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

**Dirk Guidry**  
**CHAIRMAN**

**Steve Trosclair**  
**VICE-CHAIRPERSON**  
**DISTRICT 1**

**John Navy**

**DISTRICT 2**  
**Arlanda J Williams**

**DISTRICT 3**  
**Gerald Michel**

**DISTRICT 4**  
**Scotty Dryden**



2nd Floor, Council Meeting Room  
Government Tower, 8026 Main Street  
Houma, Louisiana

**AGENDA**

Wednesday, September 13, 2017  
6:00 PM

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.

**Venita H. Chauvin,**  
**COUNCIL CLERK**

**DISTRICT 5**

**Christa Duplantis-Prather**  
**DISTRICT 6**

**Darrin Guidry**

**DISTRICT 7**

**Al Marmande**

**DISTRICT 8**

**Dirk Guidry**

**DISTRICT 9**

**Steve Trosclair**

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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**

**APPROVE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON AUGUST 9, 2017**

**DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON AUGUST 23, 2017**

**DISTRIBUTE THE MINUTES OF THE SPECIAL COUNCIL SESSION HELD ON SEPTEMBER 5, 2017**

**APPROVE ACCOUNTS PAYABLE BILL LISTS FOR 8/28/2017, 9/5/2017 & 9/11/2017**

**APPROVE MANUAL CHECK LISTING-JULY 2017**

**1. GENERAL BUSINESS:**

- A. Congratulating Mrs. Mary Crochet upon her retirement and commending her for 37 years of service to the City of Houma - Terrebonne Parish Consolidated Government.
- B. Proclaiming September 22 and 23, 2017 as **"Best of the Bayou Festival Weekend in Houma-Terrebonne"**.
- C. Proclaiming September 17 through 23, 2017 as **"Constitution Week in Houma-Terrebonne"**.
- D. Proclaiming September 2017 as **"Workforce Development Professionals Month in Houma-Terrebonne"**.

## 2. PUBLIC WISHING TO ADDRESS THE COUNCIL:

- A. The following individuals from the public would like to address the Council relative to Recreation:
  - 1. **Mr. Logan "Hank" Babin, III** - Bayou Country Sports Park and Recreation
  - 2. **Mr. Colin Seibert** - Recreation inefficiency
  - 3. **Ms. Kate Theriot** - Support of Chamber position on Recreation Systems
  - 4. **Ms. Suzanne Nolfo Carlos** - Recreation
  - 5. **Ms. Aimee Rome** - I want the Council to support the Chamber positions
  - 6. **Mr. Matt Kelso** - Recreation Inadequacies
  - 7. **Mr. Edgar (Ed) Bice, IV** - Bayou Country Sports Complex - What are the Council's plans to see this project get completed.
- B. Mr. Charles Bass would like to address the Council relative to "Drainage Maintenance as related to the Levron Reach of Bayou LaCarpe".
- C. As per speaker cards submitted prior to the beginning of the meeting.

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

- A. An ordinance to declare as surplus a tax property adjudicated to the Terrebonne Parish Consolidated Government, Lots 8, 9, 10, 11 and 12 & 13 and rear portion of Lots 4, 5, 6, & 7 of Argyle Plantation S/D, with an owner of record of James E. Buck, Jr. and to acquire authorization to dispose of said property.
  - 1. Consider adoption of ordinance.
- B. An ordinance to amend the 2017 Adopted Operating Budget and 5-Year Capital Outlay of the Terrebonne Parish Consolidated 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
  - 1. Consider adoption of ordinance.
- C. An ordinance to amend the Civic Center Authorized Contract Agreement User Fee.
  - 1. Consider adoption of ordinance.
- D. An ordinance that will amend the Terrebonne Parish Code to establish Fiscal Oversight of Terrebonne Parish Recreation District No. 11.
  - 1. Consider adoption of ordinance.

## 3. COMMITTEE REPORTS:

- A. Budget & Finance Committee, 09/11/17\*
  - B. Policy, Procedure & Legal Committee, 09/11/17
  - C. Public Services Committee, 09/11/17\*
  - D. Community Development & Planning Committee, 09/11/17 \*\*
- (\*Ratification of minutes calls public hearings on \*9/27/17 and\*\*10/11/17 at 6:30 p.m.)

**4. STREET LIGHTS:**

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

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

- A. Veterans' Memorial District Board:** Two expiring terms (One each representing: Marine Corps League and Legislative Delegation North). Marine Corps League nominates Mr. Richard J. Ricca for re-appointment. Representative Tanner Magee nominates Mr. Ray Lapeyrouse for re-appointment.
- B. Recreation District No. 7 Board:** Two vacancies to fill unexpired terms.
- C. Recreation District No. 3 Board:** One vacancy to fill unexpired term.
- D. Fire District No. 10 Board:** One vacancy to fill unexpired term.

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

- A. Upcoming Vacancies:**
  - Houma-Terrebonne Airport Commission:** One term expiring on 10/06/17.
  - Coastal Zone Management & Restoration:** Four terms expiring on 10/13/17.
  - Recreation District No. 6 Board:** One vacancy due to resignation.

**7. ANNOUNCEMENTS:**

- A. Council Members**
- B. Parish President**

**8. MONTHLY ENGINEERING REPORTS:**

- A.** Milford and Associates, Inc.
- B.** GIS Engineering, LLC.
- C.** Providence Engineering and Design, LLC
- D.** T. Baker Smith

**9. ADJOURN**

Category Number:  
Item Number:



Wednesday, September 13, 2017

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**Item Title:**

INVOCATION

**Item Summary:**

INVOCATION

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Category Number:  
Item Number:



Wednesday, September 13, 2017

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**Item Title:**

INVOCATION

**Item Summary:**

INVOCATION

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Category Number:  
Item Number:



Wednesday, September 13, 2017

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**Item Title:**

PLEDGE OF ALLEGIANCE

**Item Summary:**

PLEDGE OF ALLEGIANCE

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Category Number:  
Item Number:



Wednesday, September 13, 2017

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**Item Title:**

PLEDGE OF ALLEGIANCE

**Item Summary:**

PLEDGE OF ALLEGIANCE

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Category Number:  
Item Number:



Wednesday, September 13, 2017

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**Item Title:**

REGULAR SESSION MINUTES, APPROVE

**Item Summary:**

APPROVE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON AUGUST 9, 2017

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Category Number:  
Item Number:



Wednesday, September 13, 2017

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**Item Title:**

REGULAR SESSION MINUTES, DISTRIBUTE

**Item Summary:**

DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON AUGUST 23, 2017

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Category Number:  
Item Number:



Wednesday, September 13, 2017

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**Item Title:**

SPECIAL SESSION - 9/5/17

**Item Summary:**

DISTRIBUTE THE MINUTES OF THE SPECIAL COUNCIL SESSION HELD ON SEPTEMBER 5, 2017

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Category Number:  
Item Number:



Wednesday, September 13, 2017

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**Item Title:**

Accounts Payable Bill List For 8/28/2017, 9/5/2017 & 9/11/2017

**Item Summary:**

APPROVE ACCOUNTS PAYABLE BILL LISTS FOR 8/28/2017, 9/5/2017 & 9/11/2017

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**ATTACHMENTS:**

**Description**

**Upload Date**

**Type**

Accounts Payable Bill List for 8/28/2017,  
9/5/2017 & 9/11/2017

9/7/2017

Executive Summary



**EXECUTIVE SUMMARY**

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
ACCOUNTS PAYABLE BILL LISTS FOR 8/28/2017, 9/5/2017 & 9/11/2017

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

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

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

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

s/Kandace M. Mauldin, CFO

Signature

September 7, 2017

Date

Category Number:  
Item Number:



Wednesday, September 13, 2017

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**Item Title:**

Manual Check Listing-July 2017

**Item Summary:**

APPROVE MANUAL CHECK LISTING-JULY 2017

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**ATTACHMENTS:**

**Description**

Manual Check Listing-July 2017

**Upload Date**

9/7/2017

**Type**

Executive Summary



**EXECUTIVE SUMMARY**

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
MANUAL CHECK LISTING-JULY 2017

PROJECT SUMMARY (200 WORDS OR LESS)
TO PROVIDE THE COUNCIL A LIST OF THE MANUAL CHECK PAYMENTS MADE TO VENDORS FOR GOODS AND SERVICES.

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

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

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

s/Kandace Mauldin, CFO

Signature

September 7, 2017

Date



Wednesday, September 13, 2017

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**Item Title:**

COMMENDING MRS. MARY CROCHET - RETIRING

**Item Summary:**

Congratulating Mrs. Mary Crochet upon her retirement and commending her for 37 years of service to the City of Houma - Terrebonne Parish Consolidated Government.

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Wednesday, September 13, 2017

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**Item Title:**

PROCLAMATION - BEST OF THE BAYOU WEEKEND

**Item Summary:**

Proclaiming September 22 and 23, 2017 as "**Best of the Bayou Festival Weekend in Houma-Terrebonne**".

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**ATTACHMENTS:**

**Description**

Proclamation

**Upload Date**

9/8/2017

**Type**

Backup Material

# Terrebonne Parish Consolidated Government



## A Proclamation

WHEREAS, the 2017 Best of the Bayou Festival is the sixth annual festival coordinated by the Best of the Bayou Foundation in downtown Houma, and

WHEREAS, the festival, which will be held on Friday and Saturday, September 22 & 23, 2017, promises to have entertainment for all ages with many new programs and activities for those attending this wonderful event, and

WHEREAS, in addition to two musical stages featuring local, state and nationally known musicians to delight all genres of music lovers, there will be various food vendors specializing in all types of mouth-watering delicacies and numerous area arts and crafts vendors to entice shoppers, and

WHEREAS, a new aspect of the festival will be live arts and craft demonstrations, music and dance performances and food prepared by the members of the United Houma Nations, and

WHEREAS, the basic goals of the festival are to attract tourists to our area and to provide local residents with a family friendly activity in their own community, and

WHEREAS, this year, a festival admission fee will be charged to enable the committee to award grants to secondary schools in the parish to enable the individual music departments to further promote music programs and activities for students.

NOW, THEREFORE BE IT PROCLAIMED BY THE TERREBONNE PARISH COUNCIL AND PARISH PRESIDENT Gordon Dove, on behalf of the Terrebonne Parish Consolidated Government, that Friday and Saturday, September 22 and 23, 2017 be hereby declared

**“BEST OF THE BAYOU FESTIVAL WEEKEND IN HOUMA-TERREBONNE”**

And that all residents be encouraged to support this wonderful free source of entertainment for all people.

**GORDON E. DOVE**  
**PARISH PRESIDENT**

**DIRK GUIDRY**  
**COUNCIL CHAIRMAN**

**TERREBONNE PARISH COUNCIL**

<b>JOHN NAVY</b> <i>DISTRICT 1</i>	<b>ARLANDA WILLIAMS</b> <i>DISTRICT 2</i>	<b>GERALD MICHEL</b> <i>DISTRICT 3</i>	<b>SCOTTY DRYDEN</b> <i>DISTRICT 4</i>	<b>CHRISTA DUPLANTIS-PRATHER</b> <i>DISTRICT 5</i>
<b>DARRIN GUIDRY</b> <i>DISTRICT 6</i>	<b>AL MARMANDE</b> <i>DISTRICT 7</i>	<b>DIRK GUIDRY</b> <i>DISTRICT 8</i>	<b>STEVE TROSCLAIR</b> <i>DISTRICT 9</i>	

Category Number: 1.  
Item Number: C.



Wednesday, September 13, 2017

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**Item Title:**

PROCLAMATON - CONSTITUTION WEEK

**Item Summary:**

Proclaiming September 17 through 23, 2017 as "**Constitution Week in Houma-Terrebonne**".

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**ATTACHMENTS:**

**Description**

Proclamation

**Upload Date**

9/8/2017

**Type**

Backup Material

# Terrebonne Parish Consolidated Government



## A Proclamation

*WHEREAS, September 17, 2017 marks the 230<sup>th</sup> anniversary of the signing of the Constitution of the United States of America, September 17 being the date in 1787 that the Founding Fathers, the Framers of our Constitution, completed their work at the Constitutional Convention, and*

*WHEREAS, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate the occasion, and*

*WHEREAS, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week in this great country, and*

*WHEREAS, it is hereby requested that our Stars and Stripes, the flag of our Nation, be flown in the downtown area of the City of Houma during this week to help celebrate this magnificent occasion, and*

*WHEREAS, the Terrebonne Parish Consolidated Government was informed that the Bayou Lafourche Chapter of the National Society, Daughters of the American Revolution recently placed first in State for the Constitution Scrapbook*

***NOW, THEREFORE BE IT RESOLVED,** that the Terrebonne Parish Council, on behalf of the Parish President, Gordon E. Dove, on behalf of the entire Terrebonne Parish Consolidated Government, and in conjunction with the Bayou Lafourche Chapter of the National Society, Daughters of the American Revolution, do hereby proclaim the week of September 17 through 23, 2017 as*

### ***“Constitution Week in Houma-Terrebonne”***

*be congratulated for winning first in State for the Constitution Scrapbook and ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.*

**GORDON E. DOVE**  
**PARISH PRESIDENT**

**DIRK GUIDRY**  
**COUNCIL CHAIRMAN**

### **TERREBONNE PARISH COUNCIL**

<b>JOHN NAVY</b>	<b>ARLANDA WILLIAMS</b>	<b>GERALD MICHEL</b>	<b>SCOTTY DRYDEN</b>	<b>CHRISTA DUPLANTIS-PRATHER</b>
<i>DISTRICT 1</i>	<i>DISTRICT 2</i>	<i>DISTRICT 3</i>	<i>DISTRICT 4</i>	<i>DISTRICT 5</i>
<b>DARRIN GUIDRY</b>	<b>AL MARMANDE</b>	<b>DIRK GUIDRY</b>	<b>STEVE TROSCLAIR</b>	
<i>DISTRICT 6</i>	<i>DISTRICT 7</i>	<i>DISTRICT 8</i>	<i>DISTRICT 9</i>	



Wednesday, September 13, 2017

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**Item Title:**

PROCLAMATION - SUPPORT WORKFORCE DEVELOPMENT

**Item Summary:**

Proclaiming September 2017 as "**Workforce Development Professionals Month in Houma-Terrebonne**".

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**ATTACHMENTS:**

**Description**

Proclamation

**Upload Date**

9/8/2017

**Type**

Backup Material

# Terrebonne Parish Consolidated Government



## A Proclamation

**WHEREAS**, the economic development of every region in our country and the ability of our businesses and industries to compete in the global economy are more than ever before dependent on the availability and quality of a skilled workforce; and,

**WHEREAS**, the complexity and fast-paced change in our economy and labor markets puts new demands on individuals and employers at all levels; and

**WHEREAS**, job seekers need the assistance of knowledgeable and dedicated professionals to facilitate the process by which our workforce identifies, prepares for, obtains, and maintains employment and self-sufficiency; and

**WHEREAS**, employers depend on similar levels of professional services to help them recruit and retain a competitive workforce and continually upgrade the skill sets of their incumbent employees;

**NOW THEREORE BE IT RESOLVED AND IT IS RESOLVED** that Terrebonne Parish Consolidated Government joins with the National Association of Workforce Development Professionals, L.E. Fletcher Technical Community College and the Fletcher Foundation Board in designating the month of September as

*“Workforce Development Professionals Month”*

to honor all those individuals in all the Workforce Development organizations and partnerships who play such as vital role in our econo  
my.

**GORDON E. DOVE**  
**PARISH PRESIDENT**

**DIRK GUIDRY**  
**COUNCIL CHAIRMAN**

**TERREBONNE PARISH COUNCIL**

<b>JOHN NAVY</b> <i>DISTRICT 1</i>	<b>ARLANDA WILLIAMS</b> <i>DISTRICT 2</i>	<b>GERALD MICHEL</b> <i>DISTRICT 3</i>	<b>SCOTTY DRYDEN</b> <i>DISTRICT 4</i>	<b>CHRISTA DUPLANTIS-PRATHER</b> <i>DISTRICT 5</i>
<b>DARRIN GUIDRY</b> <i>DISTRICT 6</i>	<b>AL MARMANDE</b> <i>DISTRICT 7</i>	<b>DIRK GUIDRY</b> <i>DISTRICT 8</i>	<b>STEVE TROSCLAIR</b> <i>DISTRICT 9</i>	



Wednesday, September 13, 2017

**Item Title:**

## Public Wishing to address Council - Recreation

### Item Summary:

The following individuals from the public would like to address the Council relative to Recreation:

1. **Mr. Logan "Hank" Babin, III** - Bayou Country Sports Park and Recreation
2. **Mr. Colin Seibert** - Recreation inefficiency
3. **Ms. Kate Theriot** - Support of Chamber position on Recreation Systems
4. **Ms. Suzanne Nolfo Carlos** - Recreation
5. **Ms. Aimee Rome** - I want the Council to support the Chamber positions
6. **Mr. Matt Kelso** - Recreation Inadequacies
7. **Mr. Edgar (Ed) Bice, IV** - Bayou Country Sports Complex - What are the Council's plans to see this project get completed.

**ATTACHMENTS:**

[illegible]

**TERREBONNE PARISH COUNCIL**  
**S P E A K E R   C A R D**

Please complete this card, *in its entirety*, and turn it in to the Council/Committee Chairman or the Council Clerk prior to the beginning of the meeting.

Thank you.

Name: Logan "Hank" Babin, III Date: SEPT. 13, 2017

Address: 312 Oak Alley Drive, Houma, LA 70360

I wish to address the Council relative to **(two topics only)**: \_\_\_\_\_

Bayou Country Sports Park and Recreation

E-Mail to Venita Chauvin, Council Clerk, [vchauvin@tpcg.org](mailto:vchauvin@tpcg.org)

**TERREBONNE PARISH COUNCIL**  
**SPEAKER CARD**

Please complete this card, *in its entirety*, and turn it in to the Council/Committee Chairman or the Council Clerk prior to the beginning of the meeting.

Thank you.

Name: Colin Seibert Date: SEPT. 13, 2017

Address: 210 Cheyenne Dr.  
Houma, LA 70360

I wish to address the Council relative to (two topics only):

Recreation inefficiency  
\_\_\_\_\_  
\_\_\_\_\_

E-Mail to Venita Chauvin, Council Clerk, [vchauvin@tpcg.org](mailto:vchauvin@tpcg.org)

**TERREBONNE PARISH COUNCIL**  
**SPEAKER CARD**

Please complete this card, *in its entirety*, and turn it in to the Council/Committee Chairman or the Council Clerk prior to the beginning of the meeting.

Thank you.

Name: Kate Theriot Date: SEPT. 13, 2017

Address: 322 Gensley Place Court  
Houma La. 70360

I wish to address the Council relative to (two topics only): \_\_\_\_\_

Support of Chamber position  
on Rec. Districts System

E-Mail to Venita Chauvin, Council Clerk, [vchauvin@tpcg.org](mailto:vchauvin@tpcg.org)

**TERREBONNE PARISH COUNCIL**  
**S P E A K E R   C A R D**

Please complete this card, *in its entirety*, and turn it in to the Council/Committee Chairman or the Council Clerk prior to the beginning of the meeting.

Thank you.

Name: Suzanne Nolfo Carlos Date: Sept. 13, 2017

Address: 4801 Hwy 311, Houma

I wish to address the Council relative to (two topics only): Recreation

\_\_\_\_\_

\_\_\_\_\_

Email to Venita Chauvin, Council Clerk, [vchauvin@tpcg.org](mailto:vchauvin@tpcg.org)

**TERREBONNE PARISH COUNCIL**  
**S P E A K E R   C A R D**

Please complete this card, *in its entirety*, and turn it in to the Council/Committee Chairman or the Council Clerk prior to the beginning of the meeting.

Thank you.

Name: Aimee Rome Date: SEPT. 13, 2017

Address: 517 North French Quarter Dr. Houma LA 70364

I wish to address the Council relative to **(two topics only)**: I want the Council to support the Chamber positions.

E-Mail to Venita Chauvin, Council Clerk, [vchauvin@tpcg.org](mailto:vchauvin@tpcg.org)

**TERREBONNE PARISH COUNCIL**  
**SPEAKER CARD**

Please complete this card, *in its entirety*, and turn it in to the Council/Committee Chairman or the Council Clerk prior to the beginning of the meeting.

Thank you.

Name: Matt Kelso Date: SEPT. 13. 2017

Address: 263 Terra Cane Drive, Houma,  
LA 70360

I wish to address the Council relative to (two topics only):

Recreation Inadequacies  
\_\_\_\_\_  
\_\_\_\_\_

E-Mail to Venita Chauvin, Council Clerk, [vchauvin@tpcg.org](mailto:vchauvin@tpcg.org)

**TERREBONNE PARISH COUNCIL**  
**S P E A K E R   C A R D**

Please complete this card, *in its entirety*, and turn it in to the Council/Committee Chairman or the Council Clerk prior to the beginning of the meeting.

Thank you.

Name: Edgar (Ed) Bice, IV Date: 8/25/17

Address: 245 Lake Decade Ct

Houma, LA. 70360

I wish to address the Council relative to (two topics only): \_\_\_\_\_

Bayou Country Sports Complex - what are the Council's

Plan to see this project get completed.

\_\_\_\_\_



Wednesday, September 13, 2017

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**Item Title:**

Mr. Charles Bass - Drainage Maintenance

**Item Summary:**

Mr. Charles Bass would like to address the Council relative to "Drainage Maintenance as related to the Levron Reach of Bayou LaCarpe".

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**ATTACHMENTS:**

**Description**

Speaker Card

**Upload Date**

9/8/2017

**Type**

Backup Material

## S P E A K E R   C A R D

Please complete this card and turn in to COUNCIL CHAIRPERSON or COUNCIL CLERK prior to "PUBLIC" section of Agenda.

If you wish to address the Council relative to:

\_\_\_ approval of minutes

\_\_\_ approval of accounts payable bill lists

\_\_\_ approval of manual check lists

☒ item under "General Business"

please note before submitting speaker card.

NAME: Charles Bass DATE: 8/31/2017  
ADDRESS: 507 Levron Street

I wish to address the Council regarding: Drainage Maintenance  
as related to the Levron Beach of  
Bayou La Carpe.



Wednesday, September 13, 2017

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**Item Title:**

Public to address Council

**Item Summary:**

As per speaker cards submitted prior to the beginning of the meeting.

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Wednesday, September 13, 2017

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**Item Title:**

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

**Item Summary:**

An ordinance to declare as surplus a tax property adjudicated to the Terrebonne Parish Consolidated Government, Lots 8, 9, 10, 11 and 12 & 13 and rear portion of Lots 4, 5, 6, & 7 of Argyle Plantation S/D, with an owner of record of James E. Buck, Jr. and to acquire authorization to dispose of said property.

1. Consider adoption of ordinance.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
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. &amp; CARLA 3/4

**Mailing Address**P.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
<b>TOTAL</b>	<b>400</b>	<b>40.00</b>	<b>0</b>

**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

<b>Name(s)</b>	<b>Date</b>	<b>Amount</b>	<b>BookPage</b>
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

<b>Homestead?</b>	<b>Name</b>	<b>% Ownership</b>	<b>% Tax</b>	<b>From</b>
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. Louze  
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**

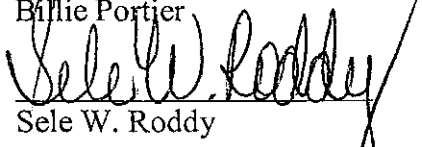
**CONSOLIDATED GOVERNMENT PO BOX 2768 HOUMA, LA 70361**, and having complied with the terms of sale, the tax sale title was adjudicated **100% OF 1/40 OF UNDIVIDED INTEREST OF THE WHOLE** of the tax debtor therein.


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 2<sup>ND</sup> day of JULY, 2013.

Witnesses:

  
Billie Portier

  
Sele W. Roddy

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



Wednesday, September 13, 2017

---

**Item Title:**

2017 Various Items for Budget Amendment

**Item Summary:**

An ordinance to amend the 2017 Adopted Operating Budget and 5-Year Capital Outlay of the Terrebonne Parish Consolidated 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

1. Consider adoption of ordinance.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
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.  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

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](http://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 31<sup>st</sup> of October for the quarter ending September 30, the 31<sup>st</sup> day of January for the quarter ending December 31, the 30<sup>th</sup> day of April for the quarter ending March 31, and the 15<sup>th</sup> 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**

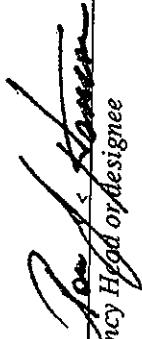
14.1 The Contracting Party agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's 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

  
Agency Head or designee

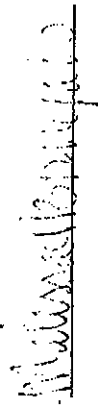
Wiley

\_\_\_\_\_  
Print Name and Title

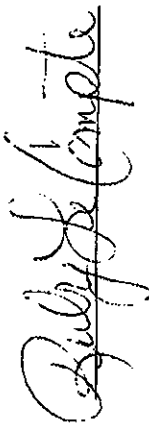
THUS DONE AND SIGNED AT Houma, Louisiana on the 28th day, of November, 2016.

**WITNESSES:**

**Contracting Party**



  
Authorized Person



Jill E Becnel, Budget Assistant  
Print Name and Title

<b>ATTACHMENT A - PLAN</b>	<b>Act 17 of 2016</b>	<b>Schedule 20</b>	<b>NAME OF CONTRACTING PARTY:</b> Houma Downtown Development Corporation
			<b>NAME AND BRIEF NARRATIVE OF PROGRAM:</b> Maintenance and Beautification of Downtown Houma
<b>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></b> 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.			
<b>1. Program Goal</b> <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.			
<b>2. Program Objective(s)</b> <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			
<b>3. Relevant Activity (Activities)</b> <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			
<b>4. Performance Measure(s)</b> <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)	\$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)	\$102,100	\$102,100
Office Supplies	\$	\$
Professional & Contract Services	\$52,000	\$52,000
(See Attachment B, Page 3)		
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

<b>Goal:</b> To promote Houma's Downtown Historic District using advertising, landscaping and funding the operation of the Folklife Cultural Center, Board Walk and Downtown Marina	
<b>Objective(s):</b> 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	
<b>Activity(Activities) Performed:</b> 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	
<b>Performance Measure(s):</b> 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	<b>%, \$ amt. or number complete</b>  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

**Cost Report for the Period of \_\_\_\_\_ to \_\_\_\_\_**  
Act 17 of 2016

Name of Contracting Party: Houma Downtown Development Corp.

**Name of Program:** Maintenance and Beautification of Downtown Houma  
**Instructions:** List each individual and the amount of money contributed to the program.

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

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

**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**

Requester's name and address (optional)

☐ Exempt payee

2

Print or type

3

4

## 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.

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)**

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

**Officer(s)**

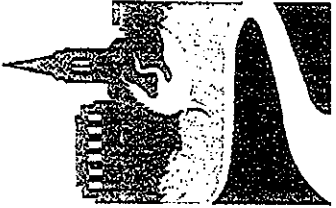
**Additional Officers:** No

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

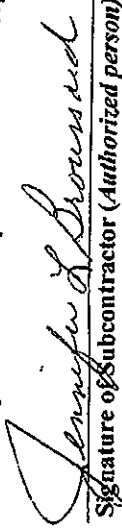


I hereby certify that this organization has no outstanding audit issues or findings.



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		TOLLS AND PARK.	TIPS	OTHER EXPENSES	
	DEP.	ARR.		READING			LODGING	MEALS			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

JUNE 30, 2017 - MONTH LAST CLOSED

ACCT: 151-652-8325-01

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

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
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

ACCOUNT EXCEEDS BUDGET AMOUNT

CF08 = PRT

DETAIL

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

CF01 = EXIT      CF08 = PRT DETAIL

JUNE 30, 2017 - MONTH LAST CLOSED

ACCT: 151-000-6352-01

GENERAL FUND

NO DEPARTMENT NAME

STATE - HOTEL/MOTEL TAX SHARE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
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.

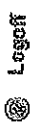
### Paulette Garrett:

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](#) | 
 [User Management](#) | 
 [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.

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 [User Management](#) | 
 [Funding Announcement](#) | 
 [Work Manager](#)

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:		0.00	0.00

### PRODUCTS OR SERVICE

[Add New Product Item](#)

Consultant *	Item	Year1	Cost	Total
			0.00	0.00
		Total:	0.00	0.00

### 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.



- Main Menu
- User Management
- 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: 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 (OJCLE)

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

#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  
10916/10

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

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

CF04 = DSP DETAIL

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

ACCT: 204-211-8172-17  
PUBLIC SAFETY FUND  
POLICE  
UNIV HIRING/MULTI TASK GRANTS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
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
<b>Total:</b>	<b>21,333.00</b>	<b>0.00</b>	<b>2,519.00</b>	<b>0.00</b>	<b>2,519.00</b>	<b>0.00</b>	<b>(2,519.00)</b>

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
<b>Total:</b>	<b>21,333.00</b>	<b>0.00</b>	<b>2,519.00</b>	<b>0.00</b>	<b>2,519.00</b>	<b>0.00</b>

Project Income:

Seized \$

Forfeited \$

JHN NAVY, CHAIRMAN

DISTRICT 1

JOHN NAVY

DISTRICT 3

GERALD MICHEL

DISTRICT 5

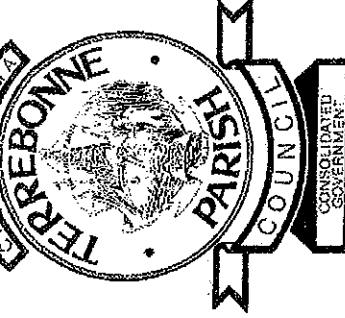
CHRISTA M. DUPLANTIS-PRATHER, RN

DISTRICT 7

ALDORE "AL" MARMANDE

DISTRICT 9

STEVE TROSCLAIR



DIRK GUIDRY, VICE CHAIRMAN

DISTRICT 2

ARLANDA J. WILLIAMS

DISTRICT 4

SCOTT 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

1. Subgrant Number: 2015-DJ-01-9124						2. Amendment Number: 2	
3. Subgrantee: Terrebonne Parish Consolidated Government - Houma Police Department							
4. Created Date: 5/8/2017							
5. Parish: Terrebonne							
7. Project Title: Multi-Jurisdictional Task Force							
8. Approved Project Period: From: 1/1/2016 To: 12/31/2016						9. Modified Project Period: From: 1/1/2016 To: 6/30/2017	
10. Total Approved Budget by FUND SOURCE:						c. Net Change Plus (minuss) Dollar Amounts	
	a. Current Subgrant Budget	b. Requested Subgrant Budget	c. Net Change Plus (minuss) Dollar Amounts				
Federal	27,500.00	29,116.00	1,616.00				
State	0.00	0.00	0.00				
Project Income	0.00	0.00	0.00				
Interest	0.00	0.00	0.00				
State Match	0.00	0.00	0.00				
Cash Match (New Approp.)	0.00	0.00	0.00				
In-Kind Match	0.00	0.00	0.00				
Project Income Match	0.00	0.00	0.00				
TOTAL	27,500.00	29,116.00	1,616.00				
11. Budgetary Information						c. Net Change Plus (minuss) Dollar Amounts	
	a. Current Subgrant Budget	b. Requested Subgrant Budget	c. Net Change Plus (minuss) Dollar Amounts				
Personnel	27,500.00	27,500.00	0.00				
Employee Benefits	0.00	0.00	0.00				
Travel (Including Training)	0.00	0.00	0.00				
Equipment	0.00	1,616.00	1,616.00				
Supplies & Operating Expenses	0.00	0.00	0.00				
Consultants	0.00	0.00	0.00				
Construction	0.00	0.00	0.00				
Other	0.00	0.00	0.00				
TOTAL	27,500.00	29,116.00	1,616.00				
12. Explanation or Justification of Requested Modification							

Signatures: Paullette H. Garrett 6/12/17  
Financial Officer: Ms. Paullette H. Garrett Date

Financial Officer:	Ms. Paulette H. Garrett	Date:	
--------------------	-------------------------	-------	--

Project Director: Captain Reggie O'Bryan

**FOR LOLE USE ONLY**

**Recommendation:**

### Grants Section

Date:

### Program Manager

Date \_\_\_\_\_

### Recommendation:

Grants Management Per

Parody

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

Terrebonne Parish Consolidated Government - Houma Police Department  
NAME OF SUBGRANTEE

(SEAL)

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.

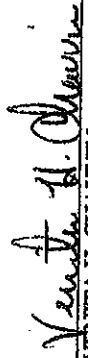
ABSENT: None.

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 Print	Regular Print
RECREATION INSURANCE	354-000-6418-10	12.70		
CHECK #10130				12.70
Total			12.70	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

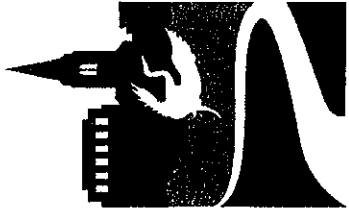
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN: 2017	0	1,391.05-	0	1,391
CLOSED:				
2011	0	.00	N/A	0
2012	0	.00	N/A	0
2013	0	.00	N/A	0
2014	0	.00	N/A	0
2015	1,982	1,982.27-	N/A	0
2016	0	6,456.30-	N/A	6,456

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

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

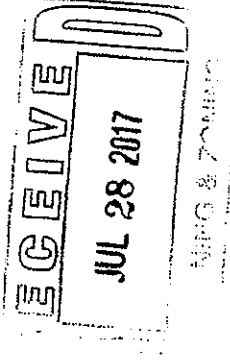
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	0	.00	0	0
CLOSED:				
2011	0	.00	N/A	0
2012	0	.00	N/A	0
2013	0	.00	N/A	0
2014	0	.00	N/A	0
2015	0	.00	N/A	0
2016	0	.00	N/A	0

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

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](mailto:tiduplantis@tpcg.org)



TERREBONNE PARISH

**Ceaux Green!** Please consider the environment before printing this email.



**Terrebonne Parish - Saltwater Fishing Capital of the World**

\*\*\*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.

2018 Budget Adjustment:

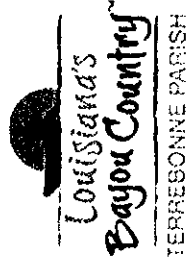
- Please add \$21,000 to Capital Outlay for the installation of electrical equipment installation of the Command Post Hook-up.

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  
[tduplantis@tpcg.org](mailto:tduplantis@tpcg.org)



**Beaux Green!** Please consider the environment before printing this email.



**Terrebonne Parish - Saltwater Fishing Capital of the World**

\*\*\*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



Wednesday, September 13, 2017

---

**Item Title:**

CIVIC CENTER'S AUTHORIZED USER FEE CONTRACT AGREEMENT

**Item Summary:**

An ordinance to amend the Civic Center Authorized Contract Agreement User Fee.

1. Consider adoption of ordinance.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
CIVIC CENTER'S AUTHORIZED USER FEE CONTRACT AGREEMENT	8/2/2017	Executive Summary
Civic Center User Fee	8/7/2017	Ordinance
Civic Center Standard Agreement Rev.	8/4/2017	Backup Material



## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

### PROJECT TITLE

AN ORDINANCE TO AMEND THE CIVIC CENTER'S AUTHORIZED USER FEE  
CONTRACT AGREEMENT

### PROJECT SUMMARY (200 WORDS OR LESS)

AN ORDINANCE TO AMEND THE CIVIC CENTER'S AUTHORIZED USER FEE  
CONTRACT AGREEMENT TO CONVERT THE AGREEMENT FROM A USE  
AGREEMENT TO A RENTAL AGREEMENT.

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

These changes update many items on the standard agreement for rental of the Houma-Terrebonne Civic Center, including the provision of separate rental and termination terms for charitable gaming events, stronger indemnification, and updates to provisions of the agreement in general.

### TOTAL EXPENDITURE

\$0

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

(ACTUAL)

ESTIMATED

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

(N/A)

YES

NO

IF YES AMOUNT  
BUDGETED:

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

(PARISHWIDE)    1    2    3    4    5    6    7    8    9

*Janel Ricca*

Signature

8/2/17

Date

OFFERED BY:  
SECONDED BY:

ORDINANCE NO.

AN ORDINANCE TO AMEND THE CIVIC CENTER'S AUTHORIZED USER FEE CONTRACT AGREEMENT TO CONVERT THE AGREEMENT FROM A USE AGREEMENT TO A RENTAL AGREEMENT, TO ADD PROVISIONS FOR CHARITABLE GAMING EVENTS, TO PROVIDE FOR STRONGER INDEMNIFICATION, AND TO UPDATE THE PROVISIONS OF THE AGREEMENT IN GENERAL.

WHEREAS, the Terrebonne Parish Council approved and adopted the standard user agreement for the Houma-Terrebonne Civic Center by Ordinance No. 5747, with subsequent changes over the years, the most recent update being adopted by Ordinance No. 8108; and

WHEREAS, many items need to be updated on the standard agreement for rental of the Houma-Terrebonne Civic Center, including the provision of separate rental and termination terms for charitable gaming events; and

WHEREAS, it was recommended by the Legal Department that the Indemnification portion needed to be updated and strengthened and that the document needed an update in general; and

WHEREAS, the Terrebonne Parish Consolidated Government desires to amend the Authorized User Fee Contract Agreement to convert the agreement from a Use Agreement to a Rental Agreement, to add a provision for charitable gaming events to be compliant with the Louisiana State Office of Charitable Gaming laws and regulations, provide for a stronger indemnification, and to update the agreement in general; and

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

#### SECTION I

The **Houma-Terrebonne Civic Center Standard Rental Agreement**, a copy of which is annexed hereto and incorporated herein, is hereby approved and adopted and shall serve as the standard form of agreement between the Terrebonne Parish Consolidated Government and any Lessee wishing to rent space at the Houma-Terrebonne Civic Center for an event.

#### SECTION II

The **Houma-Terrebonne Civic Center Standard Rental Agreement** shall be and is hereby codified as Form 3 of Appendix C of the Terrebonne Parish Code of Ordinances.

#### SECTION III

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

#### SECTION IV

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

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

EVENT NAME: \_\_\_\_\_

HOUMA-TERREBONNE CIVIC CENTER  
STANDARD RENTAL AGREEMENT

This Agreement made DATE, by and between:

I. PARTIES

- 1.1. Terrebonne Parish Consolidated Government (“Lessor”), a political subdivision of the state of Louisiana, owner and operator of the Houma-Terrebonne Civic Center, 346 Civic Center Boulevard, Houma, LA 70360, sometimes hereinafter referred to as “TPCG” or “Houma-Terrebonne Civic Center,” represented herein through its Parish President or designee by virtue of the Terrebonne Parish Code of Ordinances, Section 2-406(c)(3); and
- 1.2. LESSEE, whose pertinent information is as follows:

LESSEE NAME: \_\_\_\_\_

AUTHORIZED AGENT (if Lessee is a company): \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

LESSEE/AGENT TELEPHONE: \_\_\_\_\_

LESSEE/AGENT EMAIL: \_\_\_\_\_

who, in consideration of the covenants and agreements herein contained and to be performed by the parties hereto, it is mutually agreed as follows:

II. PREAMBLES

- 2.1. WHEREAS, Terrebonne Parish Consolidated Government operates the Houma-Terrebonne Civic Center through the Civic Center Director in the City of Houma, Louisiana, Parish of Terrebonne.
- 2.2. WHEREAS, Lessee desires to lease space in said Houma-Terrebonne Civic Center.
- 2.3. NOW THEREFORE, and in consideration of the following Promises, Covenants, and Conditions, the parties hereto agree as follows:

III. FACILITIES; LEASED PREMISES

- 3.1. For the purposes of this Agreement, “Facilities” shall mean all property, movable or immovable, located at 346 Civic Center Boulevard and 356 Civic Center Boulevard, Houma LA 70360, bearing Terrebonne Parish Tax Parcel No. 43587, and more fully described in the conveyance records referenced in the Tax Assessment Listing for the said parcel, including, but not limited to, buildings; halls, rooms, fixtures and equipment within the buildings; and all common areas, including, but not limited to, the land, parking lots and their fixtures, sidewalks, lobbies, entryways, restrooms, and walkways.
- 3.2. For the purposes of this agreement, “Leased Premises” shall mean only those portions of the Facilities leased to Lessee by the TPCG, as defined in Section 3.3 of this Agreement. “Leased Premises” shall include the common areas of the Facilities customarily accessed during the lease of the Leased Premises and shall include any standard fixtures unless specifically excluded from rental, or required to be rented, within the Leased Premises.
- 3.3. Terrebonne Parish Consolidated Government does hereby lease to Lessee, the Leased Premises, specified as follows, and for the following (and no other) purpose:

Specific Area(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Event Name: \_\_\_\_\_

IV. TERM; EFFECTIVE DATE

- 4.1. The term of this Rental Agreement shall be a period of NUMBER day(s), that being DAY, MONTH, YEAR OF EVENT, and no more (herein after “Term”).
- 4.2. In order for this Agreement to be fully complete and binding against TPCG, all of the following conditions must be met:
  - 4.2.1. Lessee shall submit an original, signed Rental Agreement to the Houma-Terrebonne Civic Center Director on or before DATE.
  - 4.2.2. The Houma-Terrebonne Civic Center Director or Parish President must sign the Rental Agreement.
  - 4.2.3. Lessee shall pay all required deposits.

V. CANCELLATION; TERMINATION

- 5.1. Cancellation by Lessee. Lessee must submit written notice of cancellation to the Houma-Terrebonne Civic Center to cancel, in part or in full, the event described in this Agreement. If Lessee cancels event less than 180 days prior to the event date for the rental of Hall A and/or B and/or parking lot; or less than 90 days prior to the event date for the rental of any Meeting Room, Lessee shall forfeit all deposits and rental fees paid, and all remaining deposits, fees, and charges owed to Lessor under this Agreement shall come due immediately and without notice to Lessee. Lessee agrees that these amounts are reasonable liquidated damages for its breach of this Agreement.
- 5.2. Cancellation by Lessee for Charitable Gaming Events. For charitable gaming events only, to comply with Louisiana Office of Charitable Gaming laws and regulations, the cancellation of such Event may be for convenience and made by 30 days written notice by either party to the other. Should Lessee cancel the Event less than 30 days prior to the date of the Event, Lessee shall be assessed liquidated damages in the amount owed in 6.1.1.1, except however, for cancellation due to action, or delay in application processing, by the Louisiana Office of Charitable Gaming.
- 5.3. Cancellation by Lessor. Should the Lessor determine, in its sole discretion, that the Event scheduled is not appropriate for the Houma-Terrebonne Civic Center, Lessor reserves the right to cancel the event at least 30 days prior to event date by providing written notice to Lessee accompanied by a refund of the deposit and rental fees paid.

5.4. Non-Appropriation of Funds. Notwithstanding any provisions herein, in the event sufficient funds for the performance of this Rental Agreement are not appropriated by Lessor in any fiscal year covered by this agreement, this agreement may be terminated by the Lessor giving notice to Lessee of such facts and Lessor’s intention to terminate its financial obligation.

**VI. CONSIDERATION; SCHEDULE OF PAYMENTS**

6.1. In consideration of the lease of the Leased Premises for the purposes described herein, Lessee shall pay Houma-Terrebonne Civic Center as follows:

6.1.1. **FOR CHARITABLE GAMING EVENTS:**

6.1.1.1. COMPREHENSIVE RENTAL \_\_\_\_\_
\*This comprehensive rental fee shall be all inclusive of rent and estimated equipment and ancillary fees to host the event, with the exception of event security, to comply with Louisiana Office of Charitable Gaming laws and regulations.

6.1.2. **FOR NON-CHARITABLE GAMING EVENTS:**

6.1.2.1. EVENT TIME \_\_\_\_\_
6.1.2.2. ROOM \_\_\_\_\_
6.1.2.3. RENTAL FEE \_\_\_\_\_
6.1.2.4. LESS DISCOUNT, Sec. 2-406(b)(9) \_\_\_\_\_
6.1.2.5. PARKING LOT FEE, if applicable \_\_\_\_\_
6.1.2.6. MOVE IN FEE, if applicable \_\_\_\_\_
6.1.2.7. SET-UP FEE \_\_\_\_\_

6.1.2.8. **GRAND TOTAL** \_\_\_\_\_

6.1.3. **OTHER EQUIPMENT FOR NON-CHARITABLE GAMING EVENTS:**

6.1.3.1. Either at the time of execution of this Agreement, or at such time that Parties finalize a list of additional services and/or equipment to be rented or required for the Event, the Civic Center Director may attach a price list in the form of a written addendum to this Agreement. Any addendum shall be acknowledged by the authorized representatives of both Parties, and same shall be a part of and incorporated into this Agreement as if copied herein in their entirety.
6.1.3.2. After the effective date of this Agreement, through and including the time of the Event, Lessee may request, and, at the discretion of the Civic Center Director, Lessor may add additional services and/or equipment rentals to this agreement. Any additions shall be a part of and incorporated into this Agreement as if copied herein in their entirety.
6.1.3.3. The prices listed on any addendum and/or additions shall be charged to Lessee in addition to the Fees outlined in Section 6.1.2 above, and shall be paid by Lessee to Lessor in accordance with this Agreement, or upon invoice or other demand by the Civic Center Director.

6.2. Lessee shall, on or before the following dates, deposit with the Houma-Terrebonne Civic Center the required amounts as specified:

**DEPOSIT:**      1<sup>st</sup> Payment of \$ \_\_\_\_\_ **DUE: DATE** \_\_\_\_\_
                         2<sup>nd</sup> Payment of \$ \_\_\_\_\_ **DUE: DATE** \_\_\_\_\_

6.3. All payments are to be made payable to Houma-Terrebonne Civic Center, 346 Civic Center Blvd., Houma, LA 70360.
6.4. The consideration herein shall be for the entire Agreement, and not for just the rental or each individual Article or Subsection.
6.5. Failure to make deposits on time shall constitute immediate breach of this agreement by Lessee. The Parties agreed that in that event, Houma-Terrebonne Civic Center will retain the deposit and the rental fees and Lessee agrees that liquidated damages in that amount are reasonable. All deposits will be credited against costs when event is invoiced. Incidental costs and balance of rental fee, if any, are due upon receipt of invoice.

**VII. CATERING, CONCESSIONS, AND NOVELTIES**

7.1. The Houma-Terrebonne Civic Center’s official in-house concessionaire and approved caterers are exclusively the only parties allowed to serve food and beverage of any kind or quantity at the Facilities. Consumables that are to be given to attendees free of charge must be approved in writing and in advance by Civic Center Management. For events where food booths or donated food items are requested by Lessee and approved by Civic Center Director, a per-booth fee or buyout fee will be charged, with a minimum fee of \$250.
7.2. Houma-Terrebonne Civic Center reserves all rights not specifically granted to Lessee under the terms hereof, including but not limited to, all parking rights and privileges, the sale of all concessions items, programs, novelties, including but not limited to the sale of alcoholic beverages, and all rights to set up and operate any and all concessions. The Lessee shall not sell, bring to Facilities, or provide any food, refreshments, beverages, tobacco products, flowers, candies, printed matter of any kind, photographs or any other materials without the prior written consent of the Houma-Terrebonne Civic Center Director. If Lessee desires to sell novelty items, it must be pre-approved in writing by Civic Center Director. On those items that Civic Center Director specifically grants rights, the Lessee may be required to pay the Houma-Terrebonne Civic Center a 25% commission on total sales, net of applicable sales tax.
7.3. Lessee further agrees to submit to Houma-Terrebonne Civic Center Director a complete list of exhibitors, if applicable, along with a description of the products or services that will be sold or distributed by such exhibitors. The purpose of this list is to protect against Lessee’s infringement of Houma-Terrebonne Civic Center’s exclusive rights hereunder.

### **VIII. EVENT SECURITY**

The Houma Police Department shall provide required security for events held at the Facilities, to be determined by Civic Center Management in consultation with the Houma Police Department. Lessee may not contract with an outside source for event security without written consent of the Houma-Terrebonne Civic Center Director. The rate for security services shall be in addition to the rental rate established above, and shall be \$30.00 per hour per police officer. Security services shall be scheduled for a minimum of four hours. If security services are needed beyond the scheduled time, Lessee shall be billed for the additional hours upon show settlement. If police vehicles are necessary for traffic control or grounds patrol during the event, Lessee shall be charged \$30.00 per day per police vehicle.

### **IX. INSURANCE**

- 9.1. Lessee shall provide an original certificate of insurance evidencing comprehensive liability and property damage with coverage of at least one million dollars (\$1,000,000) combined single limit. The coverage must be on a per occurrence basis and must be issued by a company licensed to provide such coverage in the State of Louisiana, naming, TERREBONNE PARISH CONSOLIDATED GOVERNMENT, HOUMA, LOUISIANA as an additional insured.
- 9.2. The certificate of insurance must be filed with the Houma-Terrebonne Civic Center office no later than 14 days prior to the first day of the Event.
- 9.3. Where only a meeting room(s) has been leased, Lessee shall provide an original certificate of insurance evidencing comprehensive liability and property damage with coverage of at least five hundred thousand dollars (\$500,000) combined single limit. The coverage must be on a per occurrence basis and must be issued by a company licensed to provide such coverage in the State of Louisiana, naming, TERREBONNE PARISH CONSOLIDATED GOVERNMENT, HOUMA, LOUISIANA as an additional insured.
- 9.4. Lessee's insurance, as required herein, shall be considered the primary insurance coverage for any claim hereunder.

### **X. HOLD HARMLESS AND INDEMNIFICATION; DISCLAIMER OF LIABILITY; WAIVER**

- 10.1. Lessee, in using the Facilities, whether such premises or equipment are specifically described or not, does so at its own risk. To the fullest extent of the law, Terrebonne Parish Consolidated Government shall not be liable for any damages to property or damages arising from personal injuries sustained by Lessee or any of the Lessee Responsible Parties, in or about the Facilities, the Leased Premises, or any portion thereof. Lessee assumes full responsibility for any property damage or injury which may occur to Lessee, and Lessee Responsible Parties in or about the Facilities, Leased Premises or any portion thereof, and Lessee does hereby fully and forever, on its own behalf as well as on behalf of its agents, release and discharge the Indemnitees, in both their individual and official capacities, from any and all claims, demands, damages, rights of action or causes of action, present or future, whether the same be known, anticipated or unanticipated, resulting from or arising out of the use of the Facilities, Leased Premises, or any other portion thereof, whether specifically described in this agreement or not.
- 10.2. Lessee shall conduct its activities upon the Leased Premises so as not to endanger any person lawfully thereon. Lessee agrees that it has inspected the Leased Premises and that Leased Premises are in proper condition for the Lessee's event. Lessee assumes full responsibility and liability for the condition of the Leased Premises. Lessee agrees to defend, protect, indemnify, save, and hold harmless the Terrebonne Parish Consolidated Government, including all parish departments, agencies, councils, boards, and commissions, their officers, agents, servants, and employees, including volunteers, in official and individual capacities, (hereinafter, (Indemnitees")) from and against any and all responsibility, loss, claims, lawsuits, liens, and demands for damages by any person, including but not limited to Lessee's agents, servants, employees, customers, patrons, performers, contractors, guests, invitees, and volunteers (the "Lessee Responsible Parties"), under any theory of liability as allowed by law, whether contractual, tortuous, or implied, arising directly or indirectly from this agreement, and/or the Leased Premises, whether for breach of contract, injury or death to any person, or for the damage, loss, or destruction of any property, including loss of use, which may occur or in any way grow out of (i) any breach, act, or omission, whether intentional or unintentional, and any negligence, willful misconduct, or liability of Lessee, its partners, directors, agents, servants, officers, assignees, contractors, concessionaires, customers, and/or employees, including volunteers, on or about the Leased Premises, (ii) any breach of this agreement, or violation of, or failure of Lessee to perform or observe, the terms and conditions of this Lease Agreement; and (iii) the failure or alleged failure of the Leased Premises or Lessee's occupancy thereof to comply with any law. This assumption of responsibility and liability by Lessee includes without limitation all liability assumable by a tenant under Louisiana Revised Statute 9:3221. This assumption of responsibility and liability by Lessee further includes all damages caused by water, frost, weather, steam, sewage, electricity, sewer gas or odors, or by the bursting or leaking of pipes or plumbing work, and applies equally whether such damage be caused by the act or neglect of any third party. Further, and a result of any such claims, lawsuits, and demands, Lessee agrees to investigate, handle, respond to, provide defense for, and defend any such claims, demands, or suits related thereto, at its sole expense, even if such claim, demand, or suit is groundless, false, or fraudulent. Damages are defined to include, but not be limited to, general, special, punitive, exemplary, delay, attorney fees, court costs, fines, penalties, interest, and/or expenses.
- 10.3. Notwithstanding any provision to the contrary herein, in the event the Lessor is liable for any damages, the Parties agree that under no circumstances shall TPCG be liable to Lessee for lost profits, lost production, delay damages, consequential damages, costs of replacement, or business interruption costs.

### **XI. IMMUNITY**

- 11.1. The Facilities, as described herein, is a cultural facility, as provided by the Terrebonne Parish Code of Ordinances, Section 2-401(a)(3).
- 11.2. "Recreation" is defined as a refresher of body or mind, play, sport, relaxation, enjoyment, or diversion such as passes time or amuses for pleasure. The Parties agree that the Leased Premises are being rented for recreational purposes, and TPCG, its employees, agents, servants, volunteers, officials, officers and volunteers are granted

immunity under state law to the fullest extent possible, including, but not limited to the immunities set forth in Louisiana Revised Statutes 9:2791 and 2795.

LESSEE’S INITIALS REQUIRED IF EVENT IS FOR RECREATIONAL PURPOSES.

XII. LESSOR’S RIGHTS DURING RENTAL; LESSEE’S COOPERATION

- 12.1. Houma-Terrebonne Civic Center retains and does not relinquish the right to issue and enforce such rules and regulations and directives as it may deem necessary for the safe, orderly and commercially sound operation of the facility. Houma-Terrebonne Civic Center’s employees and agents may enter and have access to the areas furnished hereunder at any time, and authorized personnel may enter at reasonable times necessary to perform their duties. Houma-Terrebonne Civic Center reserves the right for itself and for its agents or security to remove any objectionable person or persons from the Facilities. The Lessee agrees that it will not allow any person at, in, or about the Facilities who shall, upon reasonable, non-discriminatory grounds, be prohibited from being at the Facilities, and the Lessor may, at its sole option, remove such person.
- 12.2. Lessee acknowledges that the Houma-Terrebonne Civic Center will make available for lease by others such portions of the Facilities that are not subject to this agreement. The Lessee agrees to cooperate in good faith with the Houma-Terrebonne Civic Center and those persons using other portions of the Facilities.
- 12.3. TPCG also retains the right to schedule other events in the Facilities both before and after the Term of this Agreement without notice to Lessee.

XIII. RETENTION OF LOST ARTICLES

Upon expiration of the Term or termination of this Agreement, the Houma-Terrebonne Civic Center shall have the sole right to collect and retain custody of articles left, lost or checked in the Facilities by persons attending any event held at the Facilities. After a six month period, items unclaimed shall be forwarded to TPCG’s Purchasing Department for processing and disposal.

XIV. BOX OFFICE; TICKETS; CAPACITY

- 14.1. Houma-Terrebonne Civic Center shall have complete and sole supervision of the sale and collection of all tickets and at such places as Houma-Terrebonne Civic Center, in its sole discretion, deems is necessary and expedient, unless otherwise provided in the following space:

- 14.2. Houma-Terrebonne Civic Center shall have complete custody and control of all moneys received from the sale of tickets, wherever sold and admission fees wherever received. All such funds shall be rightful property of Houma-Terrebonne Civic Center, the purpose of applying same in accordance with the terms and conditions of the agreement toward payment of any balances for rent and/or otherwise due or to become due to Houma-Terrebonne Civic Center for any purpose whatsoever.
- 14.3. Houma-Terrebonne Civic Center reserves the right to collect a two (\$2) dollar per ticket Facility Maintenance Fee, payable by the ticket buyer through the Ticketmaster Computerized Ticketing System.
- 14.4. Houma-Terrebonne Civic Center Box Office will exert every caution against bad checks from customers and will make every effort to collect such, but ultimate responsibility is that of the Lessee.
- 14.5. The Lessee shall arrange for and pay for printing of tickets, the form and contents of which shall in any event be subject to written approval by Houma-Terrebonne Civic Center. All tickets shall be numbered consecutively.
- 14.6. The tickets for admission shall be scaled as follows:

- 14.7. Three percent (3%) of Gross is to be paid to Houma-Terrebonne Civic Center for Ticketmaster Box Office Service
- 14.8. Discounted tickets must be approved in writing by Houma-Terrebonne Civic Center. Any tickets used for payment of advertising are subject to normal percentage of gross charges.
- 14.9. No tickets may be ordered for any event until a signed Rental Agreement, with any required deposits, has been received by the Houma-Terrebonne Civic Center.
- 14.10. The Box Office may order and will take charge of all tickets for all events under Houma-Terrebonne Civic Center control.
- 14.11. Any change in the “scaling” of the house must be approved by Houma-Terrebonne Civic Center.
- 14.12. No moneys will be released from the Box Office until after the conclusion and settlement of the performance.
- 14.13. All unsold tickets remain with Houma-Terrebonne Civic Center.
- 14.14. Lessee shall not permit the sale or distribution of tickets or passes in excess of the seating capacity of the Leased Premises, nor admit a larger number of persons than can safely or freely move about therein.

XV. BMI; ASCAP

The Parties agrees that Lessee shall bear, if any, all Broadcast Music Incorporated (BMI) and American Society of Authors, Composers and Publishers (ASCAP) monetary charges attributable to this event.

XVI. BROADCAST RIGHTS

The Parties agree that Houma-Terrebonne Civic Center reserves all cable, radio, and television broadcast rights with no exception unless specified in writing.

## **XVII. INTERMISSIONS**

The Parties agree that for all Ticketmaster events programs lasting more than one (1) hour, except religious services, an intermission of not less than fifteen (15) minutes be held, subject to modification by Houma-Terrebonne Civic Center when necessary and approved in writing by Houma-Terrebonne Civic Center.

## **XVIII. DOOR OPENINGS**

The Parties Agree that, unless otherwise agreed upon by both parties, doors will open to public sixty (60) minutes prior to performances, at discretion of Houma-Terrebonne Civic Center.

## **XIX. HOUSE SEATS**

The Parties Agree that Houma-Terrebonne Civic Center reserves the right to have and use, without charge, a minimum of Ten (10) seats at each performance for marketing or public relations purposes or seating issues.

## **XX. ANNOUNCEMENTS**

The Parties Agree that Houma-Terrebonne Civic Center reserves the right to make announcements during intermissions or at any time deemed necessary in the interest of public safety.

## **XXI. TAPE RECORDINGS**

The Parties Agree that the recording of any performance, or any portion thereof, is strictly prohibited unless approved in writing by Civic Center Management.

## **XXII. NO SMOKING**

The Parties agree to fully cooperate in enforcing the "No Smoking laws" at all times.

## **XXIII. FORCE MAJEURE**

- 23.1. In the event the Lessee's obligations to the Terrebonne Parish Consolidated Government under this agreement are delayed, prevented or rendered impractical by any of the following events; fire, flood, riot, earthquake, civil commotion, strike, lockout, labor disturbances, explosions, sabotage, accident, war, other casualty, or act of God, either Party may terminate this Agreement.
- 23.2. In the event Terrebonne Parish Consolidated Government cannot fulfill this Agreement due to fire, flood, riot, earthquake, civil commotion, strike, lockout, labor disturbances, explosions, sabotage, accident, war, other casualty, or act of God, TPCG may terminate this Agreement. Notwithstanding any provision to the contrary herein, the return of the rental fees and the deposit shall be Lessee's sole and exclusive remedy for the Lessor's termination of this Agreement.

## **XXIV. ENTIRE AGREEMENT**

- 24.1. All of the terms and provisions contained in Rental Rates, General Conditions, and any applicable addenda to this Agreement are made a part of this Agreement as though printed herein in their entirety. Lessee may access the Rental Rates and General Conditions at [www.houmaciviccenter.com/plan/rental-rates/](http://www.houmaciviccenter.com/plan/rental-rates/). Should Lessee not have access to the internet, Lessee shall request copies of these documents, and Lessor shall provide them. The Parties agree that Lessee shall abide by the provisions therein, as may be amended, and addenda and Amendments to this Agreement, as applicable.
- 24.2. The Parties further agree that the provisions of the Terrebonne Parish Code of Ordinances governing the Houma-Terrebonne Civic Center, including, but not limited to, Section 2-406, as may be amended, are made a part of this Agreement as though copied herein in their entirety.
- 24.3. The Parties agree that the terms and conditions of this Rental Agreement, including those items listed in Sections 24.1 and 24.2 above, set forth the entire agreement of the Parties, which cannot be changed or modified except in writing signed by the parties sought to be bound or by ordinance. The Houma-Terrebonne Civic Center makes no representation or agreement, oral or otherwise, outside the terms of this Rental Agreement. This shall not limit the Houma-Terrebonne Civic Center from imposing any reasonable additional policies or rules and regulations which may be necessary in the best interest for the operation of the facility.

## **XXV. ADDITIONAL TERMS AND CONDITIONS**

- 23.3. Taxes. Lessee hereby acknowledges that Houma-Terrebonne Civic Center requires full compliance of all Federal, State and Local statutes and regulations as they may pertain to any and all activities conducted within these facilities. This compliance includes sales activities and the mandated collection and remittance of all appropriate State and Local Sales Taxes.
- 23.4. Wages. Lessee agrees to pay or cause to be paid the prevailing wage to all persons employed by or for the benefit of Lessee. Such pay shall include any applicable overtime or holiday wage rate.
- 23.5. Payment to Contractors and Concessions. All charges for contractual labor, service connections, and other accounts payable to independent contractors must be paid in full upon presentation of invoice unless other arrangements for payment are specifically authorized by the contractor.
- 23.6. Non-Discrimination. The Lessee shall not discriminate against any person or persons in connection with admission, services, or privileges offered to or enjoyed by the general public because of race, creed, ancestry, sexual orientation, disability, color, sex, marital status, age, religion, or national origin.
- 23.7. Compliance with Laws. Lessee, at its sole cost and expense, shall comply and secure compliance with requirements, and shall faithfully observe and secure observance in the use of the Facilities of all Terrebonne Parish ordinances and State and Federal laws now in force or which may hereafter be in force.
- 23.8. Binding Effect/Assignment. This agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, legal representatives, successors and assigns. This agreement or any right hereunder may not be assigned or sublet by Lessee without the express written consent of Lessor.
- 23.9. Legal Recourse. In the event Lessee violates any of the terms or conditions of this Rental Agreement, the Houma-Terrebonne Civic Center shall have, in addition to any other remedy herein, the right to terminate this Agreement, obtain possession of the Facilities and Leased Premises, and remove and exclude the Lessee without service of notice and without any legal liability on the part of TPCG.

- 23.10.
Surviving Provisions. If this agreement is canceled or terminated for any reason, Lessee’s payment and indemnity obligations shall remain in full force and effect as provided for in this Agreement. The insurance requirements under Article IX of this Agreement shall survive termination as necessary to maintain coverage for claims.
- 23.11.
Attorney Fees. The Parties agree that in the event the Lessor retains an attorney to pursue collection of any sums due to it by Lessee in connection with this Rental Agreement and its ancillary documents, Lessee shall be liable for all reasonable attorney’s fees incurred by the Lessor, plus legal interest accruing from the date due until paid, and any and all expenses and court costs incurred in connection therewith.
- 23.12.
Severability. If any term, covenant, condition, or provision of this Lease Agreement or the application thereof to any person or circumstances shall, at any time or to any extent, be invalid or unenforceable, the remainder of this Agreement, or the application of such term, covenant, condition or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term, covenant, condition, and provisions of this Lease Agreement shall be valid and be enforced to the fullest extent permitted by law.
- 23.13.
No Waiver. The failure of the either party to enforce any of the terms of this Lease Agreement or to provide any of the supporting documentation in any particular instance shall not constitute a waiver of, or preclude the subsequent enforcement of, any or all of the terms or conditions of this Agreement.
- 23.14.
Governing Law and Venue. The validity, interpretation, and performance of this Lease Agreement, including all documents related thereto, shall be controlled by and construed in accordance with the Terrebonne Parish Charter and Code of Ordinances, as well as the laws of the state of Louisiana. The venue of any suit filed in connection with any claim or controversy shall be the City Court of Houma or the Thirty-Second Judicial District Court, Parish of Terrebonne, State of Louisiana.
- 23.15.
Conflicts. In the event any conflict occurs among the provisions of this Rental Agreement and the Terrebonne Parish Charter and Code of Ordinances, or any other law, the conflict shall be resolved in the most favorable interpretation to Lessor. Likewise, any conflicts among the terms and conditions contained in the Rental Agreement and its addenda and incorporated provisions shall be resolved in the most favorable interpretation to the Lessor.

XXVI. SIGNATURES

The Houma-Terrebonne Civic Center Director is authorized to execute this Agreement on behalf of the TPCG by virtue of the Terrebonne Parish Code of Ordinances, Section 2-406. The undersigned representative of Lessee declares that the undersigned is authorized to sign this Agreement on behalf of Lessee, and, when requested, shall provide authorizing documentation evidencing his authority to so act.

26.1
LESSEE NAME: \_\_\_\_\_

AUTHORIZED SIGNER: \_\_\_\_\_

DATE: \_\_\_\_\_

26.2

\_\_\_\_\_

DATE: \_\_\_\_\_

DIRECTOR, HOUMA TERREBONNE CIVIC CENTER

OR PARISH PRESIDENT, TERREBONNE PARISH CONSOLIDATED GOVERNMENT

XXVII. CREDIT CARD PAYMENT

If payment will be made by credit card:

☐ Master Card
☐ Visa
☐ American Express

Account # \_\_\_\_\_

(4% Credit Card Fee will be added )

Exp. Date \_\_\_\_\_

Name \_\_\_\_\_

as it appears on card (Please Print)

Signature \_\_\_\_\_

Category Number:  
Item Number: D.



Wednesday, September 13, 2017

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**Item Title:**

Establish Fiscal Oversight over Rec.11

**Item Summary:**

An ordinance that will amend the Terrebonne Parish Code to establish Fiscal Oversight of Terrebonne Parish Recreation District No. 11.

1. Consider adoption of ordinance.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Proposed ordinance	8/29/2017	Ordinance

**OFFERED BY: MR. J. NAVY**

**SECONDED BY:**

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

AN ORDINANCE TO AMEND SECTION 21-87 AND ENACT SECTION 21-88 OF THE TERREBONNE PARISH CODE OF ORDINANCES AT ARTICLE V OF CHAPTER 21 TO ESTABLISH FISCAL OVERSIGHT OF TERREBONNE PARISH RECREATION DISTRICT NO. 11; AND TO PROVIDE FOR RELATED MATTERS.

**Whereas,** the Terrebonne Parish Consolidated Government (TPCG) is a Home Rule Charter local government and is granted the liberally construed “right and authority to exercise any power and perform any function necessary, requisite or proper for the management of its affairs” and “to promote, protect, and preserve the general welfare, safety, health, peace and good order of the parish,” not denied by the Charter, by general law, or inconsistent with the Constitution, per Louisiana Constitution Articles VI §§ 5-6 and Terrebonne Parish Charter Sections 1-01, 1-05, 1-06, and 8-08; and

**Whereas,** both the Louisiana Constitution at Article VI, Section 15 and the Terrebonne Parish Charter at Section 7-09 afford the governing authority of Terrebonne Parish the “general power over any agency heretofore or hereafter created by it, including, without limitation, the power to abolish the agency and require prior approval of any charge or tax levied or bond issued by the agency”; and

**Whereas,** Terrebonne Parish Code Section 2-1 requires all special districts created by the Council to submit their proposed budgets to the Council prior to the beginning of their fiscal years; and

**Whereas,** as authorized by Louisiana Revised Statute 33:4562(A), the Terrebonne Parish Consolidated Government, created several recreation districts within the Parish of Terrebonne for the purposes mandated under Louisiana Revised Statute 33:4563, those being “to own and operate playgrounds and other facilities; or generally to engage in activities which would promote recreation and any related activity designed to encourage recreation and promote the general health and wellbeing of youths”;

**Whereas,** the boundaries of Recreation District No. 11 are defined at Terrebonne Parish Code Section 21-86, whose members are appointed by the Council; and

**Whereas,** Louisiana Revised Statute 33:1415(B) provides that “In any case where the governing authority of any parish or municipality shall have created or established . . . any district . . . having governmental functions, power or authority, such governing authority is hereby authorized to provide appropriate budgetary and fiscal controls over said agency or entity [including, but not limited] to, approval of operating budgets with the right to veto or reduce line-items [and] such other budgetary and fiscal controls as are necessary and proper to ensure the maximum feasible coordination of government on the local level”; and

**Whereas,** the Terrebonne Parish Council desires to adopt an ordinance to establish operation oversight and fiscal oversight over Terrebonne Parish Recreation District No. 11 in an effort to ensure the maximum feasible coordination of representative taxation and spending within the District’s jurisdiction and board operation structure for the benefit of the public in that district; and

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

**SECTION I**

Section 21-87 of the Code of Ordinances of Terrebonne Parish at Chapter 21, Article V, is hereby amended, using ~~striketrough~~ to indicate deletions and underlining to indicate additions, and same are hereby adopted to read as follows:

Sec. 21-87. - Powers.

The recreation districts shall constitute bodies corporate and political subdivisions of the state, and as such shall have all the rights, powers and privileges granted and conferred by the constitution and statutes of the state, including the authority to incur debt, issue bonds and levy taxes, subject to the management, budgetary and fiscal controls in this Article, as applicable.

## SECTION II

Section 21-88 of the Terrebonne Parish Code of Ordinances shall be and is hereby enacted as follows:

### **Section 21-88. Budgetary and fiscal controls over Terrebonne Parish Recreation District No. 11.**

- (a) Application. The provisions of this Section apply to Terrebonne Parish Recreation District No. 11 only. ~~The Council reserves the right to amend the applicability of this Section in the future to add or remove recreation districts.~~
- (b) Definitions. For the purposes of this Section, the following terms shall have the following meanings.
1. “Board” shall refer to the governing authority of each recreation district named in Subsection (a) of this Section.
  2. “CFO” shall mean the Chief Financial Officer of the Terrebonne Parish Consolidated Government.
  3. “Council” shall mean the Terrebonne Parish Council, the governing authority of the Terrebonne Parish Consolidated Government.
  4. “CPA” shall mean Certified Public Accountant.
  5. “District” shall mean the recreation district(s) named in Subsection (a) of this Section, whether one or more.
  6. “Facility” or “Facilities” shall mean any facility, land, or improvement to land, whether permanent or temporary, which is owned, leased, or acquired by the District.
  7. “Parish President” shall mean the elected President of the Terrebonne Parish Consolidated Government.
- (c) Compliance with Laws. District shall comply with Louisiana Bid Laws, Public Works Laws, Public Records Laws, Open Meetings Laws, the Local Government Budget Act, Chapter 8 of Title 24 of the Louisiana Revised Statutes governing audit requirements applicable to political subdivisions, and any other federal, state, and local laws, ordinances and regulations applicable to the District.
- (d) Form of Contracts. Contracts for public works and for services to be performed for or on behalf of the District shall be in writing.
- (e) Records. The Board shall maintain the District’s records in an orderly fashion pursuant to the Louisiana Public Records Law and make its records available as soon as possible at the request of Terrebonne Parish administrators or the Terrebonne Parish Council.
- (f) Technical Assistance. The District shall seek technical assistance and advice for compliance herein from the Terrebonne Parish President or the Parish President’s designee. The Parish President may designate or appoint a parish official, director, or employee to be present at any District facility for the purpose of assisting in managing the daily operations of the District.
- (g) Annual Financial Statements. The Board shall provide to the CFO and Council annual sworn financial statements of the District, showing the financial status of the

District and the District's properties, facilities, funds, and indebtedness. Financial statements shall be prepared in accordance with standards set forth in Louisiana Revised Statute 24:514, as may be amended. This requirement may be satisfied by submitting to the CFO and Council true copies of the annual sworn financial statements provided by the District to the legislative auditor, in accordance and compliance with Louisiana Revised Statute 24:514.

- (h) Budget. At least 75 days prior to the beginning of the District's fiscal year, the Board shall prepare and file with the CFO and the Council the District's proposed budget for the next fiscal year. The Council shall include the District's proposed budget on the calendar for the next regularly scheduled meeting of the full Council, and shall take the necessary action to approve, amend, or reject the proposed budget.

1. If the Council rejects the proposed budget, at least 30 days prior to the Board's deadline to adopt the budget, the Council shall send written notice with specific instruction to the Board for amendments to the proposed budget. The Board shall then submit the amended proposed budget to the CFO and Council for the next regularly scheduled meeting for approval.
2. Board may adopt the proposed budget only after Council approval, subject to line item veto or reduction by the Parish President.
3. This subpart (h) is intended to supplement the Local Government Budget Act, and District shall comply with the provisions of said Act in addition to this subpart.

- (i) Expenditure Oversight. Prior to making any expenditure or entering into any contract to carry out the purposes and powers of the District, including a lease or other contract connected with, incident to, or affecting the acquisition, financing, construction, equipment, maintenance, renovation, repair, improvement, payroll or operation of facilities, programs or expenditure of any nature, District shall request and obtain written approval for such expenditure or contract from the CFO. The CFO may approve the expenditure or contract, provided District timely submits to CFO supporting documentation for the expenditure or contract, including, but not limited to, the proposed check, requisition order, purchase order, supporting purchasing or payment documents, and any information necessary for the CFO to determine whether the expenditure is appropriate and legal.

- (j) Payroll and Payment Oversight. Prior to issuing any employee paychecks, board per diem and reimbursements, and contractor/consultant payments, District shall request and obtain written approval for such items from the CFO, whose approval shall not be unreasonably withheld, provided District submits to CFO supporting documentation for the expenditure or contract, including, but not limited to, the proposed check, and any information necessary for the CFO to determine whether the expenditure is appropriate and legal. Considering that time is of the essence when issuing payment to employees and contractors, the District shall submit the necessary supporting documentation immediately upon its availability to ensure timely approval of such expenditures.

- (k) Board Oversight.

1. Monthly Reports. District shall submit to the CFO, no later than the second Wednesday of each month, copies of the following, reflecting current, to-date information:
  - a. its general ledger and financial statements itemizing any and all expenditures and income of the District, including, but not limited to expenditures for payroll, employee benefits, commissioner per diem and reimbursements, projects, programs, bonds, facility insurance, facility improvements, facility and program operations, facility maintenance, consultants' and contractors' payments, auto and equipment expense and purchase reports, and payouts for claims and litigation; and including, but not limited to income from millage, concessions, interest, donations, and facility rental;

- b. list of current contractors, engineers, and consultants, under written contract with District, including statements the specific projects or general work being performed by them on behalf of the District, along with their EINs;
  - c. list of current District employees, including statements of their job titles, salary or hourly wage, area of work assignments, and whether they are part time or full time;
  - d. copies of District employee time cards and paychecks;
  - e. reports of District employees' accrued and paid vacation leave, accrued and paid sick leave, paid overtime, accrued and paid comp time and instances of leave without pay;
- 2. Board Agendas and Minutes. Board shall submit copies of its meeting agendas to the CFO and Council through the Terrebonne Parish Council Clerk at least 24 hours prior to each Board meeting. Board shall submit copies of the minutes of its meetings no later than five days, not including legal holidays and weekends, following each Board meeting.
- 3. Executive Sessions. Board shall not convene into Executive Session during its meetings without providing at least 48 hours' prior written notice to CFO and Council through the Terrebonne Parish Council Clerk. The Parish President or designee and any elected Council member may attend any executive session of the Board.
- (l) Direction by the Council. From time to time, Council may reasonably advise the District Board to take action with regard to District facilities, programs, employees, expenditures, and revenues for the purposes for which the District was created. Board shall make every effort to work towards the goal(s) directed by the Council.
- (m) Audit by CFO. The CFO, or any auditor designated by the Parish, may conduct a general audit and issue a financial statement of the District at any time the Council or Parish President considers appropriate. For the purpose of this subsection (m), the auditor shall have the access and assistance privileges afforded the legislative auditor in Louisiana Revised Statute 24:513(E) and (I), as may be amended.
- (n) Audit by Others. District shall immediately provide copies to CFO and Council of any audits of the District performed in house, by the Legislative Auditor, or by any other outside agency or CPA.
- (o) Cooperation. Board shall fully cooperate with the Council and Parish President to ensure maximum feasible coordination of local government and recreation programs.
- (p) Reimbursement of Fees and Costs. The CFO may impose necessary fees or charge District for any necessary costs expended by the Terrebonne Parish Consolidated Government or Council in accordance with the authority granted to them under this Section. The amount charged shall not exceed the maximum allowable fee as authorized by law.

### SECTION III

Any and all other provisions of the Code not amended herein, shall remain in full force and effect. If any word, clause, phrase, section or other portion of this ordinance shall be declared null, void, invalid, illegal, or unconstitutional, the remaining words, clauses, phrases, sections and other portions of this ordinance shall remain in full force and effect, the provisions of this ordinance hereby being declared to be severable.

### SECTION IV

This ordinance shall become effective upon approval by the Parish President or as otherwise provided in Section 2-12 or 2-13(b) of the Home Rule Charter or as otherwise required by the Home Rule Charter for a Consolidated Government for Terrebonne Parish, whichever occurs sooner.

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

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING.

ABSTAINING:

ABSENT:

The Chairman declared the ordinance adopted on this, the \_\_\_\_ day of \_\_\_\_\_ 2017.

---

CHAIRMAN  
TERREBONNE PARISH COUNCIL

---

VENITA H. CHAUVIN  
COUNCIL CLERK  
TERREBONNE PARISH COUNCIL  
Date and Time Delivered to Parish President:

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

Date and Time Returned to Council Clerk:

\*\*\*\*\*

I, VENITA H. CHAUVIN, Council Clerk for the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of an Ordinance adopted by the Assembled Council in Regular Session on \_\_\_\_\_, 2017, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2017.

---

VENITA H. CHAUVIN  
COUNCIL CLERK  
TERREBONNE PARISH COUNCIL

Category Number: 3.  
Item Number: A.



Wednesday, September 13, 2017

---

**Item Title:**

Budget & Finance Committee

**Item Summary:**

Budget & Finance Committee, 09/11/17\*

---

Category Number: 3.  
Item Number: B.



Wednesday, September 13, 2017

---

**Item Title:**

Policy, Procedure & Legal Committee

**Item Summary:**

Policy, Procedure & Legal Committee, 09/11/17

---

Category Number: 3.  
Item Number: C.



Wednesday, September 13, 2017

---

**Item Title:**

Public Services Committee

**Item Summary:**

Public Services Committee, 09/11/17\*

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Wednesday, September 13, 2017

---

**Item Title:**

Community Development & Planning Committee

**Item Summary:**

Community Development & Planning Committee, 09/11/17 \*\*

(\*Ratification of minutes calls public hearings on \*9/27/17 and\*\*10/11/17 at 6:30 p.m.)

---

Category Number: 4.  
Item Number: A.



Wednesday, September 13, 2017

---

**Item Title:**

Street Lights

**Item Summary:**

Light installations, removals, and/or activations.

---

**ATTACHMENTS:**

**Description**

Street Light List

Old Schriever Hwy LOA

**Upload Date**

9/8/2017

9/8/2017

**Type**

Backup Material

Backup Material

**STREET LIGHT LIST**  
**09-13-17**

INSTALL ONE STREET LIGHT AT 225 OLD HIGHWAY 659 IN SCHRIEVER, ENTERGY;  
RLD #1; SCOTTY DRYDEN; DISTRICT 4

INSTALL 2 250 STREET LIGHTS, **AND POLES, IF NECESSARY** (1 MAY BE NEEDED)  
AT EACH ENTRANCE OF THE DETOUR ROAD ON FOUR POINT ROAD AT THE  
MORGANZA LEVEE ON BAYOU SALE & FOUR POINT ROAD; SLECA; RLD #4; AL  
MARMANDE, DISTRICT 7 (CONTACT TERREBONNE LEVEE & CONSERVATION  
DISTRICT DIRECTOR REGGIE DUPRE - 868-8523 OR COUNCILMAN AL MARMANDE  
FOR MORE INFORMATION.)



ENTERGY LOUISIANA, INC. STREET LIGHTS

[builder@entergy.com](mailto:builder@entergy.com)

**Install/Removal/Upgrade Request**

**FAX NUMBER 1-800-898-3143**

Date: 09/13/17

Phone Number: (985) 873-6519

Account Name: TPCG RLD #U1

Confirmation Fax Number: (985) 873-6521

Account Number: 27717917

Name (PRINT) SCOTTY DRYDEN

Authorized Signature: \_\_\_\_\_

**\*\* Is this a State Highway? XX Yes \_\_\_\_\_ No If YES, please provide DOTD Permit# \_\_\_\_\_**

**Company Owned Streetlights (ENTERGY)**

INSTALL REMOVAL

_____	_____	100w HPS streetlight(s)*	rate code	LA_CHSV_2A
_____	_____	150w HPS streetlight(s)*	rate code	LA_CHSV_2B
<u>X</u>	_____	250w HPS streetlight(s)*	rate code	LA_CHSV_2C
_____	_____	400w HPS streetlight(s)*	rate code	LA_CHSV_2D (OFF ROAD LIGHT NOT HPS)
_____	_____	1000w HPS streetlight(s)*	rate code	LA_CHSV_2E

\* Lights will have a facility maintenance charge applied to them.

**Customer Owned Streetlights (MUNICIPALITY)**

INSTALL REMOVAL

_____	_____	100w HPS streetlight(s)	rate code	LA_HPSV_1A
_____	_____	150w HPS streetlight(s)	rate code	LA_HPSV_1B
_____	_____	250w HPS streetlight(s)	rate code	LA_HPSV_1C
_____	_____	400w HPS streetlight(s)	rate code	LA_HPSV_1D
_____	_____	1000w HPS streetlight(s)	rate code	LA_HPSV_1E

**\*\*\*\*Mercury Vapor no longer available for install, REMOVE ONLY \*\*\*\***

**Company Owned Streetlights (ENTERGY)**

_____	175w MV open bottom streetlight(s), 30" bracket	rate code	LA_CMV_1E
_____	175w MV open bottom streetlight(s)	rate code	LA_CMV_1D
_____	250w MV open bottom streetlight(s)	rate code	LA_CMV_1C
_____	250w MV enclosed streetlight(s)	rate code	LA_CMV_1B
_____	400w MV enclosed streetlight(s)	rate code	LA_CMV_1A

**Customer Owned Streetlights (MUNICIPALITY)**

_____	175w MV open bottom streetlight(s)	rate code	LA_MV_2E
_____	250w MV enclosed streetlight(s)	rate code	LA_MV_2D
_____	400w MV enclosed streetlight(s)	rate code	LA_MV_2C
_____	1000w MV enclosed streetlight(s)	rate code	LA_MV_2A

LOCATION OF LIGHT(s): 225 OLD SCHRIEVER HIGHWAY 659 IN SCHRIEVER (REQUIRES STATE PERMIT)

If light is to be installed, will requested light be installed on an existing pole with available facilities (Transformers, Secondary wires) to serve the light?

X Yes \_\_\_\_\_ No \_\_\_\_\_ Not Sure \_\_\_\_\_

Company Use Only

Order Generated: YES \_\_\_\_\_

Sent To: Construction \_\_\_\_\_ Engineering \_\_\_\_\_

Estimated completion date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Flo Dumas**

Lighting Coordinator

985-479-2011 Office

985-479-2018 fax

225-206-7646 Cell

[fdumas@entergy.com](mailto:fdumas@entergy.com)



Wednesday, September 13, 2017

---

**Item Title:**

Veterans' District

**Item Summary:**

**Veterans' Memorial District Board:** Two expiring terms (One each representing: Marine Corps League and Legislative Delegation North). Marine Corps League nominates Mr. Richard J. Ricca for re-appointment. Representative Tanner Magee nominates Mr. Ray Lapeyrouse for re-appointment.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Nomination letter	9/8/2017	Cover Memo
nomination email	9/8/2017	Cover Memo

August 31, 2017

Terrebonne Parish Council  
Attn: Ms. Venita Chauvin  
8026 Main St., Suite 600  
Houma, LA 70360

RE: Veterans Memorial District Board Appointment

Dear Ms. Chauvin,

I would like to nominate Richard J. Ricca for reappointment to the Terrebonne Parish Veterans Memorial District Board. Mr. Ricca is a retired Air Force Veteran who has been active for many years in Terrebonne Parish Veterans organizations such as the VFW and American Legion and also actively volunteers at the VA Clinic and Regional Military Museum. During his time serving in the VFW, he was Commander for many years and served as District Commander for two years. Thank you for your consideration for Mr. Ricca's reappointment.

Sincerely,



Glynn F. Voisin  
LT Col USMCR (Ret)  
Charter Member- Marine Corps League

## Venita Chauvin

---

**From:** Magee, Rep. (District Office) [mageet@legis.la.gov]  
**Sent:** Friday, September 8, 2017 2:05 PM  
**To:** Venita Chauvin  
**Subject:** Re: Mr. Ray Lapeyrouse application and resume'

Venita,

Please inform the TP Council Members that Rep. Magee would like to nominate Mr. Ray Lapeyrouse to serve on the Veterans Memorial District. I will forward you a formal nomination letter on Monday, September 11.

Thanks,

Vickie Larke  
Legislative Assistant to  
Rep. Tanner Magee, Dist. 53  
985-858-2970 - Office  
985-858-2972. - Fax  
Email: [mageet@legis.la.gov](mailto:mageet@legis.la.gov)

On Aug 29, 2017, at 9:58 AM, Venita Chauvin <[vchauvin@tpcg.org](mailto:vchauvin@tpcg.org)> wrote:

Vickie,

Attached is Mr. Ray Lapeyrouse's application and resume' that was submitted by former Representative Lenar Whitney.

Sorry I took so long, but was out for a conference last week.

Venita H. Chauvin, Council Clerk  
Terrebonne Parish Council  
[vchauvin@tpcg.org](mailto:vchauvin@tpcg.org)  
(985) 873-6519  
<image003.jpg>

<Veterans\_Board.pdf>

5A  
9-13-17



Wednesday, September 13, 2017

---

**Item Title:**

Recreation District No. 7 Board

**Item Summary:**

**Recreation District No. 7 Board:** Two vacancies to fill unexpired terms.

---

**ATTACHMENTS:**

**Description**

Notice of resignations

**Upload Date**

9/8/2017

**Type**

Cover Memo

## **Venita Chauvin**

---

**From:** lcfd7 [lcfd7@att.net]  
**Sent:** Thursday, August 17, 2017 1:29 PM  
**To:** Venita Chauvin  
**Cc:** Belinda Prosperie  
**Subject:** Rec #7 Resignation (Board Opening)  
**Attachments:** Resignation Letter Effie Bennet.pdf  
  
**Importance:** High

*Attached is the letter turned in May 2017 (not dated) from Ms Effie Bennett resignation. Please state that Rec #7 has two openings to fill for the board.*

*Amanda G. Thibodeaux  
Administrative Assistant  
of Little Caillou Fire Department  
5016 Hwy 56  
Chauvin, La 70344  
Phone 985-594-7775  
Fax 985-594-7778  
Cell 504-234-2161  
Email: lcfd7@att.net*

**Rec# District 7  
Mr. Dirk Guidry  
Mr. Donald Tivet**

**Ms. Effie Bennett  
107 Trellis Ave.  
Chauvin, La 70344**

**Sirs; thanking you for giving me the opportunity to serve on the board, and to be of a service to the community. I was glad to have the pleasure of working with everyone and hearing their views on different issues. The time served on the board has indeed enlightened me and help me become a stronger individual. However the time has come that my views are no longer their views, and their views are no longer my views , making me know that I have made the correct decision to move on. Please accept my resignation, and if there is anything I could do to be of a help in the future, please feel free to contact me**

**Thank you  
Effie Bennett**

## Venita Chauvin

---

**From:** lcfd7 [lcfd7@att.net]  
**Sent:** Thursday, August 17, 2017 10:28 AM  
**To:** Venita Chauvin  
**Cc:** Belinda Prosperie  
**Subject:** Fw: Resignation

**Importance:** High

*Per Ms Belinda I am forwarding Curtis Constrantiche resignation so that you are aware of one of the openings for Rec #7. We will also forward Ms Effie Bennett resignation this afternoon.*

*Amanda G. Thibodeaux  
Administrative Assistant  
of Little Caillou Fire Department  
5016 Hwy 56  
Chauvin, La 70344  
Phone 985-594-7775  
Fax 985-594-7778  
Cell 504-234-2161  
Email: [lcfd7@att.net](mailto:lcfd7@att.net)*

**From:** Constrantiche, Curtis  
**Sent:** Monday, March 6, 2017 9:33 AM  
**To:** [donaoldtivet@att.net](mailto:donaoldtivet@att.net) ; [dguidry@tpccg.org](mailto:dguidry@tpccg.org)  
**Cc:** Angela Rains ([arains@tccd.org](mailto:arains@tccd.org)) ; lcfd7  
**Subject:** Resignation

**To whom it may concern:**

**Please allow this email to be official notification that effective immediately that I, Curtis J. Constrantiche, do hereby resign my position on the Board of Commissioners for Terrebonne Parish Rec. 7. I thank Parish Councilman Dirk Guidry, Board President Donald Tivet Sr., Director Bea Prosperie and all of the members of the board for their support over the years that I served. I remain...**

**Respectfully yours,**

**Curtis J. Constrantiche  
Retirement Specialist  
Terrebonne Parish School Board**





Wednesday, September 13, 2017

---

**Item Title:**

Recreation District No. 3 Board

**Item Summary:**

**Recreation District No. 3 Board:** One vacancy to fill unexpired term.

---

**ATTACHMENTS:**

**Description**

Notice to Public

**Upload Date**

9/8/2017

**Type**

Backup Material

## NOTICE TO THE PUBLIC

The Terrebonne Parish Council is seeking individuals to serve on various boards, committees, and commissions designed to maintain and improve the quality of life in our community. The agencies in need of members are governmental or quasi-governmental organizations that require people who are familiar with each agency and are willing to give of their time and talents. \*At at upcoming meeting of the Parish Council, individuals are scheduled to be appointed to each of the following entities:

**Recreation District No. 3A Board:** One vacancy to fill unexpired term. \*(9/13/17)

**Recreation District No. 7 Board:** Two vacancies to fill unexpired terms. \*(9/13/17)

(Interested individuals must be a resident of the recreation district and be willing to attend regularly-scheduled meetings to discuss and take action on matters pertaining to recreational facilities and activities.)

**Fire District No. 10 Board:** One vacancy to fill unexpired term. \*(9/13/17)

(Interested individuals applying for Fire District Boards must be resident property taxpayers of the Fire Districts they are applying for and interested in the administration of fire protection services in the area.)

**Terrebonne Parish Veterans Memorial District:** Two expiring terms on 9/17/17, representing the **Marine Corps League** and one representing the **Legislative Delegation North**. \*(9/13/17)

**Houma-Terrebonne Airport Commission:** One term expiring on 10/06/17. Interested individuals should be citizens and residents of Terrebonne Parish and should be interested and familiar with the management of the Houma-Terrebonne Airport. \*(9/27/17)

**Coastal Zone Management & Restoration:** Four terms expiring on 10/13/17. The four categories of representation are: 1) Recreational Fishing; 2) Terrebonne Parish Property Owner; 3 & 4) Public. Individuals must be interested in coastal zone management issues, and must be willing to make decisions based upon information provided by the Parish's Zone Management and Restoration Department Staff. \*(9/27/17)

Anyone interested in serving or nominating an individual to serve on these boards should contact the Council Clerk's Office (985-873-6519) or [ychauvin@tpcg.org](mailto:ychauvin@tpcg.org). A board application may be downloaded from the Parish's webpage at <http://www.tpcg.org> under the Boards, Committees, and Commissions tab. The completed form should be returned to the Council Clerk's Office no later than 4:00 p.m. on the Monday immediately prior to the Council Meetings indicated above. A brief résumé and/or letter of interest in serving should also be prepared and submitted.

VENITA H. CHAUVIN, COUNCIL CLERK  
TERREBONNE PARISH COUNCIL

\* \* \* \* \*



Wednesday, September 13, 2017

---

**Item Title:**

Fire District No. 10 Board - 1 vacancy

**Item Summary:**

**Fire District No. 10 Board:** One vacancy to fill unexpired term.

---

**ATTACHMENTS:**

**Description**

Resignation letter

**Upload Date**

9/8/2017

**Type**

Cover Memo

**August 10-2017**

**To: Terrebonne Parish Consolidated Government Council**

**RE: Terrebonne Parish Fire District #10 Board of Directors**

**Dear T.P.C.G council, please be advised that I am no longer able to serve on the Terrebonne Parish Fire Protection District #10 Board of Directors due to health reasons.**

**I apricate you all, for appointing me to the T.P.F.D.#10 and having the confidence in me for the past few years to serve my community.**

**Thanks, Allen Knight**

A handwritten signature in black ink, appearing to read "Allen Knight", written in a cursive style.

**RECEIVED**  
AUG 11 2017

**TERREBONNE PARISH  
COUNCIL**



Wednesday, September 13, 2017

---

**Item Title:**

Upcoming Vacancies

**Item Summary:**

**Upcoming Vacancies:**

**Houma-Terrebonne Airport Commission:** One term expiring on 10/06/17.

**Coastal Zone Management & Restoration:** Four terms expiring on 10/13/17.

**Recreation District No. 6 Board:** One vacancy due to resignation.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Notice to the Public	9/8/2017	Backup Material
Resignation notice	9/8/2017	Cover Memo

## NOTICE TO THE PUBLIC

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(Interested individuals applying for Fire District Boards must be resident property taxpayers of the Fire Districts they are applying for and interested in the administration of fire protection services in the area.)

**Terrebonne Parish Veterans Memorial District:** Two expiring terms on 9/17/17, representing the **Marine Corps League** and one representing the **Legislative Delegation North**. \*(9/13/17)

**Houma-Terrebonne Airport Commission:** One term expiring on 10/06/17. Interested individuals should be citizens and residents of Terrebonne Parish and should be interested and familiar with the management of the Houma-Terrebonne Airport. \*(9/27/17)

**Coastal Zone Management & Restoration:** Four terms expiring on 10/13/17. The four categories of representation are: 1) Recreational Fishing; 2) Terrebonne Parish Property Owner; 3 & 4) Public. Individuals must be interested in coastal zone management issues, and must be willing to make decisions based upon information provided by the Parish's Zone Management and Restoration Department Staff. \*(9/27/17)

Anyone interested in serving or nominating an individual to serve on these boards should contact the Council Clerk's Office (985-873-6519) or [ychauvin@tpcg.org](mailto:ychauvin@tpcg.org). A board application may be downloaded from the Parish's webpage at <http://www.tpcg.org> under the Boards, Committees, and Commissions tab. The completed form should be returned to the Council Clerk's Office no later than 4:00 p.m. on the Monday immediately prior to the Council Meetings indicated above. A brief résumé and/or letter of interest in serving should also be prepared and submitted.

VENITA H. CHAUVIN, COUNCIL CLERK  
TERREBONNE PARISH COUNCIL

\* \* \* \* \*

## Venita Chauvin

---

**From:** Steve Trosclair  
**Sent:** Wednesday, September 6, 2017 6:16 PM  
**To:** Venita Chauvin  
**Subject:** Fwd: Resignation

Sent from my iPhone

Begin forwarded message:

**From:** Marcia Ellender <[cajunqueenmlt@hotmail.com](mailto:cajunqueenmlt@hotmail.com)>  
**Date:** September 6, 2017 at 5:11:59 PM CDT  
**To:** "[strosclair@tpcg.org](mailto:strosclair@tpcg.org)" <[strosclair@tpcg.org](mailto:strosclair@tpcg.org)>  
**Subject:** Resignation

Dear Steve,

I am sending you this letter to you in regard to my resignation from the Montegut Dist.6 Recreation Board as of September 6, 2017.

Thanks ,

Marcia T. Ellender

Category Number: 7.  
Item Number: A.



Wednesday, September 13, 2017

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**Item Title:**

Council Members

**Item Summary:**

Council Members

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Category Number: 7.  
Item Number: B.



Wednesday, September 13, 2017

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**Item Title:**

Parish President

**Item Summary:**

Parish President

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Category Number: 8.  
Item Number: A.



Wednesday, September 13, 2017

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**Item Title:**

Milford and Associates, Inc.

**Item Summary:**

Milford and Associates, Inc.

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**ATTACHMENTS:**

**Description**

Milford and Associates, Inc.

**Upload Date**

8/31/2017

**Type**

Backup Material

PROJECT STATUS REPORT (VIA EMAIL vchauvin@tpcg.org)

September 13, 2017

1. PROJECT: COUNCIL DISTRICT 5

- a. Parish Project No.: 15-SEW-39
- b. Title: RELOCATION OF 3 SEWER FORCE  
MAIN @ BAYOU CHAUVIN

2. PROFESSIONAL AGREEMENT:

- a. Date of Original Agreement 10-DEC-15
- b. Type (Hourly, Lump Sum, %) L.S.
- c. Total Fees (Basic Services) \$25,000.00

3. PLAN AND PREPARATION STATUS:

- a. Right-of-Way & Permits (%) N/A
- b. Soil Survey (%) N/A
- c. Field Survey (%) (TOPO) 100%
- d. Preliminary Plans (%) 100%
- e. Final Plans (%) 100%
- f. Estimated Bid Date 9-AUG-16
- g. Estimated Cost of Construction \$271,700.00

4. CONSTRUCTION STATUS:

- a. Actual Bid Date 16-AUG-16
- b. Contractor NORRIS & BOUDREAUX CONTRACTORS, LLC
- c. Contract Amount \$294,298.82
- d. Work Order Issued 10-NOV-16
- e. Total Contract Time (Calendar Days) 210
- f. Scheduled Completion Date 8-JUN-17
- g. Time Elapse Days (%) 208 (99%)
- h. Project Complete (%) 100%
- i. Estimates Paid to Date (\$) \$264,868.94
- j. Date of Substantial Completion 6-JUN-17

5. PROJECT COORDINATOR: MILFORD & ASSOCIATES, INC.

6. REMARKS: PROJECT IN CLEAR LEIN PERIOD.

F.E. Milford III, P.E.

**PROJECT STATUS REPORT (VIA EMAIL vchauvin@tpcg.org)**

**September 13, 2017**

**1. PROJECT: COUNCIL DISTRICT 5**

a. Parish Project No.:	<u>15-BRG-12</u>
b. Title:	<u>MAYFIELD BRIDGE #1</u>

**2. PROFESSIONAL AGREEMENT:**

a. Date of Original Agreement	<u>30-MAR-15</u>
b. Type (Hourly, Lump Sum, %)	<u>CURVE “A”</u>
c. Total Fees (Basic Services)	<u>\$47,000.00</u>

**3. PLAN AND PREPARATION STATUS:**

a. Right-of-Way & Permits (%)	<u>100%</u>
b. Soil Survey (%)	<u>100%</u>
c. Field Survey (%) (TOPO)	<u>100%</u>
d. Preliminary Plans (%)	<u>100%</u>
e. Final Plans (%)	<u>100%</u>
f. Estimated Bid Date	<u>14-MARCH-17</u>
g. Estimated Cost of Construction	<u>\$750,000.00</u>

**4. CONSTRUCTION STATUS:**

a. Actual Bid Date	<u>28-MARCH -17</u>
b. Contractor	<u>COASTAL BRIDGE CO., LLC</u>
c. Contract Amount	<u>\$569,338.80</u>
d. Work Order Issued	<u>14-JUNE-17</u>
e. Total Contract Time (Working Days)	<u>120</u>
f. Scheduled Completion Date	<u>20-NOV-17</u>
g. Time Elapse Days (%)	<u>15 (12%)</u>
h. Project Complete (%)	<u>5%</u>
i. Estimates Paid to Date (\$)	<u>0</u>
j. Date of Substantial Completion	<u></u>

**5. PROJECT COORDINATOR: MILFORD & ASSOCIATES, INC.**

**6. REMARKS: ASSEMBLING C.O. #1 FOR ADDITIONAL TIME TO PROVIDE PRECAST FOR MATERIAL DELIVERY; CONTRACTOR IS ON SITE AND WORKING ON UTILITY RELOCATION. LADOTD HAS RESTRICTED ACCESS. WORKING ON ALTERNATE ROUTE.**

F.E. Milford III, P.E.

Category Number: 8.  
Item Number: B.



Wednesday, September 13, 2017

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**Item Title:**

GIS Engineering, LLC

**Item Summary:**

GIS Engineering, LLC.

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**ATTACHMENTS:**

**Description**

GIS Engineering August 2017

**Upload Date**

9/1/2017

**Type**

Backup Material

**ENGINEERING LLC**

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT**  
**PROJECT STATUS REPORT**  
**GIS Engineering, LLC**



**August 31, 2017**

1. **PROJECT COORDINATOR:** Brian Hazlip, P.E.

2. **CONSTRUCTION MANAGER:**

3. **PROJECT:**

a. Parish Project No.	<u>16-SEW-13</u>
b. GIS Project No.	<u>39130-1012/1013</u>
c. Title	<u>Renovations of Afton, Ardoyne, and Naquin</u>
	<u>Sewer Lift Stations</u>
	<u> </u>
	<u> </u>

4. **PROFESSIONAL AGREEMENT**

a. Date of Original Agreement	<u>May 23, 2016</u>
b. Type (Hourly, Lump Sum, %)	<u>Lump Sum and T&amp;M</u>
c. Fees	
i. Total Estimated (Basic & Additional)	<u>\$156,691.00</u>
ii. Current Budgeted Level	<u>\$156,691.00</u>
ii. Remaining to be Earned at Current Budgeted Level	<u>\$98,381.82</u>
iv. Earned to Date	<u>\$58,309.18</u>

5. **PLAN PREPARATION STATUS**

a. Right-of-way	<u>N/A</u>
b. Soil Survey	<u>N/A</u>
c. Field Survey	<u>Completed</u>
d. Preliminary Plans	<u>Completed</u>
e. Final Plans	<u>Afton &amp; Ardoyne: 100%; Naquin: In-Progress</u>
f. Estimated Bid Date	<u>TBD</u>
g. Estimated Cost of Construction	<u>\$422,000.00</u>

6. **CONSTRUCTION STATUS**

a. Actual Bid Date	<u>TBD</u>
b. Contractor	<u>TBD</u>
c. Contract Amount	<u>TBD</u>
d. Date Work Order Issued	<u>TBD</u>
e. Total Contract Time (Days)	<u>TBD</u>
f. Scheduled Completion Date	<u>TBD</u>
g. Time Elapsed Days (%)	<u>TBD</u>
h. Project Complete (%)	<u>TBD</u>
i. Estimates Paid to Date (\$)	<u>TBD</u>

7. **Remarks**

**Afton & Ardoyne Stations**

- GIS currently awaiting to proceed to Bidding Phase.
- GIS currently waiting for comments in regards to the Technical Specifications.
- Comments received from TPCG on July 18 were incorporated into the drawings.
- Issued for Bid set was submitted to TPCG for review.
- Meeting with TPCG took place on March 30, 2017 to discuss final design set; Comments were incorporated into final set.

**Naquin Station**

- Ongoing coordination with Mr. Troy Rainey (232 Naquin St. Owner) on the property purchase.
- Once property is purchased by TPCG, GIS to work on survey data gathering for design.
- Survey has been completed and the layout of the new station and gravity piping is under design.



**ENGINEERING LLC**

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT**  
**PROJECT STATUS REPORT**  
**GIS Engineering, LLC**



**August 31, 2017**

1. **PROJECT COORDINATOR:** Christopher Jeanice, P.E.

2. **CONSTRUCTION MANAGER:**

3. **PROJECT:**

a. Parish Project No. 16-SEW-12  
b. GIS Project No. 39130-1014/1015  
c. Title South Wastewater Treatment Levee Plant  
Levee Rehabilitation Project  
Sta. 73+15 thru 111+21

4. **PROFESSIONAL AGREEMENT**

a. Date of Original Agreement	May 23, 2016
b. Type (Hourly, Lump Sum, %)	Lump Sum & T&M
c. Fees	
i. Total Estimated (Basic & Additional)	\$79,295.00
ii. Current Budgeted Level	\$79,295.00
ii. Remaining to be Earned at Current Budgeted Level	\$17,778.55
iv. Earned to Date	\$61,516.45

5. **PLAN PREPARATION STATUS**

a. Right-of-way	N/A
b. Permits	Completed
b. Soil Survey	N/A
c. Field Survey	Completed
d. Preliminary Plans	Completed
e. Final Plans	Completed
f. Estimated Bid Date	January 2017
g. Estimated Cost of Construction	\$430,000.00

6. **CONSTRUCTION STATUS**

a. Actual Bid Date	March 15, 2017
b. Contractor	Lil Man Construction, LLC
c. Contract Amount	\$406,169.00
d. Date Work Order Issued	May 20, 2017
e. Total Contract Time (Days)	120 Days
f. Scheduled Completion Date	September 17, 2017
g. Time Elapsed Days (%)	104 Days
h. Project Complete (%)	86.67%
i. Estimates Paid to Date (\$)	\$0.00

7. **Remarks**

- Recommendation for Pay App No. 2 was submitted to TPCG on August 29, 2017 for further approval and processing.
- Pay Application No. 1 was submitted to TPCG on July 27. Status - currently under processing.
- Change Order No. 1 to include accumulated weather days thru July 31 was submitted to TPCG on August 9, 2017.
- Construction Progress meeting with TPCG, GIS and Contractor was held on August 22, 2017.
- Construction activities currently under progress: hauling operations and levee fill placement currently ongoing.
- Contractor mobilized equipment to the site on June 6, 2017.
- Pre-Construction Meeting was held on May 11, 2017.
- Project was officially awarded to Lil Man Construction on April 17, 2017.
- Bid Opening was held on March 15, 2017.
- Pre-Bid Conference took place on February 22, 2017.
- Final Design Phase Deliverable was submitted on September 30, 2016.
- Study and Report Phase Deliverable was submitted on July 6, 2016.

**ENGINEERING LLC**

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
ENGINEERING STATUS REPORT  
GIS Engineering, LLC**



**August 31, 2017**

1. **PROJECT COORDINATOR:** Christopher Jeanice, P.E.

2. **CONSTRUCTION MANAGER:**

3. **PROJECT:**

a. Parish Project No.	16-SEW-14
b. GIS Project No.	39130-1016/1017
c. Title	East Coteau/Bayou Blue
	Sewer Holding Basin
	Dredging Project

4. **PROFESSIONAL AGREEMENT**

a. Date of Original Agreement	May 23, 2016
b. Type (Hourly, Lump Sum, %)	Lump Sum & T&M
c. Fees	
i. Total Estimated (Basic & Additional)	\$52,320.00
ii. Current Budgeted Level	\$52,320.00
ii. Remaining to be Earned at Current Budgeted Level	\$3,508.81
iv. Earned to Date	\$48,811.19

5. **PLAN PREPARATION STATUS**

a. Right-of-way	N/A
b. Permits	Completed
c. Soil Survey	N/A
d. Field Survey	Completed
e. Preliminary Plans	Completed
f. Final Plans	Completed
g. Estimated Bid Date	December 20, 2016
h. Estimated Cost of Construction	\$230,000.00

6. **CONSTRUCTION STATUS**

a. Actual Bid Date	December 20, 2016
b. Contractor	Synagro South, LLC
c. Contract Amount	\$273,000.00
d. Date Work Order Issued	March 24, 2017
e. Total Contract Time (Days)	120 Days
f. Scheduled Completion Date	July 22, 2017
g. Time Elapsed Days	120 Days
h. Project Complete (%)	100%
i. Estimates Paid to Date (\$)	\$193,589.86

7. **Remarks**

- GIS currently awaiting for Pay App No. 2 submittal for retainage.
- Executed Change Order No. 1 was received on July 24, 2017.
- Executed Substantial Completion certificate was received on June 20, 2017.
- Payment for Pay Application No. 1 was sent to Contractor on June 26, 2017.
- Balancing Change Order No. 1 was submitted to TPCG for review and approval on May 17, 2017.
- Recommendation for Substantial Completion was submitted to TPCG for review and approval on May 16, 2017.
- Contractor demobilized equipment from site on May 8, 2017.
- Total Amount of Sludge Dredged: 198.73 Dry Tons (Official).
- Contractor started dredging activities on April 1, 2017 and finished on April 28, 2017.
- NTP was issued on March 23, 2017, with project start date effective March 24, 2017 thru July 22, 2017.
- Pre-Construction Meeting was held on March 15, 2017.
- Synagro South, LLC was found to be the lowest responsive bidder based on GIS evaluation.
- Bid Opening was held on December 20, 2016.
- Final Design Phase Deliverable was submitted on September 30, 2016.
- Study and Report Phase Deliverable was submitted on July 6, 2016.



**ENGINEERING LLC**

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
ENGINEERING STATUS REPORT  
GIS Engineering, LLC**



August 31, 2017

1. **PROJECT COORDINATOR:** Christopher Jeanice, P.E.

2. **CONSTRUCTION MANAGER:**

3. **PROJECT:**

a. Parish Project No. 16-LOCK-61  
b. GIS Project No. 39130-1032/1033  
c. Title Petit Caillou Lock Structure Project  
Preliminary Design Phase

4. **PROFESSIONAL AGREEMENT**

a. Date of Original Agreement	<u>October 14, 2016</u>
b. Type (Hourly, Lump Sum, %)	<u>Lump Sum and T&amp;M</u>
c. Fees	
i. Total Estimated (Basic & Additional)	<u>\$774,576.00</u>
ii. Current Budgeted Level	<u>\$774,576.00</u>
ii. Remaining to be earned at current budgeted level	<u>\$131,512.52</u>
iv. Earned to date	<u>\$643,063.48</u>

5. **PLAN PREPARATION STATUS**

a. Right-of-way	<u>TBD</u>
b. Permits	<u>Not Within Contracted Scope</u>
c. Soil Survey	<u>100%</u>
d. Field Survey	<u>Completed</u>
e. Preliminary Report	<u>Completed</u>
f. Preliminary Design Report	<u>Completed</u>
g. Final Design Report	<u>TBD</u>
h. Estimated Bid Date	<u>TBD</u>
i. Estimated Cost of Construction	<u>\$9,000,000.00</u>

6. **CONSTRUCTION STATUS**

a. Actual Bid Date	<u>TBD</u>
b. Contractor	<u>TBD</u>
c. Contract Amount	<u>TBD</u>
d. Date Work Order Issued	<u>TBD</u>
e. Total Contract Time (Days)	<u>TBD</u>
f. Scheduled Completion Date	<u>TBD</u>
g. Time Elapsed Days (%)	<u>TBD</u>
h. Project Complete (%)	<u>TBD</u>
i. Estimates Paid to Date (\$)	<u>TBD</u>

7. **Remarks**

- GIS currently awaiting on NTP for Final Design.
- Eustis Geotechnical report hard copy was submitted to TPCG on August 14, 2017.
- GIS submitted preliminary design package to TPCG on July 25, 2017.
- GIS has completed preliminary design package for the selected Miter Gate Alternative.
- GIS met with TPCG on July 14, 2017 to present design of proposed structure and discuss design components.
- Ongoing coordination/correspondence with Geotechnical engineer on preliminary geotechnical data.
- Preliminary pile capacity data received from geotechnical engineer on March 20, 2017.
- TPCG executed amendment for Preliminary Design Phase was received on March 7, 2017.



**ENGINEERING LLC**

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT**  
**PROJECT STATUS REPORT**  
**GIS Engineering, LLC**



**August 31, 2017**

1. **PROJECT COORDINATOR:** Seneca Toussant, P.E.

2. **CONSTRUCTION MANAGER:**

3. **PROJECT:**

a. Parish Project No.	<u>16-DRA-26</u>
b. GIS Project No.	<u>39130-1020/1021</u>
c. Title	<u>Chacahoula/Gibson Drainage Project</u>
	<u>Preliminary Design Phase</u>
	<u> </u>
	<u> </u>

4. **PROFESSIONAL AGREEMENT**

a. Date of Original Agreement	<u>May 23, 2016</u>
b. Type (Hourly, Lump Sum, %)	<u>Lump Sum and T&amp;M</u>
c. Fees	
i. Total Estimated (Basic & Additional)	<u>\$912,535.00</u>
ii. Current Budgeted Level	<u>\$912,535.00</u>
ii. Remaining to be Earned at Current Budgeted Level	<u>\$604,508.54</u>
iv. Earned to Date	<u>\$308,026.46</u>

5. **PLAN PREPARATION STATUS**

a. Right-of-way	<u>TBD</u>
b. Permits	<u>TBD</u>
c. Soil Survey	<u>100%</u>
d. Field Survey	<u>Completed</u>
e. Preliminary Report	<u>Completed</u>
f. Preliminary Design Report	<u>In Progress - 80%</u>
g. Final Design Report	<u>TBD</u>
h. Estimated Bid Date	<u>TBD</u>
i. Estimated Cost of Construction	<u>TBD</u>

6. **CONSTRUCTION STATUS**

a. Actual Bid Date	<u>TBD</u>
b. Contractor	<u>TBD</u>
c. Contract Amount	<u>TBD</u>
d. Date Work Order Issued	<u>TBD</u>
e. Total Contract Time (Days)	<u>TBD</u>
f. Scheduled Completion Date	<u>TBD</u>
g. Time Elapsed Days (%)	<u>TBD</u>
h. Project Complete (%)	<u>TBD</u>
i. Estimates Paid to Date (\$)	<u>TBD</u>

7. **Remarks**

- GIS currently finalizing Preliminary Design Plans and Specs.
- Project has been divided into Phases I & II with pump station capacities of 500 cfs and 1000 cfs for each phase respectively
- Project phasing has been incorporated into the Plans; changes in electrical design including electrical motors are ongoing.
- As of August 21, 2017, GIS to design motor starter panels and Parish to design automation control panels.
- Revisions to Prelim Plans to remove gate structure are complete.
- GIS met with TPCG on May 9, 2017 to discuss 30% design set.
- Geotechnical Exploration has been completed.
- Topographical Survey has been completed.



**ENGINEERING LLC**

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
ENGINEERING STATUS REPORT  
GIS Engineering, LLC**



**August 31, 2017**

1. **PROJECT COORDINATOR:** Seneca Toussant, P.E.

2. **CONSTRUCTION MANAGER:**

3. **PROJECT:**

a. Parish Project No.	<u>16-DRA-25</u>
b. GIS Project No.	<u>39130-1022</u>
c. Title	<u>Petit Caillou Drainage Project</u>
	<u>Preliminary Design Phase</u>
	<u> </u>
	<u> </u>

4. **PROFESSIONAL AGREEMENT**

a. Date of Original Agreement	<u>May 31, 2016</u>
b. Type (Hourly, Lump Sum, %)	<u>Lump Sum and T&amp;M</u>
c. Fees	<u> </u>
i. Total Estimated (Basic & Additional)	<u>\$747,739.43</u>
ii. Current Budgeted Level	<u>\$450,000.00</u>
ii. Remaining to be earned at current budgeted level	<u>\$156,241.95</u>
iv. Earned to date	<u>\$293,758.05</u>

5. **PLAN PREPARATION STATUS**

a. Right-of-way	<u>N/A</u>
b. Permits	<u>N/A</u>
c. Soil Survey	<u> </u>
d. Field Survey	<u>Completed</u>
e. Preliminary Plans	<u>Completed</u>
f. Preliminary Design Plans	<u>In Progress</u>
g. Final Plans	<u>TBD</u>
h. Estimated Bid Date	<u>TBD</u>
i. Estimated Cost of Construction	<u>\$5,662,300.00</u>

6. **CONSTRUCTION STATUS**

a. Actual Bid Date	<u>TBD</u>
b. Contractor	<u>TBD</u>
c. Contract Amount	<u>TBD</u>
d. Date Work Order Issued	<u>TBD</u>
e. Total Contract Time (Days)	<u>TBD</u>
f. Scheduled Completion Date	<u>TBD</u>
g. Time Elapsed Days (%)	<u>TBD</u>
h. Project Complete (%)	<u>TBD</u>
i. Estimates Paid to Date (\$)	<u>TBD</u>

7. **Remarks**

- Preliminary Design Phase in progress, along with Grant Application Assistance services.
- GIS currently working on Preliminary Design Plans and Specs, awaiting geotechnical analysis before proceeding.
- Ongoing communication with TPCG in regards to parcel acquisitions; Geotech unable to access the property at this time.
- On August 21, 2017, GIS provided map and drawing information to MPH as requested by the TPCG.
- GIS currently working on Preliminary Design Plans and Specs, awaiting geotechnical analysis before proceeding.
- Grant Application H&H Task underway, approximately 100% of structures surveyed for finished floor elevation.
- Expected Completion Date : September 21, 2017 (Grant Application Task)
- H&H Models are approximately 90% complete.
- GIS met with TPCG on May 9 to discuss the Preliminary Design Set; comments received were incorporated to the design.



**ENGINEERING LLC**

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
ENGINEERING STATUS REPORT  
GIS Engineering, LLC**



**August 31, 2017**

1. **PROJECT COORDINATOR:** Christopher Jeanice, P.E.

2. **CONSTRUCTION MANAGER:**

3. **PROJECT:**

a. Parish Project No. 14-SEW-14  
b. GIS Project No. 39130-1018/1019  
c. Title Whiskey Island  
Sand Retention & Protection Project

4. **PROFESSIONAL AGREEMENT**

a. Date of Original Agreement	<u>May 23, 2016</u>
b. Type (Hourly, Lump Sum, %)	<u>Lump Sum &amp; T&amp;M</u>
c. Fees	
i. Total Estimated (Basic & Additional)	<u>\$250,000.00</u>
ii. Current Budgeted Level	<u>\$250,000.00</u>
ii. Remaining to be Earned at Current Budgeted Level	<u>\$40,595.72</u>
iv. Earned to Date	<u>\$209,404.28</u>

5. **REPORT/PLAN PREPARATION STATUS**

a. Right-of-way	<u>N/A</u>
b. Permits	<u>Not Within Contracted Scope</u>
c. Soil Survey	<u>N/A</u>
c. Field Survey	<u>N/A</u>
d. Study and Report Phase	<u>Completed</u>
e. Preliminary Plans	<u>TBD</u>
f. Final Plans	<u>TBD</u>
g. Estimated Bid Date	<u>TBD</u>
h. Estimated Cost of Construction	<u>\$25,000,000.00</u>

6. **CONSTRUCTION STATUS**

a. Actual Bid Date	<u></u>
b. Contractor	<u></u>
c. Contract Amount	<u></u>
d. Date Work Order Issued	<u></u>
e. Total Contract Time (Days)	<u></u>
f. Scheduled Completion Date	<u></u>
g. Time Elapsed Days (%)	<u></u>
h. Project Complete (%)	<u></u>
i. Estimates Paid to Date (\$)	<u></u>

7. **Remarks**

- Project is at a stand still. Plan of action going forward is to be determined.

- Possible meeting with CPRA to take place within upcoming weeks.

- Latest CPRA comments were received on December 20, 2016; GIS discussed received comments with TPCG.

- Study and Report Phase deliverable was submitted on October 10, 2016.



**ENGINEERING LLC**

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT**  
**PROJECT STATUS REPORT**  
**GIS Engineering, LLC**



August 31, 2017

1. **PROJECT COORDINATOR:** Mohan Menon

2. **CONSTRUCTION MANAGER:**

3. **PROJECT:**

a. Parish Project No. TBD  
b. GIS Project No. 39130-1044  
c. Title CPRA 2017 Coastal Master Plan  
\_\_\_\_\_  
\_\_\_\_\_

4. **PROFESSIONAL AGREEMENT**

a. Date of Original Agreement	<u>1/13/2017</u>
b. Type (Hourly, Lump Sum, %)	<u>T&amp;M</u>
c. Fees	
i. Total Estimated (Basic & Additional)	<u>\$25,000.00</u>
ii. Current Budgeted Level	<u>\$10,000.00</u>
ii. Remaining to be Earned at Current Budgeted Level	<u>\$5,590.00</u>
iv. Earned to Date	<u>\$4,410.00</u>

5. **PLAN PREPARATION STATUS**

a. Right-of-way	<u>N/A</u>
b. Permits	<u>N/A</u>
b. Soil Survey	<u>N/A</u>
c. Field Survey	<u>N/A</u>
d. Preliminary Plans	<u>N/A</u>
e. Final Plans	<u>N/A</u>
f. Estimated Bid Date	<u>N/A</u>
g. Estimated Cost of Construction	<u>N/A</u>

6. **CONSTRUCTION STATUS**

a. Actual Bid Date	<u>N/A</u>
b. Contractor	<u>N/A</u>
c. Contract Amount	<u>N/A</u>
d. Date Work Order Issued	<u>N/A</u>
e. Total Contract Time (Days)	<u>N/A</u>
f. Scheduled Completion Date	<u>N/A</u>
g. Time Elapsed Days (%)	<u>N/A</u>
h. Project Complete (%)	<u>N/A</u>
i. Estimates Paid to Date (\$)	<u>N/A</u>

7. **Remarks**

- GIS reviewed the Master Plan (2017) in its entirety, specifically the master plan projects for Terrebonne Parish.  
- Oneil Malbrough met with parish officials to discuss the priorities and the strategies.  
- GIS provided TPCG draft comments for the Parish President.  
- GIS personnel attended public meeting on the Master Plan in Houma.



**ENGINEERING LLC**

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
ENGINEERING STATUS REPORT  
GIS Engineering, LLC**



**August 31, 2017**

1. **PROJECT COORDINATOR:** Seneca Toussant, P.E.

2. **CONSTRUCTION MANAGER:**

3. **PROJECT:**

a. Parish Project No. 17-PAV-01  
b. GIS Project No. 39130-1041/1042  
c. Title Falgout Canal Road Repaving Project  
Final Design Phase

4. **PROFESSIONAL AGREEMENT**

a. Date of Original Agreement	<u>April 3, 2017</u>
b. Type (Hourly, Lump Sum, %)	<u>Lump Sum and T&amp;M</u>
c. Fees	
i. Total Estimated (Basic & Additional)	<u>\$465,470.00</u>
ii. Current Budgeted Level	<u>\$465,470.00</u>
ii. Remaining to be earned at current budgeted level	<u>\$204,776.97</u>
iv. Earned to date	<u>\$260,693.03</u>

5. **PLAN PREPARATION STATUS**

a. Right-of-way	<u>TBD</u>
b. Permits	<u>Not Within Contracted Scope</u>
c. Soil Survey	<u>100%</u>
d. Field Survey	<u>100%</u>
e. Preliminary Report	<u>100%</u>
f. Preliminary Design Report	<u>100%</u>
g. Final Design Report	<u>100%</u>
h. Estimated Bid Date	<u>September 2017</u>
i. Estimated Cost of Construction	<u>\$3,800,000.00</u>

6. **CONSTRUCTION STATUS**

a. Actual Bid Date	<u>TBD</u>
b. Contractor	<u>TBD</u>
c. Contract Amount	<u>TBD</u>
d. Date Work Order Issued	<u>TBD</u>
e. Total Contract Time (Days)	<u>TBD</u>
f. Scheduled Completion Date	<u>TBD</u>
g. Time Elapsed Days (%)	<u>TBD</u>
h. Project Complete (%)	<u>TBD</u>
i. Estimates Paid to Date (\$)	<u>TBD</u>

7. **Remarks**

- Final Plans and Specs were submitted to the Parish on August 19, 2017 for review.  
- Estimated Advertisement Date: September 2017  
- Final Geotechnical recommendations were received and have been incorporated into the Final set of drawings and specs.  
- Alternative Analysis Report Deliverable was submitted to TPCG on April 25, 2017.  
- Topographical Survey has been completed.



**ENGINEERING LLC**

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT**  
**PROJECT STATUS REPORT**  
**GIS Engineering, LLC**



August 31, 2017

1. **PROJECT COORDINATOR:** Christopher Jeanice, P.E.  
2. **CONSTRUCTION MANAGER:**

3. **PROJECT:**

a. Parish Project No.	17-SEW-06
b. GIS Project No.	39130-1046/1047
c. Title	South Wastewater Treatment Levee Rehabilitation at Cells 2 & 3 Final Design Phase

4. **PROFESSIONAL AGREEMENT**

a. Date of Original Agreement	April 24, 2017
b. Type (Hourly, Lump Sum, %)	Lump Sum & T&M
c. Fees	
i. Total Estimated (Basic & Additional)	\$109,975.00
ii. Current Budgeted Level	\$109,975.00
ii. Remaining to be Earned at Current Budgeted Level	\$54,975.00
iv. Earned to Date	\$55,000.00

5. **PLAN PREPARATION STATUS**

a. Right-of-way	N/A
b. Permits	N/A
b. Soil Survey	Completed
c. Field Survey	Completed
d. Preliminary Plans	Completed
e. Final Plans	Completed
f. Estimated Bid Date	TBD
g. Estimated Cost of Construction	\$530,000.00

6. **CONSTRUCTION STATUS**

a. Actual Bid Date	TBD
b. Contractor	TBD
c. Contract Amount	TBD
d. Date Work Order Issued	TBD
e. Total Contract Time (Days)	TBD
f. Scheduled Completion Date	TBD
g. Time Elapsed Days (%)	TBD
h. Project Complete (%)	TBD
i. Estimates Paid to Date (\$)	TBD

7. **Remarks**

- GIS is currently finalizing Issued for Bid set of Plans and Specs, to be submitted to TPCG within the following days.
- As of correspondence received on June 27, TPCG has selected Alternative 2A (Concrete mats along both Levee Sides) to move forward with final design.
- Preliminary Design Phase deliverables including report and other attachments were submitted to TPCG for review on June 29
- Eustis Engineering Geotechnical report was submitted to GIS on June 15; analyses and results were incorporated into report.
- Preliminary Drawings and Opinion of Probable Construction Cost were submitted to TPCG on May 25 for FEMA purposes.
- Topographical and Hydro Surveys performed by GIS on March 31, 2017.

Category Number: 8.  
Item Number: C.



Wednesday, September 13, 2017

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**Item Title:**

Providence Engineering and Design, LLC

**Item Summary:**

Providence Engineering and Design, LLC

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**ATTACHMENTS:**

**Description**

September 2017

**Upload Date**

9/7/2017

**Type**

Backup Material

## Project Status Report

September 7, 2017

### 1. PROJECT:

- a. Parish Project No.: 95-DRA-37
- b. Terrebonne Parish Council District No.: 4
- c. Providence Engineering and Design, LLC Project No.: 441-011
- d. Title: Forced Drainage Project Area 2-1A Drainage Imps.  
Phase VI - Honeysuckle

### 2. PROFESSIONAL AGREEMENT:

- a. Date of Original Agreement April 2, 2009
- b. Type (Hourly, Lump Sum, %) Hourly and Lump Sum
- c. Total Fees (Basic and Additional Services) \$144,000.00

### 3. PLAN PREPARATION STATUS:

- a. Right-of-Way and Permits (%) N/A / 98%
- b. Soil Survey (%) N/A
- c. Field Survey (%) 100%
- d. Preliminary Plans (%) 100%
- e. Final Plans (%) 100%
- f. Estimated Bid Date 2017
- g. Estimated Cost of Construction \$550,000.00

### 4. CONSTRUCTION STATUS:

- a. Actual Bid Date \_\_\_\_\_
- b. Contractor \_\_\_\_\_
- c. Contract Amount \_\_\_\_\_
- d. Date Work Order Issued \_\_\_\_\_
- e. Total Contract Time (Days) \_\_\_\_\_
- f. Scheduled Completion Date \_\_\_\_\_
- g. Time Elapse (Days) (%) \_\_\_\_\_
- h. Project Complete (%) \_\_\_\_\_
- i. Estimates Paid to Date (\$) \_\_\_\_\_
- j. Date of Substantial Completion \_\_\_\_\_

### 5. PROJECT COORDINATOR:

Clay Breaud

### 6. REMARKS:

Awaiting approval of LDOTD permit and bid dates. LDOTD requested additional revisions.

## Project Status Report

September 7, 2017

### 1. PROJECT:

- a. Parish Project No.: 10-LEV-31
- b. Terrebonne Parish Council District No.: 7
- c. Providence Engineering and Design, LLC Project No.: 441-028
- d. Title: Suzie Canal (North) Levee Extension

### 2. PROFESSIONAL AGREEMENT:

- |   |                                    |
|---|------------------------------------|
| a. Date of Original Agreement                 | <u>Orig. Agree.-Aug. 17, 2010</u>  |
| b. Type (Hourly, Lump Sum, %)                 | <u>Amend. No. 1-Sept. 26, 2016</u> |
| c. Total Fees (Basic and Additional Services) | <u>Lump Sum and Hourly</u>         |
|   | <u>\$1,022,000.00</u>              |

### 3. PLAN PREPARATION STATUS:

- |                                   |                       |
|-----------------------------------|-----------------------|
| a. Right-of-Way and Permits (%)   | <u>100% / 100%</u>    |
| b. Soil Survey (%)                | <u>100%</u>           |
| c. Field Survey (%)               | <u>100%</u>           |
| d. Preliminary Plans (%)          | <u>100%</u>           |
| e. Final Plans (%)                | <u>100%</u>           |
| f. Estimated Bid Date             | <u>2017</u>           |
| g. Estimated Cost of Construction | <u>\$4,130,000.00</u> |

### 4. CONSTRUCTION STATUS:

- |                                   |                                |
|-----------------------------------|--------------------------------|
| a. Actual Bid Date                | <u>May 25, 2017</u>            |
| b. Contractor                     | <u>River/Road Const., Inc.</u> |
| c. Contract Amount                | <u>\$3,360,000.00</u>          |
| d. Date Work Order Issued         | <u>pending</u>                 |
| e. Total Contract Time (Days)     | <u>300 calendar days</u>       |
| f. Scheduled Completion Date      | <u>June 16, 2018</u>           |
| g. Time Elapse (Days) (%)         | <u>17 days / 5.7%</u>          |
| h. Project Complete (%)           | <u>4%</u>                      |
| i. Estimates Paid to Date (\$)    | <u>\$128,347.32</u>            |
| j. Date of Substantial Completion | <u></u>                        |

### 5. PROJECT COORDINATOR:

Bryan Breaud, P.E.

### 6. REMARKS:

Notice of Award to Contractor was issued June 29<sup>th</sup>. Pre-construction conference scheduled for August 8<sup>th</sup>. Contractor completed clearing. Working on excavation.

## Project Status Report

September 7, 2017

### 1. PROJECT:

- a. Parish Project No.: 10-SEW-96
- b. Terrebonne Parish Council District No.: 6
- c. Providence Engineering and Design, LLC Project No.: 441-044
- d. Title: Ashland Wetland Assimilation Discharge System

### 2. PROFESSIONAL AGREEMENT:

- |   |                                   |
|---|-----------------------------------|
|   | Orig. Agree.-March 2, 2011        |
|   | Amend. No. 1-Aug. 9, 2011         |
|   | Amend. No. 2-Sept. 28, 2012       |
|   | Amend. No. 3-Jan. 6, 2015         |
| a. Date of Original Agreement                 | <u>Amend. No. 4-March 3, 2017</u> |
| b. Type (Hourly, Lump Sum, %)                 | <u>Lump Sum and Hourly</u>        |
| c. Total Fees (Basic and Additional Services) | <u>\$445,600.00</u>               |

### 3. PLAN PREPARATION STATUS:

- |                                   |                                |
|-----------------------------------|--------------------------------|
| a. Right-of-Way and Permits (%)   | <u>100%(ROW) 100%(Permits)</u> |
| b. Soil Survey (%)                | <u>N/A</u>                     |
| c. Field Survey (%)               | <u>100%</u>                    |
| d. Preliminary Plans (%)          | <u>100%</u>                    |
| e. Final Plans (%)                | <u>100%</u>                    |
| f. Estimated Bid Date             | <u>June 16, 2015</u>           |
| g. Estimated Cost of Construction | <u>\$2,000,000.00</u>          |

### 4. CONSTRUCTION STATUS:

- |                                   |  |
|-----------------------------------|--|
| a. Actual Bid Date                | <u>June 16, 2015</u>                           |
| b. Contractor                     | <u>Cycle Construction</u>                      |
| c. Contract Amount                | <u>\$1,750,564.93 co#4 (balancing-pending)</u> |
| d. Date Work Order Issued         | <u>August 27, 2015</u>                         |
| e. Total Contract Time (Days)     | <u>564 days co#3</u>                           |
| f. Scheduled Completion Date      | <u>June 16, 2017</u>                           |
| g. Time Elapse (Days) (%)         | <u>514 days (91.1%)</u>                        |
| h. Project Complete (%)           | <u>99%</u>                                     |
| i. Estimates Paid to Date (\$)    | <u>\$1,738,602.05</u>                          |
| j. Date of Substantial Completion | <u>January 9, 2017</u>                         |

### 5. PROJECT COORDINATOR:

Melanie Caillouet

### 6. REMARKS:

Change Order No. 1 approved to modify tie-in to existing sewer line and adjust contract time. Change Order No. 2 approved 6' fence and adjusted contract time. Construction has been slowed due to rain and high water on-site. Tie-in to plant has been made. Checking operation of discharge lines. Area still very wet. Change Order No. 3 approved - additional fill, discharge header support and removal of concrete footing. Balancing Change Order No. 4 submitted to Owner for approval (-\$26,688.12). Contractor almost complete with punchlist. Contractor and Engineer met with property owner to review some complaints of ruts and subsidence. Property has been drained, graded and elevations taken. Rain has slowed down the work. Contractor submitted cost to provide additional fill matter in low area. Cost submitted to Owner for review and Owner has approved the cost.

## Project Status Report

September 7, 2017

### 1. PROJECT:

- a. Parish Project No.: 14-HMPG-26
- b. Terrebonne Parish Council District No.: 1
- c. Providence Engineering and Design, LLC Project No.: 441-051
- d. Title: **Critical Facilities Hardening - Courthouse Annex (HMGP)**

### 2. PROFESSIONAL AGREEMENT:

- a. Date of Original Agreement Aug. 13, 2014
- b. Type (Hourly, Lump Sum, %) Lump Sum and Hourly
- c. Total Fees (Basic and Additional Services) \$57,212.00

### 3. PLAN PREPARATION STATUS:

- a. Right-of-Way and Permits (%) N/A / By Contractor
- b. Soil Survey (%) N/A
- c. Field Survey (%) N/A
- d. Preliminary Plans (%) 100%
- e. Final Plans (%) 100%
- f. Estimated Bid Date 2017
- g. Estimated Cost of Construction \$475,000.00

### 4. CONSTRUCTION STATUS:

- a. Actual Bid Date July 25, 2017
- b. Contractor BET Construction, Inc.
- c. Contract Amount \$673,970.00
- d. Date Work Order Issued
- e. Total Contract Time (Days)
- f. Scheduled Completion Date
- g. Time Elapse (Days) (%)
- h. Project Complete (%)
- i. Estimates Paid to Date (\$)
- j. Date of Substantial Completion

### 5. PROJECT COORDINATOR:

Clay Breaud

### 6. REMARKS:

Awaiting execution of construction agreement.

## Project Status Report

September 7, 2017

### 1. PROJECT:

- a. Parish Project No.: 13-DRA-22
- b. Terrebonne Parish Council District No.: 8
- c. Providence Engineering and Design, LLC Project No.: 441-069
- d. Title: Upper Little Caillou Drainage Pump Station

### 2. PROFESSIONAL AGREEMENT:

- a. Date of Original Agreement June 17, 2013
- b. Type (Hourly, Lump Sum, %) Lump Sum and Hourly
- c. Total Fees (Basic and Additional Services) \$325,300.00

### 3. PLAN PREPARATION STATUS:

- a. Right-of-Way and Permits (%) 100% (ROW) 100% (Permits)
- b. Soil Survey (%) 100%
- c. Field Survey (%) 100%
- d. Preliminary Plans (%) 100%
- e. Final Plans (%) 100%
- f. Estimated Bid Date 2017
- g. Estimated Cost of Construction \$4,300,000.00

### 4. CONSTRUCTION STATUS:

- a. Actual Bid Date July 13, 2017
- b. Contractor Sealevel Construction
- c. Contract Amount \$5,081,154.00
- d. Date Work Order Issued
- e. Total Contract Time (Days)
- f. Scheduled Completion Date
- g. Time Elapse (Days) (%)
- h. Project Complete (%)
- i. Estimates Paid to Date (\$)
- j. Date of Substantial Completion

### 5. PROJECT COORDINATOR:

Clay Breaud

### 6. REMARKS:

Awaiting execution of construction agreement.

## Project Status Report

September 7, 2017

1. PROJECT:

- a. Parish Project No.: 14-ROAD-06
- b. Terrebonne Parish Council District Nos.: 2, 3 & 5
- c. Providence Engineering and Design, LLC Project No.: 441-083
- d. Title: Hollywood Road Widening (CE&I)

2. PROFESSIONAL AGREEMENT:

- a. Date of Original Agreement April 16, 2014
- b. Type (Hourly, Lump Sum, %) Lump Sum and Hourly
- c. Total Fees (Basic and Additional Services) \$851,125.00

3. PLAN PREPARATION STATUS:

- a. Right-of-Way and Permits (%) N/A
- b. Soil Survey (%) N/A
- c. Field Survey (%) N/A
- d. Preliminary Plans (%) N/A
- e. Final Plans (%) N/A
- f. Estimated Bid Date N/A
- g. Estimated Cost of Construction N/A

4. CONSTRUCTION STATUS:

- a. Actual Bid Date October 23, 2013
- b. Contractor Conti Enterprises, Inc.
- c. Contract Amount \$12,545,948.97 c/o#22
- d. Date Work Order Issued August 8, 2014-time began 8/11/14
- e. Total Contract Time (Days) 528 days c/o#22
- f. Scheduled Completion Date Jan. 21, 2016 c/o#22
- g. Time Elapse (Days) (%) 832 days (162.2%)
- h. Project Complete (%) 100%
- i. Estimates Paid to Date (\$) \$12,166,080.28
- j. Date of Final Completion May 12, 2017

5. PROJECT COORDINATOR: Clay Breaud

6. REMARKS:

All work complete. Contract time stopped on November 18, 2016. Final acceptance approved by Owner.

**Project Status Report**

**September 7, 2017**

**1. PROJECT:**

- a. Parish Project No.: 14-SCADA-13
- b. Terrebonne Parish Council District Nos.: \_\_\_\_\_
- c. Providence Engineering and Design, LLC Project No.: 441-085
- d. Title: Telemetry System for Drainage Pump Stations (Phase III)

**2. PROFESSIONAL AGREEMENT:**

- |   |                                    |
|---|------------------------------------|
| a. Date of Original Agreement                 | Orig. Agr.-June 2, 2014            |
| b. Type (Hourly, Lump Sum, %)                 | <u>Amend. No. 2-March 17, 2017</u> |
| c. Total Fees (Basic and Additional Services) | <u>Lump Sum and Hourly</u>         |
|   | <u>\$60,700.00</u>                 |

**3. PLAN PREPARATION STATUS:**

- |                                   |                     |
|-----------------------------------|---------------------|
| a. Right-of-Way and Permits (%)   | <u>N/A</u>          |
| b. Soil Survey (%)                | <u>N/A</u>          |
| c. Field Survey (%)               | <u>100%</u>         |
| d. Preliminary Plans (%)          | <u>100%</u>         |
| e. Final Plans (%)                | <u>95%</u>          |
| f. Estimated Bid Date             | <u>2017</u>         |
| g. Estimated Cost of Construction | <u>\$340,000.00</u> |

**4. CONSTRUCTION STATUS:**

- |                                   |       |
|-----------------------------------|-------|
| a. Actual Bid Date                | _____ |
| b. Contractor                     | _____ |
| c. Contract Amount                | _____ |
| d. Date Work Order Issued         | _____ |
| e. Total Contract Time (Days)     | _____ |
| f. Scheduled Completion Date      | _____ |
| g. Time Elapse (Days) (%)         | _____ |
| h. Project Complete (%)           | _____ |
| i. Estimates Paid to Date (\$)    | _____ |
| j. Date of Substantial Completion | _____ |

**5. PROJECT COORDINATOR:**

Clay Breaud

**6. REMARKS:**

Parish is working on programming software.

## Project Status Report

September 7, 2017

### 1. PROJECT:

- a. Parish Project No.: 14-SEW-21
- b. Terrebonne Parish Council District No.: 4
- c. Providence Engineering and Design, LLC Project No.: 441-088
- d. Title: North Wastewater Treatment Plant Electrical Improvements

### 2. PROFESSIONAL AGREEMENT:

- a. Date of Original Agreement Amend. #1-Dec. 16, 2015
- b. Type (Hourly, Lump Sum, %) Orig. Agr.-July 11, 2014
- c. Total Fees (Basic and Additional Services) Lump Sum and Hourly  
\$142,600.00

### 3. PLAN PREPARATION STATUS:

- a. Right-of-Way and Permits (%) N/A
- b. Soil Survey (%) N/A
- c. Field Survey (%) 100%
- d. Preliminary Plans (%) 100%
- e. Final Plans (%) 100%
- f. Estimated Bid Date 2016
- g. Estimated Cost of Construction \$1,017,400.00

### 4. CONSTRUCTION STATUS:

- a. Actual Bid Date March 3, 2016
- b. Contractor E-3 Electrical, Inc.
- c. Contract Amount \$981,000.00
- d. Date Work Order Issued May 2, 2016 (time began 5/16/16)
- e. Total Contract Time (Days) 346 days c/o#3
- f. Scheduled Completion Date April 26, 2017
- g. Time Elapse (Days) (%) 346 days (100%)
- h. Project Complete (%) 99%
- i. Estimates Paid to Date (\$) \$935,976.10
- j. Date of Substantial Completion April 26, 2017

### 5. PROJECT COORDINATOR:

Clay Breaud

### 6. REMARKS:

Change Order No. 1 approved for \$4,238.00 (repair aerator tank lighting) and additional 64 contract days for equipment delivery delay. Change Order No. 2 approved for additional 50 contract days. All equipment has been field tested. Certificate of Substantial Completion approved by Owner. Change Order No. 3 (Balancing) approved. (72 calendar days). Waiting on information to complete punch list. (Information to complete O&M manuals.)

**Project Status Report**

**September 7, 2017**

**1. PROJECT:**

- a. Parish Project No.:

15-LEV-27
- b. Terrebonne Parish Council District No.:

5
- c. Providence Engineering and Design, LLC Project No.:

441-090
- d. Title:

Six Foot Levee Ditch Improvements

**2. PROFESSIONAL AGREEMENT:**

- a. Date of Original Agreement

September 30, 2015
- b. Type (Hourly, Lump Sum, %)

Lump Sum and Hourly
- c. Total Fees (Basic and Additional Services)

\$192,100.00

**3. PLAN PREPARATION STATUS:**

- a. Right-of-Way and Permits (%)

N/A / 100%
- b. Soil Survey (%)

100%
- c. Field Survey (%)

100%
- d. Preliminary Plans (%)

100%
- e. Final Plans (%)

100%
- f. Estimated Bid Date

2017
- g. Estimated Cost of Construction

\$835,000.00

**4. CONSTRUCTION STATUS:**

- a. Actual Bid Date

October 5, 2017
- b. Contractor
- c. Contract Amount
- d. Date Work Order Issued
- e. Total Contract Time (Days)
- f. Scheduled Completion Date
- g. Time Elapse (Days) (%)
- h. Project Complete (%)
- i. Estimates Paid to Date (\$)
- j. Date of Substantial Completion

**5. PROJECT COORDINATOR:**

Clay Breaud

**6. REMARKS:**

## Project Status Report

September 7, 2017

### 1. PROJECT:

- a. Parish Project No.: 14-ROAD-33
- b. Terrebonne Parish Council District No.: 6
- c. Providence Engineering and Design, LLC Project No.: 441-094
- d. Title: Hollywood Road Extension - Valhi Blvd. to LA 182

### 2. PROFESSIONAL AGREEMENT:

- a. Date of Original Agreement Original Agree.-Nov. 10, 2014
- b. Type (Hourly, Lump Sum, %) Amend. No. 1-Aug. 11, 2016
- c. Total Fees (Basic and Additional Services) Lump Sum and Hourly  
\$493,050.00

### 3. PLAN PREPARATION STATUS:

- a. Right-of-Way and Permits (%) 100% / 100%
- b. Soil Survey (%) 100%
- c. Field Survey (%) 100%
- d. Preliminary Plans (%) 100%
- e. Final Plans (%) 100%
- f. Estimated Bid Date 2017
- g. Estimated Cost of Construction \$3,300,000.00

### 4. CONSTRUCTION STATUS:

- a. Actual Bid Date July 11, 2017
- b. Contractor LA Contracting Enterprise
- c. Contract Amount \$3,310,654.90
- d. Date Work Order Issued \_\_\_\_\_
- e. Total Contract Time (Days) \_\_\_\_\_
- f. Scheduled Completion Date \_\_\_\_\_
- g. Time Elapse (Days) (%) \_\_\_\_\_
- h. Project Complete (%) \_\_\_\_\_
- i. Estimates Paid to Date (\$) \_\_\_\_\_
- j. Date of Substantial Completion \_\_\_\_\_

### 5. PROJECT COORDINATOR:

Clay Breaud

### 6. REMARKS:

Pre-construction meeting is being scheduled.

## Project Status Report

September 7, 2017

### 1. PROJECT:

- a. Parish Project No.: 14-DRA-44
- b. Terrebonne Parish Council District No.: 6
- c. Providence Engineering and Design, LLC Project No.: 441-096
- d. Title: Ellendale Levee Rehabilitation Project

### 2. PROFESSIONAL AGREEMENT:

- a. Date of Original Agreement December 5, 2014
- b. Type (Hourly, Lump Sum, %) Lump Sum and Hourly
- c. Total Fees (Basic and Additional Services) \$215,500.00

### 3. PLAN PREPARATION STATUS:

- a. Right-of-Way / Permits (%) 100% / 100%
- b. Soil Survey (%) 100%
- c. Field Survey (%) 100%
- d. Preliminary Plans (%) 100%
- e. Final Plans (%) 100%
- f. Estimated Bid Date 2017
- g. Estimated Cost of Construction \$775,000.00

### 4. CONSTRUCTION STATUS:

- a. Actual Bid Date February 23, 2017
- b. Contractor La Contracting Enterprise, LLC
- c. Contract Amount \$621,500.00 c/o#2
- d. Date Work Order Issued April 27, 2017
- e. Total Contract Time (Days) 147 days c/o#2
- f. Scheduled Completion Date October 1, 2017
- g. Time Elapse (Days) (%) 122 days / 83%
- h. Project Complete (%) 85%
- i. Estimates Paid to Date (\$) \$499,141.49
- j. Date of Substantial Completion

### 5. PROJECT COORDINATOR: Clay Breaud

### 6. REMARKS:

Contractor hauling borrow material. Contractor requested to work on weekends. Rain slowed down work. Hauled a total of 34,641.45 c.y. of borrow material.

## Project Status Report

September 7, 2017

### 1. PROJECT:

- a. Parish Project No.: 15-UTL-20
- b. Terrebonne Parish Council District No.: 9
- c. Providence Engineering and Design, LLC Project No.: 441-098
- d. Title: Power Pole Relocation, La. Hwy. 57 Widening, Industrial Blvd to Thompson Road

### 2. PROFESSIONAL AGREEMENT:

- |   |   |
|---|---|
| a. Date of Original Agreement                 | Amend. No. 1-June 29, 2016<br><u>April 17, 2015</u> |
| b. Type (Hourly, Lump Sum, %)                 | <u>Lump Sum and Hourly</u>                          |
| c. Total Fees (Basic and Additional Services) | <u>\$63,200.00</u>                                  |

### 3. PLAN PREPARATION STATUS:

- |                                   |                     |
|-----------------------------------|---------------------|
| a. Right-of-Way / Permits (%)     | <u>N/A / 100%</u>   |
| b. Soil Survey (%)                | <u>N/A</u>          |
| c. Field Survey (%)               | <u>100%</u>         |
| d. Preliminary Plans (%)          | <u>100%</u>         |
| e. Final Plans (%)                | <u>100%</u>         |
| f. Estimated Bid Date             | <u>2016</u>         |
| g. Estimated Cost of Construction | <u>\$320,000.00</u> |

### 4. CONSTRUCTION STATUS:

- |                                   |  |
|-----------------------------------|--|
| a. Actual Bid Date                | <u>November 22, 2016</u>               |
| b. Contractor                     | <u>Associated Diversified Services</u> |
| c. Contract Amount                | <u>\$211,093.92</u>                    |
| d. Date Work Order Issued         | <u>February 2, 2017</u>                |
| e. Total Contract Time (Days)     | <u>160 days</u>                        |
| f. Scheduled Completion Date      | <u>July 22, 2017</u>                   |
| g. Time Elapse (Days) (%)         | <u>158 days (98.8%)</u>                |
| h. Project Complete (%)           | <u>99%</u>                             |
| i. Estimates Paid to Date (\$)    | <u>0</u>                               |
| j. Date of Substantial Completion | <u>July 20, 2017</u>                   |

### 5. PROJECT COORDINATOR:

Clay Breaud

### 6. REMARKS:

Contractor working on punchlist items.

**Project Status Report**

**September 7, 2017**

**1. PROJECT:**

- a. Parish Project No.: 15-SEW-33
- b. Terrebonne Parish Council District No.: \_\_\_\_\_
- c. Providence Engineering and Design, LLC Project No.: 441-102
- d. Title: Coteau Holding Basin Sewer Force Main Replacement

**2. PROFESSIONAL AGREEMENT:**

- a. Date of Original Agreement September 8, 2015
- b. Type (Hourly, Lump Sum, %) Lump Sum and Hourly
- c. Total Fees (Basic and Additional Services) \$44,800.00

**3. PLAN PREPARATION STATUS:**

- a. Right-of-Way and Permits (%) 100% / 100%
- b. Soil Survey (%) N/A
- c. Field Survey (%) 100%
- d. Preliminary Plans (%) 100%
- e. Final Plans (%) 100%
- f. Estimated Bid Date 2017
- g. Estimated Cost of Construction \$252,400.00

**4. CONSTRUCTION STATUS:**

- a. Actual Bid Date September 5, 2017
- b. Contractor LA Contracting
- c. Contract Amount \$211,459.00
- d. Date Work Order Issued \_\_\_\_\_
- e. Total Contract Time (Days) \_\_\_\_\_
- f. Scheduled Completion Date \_\_\_\_\_
- g. Time Elapse (Days) (%) \_\_\_\_\_
- h. Project Complete (%) \_\_\_\_\_
- i. Estimates Paid to Date (\$) \_\_\_\_\_
- j. Date of Substantial Completion \_\_\_\_\_

**5. PROJECT COORDINATOR:** Clay Breaud

**6. REMARKS:**

Recommendation of award being submitted to Parish.

## Project Status Report

September 7, 2017

### 1. PROJECT:

- a. Parish Project No.: 15-SEW-51
- b. Terrebonne Parish Council District No.: 1 & 2
- c. Providence Engineering and Design, LLC Project No.: 441-106
- d. Title: (Lafayette St.) Lafayette Street Area Sewer Gravity Main Replacements

### 2. PROFESSIONAL AGREEMENT:

- a. Date of Original Agreement December 4, 2015
- b. Type (Hourly, Lump Sum, %) Lump Sum and Hourly
- c. Total Fees (Basic and Additional Services) \$122,085.00

### 3. PLAN PREPARATION STATUS:

- a. Right-of-Way and Permits (%) N/A / 100%
- b. Soil Survey (%) N/A
- c. Field Survey (%) 100%
- d. Preliminary Plans (%) 100%
- e. Final Plans (%) 100%
- f. Estimated Bid Date N/A
- g. Estimated Cost of Construction \$778,114.00

### 4. CONSTRUCTION STATUS:

- a. Actual Bid Date January 4, 2017
- b. Contractor Barriere Construction Co., LLC
- c. Contract Amount \$778,114.00
- d. Date Work Order Issued July 10, 2017
- e. Total Contract Time (Days) 60 working days
- f. Scheduled Completion Date October 31, 2017
- g. Time Elapse (Days) (%) 35%
- h. Project Complete (%) 25%
- i. Estimates Paid to Date (\$) 0
- j. Date of Substantial Completion

### 5. PROJECT COORDINATOR:

Clay Breaud

### 6. REMARKS:

This section is being performed under LDOTD contract. Barriere Construction is the contractor on this section. Work started around August 8<sup>th</sup> on this section.

**Project Status Report**

**September 7, 2017**

**1. PROJECT:**

- a. Parish Project No.: 15-SEW-51
- b. Terrebonne Parish Council District No.: 1 & 2
- c. Providence Engineering and Design, LLC Project No.: 441-106
- d. Title: **(Honduras St.) Lafayette Street Area Sewer Gravity Main Replacements**

**2. PROFESSIONAL AGREEMENT:**

- |   |                            |
|---|----------------------------|
| a. Date of Original Agreement                 | <u>December 4, 2015</u>    |
| b. Type (Hourly, Lump Sum, %)                 | <u>Lump Sum and Hourly</u> |
| c. Total Fees (Basic and Additional Services) | <u>\$149,215.00</u>        |

**3. PLAN PREPARATION STATUS:**

- |                                   |                       |
|-----------------------------------|-----------------------|
| a. Right-of-Way and Permits (%)   | <u>N/A / 90%</u>      |
| b. Soil Survey (%)                | <u>N/A</u>            |
| c. Field Survey (%)               | <u>100%</u>           |
| d. Preliminary Plans (%)          | <u>100%</u>           |
| e. Final Plans (%)                | <u>95%</u>            |
| f. Estimated Bid Date             | <u>2017</u>           |
| g. Estimated Cost of Construction | <u>\$1,021,886.00</u> |

**4. CONSTRUCTION STATUS:**

- |                                   |         |
|-----------------------------------|---------|
| a. Actual Bid Date                | <u></u> |
| b. Contractor                     | <u></u> |
| c. Contract Amount                | <u></u> |
| d. Date Work Order Issued         | <u></u> |
| e. Total Contract Time (Days)     | <u></u> |
| f. Scheduled Completion Date      | <u></u> |
| g. Time Elapse (Days) (%)         | <u></u> |
| h. Project Complete (%)           | <u></u> |
| i. Estimates Paid to Date (\$)    | <u></u> |
| j. Date of Substantial Completion | <u></u> |

**5. PROJECT COORDINATOR:** Clay Breaud

**6. REMARKS:**

This section is awaiting DOTD permit and bid dates.

**Project Status Report**

**September 7, 2017**

**1. PROJECT:**

- a. Parish Project No.: 17-ELEC-GEN-14
- b. Terrebonne Parish Council District No.: 1
- c. Providence Engineering and Design, LLC Project No.: 441-110
- d. Title: Houma Generating Station DC Battery System Replacement

**2. PROFESSIONAL AGREEMENT:**

- a. Date of Original Agreement April 24, 2017
- b. Type (Hourly, Lump Sum, %) Lump Sum
- c. Total Fees (Basic and Additional Services) \$19,800.00

**3. PLAN PREPARATION STATUS:**

- a. Right-of-Way and Permits (%) N/A
- b. Soil Survey (%) N/A
- c. Field Survey (%) 100%
- d. Preliminary Plans (%) 100%
- e. Final Plans (%) 100%
- f. Estimated Bid Date 2017
- g. Estimated Cost of Construction \$221,500.00

**4. CONSTRUCTION STATUS:**

- a. Actual Bid Date September 12, 2017
- b. Contractor
- c. Contract Amount
- d. Date Work Order Issued
- e. Total Contract Time (Days)
- f. Scheduled Completion Date
- g. Time Elapse (Days) (%)
- h. Project Complete (%)
- i. Estimates Paid to Date (\$)
- j. Date of Substantial Completion

**5. PROJECT COORDINATOR:** Clay Breaud

**6. REMARKS:**

Category Number: 8.  
Item Number: D.



Wednesday, September 13, 2017

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**Item Title:**

T. Baker Smith

**Item Summary:**

T. Baker Smith

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**ATTACHMENTS:**

**Description**

September 2017

**Upload Date**

9/7/2017

**Type**

Backup Material

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT**

**MONTHLY STATUS REPORT**

**PREPARED BY:**



**PHILIP CHAUVIN, JR., CONSTRUCTION GROUP MANAGER**

**ANGELLE P. DOMANGUE, E.I.**

**KEVAN D. KEISER, P.E.**

**DENNIS HYMEL, P.E.**

**BRIAN E. MOLDANER, P.E.**

**AMBER L. PLESSALA, P.E.**

**KEVIN P. RIZZO, P.E.**

**ENGINEERING DISCIPLINE LEADER**

**SEPTEMBER, 2017**

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

September 13, 2017

1. PROJECT COORDINATOR      Amber L. Plessala, P.E.

2. PROJECT:

- a. Parish Project No.    01-DRA-40
- b. TBS Project No        2010.0107  
                                 Modeling & Improvements of 1-1B Drainage System Channels (Phase 1C,
- c. Title                     St. Louis Bayou, Country Estates to US 90)-District 5

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	February 24, 2010
b. Type (Hourly, Lump Sum, %)	% Construction
c. Fees	
1. Total Estimated (Basic & Additional)	\$306,400.00
2. Current Budgeted Level	\$111,147.00
3. Remaining to be earned at current budgeted level	\$14,608.00
4. Earned to date	\$96,539.00

4. PLAN PREPARATION STATUS:

a. Right-of-way	8% (3 of 24)
b. Permits	100%
c. Soil Survey	N/A
d. Field Survey	100%
e. Preliminary Plans	100%
f. Final Plans	95%
g. Estimated Bid Date	Not yet established
h. Estimated Cost of Construction	\$1,270,050.00

5. CONSTRUCTION STATUS:

a. Actual Bid Date	N/A
b. Contractor	N/A
c. Contract Amount	N/A
d. Date Work Order Issued	N/A
e. Total Contract Time (Days)	N/A
f. Scheduled Completion Date	N/A
g. Time Elapsed Days (%)	N/A
h. Project Complete (%)	N/A
i. Estimates Paid to Date (\$)	N/A
j. Date of Substantial Completion	N/A

6. REMARKS:

TPCG will send us a Notice to Proceed with rights-of-way once they are ready to move forward with this project.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

September 13, 2017

1. PROJECT COORDINATOR      Amber L. Plessala, P.E.

2. PROJECT:

- a. Parish Project No.    01-DRA-40
- b. TBS Project No        2010.0100  
                                  1-1B F.D. System Channel Improvements (Phase 1D) St. Louis Bayou,
- c. Title                     US 90 to LA 316 (District 5)

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	February 24, 2010
b. Type (Hourly, Lump Sum, %)	% Construction
c. Fees	
1. Total Estimated (Basic & Additional)	\$318,250.00
2. Current Budgeted Level	\$126,664.00
3. Remaining to be earned at current budgeted level	\$17,088.00
4. Earned to date	\$109,576.00

4. PLAN PREPARATION STATUS:

a. Right-of-way	35% (9 of 26)
b. Permits	100%
c. Soil Survey	N/A
d. Field Survey	100%
e. Preliminary Plans	100%
f. Final Plans	95%
g. Estimated Bid Date	Not yet established
h. Estimated Cost of Construction	\$1,236,250.00

5. CONSTRUCTION STATUS:

a. Actual Bid Date	N/A
b. Contractor	N/A
c. Contract Amount	N/A
d. Date Work Order Issued	N/A
e. Total Contract Time (Days)	N/A
f. Scheduled Completion Date	N/A
g. Time Elapsed Days (%)	N/A
h. Project Complete (%)	N/A
i. Estimates Paid to Date (\$)	N/A
j. Date of Substantial Completion	N/A

6. REMARKS:

TPCG will send us a Notice to Proceed with rights-of-way once they are ready to move forward with this project.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

September 13, 2017

1. PROJECT COORDINATOR      Amber L. Plessala, P.E.

2. PROJECT:

- a. Parish Project No.    10-CDBG-WTR-70
- b. TBS Project No        2011.0086  
                                 Cedar Grove to Ashland Landfill Levee and Water Control Structure (CDBG)
- c. Title                     Project

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	February 26, 2011
b. Type (Hourly, Lump Sum, %)	% Construction
c. Fees	
1. Total Estimated (Basic & Additional)	\$760,820.00
2. Current Budgeted Level	\$596,570.00
3. Remaining to be earned at current budgeted level	\$204,631.06
4. Earned to date	\$391,938.94

4. PLAN PREPARATION STATUS:

a. Right-of-way	70%
b. Permits	98%
c. Soil Survey	50%
d. Field Survey	100%
e. Preliminary Plans	100%
f. Final Plans	95%
g. Estimated Bid Date	Not yet established
h. Estimated Cost of Construction	\$2,586,100.00

5. CONSTRUCTION STATUS:

a. Actual Bid Date	N/A
b. Contractor	N/A
c. Contract Amount	N/A
d. Date Work Order Issued	N/A
e. Total Contract Time (Days)	N/A
f. Scheduled Completion Date	N/A
g. Time Elapsed Days (%)	N/A
h. Project Complete (%)	N/A
i. Estimates Paid to Date (\$)	N/A
j. Date of Substantial Completion	N/A

6. REMARKS:

Ninety-five percent plans were submitted to the TPCG staff on 4/6/16. No comments have been received. Mitigation requirements were provided to Staff. Upon notice to proceed by staff, TBS shall begin landowner appropriation process.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

September 13, 2017

1. PROJECT COORDINATOR      Amber L. Plessala, P.E.

2. PROJECT:

- a. Parish Project No.    02-DRA-28
- b. TBS Project No        2016.0217
- c. Title                    Phase 4, 1-1A FD Improvements-Pump Station

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	February 29, 2016
b. Type (Hourly, Lump Sum, %)	Lump Sum
c. Fees	
5. Total Estimated (Basic & Additional)	\$442,155.00
6. Current Budgeted Level	\$415,900.00
7. Remaining to be earned at current budgeted level	\$284,459.62
8. Earned to date	\$131,440.38

4. PLAN PREPARATION STATUS:

a. Right-of-way	50%
b. Permits	100%
c. Soil Survey	100%
d. Field Survey	100%
e. Preliminary Plans	100%
f. Final Plans	0%
g. Estimated Bid Date	January 1, 2018
h. Estimated Cost of Construction	\$3,325,675

5. CONSTRUCTION STATUS:

a. Actual Bid Date	N/A
b. Contractor	N/A
c. Contract Amount	N/A
d. Date Work Order Issued	N/A
e. Total Contract Time (Days)	N/A
f. Scheduled Completion Date	N/A
g. Time Elapsed Days (%)	N/A
h. Project Complete (%)	N/A
i. Estimates Paid to Date (\$)	N/A
j. Date of Substantial Completion	N/A

6. REMARKS:

TBS submitted preliminary plans to TPCG and DOTD in Dec. 2016. TBS continues to coordinate with SWFCP as required. TBS will begin final design upon approval of preliminary design. TBS provided Staff with a revised proposed servitude plat on July 26, 2017.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

September 13, 2017

1. PROJECT COORDINATOR     Brian E. Moldaner, P.E.  
CONSTRUCTION MANAGER   Philip Chauvin

2. PROJECT:

- a. Parish Project No.
- b. TBS Project No         2016.0050
- c. Title                      Jeff Drive Reconstruction

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	January 4 <sup>th</sup> , 2016
b. Type (Hourly, Lump Sum, %)	Lump Sum
c. Fees	
9. Total Estimated (Basic & Additional)	\$67,850.00
10. Current Budgeted Level	\$67,850.00
11. Remaining to be earned at current budgeted level	\$11,373.10
12. Earned to date	\$56,476.95

4. PLAN PREPARATION STATUS:

a. Right-of-way	N/A
b. Permits	N/A
c. Soil Survey	N/A
d. Field Survey	100%
e. Preliminary Plans	100%
f. Final Plans	100%
g. Estimated Bid Date	September 2016
h. Estimated Cost of Construction	\$500,597.00

5. CONSTRUCTION STATUS:

a. Actual Bid Date	September 15,-2016
b. Contractor	Huey P. Stockstill, LLC.
c. Contract Amount	\$594,541.62
d. Date Work Order Issued	12/12/2016
e. Total Contract Time (Days)	124
f. Scheduled Completion Date	2/19/2017
g. Time Elapsed Days (%)	100%
h. Project Complete (%)	100%
i. Estimates Paid to Date (\$)	\$535,807.47
j. Date of Substantial Completion	April 25, 2017

6. REMARKS:

Clear lien period ended July 28, 2017. Contractor has provided certificate and retainage billing. This shall be the final report on this project.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

September 13, 2017

1. PROJECT COORDINATOR: Dennis Hymel, Jr., P.E.

2. CONSTRUCTION MANAGER: Philip P. Chauvin, Jr.

3. PROJECT:

a. Parish Project No. 07-EXT-22

b. TBS Project No 2009.0125

c. Title Bayou Gardens Boulevard Extension – Phase II

4. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement

February 19, 2009  
(Amendment No. 4 5/5/14)

b. Type (Hourly, Lump Sum, %)

Hourly/% Construction

c. Fees

1. Total Estimated (Basic & Additional)

\$1,772,755.57

2. Current Budgeted Level

\$1,772,755.57

3. Remaining to be earned at current budgeted level

(\$10,894.70)

4. Earned to date

\$1,783,650.27

5. PLAN PREPARATION STATUS:

a. Right-of-way

100%

b. Permits

100%

c. Soil Survey

100%

d. Field Survey

100%

e. Preliminary Plans

100% (Phase II)

f. Final Plans

100% (Phase II)

g. Estimated Bid Date

8/11/2015 (Phase II - Rebid)

h. Estimated Cost of Construction

\$7,182,928.09 (Ph. II - Rebid)

6. CONSTRUCTION STATUS:

a. Actual Bid Date

8/11/15

b. Contractor

LA Contracting Enterprise, LLC

c. Contract Amount

\$7,759,200.30

d. Date Work Order Issued

November 9, 2015

e. Total Contract Time (Days)

651 Calendar Days

f. Scheduled Completion Date

August 20, 2017

g. Time Elapsed Days (%)

91%

h. Project Complete (%)

100%

i. Estimates Paid to Date (\$)

\$7,024,301.45

j. Date of Substantial Completion

June 23, 2017

7. REMARKS:

All work complete. Clear lien period ended August 7, 2017. TBS has submitted balancing Change Order to Staff on Aug. 10, 2017. TBS is reviewing record drawings.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

September 13, 2017

1. PROJECT COORDINATOR      Amber L. Plessala, P.E.

2. PROJECT:

- a. Parish Project No.    01-DRA-44
- b. TBS Project No        2001.0086
- c. Title                    Mount Pilgrim Forced Drainage Area 6-3-Humphries (District 2)

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	December 26,2001
b. Type (Hourly, Lump Sum, %)	Lump Sum
c. Fees	
1. Total Estimated (Basic & Additional)	\$813,700.00
2. Current Budgeted Level	\$402,166
3. Remaining to be earned at current budgeted level	\$135,540
4. Earned to date	\$266,626

4. PLAN PREPARATION STATUS:

a. Right-of-way	20%
b. Permits	80%
c. Soil Survey	0%
d. Field Survey	40%
e. Preliminary Plans	50%
f. Final Plans	0%
g. Estimated Bid Date	Not yet established
h. Estimated Cost of Construction	\$3,647,500

5. CONSTRUCTION STATUS:

a. Actual Bid Date	N/A
b. Contractor	N/A
c. Contract Amount	N/A
d. Date Work Order Issued	N/A
e. Total Contract Time (Days)	N/A
f. Scheduled Completion Date	N/A
g. Time Elapsed Days (%)	N/A
h. Project Complete (%)	N/A
i. Estimates Paid to Date (\$)	N/A
j. Date of Substantial Completion	N/A

6. REMARKS:

TBS submitted a project permit to agencies on July 27, 2016.  
TBS received Public Notice from LDNR on April 24, 2017.  
TBS comments from DNR on July 11, 2017, and TBS continues to provide additional responses as required.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

September 13, 2017

1. PROJECT COORDINATOR      Amber L. Plessala, P.E.

2. PROJECT:

- a. Parish Project No.    09-DRA-06
- b. TBS Project No        2009.0656
- c. Title                    Drainage Areas near Lake Boudreaux Freshwater Introduction (District 7)

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	October 6, 2009
b. Type (Hourly, Lump Sum, %)	
c. Fees	
1. Total Estimated (Basic & Additional)	\$894,248
2. Current Budgeted Level	\$642,633
3. Remaining to be earned at current budgeted level	\$133,262
4. Earned to date	\$509,371

4. PLAN PREPARATION STATUS:

a. Right-of-way	0%
b. Permits	50%
c. Soil Survey	100%
d. Field Survey	90%
e. Preliminary Plans	100%
f. Final Plans	0%
g. Estimated Bid Date	Not yet established
h. Estimated Cost of Construction	\$6,057,580

5. CONSTRUCTION STATUS:

a. Actual Bid Date	N/A
b. Contractor	N/A
c. Contract Amount	N/A
d. Date Work Order Issued	N/A
e. Total Contract Time (Days)	N/A
f. Scheduled Completion Date	N/A
g. Time Elapsed Days (%)	N/A
h. Project Complete (%)	N/A
i. Estimates Paid to Date (\$)	N/A
j. Date of Substantial Completion	N/A

6. REMARKS:

TBS received Amendment No. 2 on May 2, 2017 and completed field surveys on May 31, 2017. TBS submitted 30% preliminary plans and specifications on July 6, 2017. TBS is awaiting approval of preliminary plans to submit revised permit plats.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

September 13, 2017

1. PROJECT COORDINATOR:     Brian Moldaner, P.E.
2. CONSTRUCTION MANAGER:   Philip Chauvin
3. PROJECT:
  - a. Parish Project No.   13-ROAD-37
  - b. TBS Project No       2013.0669  
                                 East Houma Surge Levee-Phase II
  - c. Title                     (Thompson Road Extension)

4. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	August 28, 2013
b. Type (Hourly, Lump Sum, %)	Lump Sum
c. Fees	
1. Total Estimated (Basic & Additional)	\$911,270.00
2. Current Budgeted Level	\$911,270.00
3. Remaining to be earned at current budgeted level	\$10,942.40
4. Earned to date	\$900,327.58

5. PLAN PREPARATION STATUS:

a. Right-of-way	N/A
b. Permits	100%
c. Soil Survey	100%
d. Field Survey	100%
e. Preliminary Plans	100%
f. Final Plans	100%
g. Estimated Bid Date	July 2015
h. Estimated Cost of Construction	\$6,346,128.00

6. CONSTRUCTION STATUS:

a. Actual Bid Date	September 1, 2015
b. Contractor	Barriere Construction Co., LLC
c. Contract Amount	\$7,442,997.67
d. Date Work Order Issued	December 3, 2015
e. Total Contract Time (Days)	492
f. Scheduled Completion Date	April 7, 2017
g. Time Elapsed Days (%)	100%
h. Project Complete (%)	100%
i. Estimates Paid to Date (\$)	\$6,831,383.63
j. Date of Substantial Completion	May 19, 2017

7. REMARKS:

Permanent striping revisions have been completed. Clear lien period ended August 7, 2017. Balancing Change Order was submitted to Staff on Aug. 24, 2017.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

September 13, 2017

1. PROJECT COORDINATOR      Amber Plessala, P.E.

2. PROJECT:

- a. Parish Project No.    01-DRA-40
- b. TBS Project No        2010.0115  
                                 Modeling Improvements of 1-1B F.D. System Channels (Phase 3A, Reach 3)
- c. Title                     C.C.C. Ditch Widening (District 5)

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	February 24, 2010
b. Type (Hourly, Lump Sum, %)	% Construction (est.)
c. Fees	
1. Total Estimated (Basic & Additional)	\$320,050
2. Current Budgeted Level	\$648,087
3. Remaining to be earned at current budgeted level	\$146,245
4. Earned to date	\$501,842

4. PLAN PREPERATION STATUS:

a. Right-of-way	95%
b. Permits	100%
c. Soil Survey	100%
d. Field Survey	95%
e. Preliminary Plans	100%
f. Final Plans	98%
g. Estimated Bid Date	Not yet established
h. Estimated Cost of Construction	\$1,407,250

5. CONSTRUCTION STATUS:

a. Actual Bid Date	N/A
b. Contractor	N/A
c. Contract Amount	N/A
d. Date Work Order Issued	N/A
e. Total Contract Time (Days)	N/A
f. Scheduled Completion Date	N/A
g. Time Elapsed Days (%)	N/A
h. Project Complete (%)	N/A
i. Estimates Paid to Date (\$)	N/A
j. Date of Substantial Completion	N/A

6. REMARKS:

Final plans are 98% complete. Servitudes plats for tracts between Darlene Street and Northpark S/D have been delivered to Engineering for appraisals. TBS is waiting for all servitudes by TPCG administration to be acquired to complete final plans.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

September 13, 2017

1. PROJECT COORDINATOR      Kevan Keiser, P.E.

2. PROJECT:

- a. Parish Project No.    Bonanza PS
- b. TBS Project No        2013.0612
- c. Title                    Bonanza Pump Station Improvements

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	July 5, 2013
b. Type (Hourly, Lump Sum, %)	% Complete
c. Fees	
1. Total Estimated (Basic & Additional)	\$162,493.09
2. Current Budgeted Level	\$159,275.00
3. Remaining to be earned at current budgeted level	\$38,822.69
4. Earned to date	\$120,452.31

4. PLAN PREPARATION STATUS:

a. Right-of-way	75%
b. Permits	100%
c. Soil Survey	100%
d. Field Survey	100%
e. Preliminary Plans	100%
f. Final Plans	90%
g. Estimated Bid Date	Not yet established
h. Estimated Cost of Construction	\$586,975.00

5. CONSTRUCTION STATUS:

a. Actual Bid Date	N/A
b. Contractor	N/A
c. Contract Amount	N/A
d. Date Work Order Issued	N/A
e. Total Contract Time (Days)	N/A
f. Scheduled Completion Date	N/A
g. Time Elapsed Days (%)	N/A
h. Project Complete (%)	N/A
i. Estimates Paid to Date (\$)	N/A
j. Date of Substantial Completion	N/A

6. REMARKS:

TBS provided a pre-mitigation damage & effectiveness assessment for the 25-yr storm event on June 24, 2016. Waiting for response from TPCG & GOHSEP.  
 Received Contract Amendment No. 2 on May 5. On May 15, TBS executed a topographic survey of the south bank of the Bayou Cane outfall canal. TBS to update front end documents of specifications and finalize plans to turn in on September 13, 2017.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

September 13, 2017

1. PROJECT COORDINATOR      Angelle P. Domangue, E.I.

2. PROJECT:

- a. Parish Project No.    15-SEW-47
- b. TBS Project No        2016.0029  
                                    Carriage Cove Lift Station Renovation & Helena Lift Station
- c. Title                      Replacement

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	November 24, 2015
b. Type (Hourly, Lump Sum, %)	Lump Sum/T&M
c. Fees	
1. Total Estimated (Basic & Additional)	\$151,219.00
2. Current Budgeted Level	\$151,019.00
3. Remaining to be earned at current budgeted level	\$76,813.69
4. Earned to date	\$74,205.31

4. PLAN PREPARATION STATUS:

a. Right-of-way	90%
b. Permits	100%
c. Soil Survey	100%
d. Field Survey	100%
e. Preliminary Plans	100%
f. Final Plans	100%
g. Estimated Bid Date	Late 2017
h. Estimated Cost of Construction	\$432,483

5. CONSTRUCTION STATUS:

a. Actual Bid Date	N/A
b. Contractor	N/A
c. Contract Amount	N/A
d. Date Work Order Issued	N/A
e. Total Contract Time (Days)	N/A
f. Scheduled Completion Date	N/A
g. Time Elapsed Days (%)	N/A
h. Project Complete (%)	N/A
i. Estimates Paid to Date (\$)	N/A
j. Date of Substantial Completion	N/A

6. REMARKS:

TBS is preparing Bid Documents and acquiring necessary temporary servitude agreement.

TBS is waiting on a bid date from TPCG.