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# **TERREBONNE PARISH COUNCIL**

## **BUDGET AND FINANCE COMMITTEE**

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



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

### **AGENDA**

March 6, 2017  
5:30 PM

Parish Council Meeting Room

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**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:** Concurring with Parish Administration to declare obsolete items as surplus from various parish departments/divisions.
2. **RESOLUTION:** Approving the recommendation of Administration and the Risk Management Department to accept the estimated amount for Team Sports premiums effective for 2017.
3. Adjourn

Category Number:  
Item Number:



Monday, March 6, 2017

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**Item Title:**

INVOCATION

**Item Summary:**

INVOCATION

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Category Number:  
Item Number:



Monday, March 6, 2017

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**Item Title:**

PLEDGE OF ALLEGIANCE

**Item Summary:**

PLEDGE OF ALLEGIANCE

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Category Number:  
Item Number: 1.



Monday, March 6, 2017

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**Item Title:**

Resolution to Declare Obsolete Items as Surplus

**Item Summary:**

RESOLUTION: Concurring with Parish Administration to declare obsolete items as surplus from various parish departments/divisions.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Ex Summary	2/17/2017	Executive Summary
Resolution	2/17/2017	Resolution
Exhibit A	2/17/2017	Backup Material



## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

### PROJECT TITLE

RESOLUTION: Declaring printers, desks, laptops, tablets and miscellaneous equipment from various departments/divisions as surplus.

### PROJECT SUMMARY (200 WORDS OR LESS)

Declaring as surplus various miscellaneous equipment from Civic Center, Drainage, Fire, Housing and Human Services, Planning & Zoning, Police, Registrar of Voters, and Utilities Departments/Divisions to acquire authorization to dispose of items through legally approved methods.

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

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

### TOTAL EXPENDITURE

Anticipated Revenue: \$375.00

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

ACTUAL

ESTIMATED

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

N/A

NO

YES

IF YES AMOUNT  
BUDGETED:

N/A

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

PARISHWIDE

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Signature

2-15-17

Date

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

**WHEREAS**, Louisiana Statutory Law provides for the disposal of surplus movable property having a value of \$5,000.00 or less, in addition to other legally permissible means, at private sale which is, in the opinion of the governing authority, not needed for public purposes; and

**WHEREAS**, the movable property listed in the attached Exhibit A each have a valued of \$5,000.00 or less, as indicated by the values set out next to each item on the attached Exhibit A; and

**WHEREAS**, the parish administration has recommended that the movable property listed in the attached Exhibit A be declared surplus as the items are no longer useful, nor do they serve a public purpose and authorizes immediate award to the highest bidder for all items, including those where the highest bid exceeds \$5,000.00; and

**NOW THEREFORE, BE IT RESOLVED** by the Terrebonne Parish Council that the movable property listed in the attached Exhibit A be declared surplus and grants authorization to dispose of said items by private sale or by any other legally approved method to the highest bidder pursuant to statutory law, including those where the highest bid exceeds \$5,000.00.

UPON VOTE TAKEN, THERE WAS RECORDED:

YEAS

NAYS:

NOT VOTING:

ABSENT:

The Chairman of the Terrebonne Parish Council declared this Resolution ADOPTED / NOT ADOPTED on this \_\_\_\_ day of \_\_\_\_\_, 2017.

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CHAIR

**Exhibit "A"**  
**February 2017 Surplus List**

**Civic Center:**

2 - Sweater / \$0  
5 - Shirts / \$0  
11 - Jackets / \$0  
1 - Boots / \$0  
1 - Slippers / \$0  
15 - Shoes / \$0  
3 - Phone / \$0  
1 - Cup / \$0  
6 - Hats / \$0  
1 - Notebook / \$0  
4 - Keys / \$0  
5 - Bag / \$0  
1 - Helmet / \$0  
3 - Rings / \$0  
8 - Glasses / \$0  
1 - Collar / \$0  
1 - Silverware / \$0  
3 - Toys / \$0  
8 - Bracelet / \$0  
6 - Sunglasses / \$0  
1 - Tassel / \$0  
1 - Camera Case / \$0  
2 - Adding Machines / \$0  
1 - Chain & Pendant / \$0  
1 - Hair Bow / \$0  
2 - Earring / \$0  
1 - Keyboard / \$0  
2 - Cap / \$0  
1 - Igloo Bag / \$0  
1 - Cape / \$0  
1 - Blanket / \$0  
1 - Beanie / \$0  
2 - Cardigan / \$0  
2 - Scarf / \$0  
1 - Mardi Gras Bag / \$0  
2 - Pair Earrings / \$0  
1 - Flip Flops / \$0  
2 - Shoe / \$0  
1 - Mug / \$0  
1 - Body Suit / \$0  
1 - Tray w/Lock / \$0  
1 - Shawl / \$0  
1 - Slipper / \$0  
2 - Black Lights / \$0  
1 - Sweatshirt / \$0  
1 - Vest / \$0  
5 - Necklace / \$0



- 1 – Earpiece / \$0
- 1 – Makeup & Bag / \$0
- 1 – Charger / \$0
- 1 – Pair Gloves / \$0
- 1 – Flask / \$0
- 1 – Wire / \$0
- 1 – Wallet / \$0
- 1 – Remote / \$0
- 1 – Pair Cufflinks / \$0
- 1 – Costume / \$0
- 1 – Graduation Gown / \$0
- 2 – Graduation Cap / \$0

**Drainage:**

- 1 – L-Shaped Fuel Tank / \$50.00
- 1 – L-Shaped Fuel Tank / \$50.00
- 1 – Aluminum Tool Box / \$20.00
- 1 – Aluminum Tool Box / \$30.00

**Fire Department:**

- 2 – Samsung Galaxy Tablet / \$100

**Housing & Human Services:**

- 1 – Dell Laptop / \$0
- 1 – Dell Laptop / \$0
- 1 – Latitude D630 / \$0
- 1 – Latitude D630 / \$0

**Planning & Zoning:**

- 1 - Printer / \$0
- 1 - Printer / \$0
- 1 - Calculator / \$0
- 1 – Small Metal Frame Desk / \$0
- 1 – Fujitsu FI5530C2 Desk Top Scanner / \$75
- 1 – Rubbermaid Computer Desk/ \$0
- 1 – Lexmark Pro 905 Printer / \$0
- 1 – HP Deskjet 5650 Printer / \$0
- 1 – Toner Cassette / \$0
- 4 – Brother Print Cartridges / \$0
- 3 – Lexmark Print Cartridges / \$0

**Police:**

- 2 – Meter Bolt / \$0
- 2 – Meter Top / \$0
- 310 – Meter Lens / \$0
- 27 – Meter Caps / \$0
- 1 – Meter House / \$0
- 2 – 1 Hr Meter / \$0
- 3 – 2 Hr Meter / \$0
- 12 – 4 Hr Meter / \$0
- 4 – Sirens / \$0
- 4- Lights / \$0

- 1 – Shift Lever / \$0
- 2 – Battery/Charger / \$0

**Registrar of Voters:**

- 1 – Desk Chair / \$0
- 1 – Water Cooler / \$20
- 1 – Simplex 1605-9051 Time Clock / \$30
- 1 – Swintec Typewriter / \$0

**Utilities:**

- 1 – Dell Laptop / \$0



Monday, March 6, 2017

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**Item Title:**

2017 - 2018 Team Sports coverage

**Item Summary:**

RESOLUTION: Approving the recommendation of Administration and the Risk Management Department to accept the estimated amount for Team Sports premiums effective for 2017.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
2017 Executive Summary for Team Sports coverage	2/21/2017	Executive Summary
Resolution requesting approval of estimated Team Sports premiums	2/21/2017	Resolution
2017 Team Sports Brochure	2/21/2017	Backup Material



## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

### PROJECT TITLE

2017 Team Sports Coverage

### PROJECT SUMMARY (200 WORDS OR LESS)

Presentation of approximate cost to purchase Team Sports Insurance coverage for 2017 for basketball, baseball, softball, football, volleyball, and swimming teams.

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

It is the recommendation of Administration and the Risk Management Department that the approximate cost of \$65,000.00 to \$68,000.00 be accepted to purchase Team Sports Insurance coverage for 2017 basketball, baseball, softball, football, volleyball, and swim teams.

### TOTAL EXPENDITURE

Approximately \$65,000.00 to \$68,000.00 depending on number of Teams.

ACTUAL

ESTIMATED

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

N/A

NO

(YES)

IF YES AMOUNT  
BUDGETED:

\$68,000.

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

PARISHWIDE

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Signature

2/17/2017

Date

WHEREAS, Terrebonne Parish Consolidated Government (TPCG) is authorized to provide Team Sports Insurance Coverage through its Department of Risk Management; and

WHEREAS, Administration and the Risk Management Department estimate the cost for Team Sports Insurance coverage for 2017 to be approximately \$65,000.00 to \$68,000.00 and submits a recommendation for Team Sports Insurance coverage; and

WHEREAS, it is the recommendation of Administration and the Risk Management Department that the Team Sports Insurance premiums become accepted effective for 2017.

NOW THEREFORE BE IT RESOLVED, by the Terrebonne Parish Council (Budget and Finance Committee) on behalf of the Terrebonne Parish Consolidated Government that the recommendation of Administration and the Risk Management Department is to accept the estimated amount for Team Sports premiums effective for 2017.

Accident Medical Coverage is provided by Nationwide Life Insurance Company. Liability coverage is underwritten by Nationwide Mutual Insurance Company.

THIS PROGRAM IS ADMINISTERED BY:  
K&K Insurance Group, Inc.  
P.O. Box 2338  
Fort Wayne, IN 46801-2338  
Phone: 800-722-5676 • Fax: 260-459-5105  
Website: [www.nrpainsurance.com](http://www.nrpainsurance.com)  
Email: [info@nrpainsurance.com](mailto:info@nrpainsurance.com)

#### IMPORTANT APPLICATION INSTRUCTIONS:

Complete and return the application enclosed, along with your payment. Full payment must be submitted before Liability Insurance Certificates or Accident Insurance Summary Plan Descriptions will be issued. NO DEPOSITS WILL BE ACCEPTED.

The following are to be understood by the applicant:

- Coverage will be in effect for a period of one year from the day following the date the application is received by K&K, or on a later date as specified. When applying online, coverage will be in effect from one year of the specified effective date.
- All teams in an insured League, Conference, or Association must be covered under the Combined Coverage.
- The premium developed by your application will be the minimum premium for coverage.
- Membership to NRPA is mandatory.
- A Release of Liability and Waiver document must be signed by each participant and parent/guardian (if under age 18) and maintained by the applicant team/league.
- Sexual Abuse & Molestation Coverage available-online purchases only.

This is not a contract of insurance. This brochure is a brief description of the important features of the insurance plan. The descriptions contained here are not a complete description of all terms, conditions and exclusions in the coverage. This brochure is for illustrative purposes only and is not a contract of insurance. You must refer to the actual policy for complete information regarding coverage terms, conditions and exclusions as they may change from one coverage period to the next. You may request a copy of the full policy by submitting a written request to us. Please keep this information as a reference.

K&K Insurance Group, Inc. is a licensed insurance producer in all states (TX license #13924); operating in CA, NY and MI as K&K Insurance Agency (CA license #0334819)

1929 11/16

## 2017 NRPA-sponsored Team Sports Combined Liability and Accident Insurance Coverage

Liability insurance up to  
**\$2,000,000**  
**PLUS** Excess Accident Medical  
up to **\$250,000**  
and  
up to **\$25,000** for  
accidental death and specific loss



**NRPA** National Recreation  
and Park Association

**NRPA MEMBERSHIP IS  
REQUIRED FOR THIS COVERAGE.**

## For a winning combination of dependable protection and affordable member-only rates ... Choose NRPA-sponsored Team Sports Combined Liability & Accident Insurance Coverage!

In today's litigious environment, good risk management calls for organizations engaged in sports to "cover all the bases." Here's an ideal way to protect your organization against multiple risks – with **NRPA-sponsored Team Sports Combined Liability and Accident Insurance Coverage**. This combined coverage provides valuable protection for multiple risks, on and off the playing field. (See inside for a description of benefits.) We think you'll agree, this coverage is a smart choice – one your organization can't afford to be without!

#### Coverage Limits:

- \$2,000,000 General Liability/\$2,000,000 Legal Liability to Participants\*  
Up to \$250,000 Excess Accident Medical Benefit — Plan through age 18  
Up to \$100,000 Excess Accident Medical Benefit — Plan ages 19 and over  
Up to \$250,000 Excess Accident Medical Benefit — Sports Camps & Clinics
- \$2,000,000 Hired Auto and Employers' Non-ownership Liability (not provided while in Hawaii)
- \$2,000,000 Professional Liability
- \$25,000 Accidental Death and Specific Loss Benefit

#### Affordable Team Costs

Class A Sports - Rates (per team)*				
Max. Age	Basketball	Baseball	Softball	Volleyball
12 yrs.	\$110.00	\$110.00	\$110.00	\$110.00
16 yrs.	\$133.00	\$133.00	\$133.00	\$133.00
18 yrs.	\$185.00	\$185.00	\$185.00	\$185.00
19 & over	\$350.00	\$350.00	\$350.00	\$350.00

#### Class B Sports - Rates (per team)\*

Note: Participant Legal Liability is limited to \$1,000,000 for Class B sports.

Max. Age	Soccer	Soccer w/Brain Injury Excluded	Street, Field, Floor & Roller Hockey	Street, Field, Floor & Roller Hockey w/Brain Injury Excluded	Ice Hockey	Ice Hockey w/Brain Injury Excluded	Lacrosse	Lacrosse w/Brain Injury Excluded
12 yrs.	\$131.00	\$121.00	\$150.00	\$142.00	\$188.00	\$175.00	\$184.00	\$174.00
16 yrs.	\$159.00	\$149.00	\$178.00	\$170.00	\$217.00	\$204.00	\$213.00	\$203.00
18 yrs.	\$159.00	\$149.00	\$232.00	\$224.00	\$270.00	\$257.00	\$267.00	\$257.00
19 & over	N/A	N/A	\$263.00	\$255.00	\$308.00	\$293.00	\$306.00	\$293.00

#### Affordable Member-Only Costs

Class A Sports - Rates (per individual/participant)					Class B Sports - Rates (per individual/participant)		
					Note: Participant Legal Liability is limited to \$1,000,000 for Class B sports.		
Max. Age	Swimming	Track & Field	Tennis	Golf	Max. Age	Wrestling	Wrestling
18 yrs.	\$6.35	\$6.35	\$2.13	\$2.13	18 yrs.	\$11.29	\$11.02
19 & over	\$9.48	\$11.54	\$4.20	\$4.20	19 & over	N/A	N/A

#### Day Camps & Clinics (per person/per day)

Note: Participant Legal Liability is limited to \$1,000,000 for Camps/Clinics.

Max. Age	Day Camps & Clinics
18 yrs. (youth)	\$2.03
19 yrs. & over (adult)	N/A

\*Please note that the total rate noted above includes both premium and a Risk Purchasing Group (RPG) fee of \$15.00; NRPA receives \$5.00 of the total RPG fee.



## LIABILITY INSURANCE

**Description** – Commercial General Liability, including Bodily Injury, Property Damage, Personal Liability, and Products Liability.

**Limits of coverage** – \$2,000,000 General Liability/\$2,000,000 Legal Liability to Participants\*.

### Major coverages under this Liability Insurance include:

- Maintenance or use of ball parks & fields, stands and playing areas, including: all activities necessary or incidental to the conduct of practice, exhibition, post season and scheduled games
- Consumption or use of food products
- Cost of investigation and defense against claims, even if groundless
- Personal and advertising liability
- Participant legal liability
- Professional Liability

**Who is covered** – The insured League or Conference, its teams, sponsors, officers, directors, managers, coaches, umpires, referees and other managing personnel and auxiliaries while acting on behalf of the insured League or Conference or one or more of its teams; the additional interest of playing facilities (City, Municipality, School District, etc.).

**Notable exclusions include:** Nuclear Energy • Asbestos Exclusion • Total Fireworks • Employment-Related Practices • Bodily Injury to Employees • Medical Payments to Participants • Player vs. Player • Adult Soccer • Adult Wrestling • Rugby • Diving • Professional and/or Semi-Professional Athletic Participants • Collegiate Athletic Participants • Rape, Molestation or Sexual Abuse • Hammer and/or Javelin Activities • Lifeguarding Activities • Inflatables • Climbing Walls • War • Terrorism • Cryogenic Chambers/Therapy

Legal Liability to Participants is limited to \$1,000,000 for Class B Sports and Camps/Clinics.

## ACCIDENT INSURANCE

### Excess Accident Medical Expense Benefit

#### Limits of accident insurance coverage

– The maximum payable for each Insured youth through age 18 per covered accident is \$250,000. The maximum payable for covered adult activities for ages 19 and over is \$100,000.

**Deductible** – For coverage of youth activities through age 18, there is no deductible. The deductible applicable for all other covered adult activities if there is no other valid or collectible insurance is \$500.

**When benefits are paid** – The plan pays for covered medical expenses starting within 90 days from the date of the accident causing the injury. We will pay all covered expenses incurred within 3 years from such date, less the deductible (if any) and not to exceed the maximum benefit amounts.

#### Covered accident medical expenses include:

- Usual and customary charges required to be paid for treatment by a doctor or dentist
- Hospital confinement or outpatient care in a duly licensed hospital
- Nursing care by a registered graduate nurse
- Emergency ambulance service
- Prescribed drugs, medicines and other therapeutic services and supplies

Additionally, the following coverage is included:

- (a) Hospital Room and Board
- (b) Doctor's Visits

**Excess provision** – Accident Medical Benefits are payable in excess of all other valid and collectible group insurance – including Major Medical, Automobile Medical policies and HMO plans.

### Accidental Death and Specific Loss Benefit

If, as the result of an accident, a covered injury causes the death or loss of sight or limbs of the insured, a benefit amount will be paid upon receipt of due proof that:

- (a) The insured sustained a loss of the type listed below within 365 days after suffering the covered injury, and
- (b) Such loss resulted directly and independently of all other causes from such injury.

Type of Loss:	Benefit Amount:
Life .....	\$25,000

**\$500,000 Aggregate Limit** – The benefits paid for Accidental Death and Specific Loss are limited to an aggregate amount of \$500,000. This is the maximum amount the Plan will pay for injuries to a group of insured persons as the result of the same covered accident. Benefits will be divided among the insured persons in proportion to the actual loss incurred.

**Who is covered – Try-Out Season:** During early preseason try-outs, insurance will extend to every person engaging in scheduled practice sessions or games.

**Playing Season:** After the start of the playing season, insurance will cover all persons whose names are registered as eligible team members with the insured League or Conference. In addition to registered players, the plan will cover the coaches, trainers, managers, volunteers, volunteer umpires, referees and hired officials while acting in their official capacities at scheduled games or practice sessions. Coverage is effective both during the pre-season and regular playing seasons.

**When they are covered** – The Plan provides coverage while:

- a) Participating in scheduled games and practice sessions for youth activities (must be supervised NRPA league/conference/association or an adult member of that league/conference association)
- b) Participating in occasional fund raising events
- c) traveling in a group directly to or from a scheduled game or practice session that is directly supervised by the Plan Sponsor or one of its member organizations

**Exclusions:** suicide, sickness, dental treatment, intoxication, replacement of hearing aids & felony.

For a complete list of exclusions refer to: [www.nrpainsurance.com](http://www.nrpainsurance.com)

This insurance does not apply to the extent that trade or economic sanctions or other laws or regulations prohibit us from providing insurance, including, but not limited to, the payment of claims.

### Apply today!

See back cover for important application instructions.

**Questions?** Call the Program Administrator, K&K Insurance at (800) 722-5676.

You can also visit us at:  
**[www.nrpainsurance.com](http://www.nrpainsurance.com)**  
and apply/pay online!

Fax: (260) 459-5105

