Justice Fiscal Year 2015 Task Force Fund (3124) in the amount of Twenty Seven Thousand five hundred dollars (\$27,500.00) for the Terrebonne Parish Consolidated Government. The Fiscal Year 2015 Task Force Fund will provide grant funding to improve the effectiveness and safety of our Police Officers by providing them with overtime to target problem areas within the City of Houma and Assumption Parish,

WHEREAS, the Parish Administrative staff and the Parish Finance Department will oversee the application process in the implementation and meeting all the requirements set forth by the Louisiana Commission on Law Enforcement and the Administration of Criminal Justice and,

NOW, THEREFORE BE IT RESOLVED, that the Terrebonne Parish Council on behalf of the Terrebonne Parish Consolidated Government, authorizes the Parish President to execute any and all necessary documents to implement the grant from the Louisiana Commission on Law Enforcement and the Administration of Criminal Justice and to address other matters relative thereto.

THERE WAS RECORDED:

YEAS: A. Williams, G. Michel, S. Dryden, C. Duplantis-Prather, D.W. Guidry, Sr., A. Marmande, D.J. Guidry, S. Trosclair and J. Navy.

NAYS: None.

ABSTAINING: None.

ABSENT: None.

The Chairwoman declared the resolution adopted on this, the 25th day of January 2016.

I, VENTA H. CHAUVIN, Council Clerk of the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Budget & Finance Committee on January 25, 2016 and subsequently ratified by the Assembled Council in Regular Session on January 27, 2016 at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS 28TH DAY OF JANUARY 2016.


VENTA H. CHAUVIN
COUNCIL CLERK
TERREBONNE PARISH COUNCIL

SUBGRANT: 3124 Amendment Number: 2 Short Title: Multi-Jurisdictional Task Force

12. Explanation or Justification of Requested Modification:

The TPCG-HPD would like to request a modification of this grant to purchase stop-sticks to be able to improve the safe of the police officers and the public from fleeing criminals.

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**

"Memorandum"

TO: Customer Service

FROM: Loretta Lambert
Administrative Technician II

DATE: June 22, 2017

SUBJECT: Property Damage Settlement for Damaged Vehicle # 1123 (Risk Management)

354-155-841-05

Attached, please find check #2016934841 in the amount of \$1391.05 made payable to TPCG for damages to Vehicle # 1123 which belongs to the Risk Management. Please deposit this check into the proper account for Risk Management (Account # 354-000-6912-00). If you have any questions regarding the above, please call at (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
Paulette Garrett, Accounting

2006 sage status

PROGRESSIVE
PO BOX 512926
LOS ANGELES, CA 90051

PROGRESSIVE®

TERREBONNE PARISH CONSOLIDATED GOVERNMENT
ATTN RISK MANAGEMENT
PO BOX 2768
HOUMA, LA 70361-2768

DRAFT NUMBER: 2016934841

AMOUNT:

\$*****1,391.05

ISSUE DATE: June 14, 2017

Form 2721 (06/15)

KEEP THIS TOP PORTION FOR YOUR RECORDS



TERREBONNE PARISH CONSOLIDATED GOVERNMENT
CUSTOMER SERVICE DIVISION

8026 Main Street (Lobby) - Houma, Louisiana 70360

OFFICIAL RECEIPT

CUSTOMER COPY

Phone (985) 873-6462

Receipt No. 0101215

Date 06/27/2017 01:32 PM

Name/Address TERREBONNE PARISH RECREATION DEIST #7 HOUMA, LA Reference	REFERENCE NUMBERS		
	U/B Account No.		
	A/R Invoice No.		
	License/Registration No.		

FEES AND PAYMENTS				
Description	GL Account	Fees	Electronic Pmt	Regular Pmt
RECREATION INSURANCE	354-000-6418-10	12.70		
CHECK #10130				12.70
Total				12.70

FOR INTERNAL USE ONLY	
Received by TMOSLEY	Notes
Amt. Rec'd. \$*****12.70	(OT) \$12.70 CK #10130

ACCT: 354-000-6912-00
INSURANCE CONTROL FUND
NO DEPARTMENT NAME
COMPENSATION PROPERTY DAMAGE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN: 2017	0	1,391.05-	0	1,391
CLOSED:				
2011	0	.00	N/A	0
2012	0	.00	N/A	0
2013	0	.00	N/A	0
2014	0	.00	N/A	0
2015	1,982	1,982.27-	N/A	0
2016	0	6,456.30-	N/A	6,456

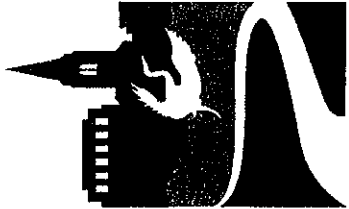
ENTER = CONTINUE CF04 = DSP DETAIL
CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

ACCT: 354-155-8421-05
INSURANCE CONTROL FUND
RISK MANAGEMENT
PAINT/BODY REPAIRS

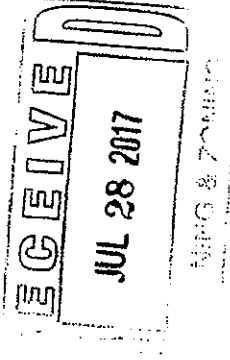
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN: 2017	0	.00	0	0
CLOSED:				
2011	0	.00	N/A	0
2012	0	.00	N/A	0
2013	0	.00	N/A	0
2014	0	.00	N/A	0
2015	0	.00	N/A	0
2016	0	.00	N/A	0

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



HDDC

Section V



Date: July 26, 2017
To: Chris Pulaski, Planning & Zoning Director *CP*
From: Anne Picou, Main Street Manager *AP*
Re: \$1,000 donation towards project Bike Racks downtown Houma

The HDDC received a check from the Downtown Rotary Club in the amount of \$1,000.00. The money is to be used to purchase two (2) bike racks that will be placed in the downtown area to enhance downtown while encouraging visitors to ride their bikes and have a secure place to attach while, dining or just getting out visiting with friends and family.

The bike racks will display the logo for this organization.

Please secure funds to go towards this project. If you have any questions, please feel free to contact Anne Picou at 985-873-6408.

151-000-6741-02
151-658-8225-DB

HOUMA DOWNTOWN DEVELOPMENT CORPORATION
317 Goode Street, Houma, LA 70360
phone 985-873-6408 fax 985-873-6549

ACCT: 151-000-6741-02

GENERAL FUND
NO DEPARTMENT NAME
DONATIONS-DOWNTOWN DEVELOPMENT

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	0	.00	0	0
CLOSED:				
2011	0	.00	N/A	0
2012	0	.00	N/A	0
2013	0	.00	N/A	0
2014	0	.00	N/A	0
2015	60,000	60,000.00-	N/A	0
2016	0	.00	N/A	0

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

ACCT: 151-652-8225-08
JUNE 30, 2017 - MONTH LAST CLOSED

GENERAL FUND
ECONOMIC DEVEL. - OTHER
SUPPLIES-DONATIONS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	0	.00	0	0
CLOSED:				
2011	0	.00	N/A	0
2012	0	.00	N/A	0
2013	0	.00	N/A	0
2014	0	.00	N/A	0
2015	0	.00	N/A	0
2016	0	.00	N/A	0

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT SCR

CF04 = DSP DETAIL

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

Section VI

Kayla Dupre

From: Kandace Mauldin
Sent: Monday, August 14, 2017 8:21 AM
To: Kayla Dupre
Subject: RE: 2017 & 2018 Budget Adjustments

The \$10,000 for Communication Equipment will come from fund balance.

From: Kayla Dupre
Sent: Monday, August 14, 2017 8:15 AM
To: Kandace Mauldin
Subject: FW: 2017 & 2018 Budget Adjustments

Please reply to the email that you approve \$10,000 being taken from fund balance. I will use that as backup with the email below.

Thanks,
Kayla

From: Tammy Duplantis
Sent: Friday, August 11, 2017 4:16 PM
To: Kandace Mauldin; Kayla Dupre
Cc: Earl Eues; Felicia Aubert; Jill Becnel
Subject: 2017 & 2018 Budget Adjustments

Good Afternoon,

Per your conversation with Earl,

2017 Budget Adjustments: *amendments*

- Please do a budget adjustment of \$10,000 to account #151-912-8316-01 (Communication Equip.) to cover the expenses through the remainder of the year in which was in the 2017 Budget Proposal #1.
- Please move \$27,979.00 from account 151-912-8915-01 (Office Equipment) to 659-194-8912-08 (Terrebonne Emergency Operations Center Parish Project 14-EOC-03) account to cover the cost of the AV Equipment Invoice.
- Please move the remaining \$9,639 from account 151-912-8915-01 (Office Equipment) to 151-912-8225-01 and the remaining \$3,685 from account 151-912-8915-03 (Computer Equipment) to 151-912-8225-01 to cover the upcoming expenses per your discussion with Earl.

2018 Budget Adjustment:

- Please add \$21,000 to Capital Outlay for the installation of electrical equipment installation of the Command Post Hook-up.

If you should have any further questions, please contact me.

Thanks and Have a Great Day!

Tammy Duplantis

Office of Homeland Security and Emergency Preparedness
Terrebonne Parish Consolidated Government
101 Government St.
Gray, La. 70359
(985)873-6357
(985)850-4643 Fax
tiduplantis@tpcg.org



TERREBONNE PARISH

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CONFIDENTIALITY NOTICE

JUNE 30, 2017 - MONTH LAST CLOSED

ACCT: 151-912-8316-01

GENERAL FUND
EMERGENCY PREPAREDNESS
COMMUNICATION EQUIP SERVICES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	45,500	32,001.96	19,215	5,717-
CLOSED:				
2011	61,000	63,474.62	N/A	2,475-
2012	63,600	66,196.47	N/A	2,596-
2013	60,953	41,534.75	N/A	19,418
2014	44,000	43,708.00	N/A	292
2015	45,500	43,986.56	N/A	1,513
2016	45,500	45,110.69	N/A	389

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT

SCR

CF04 = DSP

CF06 = DSP

ENCUMBRANCE

ACCOUNT EXCEEDS BUDGET AMOUNT

DETAIL

CF08 = PRT DETAIL

Section VII

Felicia Aubert

From: Tammy Duplantis
Sent: Friday, August 11, 2017 4:16 PM
To: Kandace Mauldin; Kayla Dupre
Cc: Earl Eues; Felicia Aubert; Jill Becnel
Subject: 2017 & 2018 Budget Adjustments

Good Afternoon,

Per your conversation with Earl,
2017 Budget Adjustments:

- Please do a budget adjustment of \$10,000 to account #151-912-8316-01 (Communication Equip.) to cover the expenses through the remainder of the year in which was in the 2017 Budget Proposal #1.
- ✓ • Please move \$27,979.00 from account 151-912-8915-01 (Office Equipment) to 659-194-8912-08 (Terrebonne Emergency Operations Center Parish Project 14-EOC-03) account to cover the cost of the AV Equipment Invoice.
- Please move the remaining \$9,639 from account 151-912-8915-01 (Office Equipment) to 151-912-8225-01 and the remaining \$3,685 from account 151-912-8915-03 (Computer Equipment) to 151-912-8225-01 to cover the upcoming expenses per your discussion with Earl.

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- Please add \$21,000 to Capital Outlay for the installation of electrical equipment installation of the Command Post Hook-up.

If you should have any further questions, please contact me.

Thanks and Have a Great Day!

Tammy Duplantis

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101 Government St.
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tduplantis@tpcg.org



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CONFIDENTIALITY NOTICE

This electronic message transmission contains information from the desk of Tammy Duplantis, which may be confidential or privileged. The information is intended to be for the use of the individual or entity named above. If you are not the intended

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT
2018 - FIVE YEAR CAPITAL OUTLAY
FUND 659 - CAPITAL PROJECTS CONTROL**

659-194-8912-08
EMERGENCY OPERATIONS CENTER
PROJECT # 13-OEP-30 & 14-EOC-03

TOTAL FUNDING	\$	7,374,219
EXPENDITURES THRU 12/31/16		(5,504,972)
PROJECT BALANCE	\$	<u>1,869,247</u>

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2017	2018	2019	2020	2021	2022
Jan-09	ORD 7566	GENERAL FUND	500,000						
Nov-11	ORD 8072	GENERAL FUND	1,500,000						
Feb-14	ORD 8398	TO 659-194-8912-12	(39,760)						
Jan-15	ORD 8494*	GENERAL FUND	700,000						
Jan-15	ORD 8501	FACILITY PLANNING AND CONTRL	2,390,000						
Mar-15	ORD 8520	FROM 659-194-8932-15 GEN FUND	346,000						
Nov-15	ORD 8654**	FACILITY PLANNING AND CONTRL	1,950,000						
Sep-17	PENDING BA	FROM 151-912-8915-01		27,979					
LESS PRIOR YEARS EXPENDITURES			(5,504,972)						
FUNDS AVAILABLE			\$ 1,841,268	\$ 27,979	\$ -	\$ -	\$ -	\$ -	\$ -

* Ord 8473, Oct 14 dedicated \$700,000 for 2015
**Funds committed for July 2016.

ENGINEER/ARCHITECT: HOUSTON J. LIRETTE, JR.
DESCRIPTION: TO CENTRALIZE EMERGENCY OPERATIONS IN TERREBONNE PARISH.

JUNE 30, 2017 - MONTH LAST CLOSED

ACCT: 151-912-8915-01

GENERAL FUND
EMERGENCY PREPAREDNESS
OFFICE EQUIPMENT

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				
2017	73,471	37,175.15	0	36,296
CLOSED:				
2011	558	.00	N/A	558
2012	0	.00	N/A	0
2013	0	.00	N/A	0
2014	10,290	8,644.00	N/A	1,646
2015	1,646	.00	N/A	1,646
2016	34,196	.00	N/A	34,196

ENTER = CONTINUE CF04 = DSP DETAIL
CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
 JUNE 30, 2017 - MONTH LAST CLOSED

ACCT: 151-999-9106-59
 GENERAL FUND
 OPERATING TRANSFERS
 CAPITAL PROJECT CONTROL FUND

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN: 2017	0	.00	0	0
CLOSED:				
2011	0	.00	N/A	0
2012	3,456,591	3,456,591.00	N/A	0
2013	2,088,893	2,088,893.00	N/A	0
2014	2,452,528	2,452,528.00	N/A	0
2015	4,021,580	4,021,580.00	N/A	0
2016	657,170	657,170.00	N/A	0

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

ACCT: 659-000-7101-51
CAPITAL PROJECTS CONTRL
NO DEPARTMENT NAME
GENERAL FUND

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	0	.00	0	0
CLOSED:				
2011	0	.00	N/A	0
2012	3,456,591	3,456,591.00-	N/A	0
2013	2,088,893	2,088,893.00-	N/A	0
2014	2,452,528	2,452,528.00-	N/A	0
2015	4,021,580	4,021,580.00-	N/A	0
2016	657,170	657,170.00-	N/A	0

ENTER = CONTINUE CF04 = DSP DETAIL
CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

ACCT: 659-194-8912-08
CAPITAL PROJECTS CONTRL
GOVERNMENT BUILDINGS
EMERGENCY OPERATIONS CENTER

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	1,841,268	1,470,310.50	13,050	357,908
CLOSED:				
2011	1,770,600		N/A	1,770,600
2012	1,770,600	3,000.00	N/A	1,767,600
2013	1,767,600	387.00	N/A	1,767,213
2014	1,727,453	237,409.40	N/A	1,490,044
2015	4,926,044	195,055.12	N/A	4,730,989
2016	6,680,989	4,839,721.15	N/A	1,841,268

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



Monday, August 21, 2017

Item Title:

Resolution to Award Bid 17-DRA-29 Purchase of Two (2) New/Unused Motorized Sand Hoppers

Item Summary:

RESOLUTION: Concurring with the recommendation of Parish Administration to award Bid 17-DRA-29 Purchase of Two (2) New/Unused Motorized Sand Hoppers to the lowest qualified bidder, State Machinery & Equipment Sales, Inc.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	8/17/2017	Executive Summary
Resolution	8/17/2017	Resolution
Bid Documents and Support Material	8/17/2017	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

RESOLUTION: Bid 17-DRA-29 Purchase of Two (2) New/Unused Motorized Sand Hoppers

PROJECT SUMMARY (200 WORDS OR LESS)

Award to the lowest qualified bidder, Machinery & Equipment Sales Inc. and reject the bid of Quick-Fill LLC

PROJECT PURPOSE & BENEFIT (150 WORDS OR LESS)

The sand hoppers speed the process of filling sand bags for higher volume in anticipations of and/or during inclement weather

TOTAL EXPENDITURE

\$40,000.00

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

☒ ACTUAL

☐ ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

☐ N/A

☐ NO

☒ YES

IF YES AMOUNT BUDGETED: \$40,000.00

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

☒ PARISHWIDE

☐ 1

☐ 2

☐ 3

☐ 4

☐ 5

☐ 6

☐ 7

☐ 8

☐ 9

Signature

Date

OFFERED BY:

SECONDED BY:

RESOLUTION NO. _____

WHEREAS, on August 3, 2017 bids were received by the Terrebonne Parish Consolidated Government for Bid 17-DRA-29 Purchase of Two (2) New/Unused Motorized Sand Hoppers for the Forced Drainage Division of the Public Works Department, and

WHEREAS, after careful review by the Purchasing Division, Carl Ledet, Forced Drainage Superintendent and Mike Toups, Public Works Director it has been determined that State Machinery & Equipment Sales Inc. provided the lowest qualified bid in the amount of Twenty Thousand Dollars (\$20,000.00) per unit and the bid of Quick-Fill LLC must be rejected for failure to comply with the "Requirements and Instruction for Bidders", and

WHEREAS, Parish Administration has concurred with the recommendation that the bid of State Machinery & Equipment Sales Inc. be accepted for Bid 17-DRA-29 Purchase of Two (2) New/Unused Motorized Sand Hoppers at the aforementioned price as per attached documents, and

NOW, THEREFORE BE IT RESOLVED by Terrebonne Parish Council (Budget and Finance Committee), on behalf of the Terrebonne Parish Consolidated Government, that the recommendation of the Parish Administration be accepted for the purchase of the sand bagging equipment as per attached documents

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:

ABSENT:

The Chairman declared the resolution adopted this _____ day of _____, 2017.

Purchasing Bid Form Listing **TPCG Secure Login**
Gina Bergeron - gbergeron@tpcg.org
[Main Menu](#) [Help](#) [Logout](#)

Purchasing Bid Form Listing > Maintenance Bid: '2446'

[<- Return to List](#)[Approval Details](#)[Printer Version](#)

Bid Form Id: 2446

Bid Name: Bid 17-DRA-29 Purchase of Two (2) New/Unused Motc

* Bids Opened By: Gina Bergeron

* Department: Public Works Department

* Division:

Bid Type: Bid Cover Sheet

Approval Sequence:

1. Reviewer - approved on 08/08/2017 by purh03
2. Division Head - approved on 08/09/2017 by cledet
3. Department Head - approved on 08/09/2017 by mctoups
4. Chief Financial Officer - approved on 08/10/2017 by kmauldin
5. Parish Manager - approved on 08/11/2017 by admin02
6. Parish President - approved on 08/17/2017 by gdove
7. Purchasing Manager - approved on 08/17/2017 by purh03

* Date: 08/03/2017 (mm/dd/yyyy)

Related RFB: Two (2) motor operated (2) cubic yard sand hoppers capable of handling...

Charge Account: 252-351-8422-83

Estimated Price: 40000.00

Amount Budgeted: .00

Status: Complete

Comments: Two bids were submitted. State Machinery & Equipment. Inc. provided the proper documentation as required by the "Instructions for Bidders". The bid of Quick-Fill, LLC must be rejected for failure to comply with the "Instructions for Bidders". The file is being forwarded to the requesting division for review of compliance with the specifications. The division will insert the "Award Bid To" and "Award Amount" in the fields below if applicable.

Award Bid To: _____

Award Amount: .00

Bidders:

* Name:
* Amount:
* Check:
* Bond:

Additional Departments

Department	Division	ChargeAccount
------------	----------	---------------

Documents:

DOC080317.pdf - Added By Gina Bergeron
(purh05)

Bid Document and
Tabulation

[Edit](#)[Delete](#)[Add New Document](#)

* Denotes required fields.

Bid added by Gina Bergeron on 08/03/2017

Bid Cover Sheet

Bid Name: Bid 17-DRA-29 Purchase of Two (2) New/Unused Motorized Sand Hoppers

Bid(s) Received: 1 **Bid Date:** 08/03/2017 **Bids Opened By:** Gina Bergeron

<u>Bidder's Name:</u>	<u>Amount:</u>	<u>Check:</u>	<u>Bond:</u>
State Machinery & Equipment	\$40,000.00		0.00

Award Bid To: **Amount:** .00

Purshasing Department Comments:

Two bids were submitted. State Machinery & Equipment. Inc. provided the proper documentation as required by the "Instructions for Bidders". The bid of Quick-Fill, LLC must be rejected for failure to comply with the "Instructions for Bidders". The file is being forwarded to the requesting division for review of compliance with the specifications. The division will insert the "Award Bid To" and "Award Amount" in the fields below if applicable.

OFFICIAL BID FORM
SECTION "A"

TO: TPOG
Forced Drainage Division
Post Office Box 2768
Houma, LA 70361

FROM: State Machinery & Equip. Sales, Inc.
160 W. Airline Hwy
Kenner, LA 70063
PHONE: 504-464-0431
EMAIL: MC DANIEL219@yahoo.com

Bid 17-DRA-29 Purchase of Two (2) New/Unused Motorized Sand Hoppers
Delivery shall be within 14 calendar days after receipt of order (ARO)

The undersigned bidder hereby declares and represents that she/he; a) has carefully examined and understands the Bidding Documents, b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) hereby proposes to provide the equipment specified herein, all in strict accordance with the Bidding Documents prepared by: TPOG Purchasing Division and dated July 2017

Item No.	Quantity	Item Description	Make/Model	Unit Price (numerically)	Extended Price (numerically)
1	2	Motorized 2 Cubic Yard Sand Hopper (including shipping)	Sandbagger M2	\$ <u>20,000.00</u>	\$ <u>40,000.00</u>

Unit Price Written in Words: Twenty thousand dollars

Extended Price Written in Words: Forty thousand dollars

Bidders must acknowledge all addenda. The Bidder acknowledges receipt of the following Addenda:
(Enter the number assigned to each of the addenda that the Bidder is acknowledging)

NAME OF BIDDER: State Machinery & Equip. Sales, Inc.
ADDRESS OF BIDDER: 160 W. Airline Hwy
Kenner, LA 70063

OFFICIAL BID FORM
SECTION "A"
(Continued)

NAME OF AUTHORIZED SIGNATORY BIDDER (type or print): Edward L. Renton, Jr.

SIGNATURE OF AUTHORIZED SIGNATORY BIDDER ** 

TITLE OF AUTHORIZED SIGNATORY BIDDER: President

DATE: 7/26/17

** Signature Authorization. Written evidence of the person signing the bid SHALL be submitted at the time of bidding, in accordance with LA R.S. 38:2212(B)(5)

**OFFICIAL BID FORM
SECTION "A"**

TO: TPCG
Forced Drainage Division
Post Office Box 2768
Houma, LA 70361

FROM: Jerry VanHoosen
Quick-Fill LLC
PHONE: 303-908-8900
EMAIL: Jerry@q-fill.com

**Bid 17-DRA-29 Purchase of Two (2) New/Unused Motorized Sand Hoppers
Delivery shall be within 14 calendar days after receipt of order (ARO)**

The undersigned bidder hereby declares and represents that she/he; a) has carefully examined and understands the Bidding Documents, b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) hereby proposes to provide the equipment specified herein, all in strict accordance with the Bidding Documents prepared by: TPCG Purchasing Division and dated July 2017

Item No.	Quantity	Item Description	Make/Model	Unit Price (numerically)	Extended Price (numerically)
1	2	Motorized 2 Cubic Yard Sand Hopper (including shipping)	Quick-Fill Sandbagger with vibrator attachment Quantity: 4 (shipping included)	\$ 4,279	\$ 17,116

Unit Price Written in Words: Four thousand two hundred seventy nine dollars

Extended Price Written in Words: Seventeen thousand one hundred sixteen dollars

Bidders must acknowledge all addenda. The Bidder acknowledges receipt of the following **Addenda:**
(Enter the number assigned to each of the addenda that the Bidder is acknowledging)

NAME OF BIDDER: Quick-Fill LLC

ADDRESS OF BIDDER: 5495 East 69th Avenue
Commerce City, CO 80022

OFFICIAL BID FORM
SECTION "A"
(Continued)

NAME OF AUTHORIZED SIGNATORY BIDDER (type or print): Jerry VanHoosen JR

SIGNATURE OF AUTHORIZED SIGNATORY BIDDER ** 

TITLE OF AUTHORIZED SIGNATORY BIDDER: President

DATE: 08/01/2017

**** Signature Authorization. Written evidence of the person signing the bid SHALL be submitted at the time of bidding, in accordance with LA R.S. 38:2212(B)(5)**