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, July 26, 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

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 JUNE 28, 2017

DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON JULY 12, 2017

DISTRIBUTE THE MINUTES OF THE SPECIAL SESSION CONDEMNATION HEARINGS MEETING HELD ON JULY 24, 2017

APPROVE ACCOUNTS PAYABLE BILL LISTS FOR 7/17/2017 & 7/24/2017

APPROVE MANUAL CHECK LISTING - JUNE 2017

1. GENERAL BUSINESS:

A. Terrebonne Parish Tree Board presentation of the 2017 third quarter "Tree-mendous Tree Award" to the Terrebonne Parish Good Earth Public Transit System Division.

B. RESOLUTION: Approving the issuance of not exceeding Nine Million Dollars ($9,000,000) of Hospital Service District No. 1 of the Parish of Terrebonne, State of Louisiana Hospital Revenue Refunding Bonds (Terrebonne General Medical Center Project) Series 2017, for the purpose of refunding a portion of the outstanding Series 2010 Bonds of the District, funding a reserve fund, if necessary, and paying costs of issuance of the Bonds, approving the issuance of the Bonds as qualified 501(c)(3) Bonds under the applicable provisions of the Internal Revenue Code; and providing for other matters in connection therewith.

C. Introduction of a proposed amendment to the zoning ordinance that will add Animal Sales and Services (Limited) to the list of permitted uses in C-5 districts, and calling for a public hearing on said matter for Wednesday, August 9, 2017 at 6:30pm. (The Houma-Terrebonne Zoning and Land Use Commission recommended approval of the zoning amendment at its meeting on Thursday, July 20, 2017.)

D. Introducing an ordinance to amend Section 1-6 of Chapter 1, General Provisions, of the Terrebonne Code of Ordinances to authorize the imposition of Community Service as a penalty for violating a Parish Ordinance and calling a public hearing on August 9, 2017 at 6:30 p.m.

2. PUBLIC WISHING TO ADDRESS THE COUNCIL:

A. 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 amending the 2017 Budget of the Terrebonne Parish Consolidated Government so as to adjust the 2017 Adopted Beginning Fund Balances and the net positions to actual as per the 2016 Audited Financial Statements.
1. Consider adoption of ordinance.

B. An ordinance to amend the 2017 Adopted Operating Budget and 5-Year Capital Outlay Budget of the Terrebonne Parish Consolidated Government for the following items and to provide for related matters:
Houma Fire Department, $500
Houma Police Dept.-Maple Street Cameras, $21,000
Le Petit Theater Facility Improvements, ($688,000)
Drainage, $125,000
Terrebonne Homeless Shelter, $5,277
General Fund-Summer Camp Programs, $10,000
1. Consider adoption of ordinance.

C. An ordinance that will authorize TPCG to donate a surplus Ford F250 Pick Up Truck to Terrebonne Churches United Foodbank, Inc.
1. Consider adoption of ordinance.

D. An ordinance to Revoke the Dedication of the 40 Foot Wide Unimproved Portion of Katherine Street between the Eastern Right-Of-Way of Pecan Street to Its Terminus at the Gulf Intracoastal Waterway; and to address other matters relative thereto.
1. Consider adoption of ordinance.

E. An ordinance to create a "No Parking Zone" in front of 1810 Ridgefield Avenue.
1. Consider adoption of ordinance.

F. An ordinance that will establish a "No Wake Zone" in the Houma Navigational Canal 200 yards north from Four Point Landing in Dulac.
1. Consider adoption of ordinance.

3. COMMITTEE REPORTS:

A. Accept the minutes of the Terrebonne Parish sales and Use tax Advisory Board meeting dated July 18, 2017 and consider ratification of actions relative to the:
1) Recommendation to accept the 2016 Financial Audit Report as prepared by Bourgeois Bennett, LLC

2) Recommendation to accept Coastal Commerce Bank as the bank of the Sales & Use Tax Dept.

B. Public Services Committee, 7/24/17 *

C. Community Development & Planning Committee, 7/24/17

D. Budget & Finance Committee, 7/24/17 *

E. Policy, Procedure & Legal Committee, 7/24/17
(*Ratification of minutes calls public hearings on 8/9/17 at 6:30 p.m.)

4. STREET LIGHTS:

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

5. APPOINTMENTS TO VARIOUS BOARDS, COMMITTEES AND COMMISSIONS:

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

6. VACANCIES TO VARIOUS BOARDS, COMMITTEES AND COMMISSIONS:

A. **Upcoming Vacancies:**
Recreation District No. 3A: One term expiring on 8/26/17.
Recreation District No. 10: One term expiring on 8/26/17.

7. COUNCIL MEMBERS REQUEST DISCUSSION OF:

A. MR. JOHN NAVY:
1. RESOLUTION: REQUESTING AN OPINION FROM THE LOUISIANA ATTORNEY GENERAL'S OFFICE WITH RESPECT TO WHAT AUTHORITY AND CONTROL DOES TERREBONNE PARISH CONSOLIDATED GOVERNMENT (COUNCIL AND EXECUTIVE) HAVE OVER RECREATION DISTRICTS AND DO THE MILLAGE PROPOSITIONS ALLOW FOR SPENDING OF RECREATION DISTRICT MONEY TO FACILITATE PAYMENT OF SUMMER PROGRAMS FOR THE NEEDY.

B. **MR. STEVE TROSCLAIR:**
1. Discussion and possible action regarding the Planning Commission, the Parish Code and Permitting.

8. ANNOUNCEMENTS:

A. **Council Members**

B. **Parish President**

9. ADJOURN

Category Number:
Item Number:

Wednesday, July 26, 2017

Item Title:
INVOCATION

Item Summary:
INVOCATION

Category Number:
Item Number:

Wednesday, July 26, 2017

Item Title:
PLEDGE OF ALLEGIANCE

Item Summary:
PLEDGE OF ALLEGIANCE

Category Number:
Item Number:

Wednesday, July 26, 2017

Item Title:
REGULAR SESSION MINUTES, APPROVE

Item Summary:
APPROVE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON JUNE 28, 2017

Category Number:
Item Number:

Wednesday, July 26, 2017

Item Title:
REGULAR SESSION MINUTES, DISTRIBUTE

Item Summary:
DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON JULY 12, 2017

Category Number:
Item Number:

Wednesday, July 26, 2017

Item Title:
7/24/17 SPECIAL SESSION, CONDEMNATION HEARINGS MINUTES

Item Summary:
DISTRIBUTE THE MINUTES OF THE SPECIAL SESSION CONDEMNATION HEARINGS MEETING HELD ON JULY 24, 2017

Category Number:
Item Number:

Wednesday, July 26, 2017

Item Title:
Accounts Payable Bill List For 7/17/2017 & 7/24/2017

Item Summary:
APPROVE ACCOUNTS PAYABLE BILL LISTS FOR 7/17/2017 & 7/24/2017

ATTACHMENTS:

Description	Upload Date	Type
Accounts Payable Bill List for 7/17/2017 & 7/24/2017	7/19/2017	Executive Summary

EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
ACCOUNTS PAYABLE BILL LISTS FOR 7/17/2017 & 7/24/2017

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_____ July 19, 2017

Signature Date

Category Number:
Item Number:

Wednesday, July 26, 2017

Item Title:
Manual Check Listing-June 2017

Item Summary:
APPROVE MANUAL CHECK LISTING - JUNE 2017

ATTACHMENTS:

Description	Upload Date	Type
Manuarl Check Listing-June 2017	7/19/2017	Executive Summary

EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
MANUAL CHECK LISTING-JUNE 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 July 19, 2017

Signature Date

Category Number: 1.
Item Number: A.

Wednesday, July 26, 2017

Item Title:
Treemendous Award, Transit

Item Summary:
Terrebonne Parish Tree Board presentation of the 2017 third quarter "Tree-mendous Tree Award" to the Terrebonne Parish Good Earth Public Transit System Division.

ATTACHMENTS:

Description	Upload Date	Type
Letter to Transit	7/21/2017	Cover Memo

Terrebonne Parish Tree Board

Terrebonne Parish Good Earth Transit System
1 McCord Rd
Houma, LA 70363

The Tree-mendous Tree Award for the 3rd Quarter of 2017 was nominated by the Tree Board Members because of their caring and detail in plantings and preservation of trees located at their downtown location.

Congratulations.

To the Terrebonne Parish Good EarthTransit System for their efforts in maintaining their Trees located at Barataria Blvd and Main Street bayouside in downtown Houma.

Thank you

Terrebonne Parish Tree Board

Chair, Trudy V Hebert

Terrebonne Parish Tree Board

Terrebonne Parish Tree Board
Government Tower
8026 Main Street Suite 401807 Barrow Street
Conference Room
Houma, LA 70360

Category Number: 1.
Item Number: B.

Wednesday, July 26, 2017

Item Title:
Resolution - Hospital Bond issuance of Refunding Bonds

Item Summary:
RESOLUTION: Approving the issuance of not exceeding Nine Million Dollars ($9,000,000) of Hospital Service District No. 1 of the Parish of Terrebonne, State of Louisiana Hospital Revenue Refunding Bonds (Terrebonne General Medical Center Project) Series 2017, for the purpose of refunding a portion of the outstanding Series 2010 Bonds of the District, funding a reserve fund, if necessary, and paying costs of issuance of the Bonds, approving the issuance of the Bonds as qualified 501(c)(3) Bonds under the applicable provisions of the Internal Revenue Code; and providing for other matters in connection therewith.

ATTACHMENTS:

Description	Upload Date	Type
Proposed resolution	7/20/2017	Resolution

TERREBONNE PARISH COUNCIL

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

RESOLUTION NO. 17-_____

A resolution approving the issuance of not exceeding Nine Million Dollars ($9,000,000) of Hospital Service District No. 1 of the Parish of Terrebonne, State of Louisiana Hospital Revenue Refunding Bonds (Terrebonne General Medical Center Project) Series 2017, for the purpose of refunding a portion of the outstanding Series 2010 Bonds of the District, funding a reserve fund, if necessary, and paying costs of issuance of the Bonds, approving the issuance of the Bonds as qualified 501(c)(3) Bonds under the applicable provisions of the Internal Revenue Code; and providing for other matters in connection therewith.

WHEREAS, the Board of Commissioners of Hospital Service District No. 1 of the Parish of Terrebonne, State of Louisiana (the "Board"), acting as the governing authority of Hospital Service District No. 1 of the Parish of Terrebonne, State of Louisiana (the "District"), proposes to issue not exceeding Nine Million Dollars ($9,000,000) of Hospital Revenue Refunding Bonds (Terrebonne General Medical Center Project) Series 2017 (the "Bonds") maturing not later than April 1, 2028, bearing interest at a fixed rate or rates not exceeding 6% per annum and payable, equally with the (i) District's Hospital Revenue Refunding Bonds (Terrebonne General Medical Center Project) Series 2010, Hospital Revenue Refunding Bonds (Terrebonne General Medical Center Project) Series 2013, and (iii) Hospital Revenue Bonds (Terrebonne General Medical Center Project), Series 2016 (collectively, the "Outstanding Parity Bonds") solely from the income, revenues and receipts derived by the District from the operation of Terrebonne General Medical Center (the "Medical Center") subject only to the payment of the reasonable and necessary expenses of operation of the Medical Center, for the purposes set forth above; and

WHEREAS, the Board Commissioners of the District has requested that the Terrebonne Parish Council of the Parish of Terrebonne, State of Louisiana (this "Parish Council"), acting as the governing authority of the Parish of Terrebonne, State of Louisiana, give its consent and authority for the District to issue, sell and deliver the Bonds; and

WHEREAS, as required by Article VI, Section 15 of the Constitution of the State of Louisiana of 1974, it is now the desire of this Parish Council to approve the issue, sale and delivery of the Bonds;

WHEREAS, the District is required to issue the Bonds as qualified 501(c)(3) Bonds under the applicable provisions of the Internal Revenue Code of 1986, as amended (the "Code"); and

WHEREAS, the provisions of Section 215 of the Tax Equity and Fiscal Responsibility Act of 1982 ("TEFRA") and Section 147(f) of the Code require that an applicable elected representative of a governmental unit approve the issuance of revenue bonds after a public hearing following reasonable public notice; and

WHEREAS, the District authorized the publication of a notice of public hearing (the "TEFRA Notice") relating to the Bonds; and

WHEREAS, the TEFRA Notice was published on July 21, 2017 in *The Courier,* a newspaper published in Houma, Louisiana, and of general circulation in the Parish of Terrebonne, State of Louisiana, in a manner sufficient to inform the public and potential competitors of the subject, date and place of such public hearing; and

WHEREAS, pursuant to the terms of the TEFRA Notice, the Chief Operating Officer of the Hospital, on behalf of the District, held a public hearing at the Medical Atrium Conference Room of the Hospital on August 9, 2017, at 9:00 a.m., at which the public was given an opportunity to be heard and at which no objections were received; and

WHEREAS, this Parish Council, as the elected legislative body of the Parish of Terrebonne, State of Louisiana, now further desires to approve the issuance of the Bonds under the applicable provisions of the Code in accordance with the aforesaid TEFRA requirements;

NOW, THEREFORE, BE IT RESOLVED by this Parish Council, acting as the governing authority of the Parish of Terrebonne, State of Louisiana, that:

SECTION 1. In compliance with the provisions of Article VI, Section 15 of the Constitution of the State of Louisiana of 1974, and in accordance with the request of the District, this Parish Council does hereby consent to and authorize the District to issue, sell and deliver the Bonds, payable, equally with the Outstanding Parity Bonds, unless it is determined by the purchaser that no reserve fund is required to be funded or no mortgage is required, solely from the income, revenues and receipts derived by the District from the operation of the Medical Center subject only to the payment of the reasonable and necessary expenses of operation of the Medical Center. In addition, if issued on a parity, the Bonds and the Outstanding Parity Bonds will be secured by a Mortgage and Security Agreement Securing Future Advances, as amended and supplemented to reflect the issuance of the Bonds.

SECTION 2. The Bonds are solely the obligations of the District and not the Parish of Terrebonne, any political subdivision thereof, or this Parish Council. The Parish of Terrebonne and this Parish Council shall not be liable in any manner for the payment of said Bonds, and no funds of the Parish or this Parish Council shall be pledged to the payment thereof.

SECTION 3. In accordance with the provisions of Section 215 of the TEFRA and Section 147(f) of the Code, the issuance of the Bonds as qualified 501(c)(3) Bonds under the applicable provisions of the Code is hereby approved if it is determined to issue the Bonds on a tax-exempt basis.

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

Member	Yea	Nay	Absent	Abstaining
Dirk Guidry, Chair	_____	_____	_____	_____
Steve Trosclair, Vice Chair	_____	_____	_____	_____
Christa Duplantis-Prather	_____	_____	_____	_____
Gerald Michel	_____	_____	_____	_____
Darrin Guidry	_____	_____	_____	_____
Alidore "Al" Marmande	_____	_____	_____	_____
Scotty Dryden	_____	_____	_____	_____
John Navy	_____	_____	_____	_____
Arlanda Williams	_____	_____	_____	_____

This resolution declared adopted on this 9th day of August, 2017.

/s/ Venita H. Chauvin
Clerk

/s/ Dirk Guidry
Chairman

STATE OF LOUISIANA

PARISH OF TERREBONNE

I, the undersigned Clerk of the Terrebonne Parish Council of the Parish of Terrebonne, State of Louisiana, do hereby certify that the foregoing pages constitute a true and correct copy of a resolution adopted by said Parish Council on August 9, 2017, approving the issuance of not exceeding Nine Million Dollars ($9,000,000) of Hospital Service District No. 1 of the Parish of Terrebonne, State of Louisiana Hospital Revenue Refunding Bonds (Terrebonne General Medical Center Project) Series 2017, for the purpose of refunding a portion of the outstanding Series 2010 Bonds of the District, funding a reserve fund, if necessary, and paying costs of issuance of the Bonds; approving the issuance of the Bonds as qualified 501(c)(3) Bonds under the applicable provisions of the Internal Revenue Code; and providing for other matters in connection therewith.

IN FAITH WHEREOF, witness my official signature and the impress of the official seal of said Parish at Houma, Louisiana, on this 9th day of August, 2017.

(SEAL) _____
Clerk

Category Number: 1.
Item Number: C.

Wednesday, July 26, 2017

Item Title:
Proposed Zoning Amendment to C-5 District

Item Summary:
Introduction of a proposed amendment to the zoning ordinance that will add Animal Sales and Services (Limited) to the list of permitted uses in C-5 districts, and calling for a public hearing on said matter for Wednesday, August 9, 2017 at 6:30pm. (The Houma-Terrebonne Zoning and Land Use Commission recommended approval of the zoning amendment at its meeting on Thursday, July 20, 2017.)

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	7/21/2017	Executive Summary
Ordinance	7/21/2017	Ordinance
Ordinance Attachment A	7/21/2017	Exhibit
ZLUC Backup Material	7/21/2017	Backup Material

EXECUTIVE SUMMARY
(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Proposed Zoning Amendment to C-5 District

PROJECT SUMMARY (200 WORDS OR LESS)
Introduction of a proposed amendment to the zoning ordinance that will add Animal Sales and Services (Limited) to the list of permitted uses in C-5 districts, and calling for a public hearing on said matter for Wednesday, August 9, 2017 at 6:30pm. The Houma-Terrebonne Zoning and Land Use Commission recommended approval of the zoning amendment.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
It has been brought to the attention of Staff that the list of permitted uses within C-5 could be amended to include Animal Sales and Services (Limited). The description of the C-5 zoning consists of uses that are similar to those in C-2 and include some of the retail goods and services found in neighborhood commercial which does not appear to be a noisy, unsightly, or otherwise objectionable or unattractive. After reviewing the above definition, Staff feels that the inclusion of this use in this district would not alter the intent and purpose of the district.

TOTAL EXPENDITURE				
$0.00				
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)				
ACTUAL			ESTIMATED	
IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)				
N/A	NO	YES	**IF YES AMOUNT BUDGETED:**	

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

Christopher Pulaski
Planning & Zoning Director

7/21/17
Date

OFFERED BY
SECONDED BY

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE ZONING ORDINANCE, CHAPTER 28, SECTION 28-48(e) C-5 DISTRICTS COMMERCIAL BUSINESS PARK DISTRICTS TO INCLUDE ANIMAL SALES AND SERVICES (LIMITED) AS A PERMITTED USE BY RIGHT, AS PER ATTACHMENT "A".

SECTION I

WHEREAS the inclusion of Animal Sales and Services (Limited) to the C-5 Commercial Business Park District as a result in the change of conditions in that the use of the area for this purpose promotes infill development which fulfills the public need for the amendment by reducing the need to further burden the existing infrastructure; and,

WHEREAS the description of the C-5 zoning consists of uses that are similar to those in C-2 and include some of the retail goods and services found in neighborhood commercial which does not appear to be a noisy, unsightly, or otherwise objectionable or unattractive so the proposed inclusion would not alter the character of the C-5 District; and,

SECTION II

BE IT ORDAINED by the Terrebonne Parish Council, in regular session convened, acting pursuant to the authority invested in it by the Constitution and laws of the State of Louisiana, the Home Rule Charter for a Consolidated Government for Terrebonne Parish, and including, but not limited to, LSA R.S. 33:1368 and other statutes of the State of Louisiana, to amend the Zoning Ordinance, Chapter 28, Section 28-48(e) C-5 Districts Commercial Business Park Districts to include Animal Sales and Services (Limited) as a permitted use by right, as per Attachment "A".

SECTION III

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

SECTION IV

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

****

Attachment A

(e)

C-5 Districts: Commercial Business Park Districts. These districts are similar to the C-2 general commercial districts in that they are composed of land and structures used to furnish, in addition to some of the retail goods and services found in neighborhood commercial districts, many of the less frequently needed goods and services found in the general commercial districts. Usually easily accessible from thoroughfares, but not strung out along thoroughfares, these districts contain buildings that are freestanding on large, well-landscaped sites with off-street parking. Uses that are noisy, unsightly or otherwise objectionable or unattractive are seldom found in these districts, and the districts are not intended to accommodate such uses. The district regulations are designed to permit the development of the districts for their purpose in an open, spacious arrangement and to protect the abutting and surrounding residential area by requiring certain minimum yard and area standards to be met, standards that are comparable to those called for in residential districts. It is intended that additional commercial business park districts will be created in accordance with the amendment procedure set forth herein, as they are needed. To insure that such districts are actually developed to supply the business needs of the urban area, the amendment creating the district may set a time limit for its development.

(1)

Permitted uses. In the C-5 Districts only the following uses are permitted:

a.

Uses by right—The uses listed below are permitted subject to the conditions specified:

Accessory use.

Air-conditioning sales and services.

Ambulance service.

Amusement, commercial, miniature golf course and golf driving range (need not be enclosed within structure).

Animal sales and services (limited).

Antique store.

Apparel and accessory store.

Appliance store.

Apothecary, limited to the sale of pharmaceuticals and medical supplies.

Armory.

Art gallery and museum.

Artificial limb manufacture.

Auditorium.

Automobile and truck salesroom, where the primary function is the retail sale of new automobiles and the retail sale of used automobiles, accessories, tires and

batteries is a secondary function only and where services are limited to installation of items sold, making minor mechanical adjustments and washing and polishing (may not rebuild or overhaul engines, repair bodies, repaint automobiles, recap tires, clean automobiles or motors, reupholster automobiles or conduct dismantling; may display and store automobiles only within completely enclosed structures).

Automobile filling station, where the primary function is the retail sale of gasoline, oil, grease, tires, batteries and accessories and where services are limited to installation of items sold, washing, polishing and greasing (fuel pumps need not be enclosed within structure).

Bank.

Barber and beauty supplies and equipment sales.

Barbershop or beauty shop.

Bookstore.

Business machines store.

Camera and photographic supplies store.

City hall, police station, courthouse, federal building.

Clinic, dental or medical.

Club or lodge, private.

Drugstore.

Electric substation (need not be enclosed within structure but must be enclosed within a brick or perforated brick wall at least eight (8) feet high and adequate to obstruct view and passage of persons or materials, provided that the substitution of other masonry materials or a fencing material in lieu of brick may be approved by the zoning commission as being equally satisfactory for meeting enclosure requirements).

Fire station.

Floral shop.

Funeral home, mortuary or undertaking establishment.

Furniture store, retail.

Gas regulator station (need not be enclosed within structure but must be enclosed within a brick or perforated brick wall at least eight (8) feet high and adequate to obstruct view and passage of persons or materials, provided that the substitution of other masonry materials or a fencing material in lieu of brick may be approved by the zoning commission as being equally satisfactory for meeting enclosure requirements).

Gift shop.

Glass store.

Gymnasium, commercial.

Interior decorating shop.

Jewelry store.

Laboratory, dental or medical.

Laundry and/or dry-cleaning pickup station.

Library, public.

Liquor sales, for consumption on the premises.

Liquor sales, not to be consumed on the premises.

Medical offices.

Music store.

Office equipment and supplies, retail.

Optician.

Picture framing and/or mirror silvering.

Police substation.

Post office.

Radio and television broadcasting studio.

Restaurant.

Sporting goods store, retail.

Studio for professional work or teaching of any form of fine arts, photography, music, drama, dance.

Surgical or dental supplies store.

Telephone exchange, but not including shops or garages.

Underground petroleum storage tanks.

Water or sewage pumping station.

Water storage (need not be enclosed within structure).

YMCA, YWCA and similar institutions.

b.

Uses requiring planning approval—The uses listed below are permitted upon approval of the location and site plan thereof by the zoning commission as being appropriate with regard to transportation and access, water supply, waste disposal, fire and police protection and other public facilities, as not causing undue traffic congestion or creating a traffic hazard and as being in harmony with the orderly and appropriate development of the district in which the use is located:

Church, including parish house, community house and educational buildings.

Pipeline or electric transmission line (need not be enclosed within structure).

Railroad right-of-way, but not including shops, yard and team tracks (need not be enclosed within structure).

c.

Special exception uses —The uses listed below are subject to the same approval of location and site plan as uses requiring planning approval; in addition, these uses are declared to possess such characteristics of unique or special form that each specific use shall be considered an individual case and shall be subject to approval of the board of adjustments, in accordance with the provisions of Article IX governing special exceptions.

Convalescent home.

Hospital or sanitarium.

Hotel, motel, tourist home, all for transient occupancy, except that not more than one-third of the gross floor area may be used for apartments for permanent occupancy.

Institution for children or the aged.

Self-storage warehouse containing rented storage spaces with individual unit area not exceeding seven hundred fifty (750) square feet.

Passenger depot, railway or bus.

(2)

Building site area. The minimum building site area shall be:

For electric substation, gas regulator station, water or sewage pumping station: No minimum requirements.

For any other permitted use: Ten thousand (10,000) square feet.

(3)

Building height limit. Except as provided in Article IV, no structure shall be erected or altered to exceed thirty-five (35) feet.

(4)

Yards required. Except as provided in Article IV, the minimum dimensions of yards shall be:

Feet

Front yard 20

Side yard 5

Rear yard 20

Exceptions: A rear yard abutting on a public alley or waterway (bayou or drainage servitude) need only be ten (10) feet in depth, and a rear yard abutting on a lot in a residential or C-4 District shall have the same minimum depth as a rear yard required in the abutting district.

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: Dr. Budd Cloutier, Chairman
Houma-Terrebonne Zoning and Land Use Commission

From: Chris Pulaski, Director
Planning & Zoning Department

Date: June 27, 2017

Re: Revisions to C-5 Zoning District to Include Animal Sales and Services (Limited).

In TPCG Zoning Code, Animal Sales and Services (Limited) is defined as *Retail sales, veterinary services, outdoor kennels, grooming, and boarding when totally within a building, of dogs, cats, birds, fish, and similar small animals customarily used as household pets. Typical uses include pet stores, small animal clinics, dog bathing and clipping salons, and pet grooming shops but excluding outdoor kennels and uses for livestock and large animals.*

It has been brought to the attention of Staff that the list of permitted uses within C-5 could be amended to include Animal Sales and Services (Limited). The description of the C-5 zoning consists of uses that are similar to those in C-2 and include some of the retail goods and services found in neighborhood commercial which does not appear to be a noisy, unsightly, or otherwise objectionable or unattractive. After reviewing the above definition, Staff feels that the inclusion of this use in this district would not alter the intent and purpose of the district. Administration and members of Council have requested that we look for ways to expedite this process so we are respectfully requesting that this item be placed on the July ZLUC as a public hearing.

Please feel free to contact me at (985) 873-6569 or at cpulaski@tpcg.org with any questions concerning this matter.

cc: Gordon E. Dove, Parish President
Becky Becnel, HTRPC
Council Reading File

- (e)

C-5 Districts: Commercial Business Park Districts. These districts are similar to the C-2 general commercial districts in that they are composed of land and structures used to furnish, in addition to some of the retail goods and services found in neighborhood commercial districts, many of the less frequently needed goods and services found in the general commercial districts. Usually easily accessible from thoroughfares, but not strung out along thoroughfares, these districts contain buildings that are freestanding on large, well-landscaped sites with off-street parking. Uses that are noisy, unsightly or otherwise objectionable or unattractive are seldom found in these districts, and the districts are not intended to accommodate such uses. The district regulations are designed to permit the development of the districts for their purpose in an open, spacious arrangement and to protect the abutting and surrounding residential area by requiring certain minimum yard and area standards to be met, standards that are comparable to those called for in residential districts. It is intended that additional commercial business park districts will be created in accordance with the amendment procedure set forth herein, as they are needed. To insure that such districts are actually developed to supply the business needs of the urban area, the amendment creating the district may set a time limit for its development.

(1)

Permitted uses. In the C-5 Districts only the following uses are permitted:

a.

Uses by right—The uses listed below are permitted subject to the conditions specified:

Accessory use.

Air-conditioning sales and services.

Ambulance service.

Amusement, commercial, miniature golf course and golf driving range (need not be enclosed within structure).

<u>Animal sales and services (limited).</u>

Antique store.

Apparel and accessory store.

Applianece store.

Apothecary, limited to the sale of pharmaceuticals and medical supplies.

Armory.

Art gallery and museum.

Artificial limb manufacture.

Auditorium.

Automobile and truck salesroom, where the primary function is the retail sale of new automobiles and the retail sale of used automobiles, accessories, tires and batteries is a secondary function only and where services are limited to installation of items sold, making minor mechanical adjustments and washing and polishing (may not rebuild or overhaul engines, repair bodies, repaint

automobiles, recap tires, clean automobiles or motors, reupholster automobiles or conduct dismantling; may display and store automobiles only within completely enclosed structures).

Automobile filling station, where the primary function is the retail sale of gasoline, oil, grease, tires, batteries and accessories and where services are limited to installation of items sold, washing, polishing and greasing (fuel pumps need not be enclosed within structure).

Bank.

Barber and beauty supplies and equipment sales.

Barbershop or beauty shop.

Bookstore.

Business machines store.

Camera and photographic supplies store.

City hall, police station, courthouse, federal building.

Clinic, dental or medical.

Club or lodge, private.

Drugstore.

Electric substation (need not be enclosed within structure but must be enclosed within a brick or perforated brick wall at least eight (8) feet high and adequate to obstruct view and passage of persons or materials, provided that the substitution of other masonry materials or a fencing material in lieu of brick may be approved by the zoning commission as being equally satisfactory for meeting enclosure requirements).

Fire station.

Floral shop.

Funeral home, mortuary or undertaking establishment.

Furniture store, retail.

Gas regulator station (need not be enclosed within structure but must be enclosed within a brick or perforated brick wall at least eight (8) feet high and adequate to obstruct view and passage of persons or materials, provided that the substitution of other masonry materials or a fencing material in lieu of brick may be approved by the zoning commission as being equally satisfactory for meeting enclosure requirements).

Gift shop.

Glass store.

Gymnasium, commercial.

Interior decorating shop.

Jewelry store.

Laboratory, dental or medical.

Laundry and/or dry-cleaning pickup station.

Library, public.

Liquor sales, for consumption on the premises.

Liquor sales, not to be consumed on the premises.

Medical offices.

Music store.

Office equipment and supplies, retail.

Optician.

Picture framing and/or mirror silvering.

Police substation.

Post office.

Radio and television broadcasting studio.

Restaurant.

Sporting goods store, retail.

Studio for professional work or teaching of any form of fine arts, photography, music, drama, dance.

Surgical or dental supplies store.

Telephone exchange, but not including shops or garages.

Underground petroleum storage tanks.

Water or sewage pumping station.

Water storage (need not be enclosed within structure).

YMCA, YWCA and similar institutions.

b.

Uses requiring planning approval—The uses listed below are permitted upon approval of the location and site plan thereof by the zoning commission as being appropriate with regard to transportation and access, water supply, waste disposal, fire and police protection and other public facilities, as not causing undue traffic congestion or creating a traffic hazard and as being in harmony with the orderly and appropriate development of the district in which the use is located:

Church, including parish house, community house and educational buildings.

Pipeline or electric transmission line (need not be enclosed within structure).

Railroad right-of-way, but not including shops, yard and team tracks (need not be enclosed within structure).

c.

Special exception uses —The uses listed below are subject to the same approval of location and site plan as uses requiring planning approval; in addition, these uses are declared to possess such characteristics of unique or special form that each specific use shall be considered an individual case and shall be subject to approval of the board of adjustments, in accordance with the provisions of Article IX governing special exceptions.

Convalescent home.

Hospital or sanitarium.

Hotel, motel, tourist home, all for transient occupancy, except that not more than one-third of the gross floor area may be used for apartments for permanent occupancy.

Institution for children or the aged.

Self-storage warehouse containing rented storage spaces with individual unit area not exceeding seven hundred fifty (750) square feet.

Passenger depot, railway or bus.

(2)

Building site area. The minimum building site area shall be:

For electric substation, gas regulator station, water or sewage pumping station: No minimum requirements.

For any other permitted use: Ten thousand (10,000) square feet.

(3)

Building height limit. Except as provided in Article IV, no structure shall be erected or altered to exceed thirty-five (35) feet.

(4)

Yards required. Except as provided in Article IV, the minimum dimensions of yards shall be:

Feet

Front yard 20

Side yard 5

Rear yard 20

Exceptions: A rear yard abutting on a public alley or waterway (bayou or drainage servitude) need only be ten (10) feet in depth, and a rear yard abutting on a lot in a residential or C-4 District shall have the same minimum depth as a rear yard required in the abutting district.

Category Number: 1.
Item Number: D.

Wednesday, July 26, 2017

Item Title:
Introduce ordinance - Community Service as Penalty

Item Summary:
Introducing an ordinance to amend Section 1-6 of Chapter 1, General Provisions, of the Terrebonne Code of Ordinances to authorize the imposition of Community Service as a penalty for violating a Parish Ordinance and calling a public hearing on August 9, 2017 at 6:30 p.m.

ATTACHMENTS:

Description	Upload Date	Type
Proposed ordinance	7/24/2017	Budget Amendment

Category Number: 2.
Item Number: A.

Wednesday, July 26, 2017

Item Title:
As per speaker cards

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

Category Number:
Item Number: A.

Wednesday, July 26, 2017

Item Title:
2017 Various Items for Budget Amendment

Item Summary:
An ordinance amending the 2017 Budget of the Terrebonne Parish Consolidated Government so as to adjust the 2017 Adopted Beginning Fund Balances and the net positions to actual as per the 2016 Audited Financial Statements.
1. Consider adoption of ordinance.

ATTACHMENTS:

Description	Upload Date	Type
2017 Various Items for Budget Amendment	7/6/2017	Executive Summary
2017 Various Items for Budget Amendment	7/6/2017	Budget Amendment

EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Ordinance for a Budget Amendment

PROJECT SUMMARY (200 WORDS OR LESS)
An ordinance amending the 2017 Budget of the Terrebonne Parish Consolidated Government so as to adjust the 2017 Adopted Beginning Fund Balances and the Net Positions to actual as per the 2016 audited financial statements.

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

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/ Kayla Dupre June 27, 2017

Signature Date

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE 2017 BUDGET OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT SO AS TO ADJUST THE 2017 ADOPTED BEGINNING FUND BALANCES AND THE NET POSITIONS TO ACTUAL AS PER THE 2016 AUDITED FINANCIAL STATEMENTS.

SECTION I

WHEREAS, the Parish Finance Department estimates the beginning fund balances and net positions of the next year for the adopted budget prior to the end of the current year, and

WHEREAS, the Parish Finance Department completes the Audited Comprehensive Financial Statements no later than June 30th of each year for the prior year.

BE IT ORDAINED, that the Parish Council on the behalf of the Terrebonne Parish Consolidated Government, adopt the actual ending fund balances and net positions of 2016 as per the audited Comprehensive Financial Statements. (Attachment A)

Prepared By: Finance Department
PC File: 2017-Fund Balance-Net Positions Change
Date Prepared: 6/27/2017 BA # 18

ATTACHMENT A - FUND BALANCE - NET POSITIONS

Fund	Adopted Beginning Fund Balance	Adjustment Increase (Decrease)	Actual Beginning Fund Balance
General Fund	6,008,656	1,704,818	7,713,474
Dedicated Emergency Fund	2,792,211	(38,795)	2,753,416
Terr. Juvenile Det.	553,673	86,376	640,049
Parish Prisoners Fund	338,408	75,687	414,095
Public Safety Fund	2,448,820	1,034,091	3,482,911
Non-District Recreation	69,186	85,651	154,837
Local Law Enforcement Grant	4,751	(47)	4,704
Marshall's Fund	244,082	42,063	286,145
G.I.S. Mapping Systems	206,608	0	206,608
HMGP 4080 Isaac	-	3,702	3,702
Coastal Restore/Preservation	110,078	45,451	155,529
OJP - LCLE	6,750	3,882	10,632
Hazardous Mitigation	635,768	(641,071)	(5,303)
Moderate Rehab SRO	69,070	(3,049)	66,021
Section 8 Vouchers	221,146	(10,588)	210,558
Dept. of Education	17,794	5	17,799
Dept. of Transportation	-	12,855	12,855
FEMA - DHAP	131,408	0	131,408
Housing/Urban Dev. Grant	158,861	(42,760)	116,101
Severe Repetitive Loss	23,209	(49,198)	(25,989)
Dept of Labor CSBG Grant	3	18	21
LHFA LIHEAP Program	144,564	11,616	156,180
HMGP Gustav	122,472	660,203	782,675
DHAP - Ike	1,505,457	0	1,505,457
FTA-ARRA	1	0	1
Terre. Homeless Shelter	11,123	17,122	28,245
HOME Grant Fund	242,608	(74,103)	168,505
FTA Grant	1,451,763	289,544	1,741,307
FTA - City of Thibodaux	39,403	(39,430)	(27)
Head Start	36,528	5,858	42,386
Federal Hwy Administration	38,040	(525)	37,515
HUD CDBG Recovery	173,491	56,846	230,337
Parish Transportation Fund	601,361	1,338,833	1,940,194
Road & Bridge Fund	1,530,420	1,469,161	2,999,581
Drainage Tax Fund	2,694,500	2,795,609	5,490,109
Sales Tax Revenue Fund	2,173,934	89,957	2,263,891
Road District #6 - O&M	140,026	120,053	260,079
Road Lighting District #1	15,631	326,661	342,292
Road Lighting District #2	313,193	47,896	361,089
Road Lighting District #3A	664,608	(32,567)	632,041
Road Lighting District #4	159,943	16,854	176,797
Road Lighting District #5	139,432	8,407	147,839
Road Lighting District #6	217,668	(8,755)	208,913
Road Lighting District #7	302,829	20,138	322,967
Road Lighting District #8	65,934	4,639	70,573

ATTACHMENT A - FUND BALANCE - NET POSITIONS

Fund	Adopted Beginning Fund Balance	Adjustment Increase (Decrease)	Actual Beginning Fund Balance
Road Lighting District #9	111,298	19,442	130,740
Road Lighting District #10	67,846	(679)	67,167
Health Unit Fund	2,277,309	296,867	2,574,176
Council on Aging	1,767,531	1,528,119	3,295,650
Terrebonne - ARC	107,931	76,496	184,427
Parishwide Recreation Fund	855,269	57,161	912,430
Mental Health Unit	723,748	38,693	762,441
Coastal Restore - Bonds	48	130,138	130,186
Terrebonne Levee & Cons. Distr.	1,723,412	1,646,152	3,369,564
Bayou Country Sports Park	95,944	1,661,813	1,757,757
Criminal Court Fund	185,143	(52,553)	132,590
Public Safety Pension & Relief	2,160	24,441	26,601
Capital Improv Bond Res	3,439,940	174,010	3,613,950
2011 Levee Sinking Fund	1,682,655	(61,718)	1,620,937
S/F Aragon Road Paving Asmt.	14,862	0	14,862
Assmt 1 of 83 Pav	-	(90)	(90)
S/F Paving Assessment 2 of 83	-	(144)	(144)
Bayou Country Sports Park	55,281	(567)	54,714
Kramer/Maplewood S/F	-	(1,614)	(1,614)
2015 GO Refund Sinking	905,467	(238,175)	667,292
City Court Building Fund	13,361	222,314	235,675
Fd 241 HUD CDBG Rec Cons	4	(28,192)	(28,188)
P/W Drainage Construction Fund	116,336	14,626,259	14,742,595
P/W Sewerage Construction Fund	94,686	1,664,252	1,758,938
Capital Projects Control Fund	304,551	12,271,651	12,576,202
Road Construction Fund	278,393	8,470,989	8,749,382
Civic Center Admin. Bldg	34,670	567,282	601,952
2005 Public Improvement Constr	29,230	109,960	139,190
Sanitation Construction Fund	68,537	516	69,053
1998 Public Impr. Construction	2,779	407,975	410,754

Fund	Beginning Net Assets	Increase Decrease	Beginning Net Assets
Utilities System Fund	31,098,503	5,529,917	36,628,420
Utilities Revene Fund	48,988,825	(7,381,703)	41,607,122
Capital Adds/Contingency	2,608,689	(1,346,805)	1,261,884
G.I.S. Mapping System	114,523	22,371	136,894
Sewerage Fund	68,517,512	6,511,490	75,029,002
Sewer Capital R&R Fd	9,376,133	1,619,119	10,995,252
2010 Sewer Bond Sinking	(9,805,997)	221,814	(9,584,183)
2010 Sewer Bond Reserve	474,602	7,515	482,117
Sewer Bonds	11,168,214	(7,461,256)	3,706,958
Sanitation Fund	27,108,917	529,190	27,638,107
Landfill Closure	188,811	17,369	206,180
Insurance Control Fund	4,697,049	511,808	5,208,857
Group Insurance Fund	313,152	(74,716)	238,436
Human Resource Fund	775,741	63,045	838,786
Centralized Purchasing Fund	100,000	92,447	192,447
Civic Center O&M	10,493,361	25,703	10,519,064

Category Number:
Item Number: B.

Wednesday, July 26, 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 Budget of the Terrebonne Parish Consolidated Government for the following items and to provide for related matters:
Houma Fire Department, $500
Houma Police Dept.-Maple Street Cameras, $21,000
Le Petit Theater Facility Improvements, ($688,000)
Drainage, $125,000
Terrebonne Homeless Shelter, $5,277
General Fund-Summer Camp Programs, $10,000
1. Consider adoption of ordinance.

ATTACHMENTS:

Description	Upload Date	Type
2017 Various Items for Budget Amendment	7/6/2017	Executive Summary
2017 Various Items for Budget Amendment	7/6/2017	Budget Amendment
2017 Various Items for Budget Amendment	7/6/2017	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 BUDGET OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS. I. Houma Fire Department, $500 II. Houma Police Dept.-Maple Street Cameras, $21,000 III. Le Petit Theater Facility Improvements, ($688,000) IV. Drainage, $125,000 V. Terrebonne Homeless Shelter, $5,277 VI. General Fund-Summer Camp Programs, $10,000

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

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/ Kayla Dupre_____ _____July 6, 2017

Signature Date

ORDINANCE NO. _____

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

I. Houma Fire Department, $500
II. Houma Police Dept.-Maple Street Cameras, $21,000
III. Le Petit Theater Facility Improvements, ($688,000)
IV. Drainage, $125,000
V. Terrebonne Homeless Shelter, $5,277
VI. General Fund-Summer Camp Programs, $10,000

SECTION I

WHEREAS, the Houma Fire Department received a reimbursement of $500 for damages occurred to unit #412, and

WHEREAS, this reimbursement needs to be reflected in the Paint and Body Repairs account for the impending repairs to the vehicle.

NOW, THEREFORE BE IT 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 damages occurred to the Houma Fire Department vehicle. (Attachment A)

SECTION II

WHEREAS, the Office of Community Development, Division of Administration has approved the amendment request for LGAP 15-16-TRB-0001 Project, in the amount of $20,000, to include the purchase and installment of security cameras at the Maple Street Park,

WHEREAS, these cameras will allow for enhanced security for the park, which is a very popular recreational park utilized by the surrounding residential neighborhood and sports teams, and

WHEREAS, Entergy has donated $1,000 to be used to purchase cameras for the Maple Street Park, and

WHEREAS, the $21,000 in funds will be put into the Houma Police Department Visual Imaging Radio Communication account to purchase and install the cameras at Maple Street Park.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2017 Adopted Operating and 5-Year Capital Outlay Budget be amended for the Maple Street Cameras. (Attachment B)

SECTION III

WHEREAS, the Le Petit Theater Facility Improvements Project is funded from the Facility Planning and Control, Division of Administration, and

WHEREAS, the Facility Planning and Control has decreased their funding by $688,000 for the Le Petit Theater Facility Improvements.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2017 Adopted Operating and 5-Year Capital Outlay Budget be amended to recognize the decrease in funding of the Le Petit Theater Facility Improvements Project. (Attachment C)

SECTION IV

WHEREAS, funding is needed in the Drainage Fund for related drainage pumps and levee projects, and

WHEREAS, the funding source is from the Road and Bridge Construction Fund for $125,000.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2017 Adopted Operating and 5-Year Capital Outlay Budget be amended to recognize the funding of the Savanne Road Dewatering Project. (Attachment D)

SECTION V

WHEREAS, the Beautiful Beginnings Homeless Shelter has received donations in the current year and prior year of $5,277 from various individuals and the private industry, and

WHEREAS, the donations will assist with the purchase of operating supplies for the Beautiful Beginnings Homeless Shelter in the Operating Supplies-Donations 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 for the Beautiful Beginnings Homeless Shelter. (Attachment E)

SECTION VI

WHEREAS, Administration is requesting additional funding for the Terrebonne Parish Summer Camp Programs, and

WHEREAS, the funding source will be from General Fund for $10,000 to the Recreation Fund.

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 Summer Camp Programs. (Attachment F)

Prepared By: Finance Department
PC File: 2017-Various Items - M
Date Prepared: 6/29/17 BA #19

ATTACHMENT A - Houma Fire Department

	2017		
	Adopted	Change	Amended
Compensation Property Damage	(31,264)	(500)	(31,764)
Paint/Body Repairs	17,176	500	17,676

ATTACHMENT B - Houma Police Depatment

	2017		
	Adopted	Change	Amended
LGAP Montegut (Waterworks)	-	(20,000)	(20,000)
Miscellaneous-Other	-	(1,000)	(1,000)
Visual Imaging Radio Comm	-	21,000	21,000
Montegut (Waterworks	103,800	(20,000)	83,800
LGAP Montegut (Waterworks)	(103,800)	20,000	(83,800)

ATTACHMENT C - Le Petit Theater Facility Improvements

	2017		
	Adopted	Change	Amended
Le Petit Facility Improv	767,579	(688,000)	79,579
FP&C Le Petit	(688,000)	688,000	-

ATTACHMENT D - Drainage

	2017		
	Adopted	Change	Amended
Valhi Extension Line & Grade Eval	150,000	(125,000)	25,000
Transfer to Drainage	-	125,000	125,000
Transfer from Road & Bridge Constr Fund	-	(125,000)	(125,000)
Savanne Containment Project	-	69,520	69,520
Pumps & Motors	237,131	40,000	277,131
Engineering Fees	15,640	15,480	31,120

ATTACHMENT E - Terrebonne Homeless Shelter

	2017		
	Adopted	Change	Amended
Donations	-	(200)	(200)
Operating Supplies-Donations	-	5,277	5,277
Fund balance (decrease)	n/a	(5,077)	n/a

ATTACHMENT F - General Fund

	2017		
	Adopted	Change	Amended
Summer Camp Programs	200,000	10,000	210,000
Transfer from General Fund	(30,000)	(10,000)	(40,000)
Transfer to Recreation	30,000	10,000	40,000
Fund Balance (decrease)	n/a	(10,000)	n/a

Section I

Kayla Dupre

From: Keith Ward
Sent: Tuesday, June 20, 2017 10:55 AM
To: Kayla Dupre
Subject: FW: see attached
Attachments: Untitled.PDF - Adobe Acrobat Pro.pdf

Kayla, please submit a budget amendment for the $500.00 reimbursement into account 204-222- 8421-05 Paint/Body repairs.

Thanks,

Keith Ward
Fire Chief
Houma Fire Department
600 Wood St.
Houma, LA 70360
(985) 873-6391 - Phone
(985) 873-6398 - Fax
kward@tpcg.org

From: Loretta Lambert
Sent: Friday, June 02, 2017 9:47 AM
To: Kayla Dupre; Debbie Bourg
Cc: Keith Ward; Kim Dupre; Linda Loupe
Subject: see attached

Please see attached

Thanks

Loretta Lambert
Administrative Technician II
Terrebonne Parish Consolidated Government
Email: llambert@tpcg.org
Phone: 985-873-6470
Fax: 985-873-6473

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 Representative

FROM: Loretta Lambert, Risk Management Dept.

DATE: April 6, 2017

SUBJECT: REIMBURSEMENT OF DEDUCTIBLE FOR 2014 F250 VIN # 9000

Attached, please find check **#0000457801** in the amount of **$500.00** made payable to City of Houma for Reimbursement of deductible for 2014 F250 VIN # 9000. Please deposit this check into the proper account for the **Houma Fire Department (Account #204-000-6912-00).**

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
Debbie Bourg, Accounting
Keith Ward, HFD
Kim Dupre, HFD
Linda Loupe, HFD

Unit 417

FD171GG GENERAL LEDGER/BUDGET ACCOUNT INQUIRY 6/29/17
MAY 31, 2017 - MONTH LAST CLOSED

ACCT: 204-000-6912-00
PUBLIC SAFETY FUND
NO DEPARTMENT NAME
COMPENSATION PROPERTY DAMAGE

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				
2017	~~24,203~~ 31,764	22,612.69-	0	1,590-
CLOSED:				
2011	0	10,348.56-	N/A	10,349
2012	0	18,965.51-	N/A	18,966
2013	0	6,786.37-	N/A	6,786
2014	8,221	15,080.54-	N/A	6,860
2015	9,130	10,837.51-	N/A	1,708
2016	42,175	42,174.55-	N/A	0

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

FD171GG GENERAL LEDGER/BUDGET ACCOUNT INQUIRY 6/29/17
MAY 31, 2017 - MONTH LAST CLOSED

ACCT: 204-222-8421-05
PUBLIC SAFETY FUND
FIRE - URBAN
PAINT/BODY REPAIRS

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				
2017	17,176	11,680.73	0	5,495
CLOSED:				
2011	1,500	.00	N/A	1,500
2012	1,000	3,628.92	N/A	2,629-
2013	1,000	5,329.53	N/A	4,330-
2014	10,221	7,835.00	N/A	2,386
2015	7,010	4,654.65	N/A	2,355
2016	15,294	9,804.69	N/A	5,489

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

Section II

Terrebonne Parish Consolidated Government
Budget Amendment 2017
Maple Street Park Security Cameras

	Current Budget	Revision	Revised Budget
204 - 000 - 6348 - 01	0	(20,000)	(20,000)
204 - 000 - 6499 - 00	0	(1,000)	(1,000)
204 - 211 - 8915 - 08	0	21,000	21,000
659 - 804 - 8324 - 02	103,800	(20,000)	83,800
659 - 000 - 6348 - 01	(103,800)	20,000	(83,800)

2015 - 2016 LGAP funds - # TRB - 0001 grant in the amount of $20,000 approved for the purchase of security cameras. The remaining amount to come from District B W & S account and Entergy Donation.

Kayla Dupre

From: Paulette Garrett
Sent: Thursday, June 22, 2017 2:23 PM
To: Bobbie O'Bryan
Cc: Kayla Dupre
Subject: FW: Maple Street Park - Cameras

Bobbie,

Please use account number 204-211-8915-08 for the Maple St. Cameras invoice.

A budget amendment will be done for $22,927, pulling funds from:

- the 2015-16 LGAP Grant (Montegut Victor LeBouef Waterline project) - $20,000
- District B funds - $1,927
- Christa's Entergy Donation - $1,000.

Thanks,

Paulette Garrett
Grants Accountant Supervisor
Terrebonne Parish Consolidated Government
Finance Department
P. O. Box 2768
Houma, LA 70361
Telephone: 985-873-6456
Fax: 985-873-6457
pgarrett@tpcg.org

GO green™ *Please consider the environment before printing this email.*

LOUISIANA LGAP/CWEF -- REQUEST FOR PAYMENT (RFP)

A. Name, Address, and Phone Number of: Village / Town / City / Parish	B. Date of Request
Terrebonne Parish Consolidated Government P. O. Box 2768 Houma, LA 70361-2768	6/26/2017
	D. Request #
	1
C. LGAP/CWEF Contract Number / Program Year: #1516-TRB-0001 / FY 2015-2016	CFMS#:

E. Actual Delivery Date (A.D.D.)-The most recent date of delivery of services(invoices) per fiscal year	A.D.D. FY 1:	
	A.D.D. FY 2:	

1. Status of Funds	Amount	
A. Amount Requested with this Request (Total from Line H below)	20,000.00	State Use Only
B. Funds Received to Date	0.00	
C. Subtotal (Add Lines A and B)	20,000.00	
D. Total Grant Amount (Amount of Contract)	103,800.00	
E. Remaining Balance (Subtract Line C from Line D)	(83,800.00)	

2. Amount of Funds Requested by Activity	A.D.D. FY 1	A.D.D. FY 2	Amount	
A. Acquisition of Real Property				
B. Public Works, Facilities, Site Improvements				
1. Sewer				
2. Streets				
3. Water (Fire Protection)				
4. Water (Potable)				
5. Other				
C. Clearance, Demolition				
D. Rehabilitation/ Renovation of Buildings				
E. Equipment				
F. Police Protection Activities	20,000.00		20,000.00	
G. Engineering Fees				
H. TOTAL	20,000.00	0.00	20,000.00	

3. Certification

I certify that this Request for Payment has been drawn in accordance with the terms and conditions of the contract for the grant and that the amount for which drawn is proper for payment to the drawer at the drawer's bank. I also certify that the data reported above is correct and that the amount of the Request for Payment is not in excess of current needs. **Approved and detailed invoices that equal or exceed the amount are attached.**

ATTACH COPIES OF INVOICES AND MAIL TO:

Office of Community Development, P.O. Box 94095, Baton Rouge, LA 70804

A. Date	(Original) Signature of Local Govt. Authority (LGA--Parish President or Mayor)	Title
6-28-17	[signature]	Parish President

4. Approval (For State Use Only)

Funding Year:

A. Reviewed By	Date
B. Approved By	Date

DOA will no longer mail payment verifications. Payments can be verified online at http://www.doa.louisiana.gov/osrap/index.htm

AUTOMATION COMMUNICATIONS ENGINEERING CORPORATION

Microwave · Satellite · SCADA · Two - Way Radio

MOTOROLA
Authorized Two-Way Radio Dealer

TOSHIBA

HOUMA POLICE DEPARTMENT

ATTN: CAPT BOBBIE O'BRYAN
RE:

PAGE	1
QUOTE NUMBER	2562
DATE	2/2/2017
AVAILABILITY	
QUOTE VALID FOR	30 days
TERMS	Net 30
F.O.B.	N/A
SHIPPED VIA	N/A
PREPARED BY	Janet Barrios

Qty.	Description	Unit	Total
	LABOR, MATERIALS AND INSTALLATION OF (1) 2.4 SPREAD SPECTRUM RADIO - DUAL POLARIZED TO PROVIDE CONNECTIVITY OF CAMERA BOX INCLUDES (2) 2.4 SPREAD SPECTRUM RADIOS AND (2) ANTENNAS		$ 4,099.01
	NOTES: *TO BE INSTALLED AT CUSTOMER PROVIDED LOCATION WITH TPCG PROVIDING POWER CONNECTIVITY *CONTINGENT UPON PATH STUDY, PROPER HEIGHT REQUIREMENTS AT CUSTOMER PROVIDED LOCATION (TO BE DETERMINED) *ACCESS POINT RADIO CAPABLE OF COVERING AN ADDITIONAL 4-6 ADDITIONAL CAMERA BOXES AS NEEDED WITHIN PROVIDED COVERAGE MAP *INCLUDES LIFT RENTAL *ESTIMATE ONLY		

Subtotal:	**$ 4,099.01**
Shipping & Handling:	AS APPLICABLE
State Tax:	AS APPLICABLE
Local Tax:	AS APPLICABLE
Total:	

Questions concerning this quotation?
Call: (985) 876-1855

By: Janet Barrios

Janet Barrios

Thank you for this Opportunity!

Acceptance: Date: P.O#

AUTOMATION COMMUNICATIONS ENGINEERING CORPORATION

Microwave · Satellite · SCADA · Two - Way Radio

MOTOROLA
Authorized Two-Way Radio Dealer

TOSHIBA

HOUMA POLICE DEPARTMENT

PAGE	1
QUOTE NUMBER	2609
DATE	6/19/2017
AVAILABILITY	
QUOTE VALID FOR	30 days
TERMS	Net 30
F.O.B.	N/A
SHIPPED VIA	N/A
PREPARED BY	Janet Barrios

ATTN: BOBBIE O'BRYAN

RE: CAMERA PROJECTS - MAPLE AVE AREA

Qty.	Description	Unit	Total
2	LABOR, MATERIALS, AND INSTALLATION OF (1) 16X14 FIBERGLASS WEATHER RESISTANT HINGED BOX. (2) BULLET CAMERAS, (1) PTZ CAMERA, POWER SUPPLY, 1TB HARD DRIVE, (4) CHANNEL DVR, WIRELESS ELECTRICAL PANEL W/BREAKER DISCONNECT ***INSTALLATION AT EACH END OF MAPLE AVE PARK*	$ 3,803.83	$ 7,607.66
4	LABOR, MATERIALS, AND INSTALLATION OF (1) 16X14 FIBERGLASS WEATHER RESISTANT HINGED BOX. (1) BULLET CAMERAS, POWER SUPPLY, 1TB HARD DRIVE, (4) CHANNEL DVR, WIRELESS ELECTRICAL PANEL W/BREAKER DISCONNECT ***LOCATIONS TO BE DETERMINED @ WILSON, GOAUX, MORRISON AND JEFFERSON*	$ 2,805.27	$ 11,221.08
	NOTES: **LOCATION WITH TPCG PROVIDING CONNECTIVITY AT TIME OF INSTALLATION **INCLUDES PRICING OF LIFT RENTAL REQUIRED AT TIME OF INSTALLATION		

Subtotal:	$ **18,828.74**
Shipping & Handling:	AS APPLICABLE
State Tax:	AS APPLICABLE
Local Tax:	AS APPLICABLE
Total:	

Questions concerning this quotation?

Call: (985) 876-1855

By: Janet Barrios

Janet Barrios

Thank you for this Opportunity!

Acceptance: _____ Date: _____ P.O# _____

Office of Community Development
State of Louisiana
Division of Administration

JOHN BEL EDWARDS
GOVERNOR

JAY DARDENNE
COMMISSIONER OF ADMINISTRATION

February 7, 2017

The Honorable Gordon E. Dove
President, Terrebonne Parish Consolidated Government
P. O. Box 6097
Houma, Louisiana 70361-6097

Dear Mr. Dove:

We are in receipt of your request to amend the scope of work for your Local Government Assistance Program grant, file # 1516-TRB-0001. This letter is official approval of that amendment request to include the purchase of security cameras and other equipment for the Houma Police Department.

If you have any questions relative to the LGAP requirements, please do not hesitate to call the Office of Community Development at (225) 342-7412.

Sincerely,

Traci M. Watts, Director
Louisiana Community Development Block Grant
Local Government Assistance Program

TW:mp

P. O. Box 94095 ✣ Baton Rouge, Louisiana 70804-9095 ✣ (225) 342-7412 ✣ 1-800-354-9548 ✣ Fax (225) 342-1947
An Equal Opportunity Employer

Paulette Garrett (2/3/2017 10:52 AM): Good morning, Al! FYI, I called Ceicilia Norman at Waterworks to get a status on the Victor LeBoeuf Waterline Replacement project. She said the project has not started, they have not even broken ground yet. Their records show the total budget for the project is still estimated at $260,000, that is, $103,800 from LGAP and the remaining $156.200 to come out of their budget. Then, I called Marc Parenti to find out what amending paperwork I needed to do, if anything, after the required support letters were received. One of the things we talked about: he said if the Victor Lebouef project does in fact require the whole $103,800 of LGAP funding at completion, then we have the option of amending the newest award for the Palm Avenue project to make up the shortfall caused by the security cameras amendment. Just thought you'd want to know this, if the Palm Avenue project estimates are currently being addressed.

Al Levron (2/3/2017 1:45 PM): I need to discuss this with you. I think we have CEA's in place with Water District.

Paulette Garrett (2/3/2017 2:06 PM): Ok, shall I come up to see you?

Paulette Garrett (2/3/2017 2:09 PM): I don't have any CEA's but will look on this end.

Al Levron (2/3/2017 2:09 PM): WE are trying determine IF excess funds area available form these accounts. YOu can come up now.

Paulette Garrett (2/3/2017 2:10 PM): Coming.

Paulette Garrett

From: Paulette Garrett
Sent: Friday, February 03, 2017 12:03 PM
To: 'mageet@legis.la.gov'
Cc: Debbie Ortego; 'Chabert, Sen. (District Office)'
Subject: FW: Request for Support Letter

Good afternoon, Vickie,

Yes, please do send a copy of the quotes for the cameras and utility poles for our files.

Sgt. Bobbie O'Bryan of the Houma Police Department is the Parish POC for placing the order for the cameras.

If you need anything further, please let me know.

Thanks,

Paulette Garrett
Grants Accountant Supervisor
Terrebonne Parish Consolidated Government
Finance Department
P. O. Box 2768
Houma, LA 70361
Telephone: 985-873-6456
Fax: 985-873-6457
pgarrett@tpcg.org

GO green *Please consider the environment before printing this email.*

From: Magee, Rep. (District Office) [mailto:mageet@legis.la.gov]
Sent: Thursday, February 02, 2017 6:36 PM
To: Paulette Garrett
Cc: Debbie Ortego; Chabert, Sen. (District Office)
Subject: Request for Support Letter

Paulette,

As per our phone conversation, it is Rep. Magee's understanding there will be monies left over from the 15-16 LGAP project in Montegut. President Dove, Senator Chabert & Rep. Magee have all agreed to use these left over monies to purchase security cameras for the Maple St. Park.

The Governors Office and Mr. Marc Parenti with Facility Planning are completely aware of this request and have pre-approved same. In order to complete the approval process he will need a support letter from Pres., Dove stating (project: 15-16-TRB-0001 to replace waterlines in Montegut area) that TPCG has utilized most of the money for this waterline project and wants to AMEND it to install security cameras at Maple St. Park in our Historical Downtown Area. Mr. Parenti said you can include the figures if you wish but it is not necessary. Example: TPCG had X amount of dollars and have X amount of dollars left over. The letter should also include the estimated cost of the security system. He did state it does not have to be exact.

I am now awaiting a quote from the security company as well as the engineer for cost of the required 2 utility poles that will need to be installed. I will forward same to you upon receipt. My guess for this project is a total cost of just under $20k.

Once the support letters are received and final approval is given from Mr. Parenti the security cameras can then be ordered by TPCG. Please let us know who in the parish will be the contact person to place the order. Mr. Parenti stated he could get the

funds to you within 2 days once he receives the invoices. He also offered to call you tomorrow to discuss and offer any assistance you may need. Please feel free to call him or Mitch McDaniel with any questions at 225-342-7412.

Should you have any questions or need to further discuss with me, please feel free to call me on my cell phone at 985-870-0234.

Thank you VERY much for your help!!!

Sincerly,

Vickie Larke
Legislative Assistant to:
Representative Tanner Magee, Dist. 53
P.O. Box 2365
Houma, LA 70361
(985) 858-2970 - Office
Fax: (985) 858-2972
Mageet@legis.la.gov

On Feb 4, 2016, at 12:25 PM, Paulette Garrett <pgarrett@tpcg.org> wrote:

Good afternoon, Ms. Larke,

We are requesting Mr. Magee's support of our proposed community improvement project to replace residential waterlines in the Victor LeBoeuf Street and Montegut Vicinity area, a project for which we have requested funding from the State's LGAP program.

Please print the attached letter draft on State letterhead and obtain Mr. Magee's approval signature, for submittal to the State Division of Administration as evidence of support for this community project.

We appreciate your quick response to our request of support for this project. If you have any questions, please do not hesitate to let me know.

Thanks,

Paulette Garrett
Grants Accountant Supervisor
Terrebonne Parish Consolidated Government
Finance Department
P. O. Box 2768
Houma, LA 70361
Telephone: 985-873-6456
Fax: 985-873-6457
pgarrett@tpcg.org
Please consider the environment before printing this email.

<LGAP 2015-2016 Support Letter - Tanner Magee.doc>

Paulette Garrett

From: Paulette Garrett
Sent: Friday, February 03, 2017 9:55 AM
To: Debbie Ortego
Subject: LGAP 2015-2016 Support Letter for amendment G Dove.doc
Attachments: LGAP 2015-2016 Support Letter for amendment G Dove.doc

Debbie,

See requested draft of support letter.

Thanks,

Paulette Garrett
Grants Accountant Supervisor
Terrebonne Parish Consolidated Government
Finance Department
P. O. Box 2768
Houma, LA 70361
Telephone: 985-873-6456
Fax: 985-873-6457
pgarrett@tpcg.org

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2/3/17

Spoke to Marc Parenti
re: requested
Amendment —
He said short fall
for Waterworks
Could be made
up by doing
Amendment to
Palm Ave

February 3, 2017

Mr. Marc Parenti
Division of Administration
Office of Community Development
P. O. Box 94095
Baton Rouge, LA 70804-9095

Re: Terrebonne Parish LGAP Project – AMENDMENT Request
LGAP 15-16-TRB-0001 Project (Victor LeBoeuf Street and Montegut Vicinity Waterline Improvements)

Dear Mr. Parenti,

Concerning the above-referenced LGAP project, Terrebonne Parish is requesting to amend the grant agreement to include the purchase and installment of security cameras at the Maple Street Park located in Houma's downtown Historical District. These cameras will allow for enhanced security for the park, which is a very popular recreational park utilized by the surrounding residential neighborhood and sports teams.

I fully support Terrebonne Parish's request to amend this LGAP award to include the purchase and installation of security cameras, the total cost of which is estimated to be $20,000.

Sincerely,

Gordon E. Dove

Paulette Garrett

From: Magee, Rep. (District Office) [mageet@legis.la.gov]
Sent: Thursday, February 02, 2017 6:36 PM
To: Paulette Garrett
Cc: Debbie Ortego; Chabert, Sen. (District Office)
Subject: Request for Support Letter

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Should you have any questions or need to further discuss with me, please feel free to call me on my cell phone at 985-870-0234.

Thank you VERY much for your help!!!

Sincerly,

Vickie Larke
Legislative Assistant to:
Representative Tanner Magee, Dist. 53
P.O. Box 2365
Houma, LA 70361
(985) 858-2970 - Office
Fax: (985) 858-2972
Mageet@legis.la.gov

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We appreciate your quick response to our request of support for this project. If you have any questions, please do not hesitate to let me know.

Thanks,

Paulette Garrett

Grants Accountant Supervisor
Terrebonne Parish Consolidated Government
Finance Department
P. O. Box 2768
Houma, LA 70361
Telephone: 985-873-6456
Fax: 985-873-6457
pgarrett@tpcg.org

Please consider the environment before printing this email.

<LGAP 2015-2016 Support Letter - Tanner Magee.doc>

FD171GG GENERAL LEDGER/BUDGET ACCOUNT INQUIRY 6/29/17
MAY 31, 2017 - MONTH LAST CLOSED

ACCT: 204-000-6499-00
PUBLIC SAFETY FUND
NO DEPARTMENT NAME
MISCELLANEOUS - OTHER

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				
2017	0	1,266.00-	0	1,266
CLOSED:				
2011	0	8,235.52-	N/A	8,236
2012	0	16,237.68-	N/A	16,238
2013	0	12,071.07-	N/A	12,071
2014	0	5,229.57-	N/A	5,230
2015	0	3,401.84-	N/A	3,402
2016	0	306.94-	N/A	307

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

FD171GG GENERAL LEDGER/BUDGET ACCOUNT INQUIRY 6/29/17
MAY 31, 2017 - MONTH LAST CLOSED

ACCT: 204-211-8915-08
PUBLIC SAFETY FUND
POLICE
VISUAL IMAGING RADIO COMM.

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

FD171GG GENERAL LEDGER/BUDGET ACCOUNT INQUIRY 6/29/17
MAY 31, 2017 - MONTH LAST CLOSED

ACCT: 659-804-8324-02
CAPITAL PROJECTS CONTRL
WATER PROJECTS
MONTEGUT (WATERWORKS)

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				
2017	103,800	.00	0	103,800
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	103,800	.00	N/A	103,800

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

FD171GG GENERAL LEDGER/BUDGET ACCOUNT INQUIRY 6/29/17
MAY 31, 2017 - MONTH LAST CLOSED

ACCT: 659-000-6348-01
CAPITAL PROJECTS CONTRL
NO DEPARTMENT NAME
LGAP MONTEGUT (WATERWORKS)

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				
2017	103,800	.00	0	103,800-
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	103,800	.00	N/A	103,800-

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

Section III

Facility Planning and Control
State of Louisiana
Division of Administration

JOHN BEL EDWARDS
GOVERNOR

JAY DARDENNE
COMMISSIONER OF ADMINISTRATION

January 23, 2017

De obligate
659-196-8912-09 (688,000)
659-000-6342-09 (688,000)

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

Re: Renovate the Le Petit de Terrebonne Theater Building, Planning and Construction (Terrebonne)
FP&C Project No. 50-J55-14-01

Dear Mr. Dove:

Please find enclosed one (1) fully executed original of the 2nd Amended Cooperative Endeavor Agreement between the State of Louisiana and the Terrebonne Parish Consolidated Government.

If you have any questions, please call your Project Manager, Mr. Lyle Savant, at (225) 219-1154.

Sincerely,

Joyce Jenne, MBA
Capital Outlay Analyst

/cv
Enclosures

RECEIVED
JUN 26 2017
TPCG FINANCE DEPT.

P. O. Box 94095 ✣ Baton Rouge, Louisiana 70804-9095 ✣ (225) 342-0820 ✣ 1-800-354-9548 ✣ Fax (225) 342-7624
An Equal Opportunity Employer

2nd Amended Cooperative Endeavor Agreement
Terrebonne Parish Consolidated Government:
Renovate the Le Petit de Terrebonne Theater Building, Planning and Construction
(Terrebonne)
FP&C Project No. 50-J55-14-01

AMENDMENT OF AGREEMENT

The parties agree that any amendment hereto shall be in writing.

All of the terms, conditions and provisions of the prior Agreement(s), except as modified herein, shall remain the same and continue to be in full force and effect.

THUS DONE AND SIGNED, this 19th day of January, 2017,
at Baton Rouge, Louisiana.

WITNESSES:

Jessica C Barnes

STATE OF LOUISIANA

By: _____
MARK A. MOSES, DIRECTOR
FACILITY PLANNING & CONTROL
DIVISION OF ADMINISTRATION

THUS DONE AND SIGNED, this 12th day of December, 2016,
at Houma, Louisiana.

WITNESSES:

Leilani N. Hardee

Deborah W. Ortego

TERREBONNE PARISH

By: _____
GORDON E. DOVE
PARISH PRESIDENT

EXHIBIT A

2nd AMENDED COOPERATIVE ENDEAVOR AGREEMENT BETWEEN
THE STATE OF LOUISIANA and
TERREBONNE PARISH CONSOLIDATED GOVERNMENT
Renovate the Le Petit de Terrebonne Theater Building, Planning and Construction
(Terrebonne)
FP&C Project No. 50-J55-14-01

COSTS AND FUNDS THIS AGREEMENT ($):

COST CATEGORIES	CAPITAL OUTLAY CASH	NON-CASH LINE OF CREDIT	OTHER[3]	TOTAL
REAL ESTATE				
PLANNING				
CONSTRUCTION				
MISC				
EQUIPMENT				
ESCROW				
FP&C ADMIN				
TOTAL COSTS				

Federal Tax Identification for Entity: **72-6001390**

Notes:

1. Planning Costs shall not exceed 10% of Construction Costs. Miscellaneous Costs shall not exceed 5% of Construction Costs.

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

3. Total in "Other" category equals required match reflected in Article XIX.

EXHIBIT B

2nd AMENDED COOPERATIVE ENDEAVOR AGREEMENT BETWEEN
THE STATE OF LOUISIANA and
TERREBONNE PARISH CONSOLIDATED GOVERNMENT
Renovate the Le Petit de Terrebonne Theater Building, Planning and Construction
(Terrebonne)
FP&C Project No. 50-J55-14-01

State of Louisiana-ISIS Financial System-State Funding Summary

ACT #	YEAR	DESCRIPTION	STATE CASH	STATE NON-CASH LINE OF CREDIT	TOTAL STATE FUNDING
		No Funding			
TOTAL					

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

659-196-8912-09
LE PETITE FACILITY IMPROVEMENTS

TOTAL FUNDING	**$**	**150,000**
EXPENDITURES THRU 12/31/15		**(70,421)**
PROJECT BALANCE	**$**	**79,579**

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2017	2018	2019	2020	2021	2022
Mar-15	ORD 8519	FACILITY PLANNING & CONTROL	223,100						
Jan-16	ORD 8671	FACILITY PLANNING & CONTROL	464,900						
Feb-16	ORD 8680	LE PETIT THEATRE	150,000						
Jul-17	PENDING BA	DE-OB FACILITY PLANNING & CONTROL		(688,000)					
	LESS PRIOR YEARS EXPENDITURES		(70,421)						
		FUNDS AVAILABLE	$ 767,579	$ (688,000)	$ -	$ -	$ -	$ -	$ -

ENGINEER: **DUPLANTIS DESIGN GROUP**
CONTRACTOR:

DESCRIPTION: IMPROVEMENTS TO LE PETIT THEATRE DE TERREBONNE.

FD171GG GENERAL LEDGER/BUDGET ACCOUNT INQUIRY 6/29/17
MAY 31, 2017 - MONTH LAST CLOSED

ACCT: 659-196-8912-09
CAPITAL PROJECTS CONTRL
AUDITORIUMS
LE PETIT FACILITY IMPROV

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				
2017	767,579	.00	0	767,579
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	223,100	.00	N/A	223,100
2016	838,000	70,420.79	N/A	767,579

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

FD171GG GENERAL LEDGER/BUDGET ACCOUNT INQUIRY 6/29/17
MAY 31, 2017 - MONTH LAST CLOSED

ACCT: 659-000-6342-09
CAPITAL PROJECTS CONTRL
NO DEPARTMENT NAME
FP&C LE PETIT

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				
2017	688,000	.00	0	688,000-
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	223,100	.00	N/A	223,100-
2016	688,000	.00	N/A	688,000-

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

Section IV

Kayla Dupre

From: Kandace Mauldin
Sent: Thursday, July 06, 2017 11:53 AM
To: Al Levron; Mike C. Toups
Cc: Darrin W. Guidry; Gordon Dove; Jeanne Bray; Kayla Dupre
Subject: RE: Savanne Road Drainage
Attachments: DOC070617.pdf

Attached is what I am suggesting we use for the budget amendment. If I don't hear anything different from you before 12:30 we will move forward as is.

Thanks
Kandace

From: Kandace Mauldin
Sent: Thursday, July 06, 2017 11:36 AM
To: Al Levron; Mike C. Toups
Cc: Darrin W. Guidry; Gordon Dove; Jeanne Bray
Subject: RE: Savanne Road Drainage

Still waiting on this information, this is needed to load onto agenda ASAP

From: Al Levron
Sent: Thursday, July 06, 2017 8:11 AM
To: Kandace Mauldin; Mike C. Toups
Cc: Darrin W. Guidry; Gordon Dove; Jeanne Bray
Subject: RE: Savanne Road Drainage

Need estimate, by account, with the understanding that a line item adjustment can be made later.

From: Kandace Mauldin
Sent: Thursday, July 06, 2017 7:46 AM
To: Al Levron; Mike C. Toups
Cc: Darrin W. Guidry; Gordon Dove; Jeanne Bray
Subject: RE: Savanne Road Drainage

Mike,

I need this information as soon as possible this morning to upload for the meetings next week.

Thanks
Kandace

From: Al Levron
Sent: Wednesday, July 05, 2017 10:26 AM
To: Mike C. Toups
Cc: Darrin W. Guidry; Kandace Mauldin; Gordon Dove; Jeanne Bray
Subject: Savanne Road Drainage

The President is agreeable to moving $125,000 from Capital account # 661-310-8916-86 (Valhi line and grade) to various accounts within the drainage department for the following.

1. Planning/servitude preparation/acquisition..permit, if necessary. (All South)
2. Survey (Charles MacDonald)
3. Equipment purchase (8-12" pump)
4. Equipment/manpower related costs to construct potato levees.

Mike, I need a breakdown how much to place in various accounts.

Al J. Levron
Parish Manager
Terrebonne Parish Consolidated Government
P.O. Box 2768
Houma, LA. 70361
985-873-6407

TERREBONNE PARISH CONSOLIDATED GOVERNMENT
SAVANNE CONTAINMENT

JULY 2017 ESTIMATED PROBABLE PROJECT COST

Constructioin:

Item	Description	Units	Qty	Unit Price	Total
1	Potato Ridge (3:1 Side Slopes) (2 Ft. High) (In-Place-Measure)	CY	2,400	$ 15.00	$ 36,000
2	24" Storm Drain Pipe (2 Required)	LF	48	$ 150.00	$ 7,200
3	24" Sluice Gate (Complete Installed)	EA	2	$ 5,000.00	$ 10,000
4	Wooden Pump Platform & Limestone Access Drive (Complete)	LS	1	$ 6,000.00	$ 6,000
5	Clearing	AC	2.0	$ 2,000.00	$ 4,000
				Sub-Total:	$ 63,200
				Contingency (10%):	$ 6,320
				Total Estimated Probable Construction Cost:	**$ 69,520** 252-351-8929-73*
				Cost of Pump (Complete):	**$ 40,000** 252-351-8929-02
				Engineering Basic Services Cost (Billed as Time & Material)(No Inspection Included):	**$ 15,000** 252-351-8342-01
				Total Estimated Probable Project Cost:	**$ 124,520**

252-351-8929-~~70~~ 73 - new account for Savanne Containment project

* Defund for Research

ALL SOUTH CONSULTING ENGINEERS, L.L.C.
302 SCHOOL STREET
HOUMA, LA 70360
(985) 537-8893

7/6/2017

TERREBONNE PARISH CONSOLIDATED GOVERNMENT
2017 - FIVE YEAR CAPITAL OUTLAY
FUND 661 - ROAD CONSTRUCTION FUND

661-310-8916-86
VALHI EXTENSION LINE & GRADE EVAL

TOTAL FUNDING	**$**	**50,000**
EXPENDITURES THRU 12/31/15		**-**
PROJECT BALANCE	**$**	**50,000**

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2016	2017	2018	2019	2020	2021
Jan-17	PROPOSED	FROM 655-351-8929-61 FD 255			31,611				
Jan-17	PROPOSED	FROM 655-351-8929-05 FD 151			118,389				
Jul-17	PROPOSED	TO 661-310-8916-86			(100,000)				
	LESS PRIOR YEARS EXPENDITURES								
		FUNDS AVAILABLE	$ -	$ -	$ 50,000	$ -	$ -	$ -	$ -

DESCRIPTION: Extend Valhi beyond Savanne Rd and create an intersection at Hwy 311 and Ellendale Blvd

FD171GG GENERAL LEDGER/BUDGET ACCOUNT INQUIRY 6/30/17
MAY 31, 2017 - MONTH LAST CLOSED

ACCT: 661-310-8916-86
ROAD CONSTRUCTION FUND
ROADS & BRIDGES
VALHI EXT LINE & GRADE EVAL

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				
2017	150,000	512.00	236	149,252
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

FD171GG GENERAL LEDGER/BUDGET ACCOUNT INQUIRY 7/06/17
MAY 31, 2017 - MONTH LAST CLOSED

ACCT: 252-351-8929-02
DRAINAGE TAX FUND
DRAINAGE
PUMPS & MOTORS

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				
2017	237,131	93,598.00	20,523	123,010
CLOSED:				
2011	316,191	275,007.75	N/A	41,183
2012	111,183	41,941.50	N/A	69,242
2013	469,242	.00	N/A	469,242
2014	1,019,242	431,680.00	N/A	587,562
2015	1,167,562	1,056,039.00	N/A	111,523
2016	611,523	374,392.00	N/A	237,131

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

FD171GG GENERAL LEDGER/BUDGET ACCOUNT INQUIRY 7/06/17
MAY 31, 2017 - MONTH LAST CLOSED

ACCT: 252-351-8342-01
DRAINAGE TAX FUND
DRAINAGE
ENGINEERING FEES

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				
2017	15,640	4,139.80	0	11,500
CLOSED:				
2011	10,000	6,069.37	N/A	3,931
2012	10,000	5,731.43	N/A	4,269
2013	10,000	5,759.75	N/A	4,240
2014	10,000	8,610.29	N/A	1,390
2015	17,000	4,748.76	N/A	12,251
2016	17,000	1,241.00	N/A	15,759

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

Section V

Terrebonne Parish Consolidated Government

Budget Amendment for Donation Balance - Cumulative Years
Emergency Shelter Grant Program

Updated: 6/30/2017

		Current	Adjustment	Final
234-000-6741-01	Donations	0	(200)	(200)
234-630-8225-01	Operating Supplies - Donations	0	5,277	5,277
234-000-5111-00	Fund Balance		(5,077)	

To input Donations and associated expenses into the Parish Budget for tracking purposes. These donations assist with the purchase of operating supplies for the Beautiful Beginnings Homeless Shelter.

Donations are received from private industry and individuals for Shelter Operations expenses deemed as priority by Administrative officials.

The Shelter is funded by federal Emergency Shelter Grants and supplemented by CDBG and General Fund money. The Shelter provides emergency transitional housing for families displaced from their homes due to adverse circumstances.

Terrebonne Parish Consolidated Government
Calculation of Donation Balance - Cumulative Years
Emergency Shelter Grant Program

Updated: PDG
6/29/2017

	2011	2012	2013	2014	2015	2016	2017
Carryover- from previous year	6,863.00	5,841.65	5,841.65	3,909.29	4,305.05	4,333.67	5,077.50
Donations:	0.00		250.00	650.00	20.00	1,000.00	200.00
					20.00		
					5.00		
					50.00		
					300.00		
					500.00		
Total Donations for the Year	0.00	0.00	250.00	650.00	895.00	1,000.00	200.00
Total Available Donations	6,863.00	5,841.65	6,091.65	4,559.29	5,200.05	5,333.67	5,277.50
Expenses 234-630-8225-01							
06/13/2011--Walmart-Curtain Rods & Shower Curtains	302.88						
06/13/2011--Wamart Shopping Card Used	(30.00)						
06/22/2011-Walmart Return	(68.96)						
09/28/2011--Walmart-Bed Bug Prevention, Towels and blankets	585.66						
09/28/2011--Walmart-Bed Bug Prevention	124.85						
4/27/12--Walmart-Bed Bug Prevention, Containers	34.41						
5/3/2012	0.00						
8/9/2012	72.51						
Total	1,021.35						
2013 Refrigerator 234-630-8915-02			2,182.36				
Various Supplies 234-630-8225-01				254.24	866.38	256.17	97.99
Total Balance Remaining	5,841.65	5,841.65	3,909.29	4,305.05	4,333.67	5,077.50	5,179.51

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
MAY 31, 2017 - MONTH LAST CLOSED

6/27/17

ACCT: 234-000-6741-01
TERR. HOMELESS SHELTER
NO DEPARTMENT NAME
DONATIONS

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				
2017	0	200.00-	0	200
CLOSED:				
2011	0	.00	N/A	0
2012	0	.00	N/A	0
2013	250	250.00-	N/A	0
2014	0	650.00-	N/A	650
2015	0	895.00-	N/A	895
2016	0	1,000.00-	N/A	1,000

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

FD171GG **GENERAL LEDGER/BUDGET ACCOUNT INQUIRY** 6/27/17

MAY 31, 2017 - MONTH LAST CLOSED

ACCT: 234-630-8225-01
TERR. HOMELESS SHELTER
NON-GRANT REIMBURSE EXP
OPERATING SUPPLIES-DONATIONS

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				
2017	0	97.99	0	98-
CLOSED:				
2011	0	914.43	N/A	914-
2012	0	933.42	N/A	933-
2013	5,265	878.36	N/A	4,387
2014	0	254.24	N/A	254-
2015	4,559	866.38	N/A	3,693
2016	0	256.17	N/A	256-

ACCOUNT EXCEEDS BUDGET AMOUNT

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

Section VI

Kayla Dupre

From: Kandace Mauldin
Sent: Friday, June 30, 2017 10:15 AM
To: Kayla Dupre
Subject: FW: Emailing - Memo - Parish Summer Camp Funding.pdf
Attachments: Memo - Parish Summer Camp Funding.pdf

I spoke with Parish President and he has approved the budget amendment to add an additional $10,000 to the Recreation Fund for Summer Camps. This additional $10,000 is coming from general fund.

From: Tammy Triggs
Sent: Friday, June 30, 2017 9:57 AM
To: Al Levron; Kandace Mauldin; Kayla Dupre
Cc: Tammy Triggs
Subject: Emailing - Memo - Parish Summer Camp Funding.pdf

Attached is the memo for the Parish Summer Camp Funding.

Thank You,
Tammy E. Triggs
Office of the Terrebonne Parish Council

Terrebonne Parish Consolidated Government
8026 Main Street, Suite 600
Houma, LA 70360

Telephone: (985) 873-6410
Fax: (985) 873-6521
E-mail: ttriggs@tpcg.org

DIRK J. GUIDRY, CHAIRMAN

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

STEVE TROSCLAIR, VICE CHAIRMAN

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

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

June 29, 2017

MEMO TO: Gordon E. Dove
Parish President

FROM: Venita H. Chauvin VHC
Council Clerk

RE: Parish Summer Camp Funding

At the Council's 6/26/17 Budget & Finance Committee the following motion was adopted with regards to funding for the Parish Summer camp programs:

Mr. J. Navy moved, seconded by Mr. S. Trosclair, "THAT, the Budget and Finance Committee request Administration to allocate an additional $10,000 for the continuance of the Parish's summer camps programs."

By copy of this memo, the appropriate staff members are being advised of this request.

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

cc: Council Members
Parish Manager Al Levron
CFO Kandace Mauldin
Comptroller Kayla Dupre
/vhc

FD171GG GENERAL LEDGER/BUDGET ACCOUNT INQUIRY 6/30/17
MAY 31, 2017 - MONTH LAST CLOSED

ACCT: 280-534-8357-12
PARISHWIDE RECR. FUND
SUMMER CAMPS
SUMMER CAMP PROGRAMS

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				
2017	200,000	142,565.00	0	57,435
CLOSED:				
2011	200,000	198,410.75	N/A	1,589
2012	225,000	200,059.73	N/A	24,940
2013	225,000	210,228.28	N/A	14,772
2014	225,000	224,973.91	N/A	26
2015	225,000	222,873.88	N/A	2,126
2016	200,000	198,301.06	N/A	1,699

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

FD171GG GENERAL LEDGER/BUDGET ACCOUNT INQUIRY 6/30/17
MAY 31, 2017 - MONTH LAST CLOSED

ACCT: 280-000-7101-51
PARISHWIDE RECR. FUND
NO DEPARTMENT NAME
GENERAL FUND

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				
2017	30,000	30,000.00-	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

FD171GG GENERAL LEDGER/BUDGET ACCOUNT INQUIRY 6/30/17
MAY 31, 2017 - MONTH LAST CLOSED

ACCT: 151-999-9102-80
GENERAL FUND
OPERATING TRANSFERS
PARISHWIDE RECREATION

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				
2017	30,000	30,000.00	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

Category Number:
Item Number: C.

Wednesday, July 26, 2017

Item Title:
Donate Surplus Truck to Food Bank

Item Summary:
An ordinance that will authorize TPCG to donate a surplus Ford F250 Pick Up Truck to Terrebonne Churches United Foodbank, Inc.
1. Consider adoption of ordinance.

ATTACHMENTS:

Description	Upload Date	Type
Act of Donation	7/6/2017	Backup Material
Proposed ordinance	7/6/2017	Ordinance

ACT OF DONATION OF MOVABLE

BY: TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TO: TERREBONNE CHURCHES UNITED FOODBANK, INC.

UNITED STATES OF AMERICA

STATE OF LOUISIANA

PARISH OF TERREBONNE

Be it known that on the date(s) inscribed below, before the undersigned notaries, duly commissioned and qualified, in and for the parish and state aforesaid, therein residing, and in the presence of the two competent witnesses hereinafter named and undersigned, personally came and appeared:

> **TERREBONNE PARISH CONSOLIDATED GOVERNMENT,** a political subdivision of the State of Louisiana, whose mailing address is PO Box 2768, Houma LA 70361, represented herein by Gordon E. Dove, Sr., Parish President, by virtue of Terrebonne Parish Council Resolution No. 16-544 and Terrebonne Parish Ordinance No. _____ ("Donor");

who declared that in consideration of Donee's operation of a food bank as a welfare program for the aid and support of the needy in Terrebonne Parish, Louisiana, the Terrebonne Parish Consolidated Government, it does hereby irrevocably donate, give, grant, transfer, set over, solely, with full substitution and subrogation in and to all rights and actions of warranty which said Donor has or may have against all preceding owners and vendors, and deliver unto

> **TERREBONNE CHURCHES UNITED FOODBANK, INC.,** TIN #72-1134481, a non-profit corporation, organized under and pursuant to the laws of the State of Louisiana, whose mailing address is 254 Magnolia, Houma, LA 70360 and herein represented by Lawrence DeHart, President ("Donee");

the hereinafter described movable property:

> **2011 Ford F250 White Pick-Up Truck, bearing VIN 1FTBF2A69BEA30660 (valued at $2,900.00) (Public Property)**

to have and to hold unto Donee, his heirs, successors, and assigns forever, for Donee's use in the transportation of food for the needy in Terrebonne Parish, Louisiana, or for any other public function WHICH SUPPORTS THE Donee's food bank program.

This donation by Donor to Donee of this public property is made in accordance with Louisiana Constitution Art. VII, Section 14 (B)(1), and La. R.S. 33:1236 (11)(a), and Donee declares that this vehicle shall be used to facilitate persons in need. Donee declares it is a non-profit food bank provider for the "needy."

This donation is made as is where is and without express or implied warranty of any kind allowed under law. This has been explained to Donee by Donor's representative, and Donee acknowledges the same.

Donee agrees that Donee will handle all title transfer and insurance, which shall be at Donee's cost and expense, if any.

Donee hereby accepts this donation; Lawrence DeHart declares that he is authorized to sign and execute this donation agreement on behalf of the Donee.

Thus done and passed at Houma, Terrebonne Parish, Louisiana on the ____ day of July 2017, in the presence of the undersigned competent witnesses, who hereunto sign their names with said appearers and me, notary, after reading of the whole.

WITNESSES:

_____

_____

DONOR:

_____

GORDON E. DOVE, PARISH PRESIDENT
EXECUTIVE FOR THE TERREBONNE PARISH
CONSOLIDATED GOVERNMENT

_____

NOTARY PUBLIC

Thus done, accepted and passed at Houma, Terrebonne Parish, Louisiana on the ____ day of July 2017, in the presence of the undersigned competent witnesses, who hereunto sign their names with said appearers and me, notary, after reading of the whole.

WITNESSES:

_____

_____

DONEE:

_____

LAWRENCE DEHART, PRESIDENT OF THE
BOARD AND DULY AUTHORIZED
REPRESENTATIVE FOR TERREBONNE
CHURCHES UNITED FOODBANK, INC.

_____

NOTARY PUBLIC

OFFERED BY:

SECONDED BY:

ORDINANCE NO._____

AN ORDINANCE TO AUTHORIZE THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT TO DONATE A SURPLUS FORD F250 PICK UP TRUCK TO TERREBONNE CHURCHES UNITED FOODBANK, INC. FOR USE IN THE TRANSPORTATION OF FOOD FOR THE NEEDY IN TERREBONNE PARISH, LOUISIANA, TO AUTHORIZE THE TERREBONNE PARISH PRESIDENT TO EXECUTE THE NECESSARY DOCUMENTS TO EFFECTUATE THE DONATION, AND TO PROVIDE FOR RELATED MATTERS.

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

Whereas, Louisiana Constitutional article VII, Section 14, Part B(1) authorizes the TPCG to use "public funds for programs of social welfare for the aid and support of the needy";

Whereas, Louisiana Revised Statute 33:1236(11)(a) further authorizes the TPCG to "provide for the support of the poor and necessitous within [its] parish"; and

Whereas, by virtue of Terrebonne Parish Council Resolution 16-544, as authorized by Louisiana Revised Statute 33:4712(F), the Terrebonne Parish Consolidated Government has previously declared surplus one certain 2011 Ford F250 White Pick-Up Truck, bearing VIN 1FTBF2A69BEA30660 (valued at $2,900.00); and

Whereas, Terrebonne Churches United Foodbank, Inc., (hereinafter "TCUF") a Louisiana non-profit corporation, owns and operates a foodbank in the Parish of Terrebonne, Louisiana, a welfare program for the aid and support of the needy; and

Whereas, TCUF has requested that TPCG donate, and the TPCG has agreed to donate, to TCUF the said vehicle in consideration for TCUF's use of the said vehicle to facilitate its food bank program; and

NOW THEREFORE, BE IT ORDAINED by the Terrebonne Parish Council on behalf of the Terrebonne Parish Consolidated Government that the Terrebonne Parish Consolidated Government be and is hereby authorized to donate the afore said vehicle to Terrebonne Churches United Foodbank, Inc. for the purposes herein, and that the Parish President be and is hereby authorized to execute the acts or other documents necessary to effectuate the donation.

NOW THEREFORE, BE IT FURTHER ORDAINED that 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 first.

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:
Item Number: D.

Wednesday, July 26, 2017

Item Title:
Revocation of Katherine Street

Item Summary:
An ordinance to Revoke the Dedication of the 40 Foot Wide Unimproved Portion of Katherine Street between the Eastern Right-Of-Way of Pecan Street to Its Terminus at the Gulf Intracoastal Waterway; and to address other matters relative thereto.
1. Consider adoption of ordinance.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	6/29/2017	Executive Summary
Ordinance	6/29/2017	Ordinance
Plat	6/29/2017	Plat
Letter from William A. Stark	6/29/2017	Backup Material

EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
An Ordinance to Revoke the Dedication of the 40 Foot Wide Portion of Katherine Street

PROJECT SUMMARY (200 WORDS OR LESS)
An ordinance to revoke the dedication of the 40 foot wide unimproved portion of Katherine Street between the eastern right-of-way of Pecan Street to its terminus at the Gulf Intracoastal Waterway; and to address other matters relative thereto.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
Terrebonne Parish Consolidated Government has determined that this section of Katherine Street as depicted on the attached map is no longer needed for public purposes.

TOTAL EXPENDITURE				
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

Signature

6/29/17

Date

OFFERED BY:
SECONDED BY:

ORDINANCE NO. _____

AN ORDINANCE TO REVOKE THE DEDICATION OF THE 40 FOOT WIDE UNIMPROVED PORTION OF KATHERINE STREET BETWEEN THE EASTERN RIGHT-OF-WAY OF PECAN STREET TO ITS TERMINUS AT THE GULF INTRACOASTAL WATERWAY; AND TO ADDRESS OTHER MATTERS RELATIVE THERETO.

SECTION I

NOW, THEREFORE BE IT ORDAINED that the Terrebonne Parish Council, in regular session convened, acting pursuant to the authority vested in it by the Constitution and laws of the State of Louisiana, and pursuant to the Home Rule Charter for a Consolidated Government, does hereby revoke the dedication of the 40 foot wide unimproved portion of Katherine Street between the eastern right-of-way of Pecan Street to its terminus at the Gulf Intracoastal Waterway, more specifically located between 410 and 420 Pecan street located within Connely Subdivision, as depicted on Exhibit "A", attached hereto.

SECTION II

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

SECTION III

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

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

THERE WAS RECORDED:

YEAS:
NAYS:
NOT VOTING:
ABSTAINING:
ABSENT:

The Chairman declared the ordinance adopted on this, the ____ day of _____ 2017.

_____
DIRK GUIDRY, 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

Katherine Street Revocation

June 7, 2017

DISCLAIMER: Terrebonne Parish makes no warranty as to the reliability or accuracy of the base maps, their associated data tables or the original data collection process and is not responsible for the inaccuracies that could have occurred due to errors in the original data input or subsequent update process. User assumes all responsibility for verifying accuracy of data for any intended use.

1 inch = 81 feet

0 40 80 120 160 Feet

TERREBONNE PARISH
GOVERNMENT

JUN 26 2017

ADMINISTRATION

WILLIAM A. STARK
ATTORNEY AT LAW

275 Gabasse Street
P.O. Box 430
Houma, Louisiana 70361

WILLIAM A. STARK

Professional Law Corporation

TELEPHONE (985) 223-3213
FAX (985) 868-8584
billy@williamstark.com

June 26, 2017

Parish President Gordy Dove
Parish Administrator Al Levron
Councilwoman Christa Duplantis-Prather

Re: *Parish Right of Way for Street -*
Forty Foot Strip of Land between 410 Pecan St. and 430 Pecan St.

Dear President Dove, Mr. Levron and Mrs. Duplantis-Prather,

I'm writing this letter on behalf of Mr. LeBlanc J. Ourso, (Chip), whom I had identified in recent correspondence to you requesting the dededication of the Right of Way mentioned above. Chip is the authorized representative of Geeseco, Inc, the family corporation which owns the parcel of property contiguous to the north boundary of the right of way property which we have requested be rescinded .

Mr. Ourso (Geeseco, Inc.) is indeed wanting to pursue the recision of the right of way and receive his half of the right of way property once the process is complete. By his signature hereto, please add his name to the request for the Parish to rescind the right of way and split the parcel up the middle as per law.

Chip and I both appreciate your efforts in this regard.

Sincerely,

William A. Stark
Landowner: 410 Pecan St.
Houma, LA

LeBlanc J. Ourso

Geeseco, Inc
By: LeBlanc J. (Chip) Ourso
Landowner: 430 Pecan St.
Houma, LA

Category Number:
Item Number: E.

Wednesday, July 26, 2017

Item Title:
Ridgefield Avenue No Parking

Item Summary:
An ordinance to create a "No Parking Zone" in front of 1810 Ridgefield Avenue.
1. Consider adoption of ordinance.

ATTACHMENTS:

Description	Upload Date	Type
Backup	7/6/2017	Backup Material
Proposed Ordinance	7/6/2017	Ordinance

From: Alissia Smith
To: Suzette Thomas
Subject: RE: No parking sign
Date: Thursday, June 29, 2017 5:21:08 PM
Attachments: image001.png

Talbot Ave to the end.

Alissia B. Smith
Operations Supervisor, Roads & Bridges Division
Terrebonne Parish Consolidated Government
Ph. # (985) 873-6711
Fax # (985) 580-7310
absmith@tpcg.org

Louisiana's Bayou Country
TERREBONNE PARISH

Go Green Please consider the environment before printing this email.

From: Suzette Thomas
Sent: Thursday, June 29, 2017 3:16 PM
To: Alissia Smith
Subject: RE: No parking sign

Alissia,

Cam you clarify the distance? 20ft. Wide and **Length 1,005 ft.????**

Thank you,
Suzette Thomas
Assistant Council Clerk
Office of the Terrebonne Parish Council

Terrebonne Parish Consolidated Government
8026 Main Street, Suite 600
Houma, LA 70360

Telephone : (985) 873-6413
Fax : (985) 873-6521
E-mail : suthomas@tpcg.org

From: Alissia Smith
Sent: Wednesday, June 28, 2017 5:21 PM
To: Suzette Thomas
Subject: RE: No parking sign

Sign is in front of address 1810
20ft Wide and Length 1005ft

Alissia B. Smith
Operations Supervisor, Roads & Bridges Division
Terrebonne Parish Consolidated Government
Ph. # (985) 873-6711
Fax # (985) 580-7310
absmith@tpcg.org

Louisiana's Bayou Country
TERREBONNE PARISH

Go Green Please consider the environment before printing this email.

From: Suzette Thomas
Sent: Wednesday, June 28, 2017 2:09 PM
To: Venita Chauvin
Cc: Alissia Smith
Subject: FW: No parking sign

Vee,

Scotty would like to place this item on the next Committee agenda. Per this e-mail, I am asking Alissia to send us a photo of the location so that we will have information on it.

Thank you,
Suzette Thomas
Assistant Council Clerk
Office of the Terrebonne Parish Council

Terrebonne Parish Consolidated Government
8026 Main Street, Suite 600
Houma, LA 70360

Telephone : (985) 873-6413
Fax : (985) 873-6521
E-mail : suthomas@tpcg.org

From: Scotty Dryden
Sent: Wednesday, June 28, 2017 8:53 AM
To: Suzette Thomas
Subject: Fwd: No parking sign

Can you help me get this on the next possible agenda?

Scotty Dryden
Councilman
Terrebonne Parish
District 4

-------- Original message --------
From: Alissia Smith <absmith@tpcg.org>
Date: 6/28/17 8:30 AM (GMT-06:00)
To: Scotty Dryden <sdryden@tpcg.org>
Subject: RE: No parking sign

No Ordinance for this location. Are you going to do an Ordinance? If not we will be removing it.

Alissia B. Smith
Operations Supervisor, Roads & Bridges Division
Terrebonne Parish Consolidated Government
Ph. # (985) 873-6711
Fax # (985) 580-7310
absmith@tpcg.org

Go Green Please consider the environment before printing this email.

From: Scotty Dryden
Sent: Monday, June 26, 2017 5:10 PM
To: Alissia Smith
Subject: Re: No parking sign

Thanks

Scotty Dryden
Councilman
Terrebonne Parish
District 4

-------- Original message --------
From: Alissia Smith <absmith@tpcg.org>
Date: 6/26/17 5:05 PM (GMT-06:00)
To: Scotty Dryden <sdryden@tpcg.org>
Subject: RE: No parking sign

Yes, I will schedule as needed.

Alissia B. Smith
Operations Supervisor, Roads & Bridges Division
Terrebonne Parish Consolidated Government
Ph. # (985) 873-6711
Fax # (985) 580-7310
absmith@tpcg.org

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TERREBONNE PARISH

Go Green Please consider the environment before printing this email.

From: Scotty Dryden
Sent: Monday, June 26, 2017 4:51 PM
To: Alissia Smith
Subject: No parking sign

I got a complaint about a no parking sign on Ridgefield Ave. It can be seen anymore and needs to be replaced. Can you help with this matter?

Scotty Dryden
Councilman
Terrebonne Parish
District 4

OFFERED BY: MR. S. DRYDEN
SECONDED BY:

ORDINANCE NO.

AN ORDINANCE AMENDING THE PARISH CODE OF TERREBONNE PARISH, CHAPTER 18. MOTOR VEHICLES AND TRAFFIC, ARTICLE V. STOPPING, STANDING AND PARKING, DIVISION 2. PARISH, SECTION 18-223. NO PARKING ZONES, TO ESTABLISH A NO PARKING ZONE IN FRONT OF 1810 RIDGEFIELD AVENUE, FROM TALBOT AVENUE TO THE END OF RIDGEFIELD DRIVE; TO PROVIDE FOR THE INSTALLATION OF SAID SIGNS, AND TO ADDRESS OTHER MATTERS RELATIVE THERETO.

SECTION I

BE IT ORDAINED by the Terrebonne Parish Council, in regular session convened, acting pursuant to the authority invested in it by the Constitution and laws of the State of Louisiana, the Home Rule Charter for a Consolidated Government for Terrebonne Parish, and including, but not limited to, LSA R.S. 33:1368 and other statutes of the State of Louisiana, to amend the Parish Code of Terrebonne Parish, Chapter 18, Article V, Section 18-223 to create a No Parking Zone in front of 1810 Ridgefield Avenue, from Talbot Avenue to the end of Ridgefield Drive and to provide for the installation of said signs.

SECTION II

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

SECTION III

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

SECTION IV

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

Category Number:
Item Number: F.

Wednesday, July 26, 2017

Item Title:
No Wake Zone in Houma Navigational Canal

Item Summary:
An ordinance that will establish a "No Wake Zone" in the Houma Navigational Canal 200 yards north from Four Point Landing in Dulac.
1. Consider adoption of ordinance.

ATTACHMENTS:

Description	Upload Date	Type
Agenda form	7/6/2017	Cover Memo
:Proposed ordinance	7/10/2017	Ordinance

COMMITTEE:	**Public Services Committee**
MEETING DATE:	7-10-17
REQUESTED BY:	Councilman Al Marmande3
TOPIC:	Discussion and possible introduction of an ordinance to establish a "No Wake Zone" in the Houma Navigational Canal 200 yards north from the Four Point Landing and calling a public hearing on July 26, 2017 at 6:30 p.m.

BACKUP INFORMATION: ?

ATTACHED:	**FORTHCOMING: X**	**NOT NEEDED:**

TO BE PREPARED BY:	Council Clerk
PERSON COMPLETING FORM:	Venita Chauvin
DATE:	6-26-17

OFFERED BY: MR. A. MARMANDE
SECONDED BY:

ORDINANCE NO.

AN ORDINANCE TO AMEND THE PARISH CODE OF TERREBONNE PARISH BY ADDING TO CHAPTER 22: ROADS, BRIDGES, WATERCOURSES AND DRAINAGE, ARTICLE IX: BOATS AND WATERWAYS, AND TO ADD A SECTION UNDER THE SAID ARTICLE TO BE DESIGNATED AS SECTION 22-227: TO ESTABLISH A "NO WAKE ZONE" IN THE HOUMA NAVIGATION CANAL, 200 YARDS NORTH OF THE FOUR POINT LANDING, TO AUTHORIZE THE INSTALLATION OF SAID SIGNS AND TO ADDRESS OTHER MATTERS RELATIVE THERETO.

SECTION I

BE IT ORDAINED, by the Terrebonne Parish Council, regular session convened and on behalf of the Terrebonne Parish Consolidated Government, that the Parish Code of Terrebonne Parish be amended by adding to Chapter 22: Roads, Bridges, Watercourses and Drainage Article IX: Boats and Waterways, Division 1: Generally, and by adding to the said Article a section to be designated as Section 22-227: To establish a "No Wake Zone" in the Houma Navigation Canal, 200 yards north of the Four Point Landing, as follows:

CHAPTER 22: ROADS, BRIDGES, WATERWAYS AND DRAINAGE

ARTICLE IX: BOATS AND WATERWAYS

DIVISION 1: GENERALLY

SECTION 22-227: NO WAKE (5 MPH) ZONES

That portion of the Houma Navigation Canal, 200 yards north of the Four Point Landing is hereby designated as a No Wake Zone and appropriate "No Wake Zone" signs shall be erected and maintained along the said waterway to create and maintain said vessel control. Any marine vessel traveling in the Houma Navigation Canal, in the above-mentioned location, shall respect the signs erected and maintained under the provisions of this section.

SECTION II

If any section, part, paragraph, sentence, or clause of this ordinance should be declared invalid or unenforceable, such invalidity or defect shall not affect the remaining sections, paragraphs, parts, sentences or clauses hereof and, to this end, the several provisions hereof are hereby declared to be severable.

SECTION III

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

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

Category Number: 3.
Item Number: A.

Wednesday, July 26, 2017

Item Title:
Sales & Use Tax Advisory Board Meeting July 18, 2017

Item Summary:
Accept the minutes of the Terrebonne Parish sales and Use tax Advisory Board meeting dated July 18, 2017 and consider ratification of actions relative to the:
1) Recommendation to accept the 2016 Financial Audit Report as prepared by Bourgeois Bennett, LLC
2) Recommendation to accept Coastal Commerce Bank as the bank of the Sales & Use Tax Dept.

ATTACHMENTS:

Description	Upload Date	Type
Minutes for July 18, 2017 Meeting	7/21/2017	Cover Memo
2016 Financial Audit Report	7/21/2017	Cover Memo

TERREBONNE PARISH
SALES AND USE TAX ADVISORY BOARD MEETING

July 18, 2017

1. The Chairman, Parish President, Mr. Gordon Dove, called the meeting to order at 9:05 a.m. in the Parish President's Conference Room. Following the Invocation, led by Mr. Philip Martin, the Pledge of Allegiance was said.

2. Upon roll call, Board Members recorded as present were: Mr. Gordon Dove, Parish President; Mr. Philip Martin, Superintendent of Schools, Mr. Roger Dale DeHart, School Board President; Mrs. Vicki Bonvillain, School Board Vice-President; Mr. Jerry Larpenter, Terrebonne Parish Sheriff; Mrs. Mary Cosper LeBoeuf, Library Board of Control; Mr. Jack Moore, Terrebonne Levee & Conservation District. Also present were: Mr. Mark Daigle, Director, Sales & Use Tax Department; Mr. Destin Lyons, Accountant, Sales & Use Tax Department; Mrs. Ann Thibodaux, Secretary, Sales & Use Tax Department; Ms. Julie Jacobs representing the auditing firm Bourgeois Bennett, L.L.C. and Sharon Bergeron, Vice-President Commercial Lending with Coastal Commerce Bank. Recorded as absent were Mr. Dirk Guidry, Parish Council Chairman and Ms. Arlanda Williams, Budget & Finance Committee Chairwoman. Mr. Jorge Negron, Corporate Cash Manager with Coastal Commerce Bank was recorded as joining the proceedings at 9:15. A quorum was declared present.

3. **Item 1** – Presentation and request for acceptance of the 2016 Financial Audit Report as prepared by Bourgeois Bennett, L.L.C.

   Ms. Julie Jacobs, Auditor with Bourgeois Bennett, briefed the board on the 2016 Financial Audit Report and advised there were no findings and had no recommendations for improvement. She mentioned the department had a new accountant during the audit however the transition was a breeze with no issues. She continued by reviewing the following items:

   - Government – Wide Financial Analysis
   - Governmental Fund Balance Sheet
   - Statement of Fiduciary Fund
   - Notes to Financial Statements
   - Commitments and Contingencies
   - Schedule of Collections

4. Motion was made to accept by Mr. Philip Martin, seconded by Ms. Mary Cosper Leboeuf.

   Ms. Julie Jacobs briefed the board on new engagement letters for review by the department. New legislation is requiring a more detailed review of procedures and policies which will take additional time and with that comes additional fees.

   Discussion ensued.

   The Chairman called for a vote on the motion offered by Mr. Philip Martin.

   UPON ROLL CALL THERE WAS RECORDED:

   YEAS: Mr. Gordon Dove, Mr. Philip Martin, Mr. Roger Dale DeHart, Mrs. Vicki Bonvillain, Mr. Jerry Larpenter, Mrs. Mary Cosper LeBoeuf, Mr. Jack Moore

   NAYS: None.

   NOT VOTING: None.

   ABSENT: Mr. Dirk Guidry, Ms. Arlanda Williams

   The Chairman declared the motion passed.

5. **Item 2** – Discussion and possible action regarding banking services for the department.

Mark Daigle briefed the board with a recap of the July 2016 meeting where he reported rising bank charges from JP Morgan Chase. As a result, the board requested the department solicit quotes from several local banks to handle their banking needs. South Louisiana and Coastal Commerce Banks were contacted. For various reasons, South LA Bank indicated they would not be able to offer a quote at this time. After an analysis of the services currently provided to the department, Coastal Commerce provided a quote based on earnings credits which would offset or possibly eliminate service fees.

Ms. Sharon Bergeron, Vice President Commercial Lending and Mr. Jorge Negron, Corporate Cash Manager from Coastal Commerce Bank were present to offer a brief statement and answer any questions. Ms. Bergeron explained to the board that Jorge Negron is the youngest Cash Management expert in the city of Houma so he brings his expertise to the table and would be personally available to the department. She offered her appreciation for the opportunity to give a quote. She mentioned a merger of five affiliated banks with Coastal Commerce becoming the surviving entity with headquarters staying in Houma. With the savings on service fees, she suggested other services which the department could implement to enhance customer service and provide more efficiency in the office.

Discussion ensued in regards to earnings credits and service charges from JP Morgan Chase.

6. Motion was made to accept Coastal Commerce Bank as the bank of the Sales & Use Tax Dept. by Mr. Roger Dale DeHart, seconded by Mr. Jerry Larpenter.

The Chairman called for a vote on the motion offered by Mr. Roger Dale DeHart.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: Mr. Gordon Dove, Mr. Philip Martin, Mr. Roger Dale DeHart, Mrs. Vicki Bonvillain, Mr. Jerry Larpenter, Mrs. Mary Cosper LeBoeuf, Mr. Jack Moore

NAYS: None.

NOT VOTING: None.

ABSENT: Mr. Dirk Guidry, Ms. Arlanda Williams

The Chairman declared the motion passed.

7. **Item 3** – Other business.

Discussion ensued in regards to the transitioning from JP Morgan to Coastal Commerce.

8. Mr. Roger Dale DeHart moved, seconded by Mr. Jack Moore, "That there being no further business to come before this Board, the meeting be adjourned."

The Chairman called for a vote on the motion offered by Mr. Roger Dale DeHart.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: Mr. Gordon Dove, Mr. Philip Martin, Mr. Roger Dale DeHart, Mrs. Vicki Bonvillain, Mr. Jerry Larpenter, Mrs. Mary Cosper LeBoeuf, Mr. Jack Moore

NAYS: None.

NOT VOTING: None.

ABSENT: Mr. Dirk Guidry, Ms. Arlanda Williams

The Chairman declared the motion passed.

Ann Thibodaux

Ann Thibodaux, Secretary
Terrebonne Parish Sales & Use Tax Dept.

Mark A. Daigle

Mark A. Daigle, Director
Terrebonne Parish Sales & Use Tax Dept.

Financial Report

Terrebonne Parish Sales and Use Tax Department

Houma, Louisiana

For the year ended December 31, 2016

Bourgeois Bennett
CERTIFIED PUBLIC ACCOUNTANTS | CONSULTANTS
A LIMITED LIABILITY COMPANY

Terrebonne Parish Sales and Use Tax Department

Houma, Louisiana

For the year ended December 31, 2016

TABLE OF CONTENTS

Terrebonne Parish Sales and Use Tax Department

For the year ended December 31, 2016

	Exhibit	Page Number
Introductory Section		
Title Page		i
Table of Contents		ii - iv
Financial Section		
Independent Auditor's Report		1 - 3
Management's Discussion and Analysis		4 - 9
Financial Statements:		
Government-wide and Fund Financial Statements:		
Statement of Net Position and Governmental Fund Balance Sheet	A	10
Reconciliation of the Governmental Fund Balance Sheet to the Statement of Net Position	B	11
Statement of Activities and Statement of Governmental Fund Revenues, Expenditures and Changes in Fund Balance	C	12
Reconciliation of the Statement of Governmental Fund Revenues, Expenditures and Changes in Fund Balance to the Statement of Activities	D	13
Statement of Revenues, Expenditures and Changes In Fund Balance - Budget and Actual – General Fund	E	14
Statement of Fiduciary Fund	F	15
Notes to Financial Statements	G	16 - 39

TABLE OF CONTENTS
(Continued)

	Exhibit	Page Number
Required Supplementary Information Section		
Schedule of Funding Progress for the OPEB Plan	H	40
Schedule of the Department's Proportionate Share of the Net Pension Liability	I	41
Schedule of Department Contributions	J	42
Supplementary Information Section	Schedule	
Schedule of Other Services and Charges - Budget and Actual	1	43
Schedule of Collections on Behalf of Other Taxing Authorities – Parish Sales Tax Fund	2	44
Schedule of Cash Receipts and Disbursements - Parish Sales Tax Fund	3	45
Schedule of Governmental Fund Expenditures for the Years Ended December 31, 2016, 2015, 2014, 2013 and 2012.	4	46
Graph of Governmental Fund Expenditures for the Years Ended December 31, 2016, 2015, 2014, 2013 and 2012.	5	47
Schedule of Compensation, Benefits, and Other Payments to Agency Head or Chief Executive Officer	6	48
Special Reports Of Certified Public Accountants		
Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards		49 - 50
Schedule of Findings and Responses		51

TABLE OF CONTENTS
(Continued)

	Page Number
Reports By Management	
Schedule of Prior Year Findings and Responses	52
Management's Corrective Action Plan	53

FINANCIAL SECTION

INDEPENDENT AUDITOR'S REPORT

To the Sales and Use Tax Advisory Board,
Terrebonne Parish Sales and Use Tax Department,
Houma, Louisiana.

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the General Fund and the Fiduciary Fund of the Terrebonne Parish Sales and Use Tax Department (the Department), a component unit of the Terrebonne Parish Consolidated Government, State of Louisiana, as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise the Department's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Department's preparation and fair presentation of the financial statements in order to

P.O. BOX 2168 · HOUMA, LA 70361-2168 | 985.868.0139
507 ST. PHILIP STREET, SUITE D · THIBODAUX, LA 70301 | 985.447.5243 | BOURGEOISBENNETT.COM

design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, General Fund and Fiduciary Fund of Terrebonne Parish Sales and Used Tax Department as of December 31, 2016, and the respective changes in financial position for the governmental activities and the General Fund and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis on pages 4 through 9, the Schedule of Funding Progress for the OPEB Plan on page 40, the Schedule of the Department's Proportionate Share of the Net Pension Liability on page 41 and the Schedule of Department Contributions on page 42 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

The information contained in Schedules 1 through 6 (the Schedule of Other Services and Charges-Budget and Actual, Schedule of Collections on Behalf of Other Taxing Authorities, Schedule of Cash Receipts and Disbursements Parish Sales Tax Fund, Schedule of Governmental Fund Expenditures, Graph of Governmental Fund Expenditures and Schedule of Compensation, Benefits, and Other Payments to Agency Head or Chief Executive Officer) for the year ended December 31, 2016 is the responsibility of management and was derived from and relates directly

to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

We also have previously audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, the Governmental Balance Sheet and Statement of Fiduciary Fund of Terrebonne Parish Sales and Use Tax Department as of December 31, 2015, 2014, 2013 and 2012, and the related statement of Governmental Fund Revenues, Expenditures and Changes in Fund Balance for each of the four years in the period ended December 31, 2015 (none of which presented herein), and we expressed unmodified opinions on those financial statements. The information contained in Schedules 3 through 5 for the years ended December 31, 2015, 2014, 2013 and 2012, is the responsibility of management and was derived from and related directly to the accounting and other records used to prepare the financial statements as of and for the years ended December 31, 2015, 2014, 2013 and 2012. Such information for the years ended December 31, 2015, 2014, 2013 and 2012, in Schedules 3 through 5 has been subjected to auditing procedures applied in the audits of those financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare those financial statements or to those financial statements themselves, and other procedures in accordance with generally auditing procedures generally accepted in the United States of America. In our opinion, the information presented in Schedules 3 through 5 for the years ended December 31, 2015, 2014, 2013 and 2012, is fairly stated in all material respects in relation to the financial statements as a whole from which it has been derived.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated April 7, 2017 on our consideration of the Department's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Department's internal control over financial reporting and compliance.

Bourgeois Bennett, L.L.C.
Certified Public Accountants.

Houma, Louisiana,
April 7, 2017.

MANAGEMENT'S DISCUSSION AND ANALYSIS

Terrebonne Parish Sales & Use Tax Department

The Management's Discussion and Analysis of the Terrebonne Parish Sales & Use Tax Department's (the Department) financial performance presents a narrative overview and analysis of the Department's financial activities for the year ended December 31, 2016. This document focuses on the current year's activities, resulting changes, and currently known facts. Please read this document in conjunction with the financial statements, which follow this section.

FINANCIAL HIGHLIGHTS

The Department's liabilities and deferred inflows of resources exceeded its assets and deferred outflows of resources at the close of fiscal year 2016 by $307,584, net deficit, which represents a 2.92% increase in the net deficit from the last fiscal year.

The Department is operated on a reimbursement basis with proceeds of sales and use taxes collected in Terrebonne Parish. Differences between revenues and expenses result from the reimbursement of purchases of capital assets, depreciation of capital assets and changes in long-term obligations. For the year ended December 31, 2016, revenues decreased $176,250 (or 13.89%) primarily due to decreases in charges for services. Expenses decreased $178,972 (or 13.97%) primarily due to decreases in personal services and supplies and materials.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the Department's financial statements. The Department's annual report consists of four parts: (1) management's discussion and analysis (this section) (2) financial statements (3) supplementary information and (4) various governmental compliance reports and schedules by certified public accountants and management.

The financial statements include two kinds of statements that present different views of the Department:

Government-wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the Department's finances, in a manner similar to a private sector business. The Statement of Net Position presents information on all of the Department's assets and liabilities, with the difference between the two reported as net position (deficit). Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Department is improving or deteriorating. The Statement of Activities presents information showing how the Department's net position changed during each fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs regardless of the timing of the related cash flows.

Thus, revenues and expenses are reported in this statement for some items will only result in cash flows in future fiscal periods. The governmental activities of the Department are collecting local sales and use taxes, hotel/motel taxes, issuing occupational licenses and local bingo permits.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Department maintains two types of funds, governmental and fiduciary fund types.

Governmental Fund

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. Both the Governmental Fund Balance Sheet and the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balance provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Department maintains one individual governmental fund. Information is presented in the Governmental Fund Balance Sheet and in the Statement of Revenues, Expenditures, and Changes in Fund Balance for the General Fund. The Department adopts an annual appropriated budget for its General Fund. A budgetary comparison statement has been provided for the General Fund to demonstrate compliance with this budget. The governmental fund financial statements can be found in pages 10 though 14 of this report.

Fiduciary Fund

Fiduciary Funds are used to account for resources held for the benefit of parties outside the Department. While these funds represent a trust responsibility, these assets are restricted in purpose and do not represent assets of the Department. Therefore, these assets are not presented as part of the government-wide financial statements. The Statement of Fiduciary Fund can be found on page 15 of this report.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found in Exhibit G of this report.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

The Statement of Net Position reported on page 10 presents information on all the Department's assets, deferred outflows of resources, liabilities and deferred inflows of resources with the difference reported as net position (deficit). As noted earlier, a deficit exists because the Department is not reimbursed for long-term obligations until those obligations are paid. As of December 31, 2016, the net deficit amounted to $307,584. A portion of the Department's net position (deficit), $13,936, reflects its investment in capital assets (e.g., office furniture, fixtures and equipment) less accumulated depreciation. Consequently, this portion of the net position (deficit) is not available for future spending.

Long-term liabilities consist of other postemployment benefits, compensated absences and net pension liability.

Other liabilities are accounts payable and accrued expenditures. Accounts payable and accrued expenditures include fees for contract auditors, payroll liabilities and other various expenses.

Deferred outflows and inflows of resources are related to the net pension liability and pension expense.

Condensed Statements of Net Position

	December 31,		Dollar
	2016	2015	Change
Current and other assets	$ 48,685	$ 61,634	$ (12,949)
Capital assets	13,936	16,927	(2,991)
Deferred outflows of resources	115,714	52,413	63,301
Total assets and deferrred outflows of resources	178,335	130,974	47,361
Long-term liabilities	423,897	354,525	69,372
Other liabilities	48,685	61,634	(12,949)
Deferred inflows of resources	13,337	13,670	(333)
Total liabilities and deferred inflows of resources	485,919	429,829	56,090
Net Position:			
Net investment in capital assets	13,936	16,927	(2,991)
Unrestricted (deficit)	(321,520)	(315,782)	(5,738)
Total net position (deficit)	$ (307,584)	$ (298,855)	$ (8,729)

Governmental Activities

Governmental activities increased the Department's net deficit by $8,729. The primary cause for this increase is unreimbursed increases in the long-term obligations of the OPEB Plan and depreciation expense. Reimbursements for these costs occur in the period the costs are paid, while the expenses are recognized as benefits are earned.

Condensed Statement of Activities

	For the years ended December 31, 2016	2015	Dollar Change	Total Percent Change
Revenues:				
Charges for services	$ 1,087,894	$ 1,263,720	$ (175,826)	-13.91%
Licenses	5,000	5,400	(400)	-7.41%
Miscellaneous - other	176	200	(24)	-12.00%
Total revenues	1,093,070	1,269,320	(176,250)	-13.89%
Expenses:				
General government	1,101,799	1,280,771	(178,972)	-13.97%
Decrease in net position	(8,729)	(11,451)	2,722	-23.77%
Net position (deficit):				
Beginning of year	(298,855)	(287,404)	(11,451)	3.98%
End of year	$ (307,584)	$ (298,855)	$ (8,729)	2.92%

The Department is an expenditure driven entity resulting in decreased revenues from a decrease in reimbursed expenses incurred during the period. The Department's revenues represent transfers of sales and use tax proceeds from its Agency Fund to pay operating expenses of the Department.

On Exhibit C, the Department's expenses fall into five (5) categories: personal services; supplies and materials; other services and charges; repairs and maintenance; and depreciation. Of the five categories the largest is personal services, this category, which includes salaries and related benefits, is responsible for $558,728 which is 50.71% of total expenses for the year ended December 31, 2016. Personal services decreased $41,047 in comparison with 2015. The next highest expense category, other services and charges, amounts to $501,583, which represents 45.52% of total expenses. Other services and charges, which includes such expenses as contract auditing fees, legal fees, insurance, office machine rentals, software technology services, office rent, telephone, and miscellaneous expenses, decreased by $126,351 in comparison with 2015. The remaining expenses include supplies and materials, repairs and maintenance and depreciation. These expenses accounted for approximately four percent (3.77%) of total expenses in the year ended December 31, 2016.

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As noted earlier, the Department uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

The focus of the Department's governmental fund is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Department's financing requirements. The General Fund is the chief operating fund of the Department. It is used to account for all financial resources except those that are required to be accounted for in another fund.

General Fund Budgetary Highlights

The Statement of Revenues, Expenditures and Changes in Fund Balance-Budget and Actual for the General Fund (Exhibit E) displays the original budget, final budget and actual amounts in columns with a variance column showing the favorable or (unfavorable) difference of the actual and the final budget. The budget was amended once during the year.

A favorable expense variance of $5,788 was primarily due to cuts in payroll and supplies and materials. Since the Department is an expenditure driven entity with expenditures fully reimbursed, revenues report an unfavorable variance equal to the favorable variance of expenditures.

CAPITAL ASSETS

Capital Assets

The Department's investment in capital assets for its governmental activities as of December 31, 2016, amounts to $13,936 (net of accumulated depreciation). This investment in capital assets includes office furniture, fixtures and equipment (see table below).

	2016	2015
Office furniture, fixtures and equipment	$ 96,959	$ 98,462
Less accumulated depreciation	83,023	81,535
Total capital assets, net	$ 13,936	$ 16,927

Additional information on the Department's capital assets can be found in the Note 3, Exhibit G of this report.

Long-Term Obligations

The Department reported a net pension liability of $70,655 at December 31, 2016 reflecting an increase of $39,570. Other post employment benefit obligations increased $28,979 to $315,374 at December 31, 2016. Obligations for unpaid annual leave increased $823 primarily due to the employees' rates of earning and using less annual leave. Unpaid annual leave obligations amounted to $37,868 as of December 31, 2016.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The Department considered the following factors and indicators when setting next year's budget. These factors and indicators include:

- Personal services has been increased to reflect a 12% in life, hospitalization and disability insurance.
- Other services and charges were increased due to general liability insurance and bank charges which have been on the rise the past few years.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Department's finances for all those with an interest in the Department's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to: Mark Daigle, Director, Terrebonne Parish Sales Tax Department, P.O. Box 670, Houma, LA 70361.

Exhibit A

STATEMENT OF NET POSITION AND GOVERNMENTAL FUND BALANCE SHEET

Terrebonne Parish Sales and Use Tax Department

December 31, 2016

	General Fund	Adjustments (Exhibit B)	Statement of Net Position
Assets and deferred outflows of resources			
Cash	$ 48,685		$ 48,685
Capital assets:			
Depreciable, net of accumulated depreciation	-	$ 13,936	13,936
Total current assets	48,685	13,936	62,621
Deferred Outflows of Resources	-	115,714	115,714
Total assets and deferred outflows of resources	$ 48,685	129,650	178,335
Liabilities and deferred inflows of resources			
Accounts payables and accrued expenditures	$ 47,349	-	47,349
Due to Terrebonne Parish Consolidated Government	1,336	-	1,336
Long-term liabilities:			
Due in more than one year	-	423,897	423,897
Total current and non-current liabilities	48,685	423,897	472,582
Deferred Inflows of Resources	-	13,337	13,337
Total liabilities and deferred infows of resources	48,685	437,234	485,919
Fund Balances/Net Assets			
Fund balance - unassigned	-		
Total liabilities and fund balances	$ 48,685		
Net position:			
Net investment in capital assets		13,936	13,936
Unrestricted (deficit)		(321,520)	(321,520)
Total net position (deficit)		$ (307,584)	$ (307,584)

See notes to financial statements.

Exhibit B

RECONCILIATION OF THE GOVERNMENTAL FUND BALANCE SHEET TO THE STATEMENT OF NET POSITION

Terrebonne Parish Sales and Use Tax Department

December 31, 2016

Fund Balances - Governmental Fund		$ -
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental fund.		
Governmental capital assets	$ 96,959	
Less accumulated depreciation	(83,023)	13,936
Deferred outflows of resources used in governmental activities are not financial resources and are not reported in governmental funds		115,714
Long-term liabilities are not due and payable in the current period and therefore are not reported in the governmental fund.		
Other postemployment benefit obligation	$ (315,374)	
Net pension liability	(70,655)	
Compensated absences payable	(37,868)	(423,897)
Deferred inflows of resources are not due and payable in the current period and are not reported in governmental funds		(13,337)
Net Position (Deficit) of Governmental Activities		$ (307,584)

See notes to financial statements.

Exhibit C

STATEMENT OF ACTIVITIES AND STATEMENT OF GOVERNMENTAL FUND REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

Terrebonne Parish Sales and Use Tax Department

For the year ended December 31, 2016

	General Fund	Adjustments (Exhibit D)	Statement of Activities
Revenues			
Charges for services	$ 1,087,894		$ 1,087,894
Licenses	5,000		5,000
Miscellaneous - other	176		176
Total revenues	1,093,070		1,093,070
Expenditures/Expenses			
Current:			
General government:			
Personal services	552,990	$ 5,738	558,728
Supplies and materials	30,644	-	30,644
Other services and charges	501,583	-	501,583
Repairs and maintenance	6,356	-	6,356
Depreciation	-	4,488	4,488
Total general government	1,091,573	10,226	1,101,799
Capital outlay	1,497	(1,497)	-
Total expenditures/expenses	1,093,070	8,729	1,101,799
Excess of Revenues Over Expenditures	-	-	-
Change in Net Position	-	(8,729)	(8,729)
Fund Balance/Net Position (Deficit)			
Beginning of year	-	(298,855)	(298,855)
End of year	$ -	$ (307,584)	$ (307,584)

See notes to financial statements.

Exhibit D

RECONCILIATION OF THE STATEMENT OF GOVERNMENTAL FUND REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE TO THE STATEMENT OF ACTIVITIES

Terrebonne Parish Sales and Use Tax Department

For the year ended December 31, 2016

Net Change in Fund Balance - Governmental Fund		$ -
Amounts reported for governmental activities in the Statement of Activities are different because:		
Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.		
Capital outlay	$ 1,497	
Depreciation expense	(4,488)	(2,991)
Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental fund.		
Increase in other postemployment benefits	$ (28,979)	
Pension expense	24,064	
Increase in compensated absences payable	(823)	(5,738)
Change in Net Position of Governmental Activities		$ (8,729)

See notes to financial statements.

Exhibit E

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - GENERAL FUND

Terrebonne Parish Sales and Use Tax Department

For the year ended December 31, 2016

	Budgeted Amounts		Actual	Variance with Final Budget Favorable
	Original	Final	Amounts	(Unfavorable)
Revenues				
Charges for services	$ 1,325,907	$ 1,093,481	$ 1,087,894	$ (5,587)
Licenses	5,800	5,200	5,000	(200)
Miscellaneous - other	250	177	176	(1)
Total revenues	1,331,957	1,098,858	1,093,070	(5,788)
Expenditures				
Current:				
General government:				
Personal services	635,657	559,169	552,990	6,179
Supplies and materials	47,600	33,778	30,644	3,134
Other services and charges	637,700	497,072	501,583	(4,511)
Repairs and maintenance	11,000	7,342	6,356	986
Capital outlay	-	1,497	1,497	-
Total expenditures	1,331,957	1,098,858	1,093,070	5,788
Excess of Revenues Over Expenditures	$ -	$ -	$ -	$ -

See notes to financial statements.

Exhibit F

STATEMENT OF FIDUCIARY FUND

Terrebonne Parish Sales and Use Tax Department

December 31, 2016

	Agency Fund
Assets	
Cash	$ 9,240,937
Taxes receivable	12,014,020
Total assets	$ 21,254,957
Liabilities	
Accounts payables and accrued expenditures	$ 8,070
Taxes paid under protest and interest	179,585
Due to other governmental units:	
Terrebonne Parish School Board	9,634,094
Terrebonne Parish Consolidated Government	5,662,103
Terrebonne Parish Consolidated Government - Library	940,695
Terrebonne Parish Consolidated Government - Levee District	940,695
Terrebonne Parish Sheriff	1,881,390
Terrebonne Levee and Conservation District	1,851,773
Houma Area Convention & Visitors Bureau	156,552
Total liabilities	$ 21,254,957

See notes to financial statements.

NOTES TO FINANCIAL STATEMENTS

Terrebonne Parish Sales and Use Tax Department

December 31, 2016

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Terrebonne Parish Sales and Use Tax Department was created October 14, 1964, in compliance with Act 500 of 1964, of the State of Louisiana. The Sales and Use Tax Department administers the collection and distribution of the approved 5.50% sales tax, hotel/motel tax, occupational licenses and bingo permits.

Tax collections, after deducting operating expenses, are distributed in the month following receipt. The first levy of 1% made in 1964 is divided between the Terrebonne Parish School Board, which receives 33%, and the Terrebonne Parish Consolidated Government, which receives 67% (split evenly between the former Terrebonne Parish Police Jury and City of Houma). There were two levies made for a total 1% in 1976 which the Terrebonne Parish School Board receives 75%, and the Terrebonne Parish Consolidated Government receives 25%. The 1/4% levy effective January 1, 1987 is remitted to the Terrebonne Parish Law Enforcement District. The two 1/4% levies effective January 1, 1993 are remitted to the Terrebonne Parish Consolidated Government with 1/4% dedicated to Drainage and 1/4% dedicated to Roads and Bridges. The 1% levy effective July 1, 1996 is remitted to the Terrebonne Parish School Board. The 1/4% levy effective October 1, 1997 is remitted to the Terrebonne Parish Law Enforcement District. The 1/4% levy effective July 1, 1998 is remitted to the Terrebonne Parish Consolidated Government which is dedicated to the Library System. The 1/4% levy effective July 1, 2002 is remitted to the Terrebonne Parish Consolidated Government, which is dedicated to be used as matching funds for the Terrebonne Levee and Conservation District's Morganza-to-the-Gulf Project. The 1/2% levy effective April 1, 2013 is remitted to Terrebonne Levee and Conservation District. The 1/2% levy effective April 1, 2015 is remitted to the Terrebonne Parish School Board which is to be used for paying salaries and benefits for teachers and other personnel. The Hotel/ Motel tax of 5% is remitted solely to the Houma Area Convention and Visitors Bureau.

The accounting policies of the Terrebonne Parish Sales and Use Tax Department (the Department) conform to accounting principles generally accepted in the United States of America as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The following is a summary of significant accounting policies:

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

a) Reporting Entity

The Department is a component unit of the Terrebonne Parish Consolidated Government (the Parish) and as such, these financial statements will be included in the comprehensive annual financial report (CAFR) of the Parish for the year ended December 31, 2016.

GASB Statement No. 14, *The Financial Reporting Entity*, GASB Statement No. 39, *Determining Whether Certain Organizations Are Component Units-an amendment of GASB Statement No. 14*, and GASB Statement No. 61, *The Financial Reporting Entity: Omnibus and amendment of GASB Statements No. 14 and No. 34* established the criterion for determining which component units should be considered part of the Department for financial reporting purposes. The basic criteria are as follows:

1. Legal status of the potential component unit including the right to incur its own debt, levy its own taxes and charges, expropriate property in its own name, sue and be sued, and the right to buy, sell and lease property in its own name.

2. Whether the governing authority appoints a majority of the board members of the potential component unit.

3. Fiscal interdependency between the Department and the potential component unit.

4. Imposition of will by the Department on the potential component unit.

5. Financial benefit/burden relationship between the Department and the potential component unit.

The Department has reviewed all of its activities and determined that there are no potential component units which should be included in its financial statements.

b) Basis of Presentation

The Department's financial statements consist of the government-wide statements on all of the non-fiduciary activities of the Department and the governmental fund financial statements.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

b) Basis of Presentation (continued)

Government-wide Financial Statements:

The government-wide financial statements include the Statement of Net Position and the Statement of Activities for all activities of the Department. The government-wide presentation focuses primarily on the sustainability of the Department as an entity and the change in aggregate financial position resulting from the activities of the fiscal period. Governmental activities of the Department generally are financed through intergovernmental revenues reported as charges for services.

Fund Financial Statements:

The daily accounts and operations of the Department are organized on the basis of a fund and accounts groups, each of which is considered a separate accounting entity. The operations of the fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equity, revenues and expenditures. Governmental resources are allocated to and accounted for in the fund based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The various funds of the Department are grouped, into generic fund types and two broad categories as follows:

Governmental activities presented as governmental funds in the fund financial statements:

General Fund - The General Fund is the general operating fund of the Department. It is used to account for and report all financial resources except those that are required to be accounted for and reported in another fund. The General Fund is always a major fund.

Fiduciary Fund:

Agency Fund - This fund is used to account for and report assets that the Department holds for others in an agency capacity. Since by definition these assets are being held for the benefit of others and cannot be used to address activities or obligations of the Department, this fund is not incorporated into the governmental-wide statements.

c) Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

c) **Measurement Focus and Basis of Accounting** (continued)

Government-wide Financial Statements:

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows.

Fund Financial Statements:

All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (revenues and other financing sources) and decreases (expenditures and other uses) in net current assets. Governmental funds are maintained on the modified accrual basis of accounting.

Governmental fund revenues resulting from exchange transactions are recognized in the fiscal year in which the exchange takes place and meets the government's availability criteria (susceptible to accrual). Available means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. For this purpose, the Department considers revenues to be available if they are collected within 60 days of the end of the current fiscal year. Charges for collection and distribution services of sales taxes are considered "measurable" when the related sales taxes are in the hands of the merchants and are recognized as revenue at that time. Licenses and miscellaneous revenues are recorded as revenues when received in cash by the Department because they are generally not measurable until actually received.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. An exception to this general rule is accumulated unpaid vacation and sick pay which is recognized when paid. Allocations of cost such as depreciation are not recognized in the governmental funds.

Agency Funds are unlike all other types of funds, report only assets and liabilities. Therefore agency funds cannot be said to have a measurement focus. They do, however, use the accrual basis of accounting to recognize receivables and payables.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

d) Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

e) Operating Budgetary Data

The Department establishes the budgetary data reflected in the financial statements as follows:

The Director submits, to the members of the Sales and Use Tax Advisory Board, a proposed operating budget for the year commencing the following January 1. The public hearings and advertisements, which are required by state law, are conducted prior to approval by the Advisory Board. The budget is then submitted to the Parish Council. All actions necessary to adopt and otherwise finalize and implement the budget for an ensuing year are taken prior to the end of the year in progress. Any amendment involving the transfer of monies from one department to another or from one program or function to another or any other increases in expenditures exceeding amounts estimated must be approved by the Advisory Board. The Department amended its budget once during the year. All budgeted amounts which are not expended, or obligated through contracts, lapse at year end.

The budget for the General Fund is adopted on a basis materially consistent with accounting principles generally accepted in the United States of America.

The General Fund budget presentation is included in the financial statements.

f) Accounts Receivable

The financial statements of the Department do not contain an allowance for uncollectible accounts. Uncollectible amounts due for receivables are recognized as bad debts at the time information becomes available which would indicate the uncollectibility of the particular receivable. These amounts are not considered to be material in relation to the financial position or operation of the funds.

g) Capital Assets

The accounting treatment over property, plant and equipment (capital assets) depends on whether the assets are reported in the government-wide or fund financial statements.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

g) Capital Assets (continued)

Government-wide Financial Statements:

In the government-wide financial statements, fixed assets are accounted for as capital assets. Capital assets purchased or acquired with an original cost of $500 or more are valued at historical cost or estimated historical cost if actual is unavailable, except for donated capital assets which are recorded at their estimated fair value at the date of donation. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred.

Depreciation of all exhaustible capital assets is recorded as an expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The estimated useful life of assets (furniture and fixtures) is 5-20 years.

Fund Financial Statements:

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

h) Non-Current Liabilities

The accounting treatment of non-current liabilities depends on whether they are reported in the government-wide or fund financial statements.

Government-wide Financial Statements:

All non-current liabilities to be repaid from governmental resources are reported as liabilities in the government-wide statements. Non-current liabilities consist of accrued compensated absences (vacation and sick leave) and obligations for retirement (net pension liability) and other postemployment benefits (group health insurance).

Fund Financial Statements:

Non-current liabilities for governmental funds are not reported as liabilities in the fund financial statements.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

i) Vacation and Sick Leave

Employees of the Department can earn twelve or seventeen days per year vacation leave, depending on their length of employment.

All employees are required to take vacation within one year of being earned. Any unused vacation remaining on the employee's anniversary date will be transferred to sick leave. In the event the employee is terminated or resigns, all vacation leave not transferred to sick leave will be paid to them.

Employees of the Department earn seven days of sick leave per year. Upon official retirement from the Parochial Retirement System, the retiring employee will be allowed to receive half of whatever accumulated sick leave time has accrued, up to a maximum of 30 days, by leaving work early and remaining on the payroll until the 30 days are exhausted.

The liability for vacation and sick leave is recorded as a non-current liability in the government-wide statements. In the fund financial statements, governmental funds report only the vacation and sick leave liability payable from expendable available financial resources, accordingly no significant compensated absences liability is recorded at December 31, 2016.

j) Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Parochial Employees' Retirement System of Louisiana (the System) and additions to/deductions from the System's fiduciary net position have been determined on the same basis as they are reported by the System. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

k) Deferred Outflows of Resources

In addition to assets, the statement of net position and balance sheet will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Department has pension related deferred outflows.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

l) Deferred Inflows of Resources

In addition to liabilities, the statement of net position and balance sheets will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The governmental funds report unavailable revenues from pension related deferred inflows in the Department's government-wide statements. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

m) Fund Equity

Government-wide Statements:

Equity is classified as net position and may be displayed in three components:

a. Net investment in capital assets – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvement of those assets. At December 31, 2016, the Department did not report any borrowings.

b. Restricted net position – Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributions or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

c. Unrestricted net position – All other net position that do not meet the definition of "restricted" or "net investment in capital assets."

When both restricted and unrestricted resources are available for use, it is the Department's policy to use restricted resources first, then unrestricted resources as they are needed. As of December 31, 2016 and for the year then ended, the Department did not have or receive restricted net position.

Fund Financial Statements:

Governmental fund equity is classified as fund balance. Fund balance is further classified as follows:

a. Non-spendable – Amounts that cannot be spent either because they are in a non-spendable form or because they are legally or contractually required to be maintained intact.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

m) Fund Equity (continued)

b. Restricted – Amounts for which constraints have been placed on the use by externally imposed donors, grantors, creditors, or government laws and regulations, or imposed by law through constitutional provisions or enabling legislation.

c. Committed – Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Department's Advisory Board.

d. Assigned – Amounts that are constrained by the Association's intent to be used for a specific purpose but do not meet the criteria for restricted or committed. Assignments may be assigned by the Department's Director

e. Unassigned – All other spendable amounts.

For the classification of governmental fund balances, the Department considers an expenditure to be made from the most restrictive fund balance first when more than one classification is available.

n) New GASB Statements

During the year ending December 31, 2016, the Department implemented the following GASB Statements:

Statement No. 72, *"Fair Value Measurement and Application."* This Statement addresses accounting and financial reporting issues related to fair value measurement. The definition of fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. This Statement provides guidance for determining a fair value measurement for financial reporting purposes. This Statement also provides guidance for applying fair value to certain investments and disclosures related to all fair value measurements.

Statement No. 73, *"Accounting and Financial Reporting for Pensions and Related Assets that are not within the scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68."* The Statement completes the suite of pension standards and establishes requirements for those pensions and pension plans that are not administered through a trust meeting specified criteria (in other words, those not covered by Statements 67 and 68). This Statement did not affect the Department's financial statements.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

n) New GASB Statements (continued)

Statement No. 76, *"The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments."* The objective of this Statement is to identify the hierarchy of generally accepted accounting principles (GAAP).

Statement No. 77, *"Tax Abatement Disclosures"* defines tax abatements as reduction in tax revenues that results from an agreement between one or more governments and an individual or entity in which (a) one or more governments promise to forgo tax revenues to which they are otherwise entitled and (b) the individual or entity promises to take a specific action after the agreement has been entered into that contributes to economic development or otherwise benefits the governments or the citizens of those governments. This Statement requires disclosures of the government's own tax abatement agreements and those tax abatement agreements of other governments that reduce the government's revenue. This Statement did not affect the Department's financial statements.

Statement No. 78, *"Pensions Provided through Certain Multiple-Employer Defined Benefit Pension Plans"* amends the scope and applicability of Statement 68 to exclude pensions provided to employees of state or local governmental employers through a cost-sharing multiple-employer defined benefit pension plan that (1) is not a state or local governmental pension plan, (2) is used to provide defined benefit pensions both to employees of state or local governmental employers and to employees of employers that are not state or local governmental employers, and (3) has no predominant state or local governmental employer (either individually or collectively with other state or local governmental employers that provide pensions through the pension plan). This Statement establishes requirements for recognition and measurement of pension expense, expenditures, and liabilities; note disclosures; and required supplementary information for pensions that have the characteristics described above. This Statement did not affect the Department's financial statements.

Statement No. 79, *"Certain External Investment Pools and Pool Participants"* establishes accounting and financial reporting standards for qualifying external investment pools that elect to measure for financial reporting purposes all of their investments at amortized cost. This Statement also establishes accounting and financial reporting standards for state and local governments that participate in a qualifying external investment pool that measures for financial reporting purposes all of its investments at amortized cost. The provisions in paragraphs 18, 19, 23-26 and 40 are effective for periods beginning after December 15, 2015. This Statement did not affect the Department's financial statements.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

n) New GASB Statements (continued)

The GASB has issued the following Statements which will become effective in future years as shown below:

Statement No. 74, "*Financial Reporting for Postemployment Benefit Plans other than Pension Plans.*" The Statement addresses the financial reports of defined benefit OPEB plans that are administered through trusts that meet specified criteria and follows the framework for financial reporting of defined benefit OPEB plans in Statement 45 by requiring a statement of fiduciary net position and a statement of changes in fiduciary net position. The Statement requires more extensive note disclosures and RSI related to the measurement of the OPEB liabilities for which assets have been accumulated, including information about the annual money-weighted rates of return on plan investments and also sets forth note disclosure requirements for defined contribution OPEB plans. The statement will be effective for periods beginning after June 15, 2016. Management has not yet determined the effect of this Statement on the financial statements.

Statement No. 75, "*Accounting and Financial Reporting by Employers for Postemployment Benefits other than Pensions.*" This Statement replaces the requirements of GASB Statement No. 45 and requires governments to report a liability on the face of the financial statements for the OPEB that they provide: governments that are responsible only for OPEB liabilities related to their own employees and that provide OPEB through a defined benefit OPEB plan administered through a trust that meets specified criteria will report a net OPEB liability, governments that participate in a cost-sharing OPEB plan that is administered through a trust that meets the specified criteria will report a liability equal to their proportionate share of the collective OPEB liability for all entities participating in the cost-sharing plan and governments that do not provide OPEB through a trust that meets specified criteria will report the total OPEB liability related to their employees. The requirements of this Statement are effective for financial statements for periods beginning after June 15, 2017. Management has not yet determined the effect of this Statement on the financial statements.

Statement No. 80, *"Blending Requirement for Certain Component Units"* improves financial reporting by clarifying the financial statement presentation requirements for certain component units. The additional criterion requires blending of a component unit incorporated as a not-for-profit corporation in which the primary government is

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

n) New GASB Statements (continued)

the sole corporate member. This requirement enhances comparability and decision usefulness of financial statements among governments. The requirements of this Statement are effective for reporting periods beginning after June 15, 2016. Management has not yet determined the effect of this Statement on the financial statements.

Statement No. 81, *"Irrevocable Split Interest Agreements"* provided recognition and measurement guidance for situation in which a government is a beneficiary of an irrevocable split interest agreement. This Statement requires that a government that receives resources pursuant to an irrevocable split interest agreement recognize assets, liabilities and deferred inflows of resources at the inception of the agreement. Furthermore, this Statement requires that a government recognize assets representing its beneficial interests in agreements administered by third parties. Governments are required by this Statement to recognize revenue when the resources become applicable to the reporting period. This Statement enhances comparability and decision usefulness of financial statements among governments. The requirements of this statement are effective for financial statements for periods beginning after December 15, 2016. Management has not yet determined the effect of this statement on the financial statements.

Statement No. 82, *"Pension Issues"* addresses several issues raised with respect to Statements No. 67, *"Financial Reporting for Pension Plans,"* No. 68, *"Accounting and Financial Reporting for Pensions,"* and No. 73, *"Accounting and Financial Reporting for Pensions and Related Assets that are Not within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68."* Specifically, this Statement addresses issues regarding (1) the presentation of payroll-related measures in required supplementary information, (2) the selection of assumptions and the treatment of deviations from the guidance in an Actuarial Standard of Practice for financial reporting purposes, and (3) the classification of payments made by employers to satisfy employee (plan member) contribution requirements. The requirements of this Statement are effective for financial statements for periods beginning after June 15, 2016. Management has not yet determined the effect of this Statement on the financial statements.

Statement No. 83, *"Certain Asset Retirement Obligations"* addresses accounting and financial reporting for certain asset retirement obligations (AROs). An ARO is a legally enforceable liability associated with the retirement of a tangible capital asset. A government that has legal obligations to perform future asset retirement activities related to its tangible capital assets should recognize a liability based on the guidance

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

n) New GASB Statements (continued)

in this Statement. This Statement establishes criteria for determining the timing and pattern of recognition of a liability and a corresponding deferred outflow of resources for AROs. The requirements of this Statement are effective for reporting periods beginning after June 15, 2018. Management has not yet determined the effect of this Statement on the financial statements.

Statement No. 84, *"Fiduciary Activities"* improves guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. This Statement establishes criteria for identifying fiduciary activities of all state and local governments. The focus of the criteria generally is on (1) whether a government is controlling the assets of the fiduciary activity and (2) the beneficiaries with whom a fiduciary relationship exists. Separate criteria are included to identify fiduciary component units and postemployment benefit arrangements that are fiduciary activities. An activity meeting the criteria should be reported in a fiduciary fund in the basic financial statements. This Statement also provides for recognition of a liability to the beneficiaries in a fiduciary fund when an event has occurred that compels the government to disburse fiduciary resources. The requirements of this Statement are effective for reporting periods beginning after December 15, 2018. Management has not yet determined the effect of this Statement on the financial statements.

Statement No. 85, *"Omnibus 2017."* On March 20, 2017, GASB issued *"Omnibus 2017"* covering four main topics: blending component units; goodwill, fair value measurement and application; and postemployment benefits. *"Omnibus 2017"* is effective for fiscal years beginning after June 15, 2017. However, due to the nature of topic covered, GASB is allowing the option of early implementation for single topics.

Note 2 - DEPOSITS

Louisiana state law allows all political subdivisions to invest excess funds in obligations of the United States or any other federally insured investments, certificates of deposit of any bank domiciled or having a branch office in the state of Louisiana, guaranteed investment contracts and investment grade (A-1/P-1) commercial paper or domestic corporations.

State law also requires that deposits of all political subdivisions be fully collateralized at all times. Acceptable collateralization includes FDIC insurance and the market value of securities purchased and pledged to the political subdivision. Obligations of the United

Note 2 - DEPOSITS (Continued)

States, the State of Louisiana and certain political subdivisions are allowed as security for deposits. Obligations furnished as security must be held by the political subdivision or with an unaffiliated bank or trust company for the account of the political subdivision.

The year end balances of deposits are as follows:

	Bank Balance	Reported Amount
Cash	$ 9,294,323	$ 9,289,622

Custodial credit risk is the risk that in the event of a bank failure, the Department's deposits may not be returned to it. The Department has a written policy for custodial credit risk, which reflects state law. As of December 31, 2016, $9,044,323 of the Department's bank balance of $9,294,323 was exposed to custodial credit risk. These deposits were uninsured and collateralized with securities held by the pledging financial institution's trust department or agent, and are deemed to be held in the Department's name by state statues.

At December 31, 2016, cash in excess of the FDIC insurance was adequately collateralized in accordance with state law, by securities held by an unaffiliated bank for the account of the Department. The Governmental Accounting Standards Board (GASB), which promulgates the standards for accounting and financial reporting for state and local governments, considers these securities subject to custodial credit risk. Even though the deposits are considered subject to custodial credit risk under the provisions of GASB Statement No. 40, Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the depositor that the fiscal agent has failed to pay deposited funds upon demand.

A reconciliation of deposits as shown on the Statement of Net Position and Governmental Fund Balance Sheet is as follows:

Book balance	$ 9,289,622
Less cash reported in the Statement of Fiduciary Fund	(9,240,937)
Cash - Statement of Net Position and Governmental Fund Balance Sheet	$ 48,685

Note 3 - CHANGES IN CAPITAL ASSETS

Capital asset activity for the year ended December 31, 2016 was as follows:

	Balance January 1, 2016	Additions	Deletions	Balance December 31, 2016
Capital assets being depreciated:				
Office furniture, fixtures and equipment	$ 98,462	$ 1,497	$ (3,000)	$ 96,959
Less accumulated depreciation for:				
Office furniture, fixtures and equipment	(81,535)	(4,488)	3,000	(83,023)
Total capital assets, net	$ 16,927	$ (2,991)	$ -	$ 13,936

Note 4 - ACCOUNTS PAYABLE AND ACCRUED EXPENDITURES

Accounts payable and accrued expenditures at December 31, 2016 consisted of the following:

	General Fund	Agency Fund	Total
Vendors	$ 23,180	$ 8,070	$ 31,250
Salaries and benefits	24,169	-	24,169
Other	1,336	-	1,336
Totals	$ 48,685	$ 8,070	$ 56,755

Note 5 - NON-CURRENT LIABILITIES

Non-current liabilities consist of accumulated unpaid vacation and sick leave. The following is a summary of changes in the non-current liabilities of the Department for the year ended December 31, 2016:

	Payable January 1, 2016	Increase/ Earned	Decrease/ Used	Payable December 31, 2016
Accumulated unpaid annual leave	$ 37,045	$ 25,781	$ 24,958	$ 37,868
Other postemployment benefits	286,395	74,283	45,304	315,374
Defined benefit pension plan	31,085	39,570	-	70,655
Totals	$ 354,525	$ 139,634	$ 70,262	$ 423,897

Note 6 - POSTEMPLOYMENT HEALTHCARE BENEFITS

Plan Description

The Department administers a single employer defined benefit healthcare plan (the Plan). The Plan provides for the payment of medical, dental and life insurance premiums for eligible employees, retirees and their dependents as approved by the Terrebonne Parish Council. For employees retiring before January 1, 2005 the Department funds the entire premium for all benefits on employees retiring with at least ten years of service upon retiring from the formal retirement systems.

Department employees retiring on or after January 1, 2005 with at least ten years of permanent full-time creditable service with the Department shall be eligible to participate in the Plan approved by the Parish Council under the following vesting schedule: 11 to 15 years of service, 2.75% per year; 16 to 20 years of service 41.25% plus 3.75% per year of service; 21 years or more of service, 60% plus 5% per year of service, limited to 85% of the premium. Employees hired after December 31, 2013 with at least 30 years of permanent full-time creditable service, age 55 and 5 years of participation in the Department's group health insurance plan immediately prior to retirement shall be eligible to participate in the Plan with benefits limited to 80% of premiums. A retired employee may provide dependent hospitalization coverage at applicable dependent rates. To be eligible for coverage after retirement, retired employees must be eligible for retirement under the Parochial Employees' Retirement System, see Note 7. The Department does not issue a publicly available financial report on the Plan.

Funding Policy

The Department fully funds required premiums based on pay-as-you-go financing requirements. For fiscal year 2016, the Department paid $35,570 for the retirees' current year premiums.

Annual OPEB Cost and Net OPEB Obligation

The Department's annual OPEB cost (expense) is calculated based on the *annual required contribution of the employer (ARC)*, an amount actuarially determined in accordance with the parameters of GASB Statement No. 45, *Accounting for Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The table on the next page shows the components of the Department's annual OPEB cost for the year, the premiums actually paid and changes in the Department's net OPEB asset.

Note 6 - POSTEMPLOYMENT HEALTHCARE BENEFITS (Continued)

Annual required contributions (ARC)	$ 74,491
ARC Adjustment	(10,232)
Interest on ne OPEB obligation	10,024
Annual OPEB cost (expense)	74,283
Contributions made	(45,304)
Increase in net obligation	28,979
Balance - beginning of the year	286,395
Balance - end of the year	$ 315,374

The Department's annual OPEB cost, the percentage of annual OPEB premiums paid, and the net OPEB obligation as of December 31, 2016 is as follows:

Fiscal Year Ended	Annual OPEB Cost	Annual OPEB Cost Contributed	OPEB Obligation
12/31/2014	$ 43,399	39.08%	$ 265,461
12/31/2015	43,380	51.74%	286,395
12/31/2016	74,283	60.99%	315,374

Funded Status and Funding Progress

As of January 1, 2016, the most recent actuarial valuation date, the unfunded actuarial accrued liability (UAAL) was $1,384,069. Covered payroll for eligible employees was $315,933 and the total UAAL represents 438.1 percent of covered payroll.

Actuarial valuations involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality and the healthcare cost trend. Actuarially determined amounts are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information, presents multi-year trend information about whether the actuarial value of the plan assets is increasing tor decreasing over time relative to the actuarial accrued liabilities for benefits.

Actuarial Methods and Assumptions

Projection of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and eligible employees and retirees) and include the types of benefits provided at the time of each valuation and on the historical pattern of

Note 6 - POSTEMPLOYMENT HEALTHCARE BENEFITS (Continued)

sharing benefit costs between the employer and eligible employees and retirees to that point. Actuarial calculations reflect a long-term perspective and employ methods and Actuarial calculations reflect a long-term perspective and employ methods and assumptions that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of plan assets.

In January 1, 2016 actuarial valuations, the entry age-normal actuarial cost method was used. The actuarial assumptions included a 3.5 percent investment rate of return (discount rate), a 3.0 percent expected increase in payroll and annual medical cost trend rate of 7.0 percent initially, reduced by decrements to an ultimate rate of 5.0 percent after five years. The annual dental cost trend was initially 3.5 percent, reduced by decrements to an ultimate rate of 3.0 percent after three years. Zero trends were assumed for valuing life insurance. Other assumptions include (1) expenses per participant per month are expected to increase with inflation at 2.5 percent per annum, (2) 60 percent of employees will choose to continue basic life insurance benefits, (3) family coverage includes a spouse and no children, and (4) male spouses are three years older than females. The RPH – 2014 Employee Mortality Table was used for pre-retirement, while post-retirement used RPH-2014 Healthy Annuitant Mortality Table. Generational with projection scale MP-2015 was applied to the tables. The UAAL is being amortized over an open 30 year period using the level percent of payroll method with an assumption that payroll increases by 3 percent per year. The remaining amortization period at January 1, 2016 was 21 years.

Note 7 - DEFINED BENEFIT PENSION PLAN

Plan Description. The Department contributes to Plan B of the Parochial Employees' Retirement System of Louisiana (System), a cost-sharing, multiple-employer defined benefit pension plan established by Act 205 of the 1952 regular session of the Legislature of the State of Louisiana to provide retirement benefits to all employees of any parish in the State of Louisiana or any governing body or a parish which employs persons serving the parish. Act 765 of the year 1979, established by the Legislature of the State of Louisiana, revised the System to create Plan A and Plan B to replace the "regular plan" and the "supplemental plan". Plan A was designated for employers out of Social Security. Plan B was designated for those employers that remained in Social Security on the revision date. The Retirement System is governed by Louisiana Revised Statutes, Title 11, Section 1901 through 2025, specifically and other general laws of the State of Louisiana.

Note 7 - DEFINED BENEFIT PENSION PLAN (Continued)

Benefits Provided. The System provides retirement, deferred retirement, disability and death benefits. Retirement benefits are generally equal to 2.0% of the member's final average compensation multiplied by the years of creditable service. For members hired prior to January 1, 2007 they may retire with full benefits at age 55 upon completing 30 years of service, retire at age 60 after completing 10 years of service or retire at age 65 after completing 7 years of service. For members hired after January 1, 2007 they may retire with full benefits at age 55 after completing 30 years of service, retire at age 62 after completing 10 years of service or retire at age 67 after completing 7 years of service.

Act 338 of 1990 established the Deferred Retirement Option Plan (DROP) for the System. When a member enters DROP their status changes from active to retired even though they continue to work and draw their salary for up to three years. During the three year period, employer contributions continue but employee contributions cease. The election to participate in DROP is irrevocable once participation begins. Retirement benefits that would be paid, had the person ceased employment, are paid into the DROP account. Upon termination of employment a participant in DROP may receive a lump sum equal to payments into the participant's account, an annuity or a roll over to an Individual Retirement Account. Members hired before January 1, 2007 with 5 or more years of service who becomes disabled may receive retirement benefits determined in the same manner as retirement benefits. Members hired after January 1, 2007 with 7 or more years of service who become disabled may receive retirement benefits determined in the same meaner as retirement benefits. Death benefits are payable to eligible surviving dependents based on the deceased member's years of creditable service and compensation and the dependent's relationship to the deceased member. The System provides permanent benefit increases, cost of living adjustments (COLA) as approved by the State Legislature.

Contributions. According to state statute, contributions for all employers are actuarially determined each year. For the year ending December 31, 2015, the actuarial employer contribution rate was 6.91% of member's compensation. However, the actual rate for the fiscal year ending December 31, 2015 was 9.00%.

According to state statute, the System also receives ¼ of 1% of ad valorem taxes collected within the respective parishes, except for Orleans and East Baton Rouge parishes. The System also receives revenue sharing funds each year as appropriated by the Legislature. Tax monies and revenue sharing monies are apportioned between Plan A and Plan B in proportion to the member's compensation. These additional sources of income are used as additional employer contributions and are considered support from non-employer contributing entities.

Note 7 - DEFINED BENEFIT PENSION PLAN (Continued)

Contributions to the System from the Department were $28,581 for the year ended December 31, 2016.

Pension Liabilities. At December 31, 2016, the Department reported a liability of $70,655 for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2015 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Department's proportion of the net pension liability was based on a projection of the Department's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At December 31, 2015, the Department's proportion was 0.396838%, which was a decrease of 0.00491% from its proportion measured as of December 31, 2014.

Pension Expense. For the year ended December 31, 2016, the Department recognized pension expense of $4,517.

Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions. At December 31, 2016, the Department reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	$ -	$ (13,337)
Net difference between projected and actual earnings on pension plan investments	77,848	-
Change in proportionate share	62	-
Changes in assumptions	9,223	-
Contributions subsequent to the measurement date	28,581	-
	$ 115,714	$ (13,337)

The Department reported $28,581 as deferred outflows of resources related to pensions resulting from Department contributions subsequent to the measurement date and will be recognized as a reduction of the net pension liability in the year ended December 31, 2017. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Note 7 - DEFINED BENEFIT PENSION PLAN (Continued)

For the year ended December 31st,	Amount
2017	$ 18,087
2018	18,087
2019	21,551
2020	16,071
Total	$ 73,796

Actuarial Assumptions. A summary of the actuarial methods and assumptions used in determining the total pension liability as of December 31, 2015 are as follows:

Valuation Date	December 31, 2015
Actuarial Cost Method	Entry Age Method
Actuarial Assumptions:	
Expected Remaining Service Lives	4 years
Investment Rate of Return	7.00%, net of investment expense, including inflation
Projected Salary Increases	5.25% (2.50% Inflation, 2.75% merit)
Mortality Rates	RP-2000 Employee Sex Distinct Table was selected for employees. RP-2000 Healthy Annuintant Sex Distinct were selected for annuitants and beneficiaries. RP-2000 Disabled Lives Mortality Table was selected for disabled annuitants.
Cost of Living Adjustments	The present value of future retirement benefits is based on benefits currently being paid by the System and includes previously granted cost of living increases. The present values do not include provisions for potential future increases not yet authorized by the Board of Trustees.

The long-term expected rate of return on pension plan investments was determined using a triangulation method which integrated the CAPM pricing method (top-down), a treasury yield curve approach (bottom-up) and an equity building-block model (bottom-up). Risk return and correlations are projected on a forward looking basis in equilibrium, in which best-estimates of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These rates are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation of 2.00% and an adjustment for the effect of rebalancing/diversification. The resulting expected long-term rate of return is 7.55% for the year ended December 31, 2015.

Note 7 - DEFINED BENEFIT PENSION PLAN (Continued)

Best estimates of arithmetic real rates of return for each major asset class included in the System's target asset allocation as of December 31, 2015 are as follows:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Fixed Income	34.00%	1.06%
Equity	51.00%	3.56%
Alternatives	12.00%	0.74%
Real assets	3.00%	0.19%
Total	100.00%	5.55%
Inflation		2.00%
Expected Arithmetic Nominal Rate		7.55%

Discount Rate. The discount rate used to measure the collective pension liability was 7.00%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from participating employers and non-employer contributing entities will be made at the actuarially determined contribution rates, which are in accordance with relevant statutes and approved by the Board of Trustees and the Public Retirement Systems' Actuarial Committee. Based on those assumptions, the System's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Department's Proportionate Share of the Collective Net Pension Liability to Changes in the Discount Rate. The following presents the Department's proportionate share of the collective net pension liability using the discount rate of 7.00%, as well as what the Departments's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage-point lower (6.00%) or one percentage-point higher (8.00%) than the current rate:

	1.0% Decrease (6.00%)	Current Discount Rate (7.00%)	1.0% Increase (8.00%)
Department's proportionate share of the net pension liability	$ 208,670	$ 70,655	$ (45,744)

Note 7 - DEFINED BENEFIT PENSION PLAN (Continued)

Pension Plan Fiduciary Net Position. The Parochial Employees' Retirement System of Louisiana issued a stand-alone audit report on their financial statements for the year ended December 31, 2015. Access to the audit report can be found on the System's website, www.persla.org or on the Louisiana Legislative Auditor's website, www.lla.la.gov.

Note 8 - COMPENSATION OF ADVISORY BOARD

The Department did not pay per diem to any of its Board Members in 2016.

Note 9 - RELATED PARTY RENTS AND FEES

The building housing the Department's office space is owned by the Parish. The lease term is January 1, 2016 to December 31, 2018. Rental expenditures incurred for the office space with the Parish amounted to $47,168 during the year ended December 31, 2016.

Also, the Department incurred data processing fees with the Parish in the amount of $14,627 for the year ended December 31, 2016.

Note 10 - RISK MANAGEMENT

The Department is exposed to various risks of loss related to workers compensation; torts; theft of, damage to and destruction of assets; errors and omissions; natural disasters; and group health benefits for which the Department carries commercial insurance and also participates in the Parish's risk management program for general liability, workers' compensation and group insurance. No settlements were made during the year that exceeded the Department's insurance coverage. The Department pays monthly premiums to the Parish for general liability based on various factors such as its operations and maintenance budget, exposure and claims experience. The premiums for workers' compensation are based on a fixed percentage of payroll. The premiums for group insurance are based on a fixed rate per employee. The Parish handles all claims filed against the Department for which it has insurance coverage under the Parish.

The Department could have additional exposure for claims in excess of the Parish's insurance contracts as described below:

Policy	Coverage Limits
General Liability	$10,000,000
Workers' Compensation	Statutory

Note 10 - RISK MANAGEMENT (Continued)

Coverage for general liability claims in excess of the above stated limits are to be funded first by assets of the Parish's risk management internal service fund, $4,731,868 at December 31, 2015, then secondly by the Department. The Parish is self-insured for the first $175,000 of each claim relating to group health insurance. The aggregate deductible for all group claims relating to group insurance for 2015 was $16,194,282. Insurance contracts cover the excess liability on individual claims. Covered employees are subject to a lifetime maximum claims limit. Coverage for group health claim liabilities are to be funded first by assets of the Parish's group health internal service fund, $1,825,534 at December 31, 2015, then secondly by the Department. Worker's compensation claims in excess of $500,000 are covered under an insurance contact for claims aggregate up to limits are to be funded first by assets of the Parish's workers' compensation internal service fund. At December 31, 2016, the Department had no claims in excess of the above coverage limits. Total premiums paid to the Parish for insurance coverage during the year ended December 31, 2016 totaled $159,166.

Note 11 - COMMITMENTS AND CONTINGENCIES

Presently, three taxpayers have paid taxes in protest with the aggregate of taxes and interest paid under protest amounting to $179,585 which has been recognized as a liability in the financial statements of the Fiduciary Fund at December 31, 2016.

Note 12 - SUBSEQUENT EVENTS

Management evaluates events occurring subsequent to the date of financial statements in determining the accounting for and disclosure of transactions and events that effect the financial statements. Subsequent events have been evaluated through April 7, 2017 which is the date the financial statements were available to be issued.

REQUIRED SUPPLEMENTARY INFORMATION

Exhibit H

SCHEDULE OF FUNDING PROGRESS FOR THE OPEB PLAN

Terrebonne Parish Sales and Use Tax Department

December 31, 2016

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) (b)	Unfunded AAL (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll ('c)	Percentage of Covered Payroll ((b-a)/c)
1/1/2012	-	$ 916,805	$ 916,805	0.00%	$ 363,712	252.1%
1/1/2014	-	800,577	800,577	0.00%	359,099	222.9%
1/1/2016	-	1,384,069	1,384,069	0.00%	315,933	438.1%

SCHEDULE OF THE DEPARTMENT'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY

Terrebonne Parish Sales and Use Tax Department

December 31, 2016

	2016	2015
Department's proportion of the net pension liability	0.396838%	0.401743%
Department's proportionate share of the net pension liablity	$ 70,655	$ 31,085
Department's covered-employee payroll	$ 381,423	$ 368,388
Department's proportionate share of the net pension liablity as a percentage of its covered-employee payroll	18.524%	8.438%
Plan fiduciary net position as a percentage of the total pension liability	92.23%	93.48%

SCHEDULE OF DEPARTMENT CONTRIBUTIONS

Terrebonne Parish Sales and Use Tax Department

December 31, 2016

	2016	2015
Contractually required contributions	$ 28,581	$ 34,328
Contributions in relation to the contractually required contribution	(28,581)	(34,328)
Contribution deficiency (excess)	$ -	$ -
Department's covered-employee payroll	$ 357,260	$ 381,423
Contributions as a percentage of covered-employee payroll	8.00%	9.00%

SUPPLEMENTARY INFORMATION SECTION

Schedule 1

SCHEDULE OF OTHER SERVICES AND CHARGES BUDGET AND ACTUAL

Terrebonne Parish Sales and Use Tax Department

For the year ended December 31, 2016

	Budgeted Amounts		Actual	Variance with Favorable
	Original	Final	Amounts	(Unfavorable)
Auditing services	$ 450,000	$ 337,236	$ 353,881	$ (16,645)
Auto and travel	9,000	5,722	4,817	905
Insurance	27,500	29,747	29,747	-
Legal fees:				
Attorneys	42,900	38,660	33,730	4,930
Attorney revenue fees	(4,000)	(2,257)	(9,224)	6,967
Office machine rentals	36,000	15,912	15,792	120
Office rent	47,200	47,168	47,168	-
Other	15,100	13,926	14,572	(646)
Telephone	14,000	10,958	11,100	(142)
Totals	$ 637,700	$ 497,072	$ 501,583	$ (4,511)

Schedule 2

SCHEDULE OF COLLECTIONS ON BEHALF OF OTHER TAXING AUTHORITIES
PARISH SALES TAX FUND

Terrebonne Parish Sales and Use Tax Department

For the year ended December 31, 2016

	Total Collections	Collection Cost	Final Distribution
Terrebonne Parish Consolidated Government (1.67%)			
Parish Tax (.59%)	$ 12,380,759	$ 102,406	$ 12,278,353
Parish Drainage (.25%)	5,306,040	44,922	5,261,118
Parish Roads and Bridges (.25%)	5,306,040	44,922	5,261,118
City of Houma (.33%)	7,074,719	57,484	7,017,235
Levee District (.25%)	5,306,040	44,922	5,261,118
	35,373,598	294,656	35,078,942
Terrebonne Parish Library (.25%)	5,306,040	44,922	5,261,118
Terrebonne Levee and Conservation District (.50%)	10,500,566	89,844	10,410,722
Terrebonne Parish School Board (2.58%)	54,644,631	464,194	54,180,437
Terrebonne Parish Sheriff's Office (.50%)	10,612,080	89,844	10,522,236
Terrebonne Parish - Occupational Licenses	1,454,044	71,690	1,382,354
Houma Area Convention & Visitors Bureau	1,209,151	30,004	1,179,147
Totals	$ 119,100,110	$ 1,085,154	$ 118,014,956

SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS
PARISH SALES TAX FUND

Terrebonne Parish Sales and Use Tax Department

For the years ended December 31, 2016, 2015, 2014, 2013, and 2012

	2016	2015	2014	2013	2012
Cash at beginning of year	$ 10,311,077	$ 10,573,151	$ 10,876,509	$ 9,143,897	$ 9,191,875
Cash receipts:					
Sales and use taxes (net of refunds)	115,379,730	125,726,958	134,757,447	125,520,643	107,514,203
Hotel/motel taxes	1,200,180	1,506,826	1,700,399	1,298,007	1,204,017
Occupational license (net of refunds)	1,449,048	1,512,154	1,486,638	1,450,620	1,414,323
Miscellaneous:					
Interest	1,413	1,537	2,509	4,170	4,127
Other	17,887	8,924	10,940	15,380	11,294
Total cash receipts	118,048,258	128,756,399	137,957,933	128,288,820	110,147,964
Total cash available	128,359,336	139,329,550	148,834,442	137,432,717	119,339,839
Cash disbursements:					
Distributions to other governmental units:					
Terrebonne Parish School Board	54,180,437	55,766,049	56,096,628	53,563,449	49,330,508
Terrebonne Parish Consolidated Government	31,200,178	35,044,337	39,559,573	37,808,986	34,902,420
Terrebonne Parish Sheriff	10,522,236	11,858,414	13,463,191	12,855,228	11,839,322
Terrebonne Parish Consolidated Government - Library	5,261,118	5,929,207	6,731,595	6,427,614	5,919,661
Terrebonne Parish Consolidated Government - Levee District	5,261,118	5,929,207	6,731,595	6,427,614	5,919,661
Terrebonne Levee & Conservation District	10,410,722	11,720,351	12,846,583	6,991,104	-
Houma Area Convention & Visitors Bureau	1,179,147	1,498,391	1,630,313	1,252,249	1,163,199
Distributions to the General Fund	1,097,103	1,266,320	1,194,210	1,219,447	1,117,434
Miscellaneous	6,340	6,197	7,603	10,517	3,737
Total cash disbursements	119,118,399	129,018,473	138,261,291	126,556,208	110,195,942
Cash at end of year	$ 9,240,937	$ 10,311,077	$ 10,573,151	$ 10,876,509	$ 9,143,897

SCHEDULE OF GOVERNMENTAL FUND EXPENDITURES

Terrebonne Parish Sales and Use Tax Department

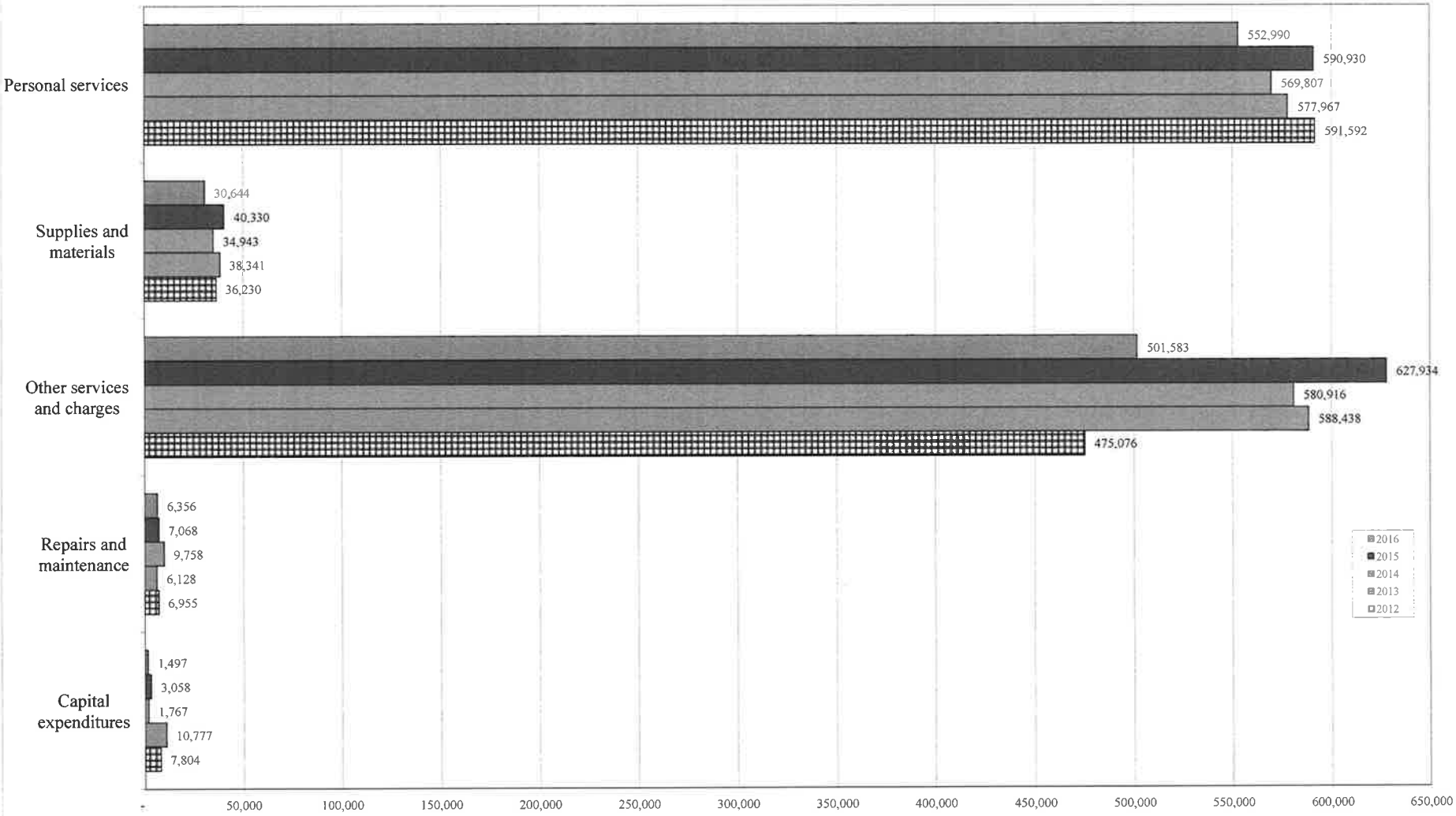
For the years ended December 31, 2016, 2015, 2014, 2013, and 2012

	2016	2015	2014	2013	2012
Expenditures - General Government					
Personal services:					
Salaries and wages	$ 366,903	$ 398,578	$ 377,963	$ 366,880	$ 370,797
Payroll taxes	25,838	28,301	26,649	25,736	26,237
Employee benefits	160,249	164,051	165,195	185,351	194,558
Total personal services	552,990	590,930	569,807	577,967	591,592
Supplies and materials	30,644	40,330	34,943	38,341	36,230
Other services and charges:					
Auditing services	353,881	475,570	414,427	408,137	332,943
Auto and travel	4,817	6,990	5,918	6,397	6,234
Insurance	29,747	21,235	26,633	29,053	27,306
Legal fees:					
Attorneys	33,730	32,447	32,361	38,166	35,748
Attorney fee revenue	(9,224)	(2,600)	(3,020)	(3,872)	(6,281)
Office machine rentals	15,792	21,136	33,365	44,006	24,616
Office rent	47,168	47,168	47,168	44,986	34,079
Other	14,572	13,983	13,125	12,299	12,303
Telephone	11,100	12,005	10,939	9,266	8,128
Total other services and charges	501,583	627,934	580,916	588,438	475,076
Repairs and maintenance	6,356	7,068	9,758	6,128	6,955
Capital expenditures	1,497	3,058	1,767	10,777	7,804
Total general government	$ 1,093,070	$ 1,269,320	$ 1,197,191	$ 1,221,651	$ 1,117,657

GOVERNMENTAL FUND EXPENDITURES

Terrebonne Parish Sales and Use Tax Department

For the years ended 2016, 2015, 2014, 2013, and 2012



Schedule 6

SCHEDULE OF COMPENSATION, BENEFITS AND OTHER PAYMENTS TO AGENCY HEAD OR CHIEF EXECUTIVE OFFICER

Terrebonne Parish Consolidated Government

December 31, 2016

Agency Head Name: Mark Daigle

Purpose	**Daigle**
Salary	$ 80,929
Benefits - insurance	17,237
Benefits - retirement	6,474
Benefits - other	-
Car allowance	-
Vehicle provided by government	-
Per diem	1,815
Reimbursements	1,539
Travel	-
Registration fees	900
Conference travel	308
Continuing professional education fees	-
Housing	-
Unvouchered expenses	-
Meals	-
	$ 109,202

Note: Mark Daigle is the Director of the Department and functions as the Chief Executive Officer.

SPECIAL REPORTS OF CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Sales and Use Tax Advisory Board,
Terrebonne Parish Sales and Use Tax Department,
Houma, Louisiana.

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Terrebonne Parish Sales and Use Tax Department (the Department), a component unit of Terrebonne Parish Consolidated Government, as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise the Department's basic financial statements and have issued our report thereon dated April 7, 2017.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Department's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Department's internal control. Accordingly, we do not express an opinion on the effectiveness of the Department's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the Department's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

P.O. BOX 2168 · HOUMA, LA 70361-2168 | 985.868.0139
507 ST. PHILIP STREET, SUITE D · THIBODAUX, LA 70301 | 985.447.5243 | BOURGEOISBENNETT.COM

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Department's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Department's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Department's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Bourgeois Bennett, L.L.C.

Certified Public Accountants.

Houma, Louisiana,
April 7, 2017.

SCHEDULE OF FINDINGS AND RESPONSES

Terrebonne Parish Sales and Use Tax Department

For the year ended December 31, 2016

Section I Summary of Auditor's Results

a) Financial Statements

Type of auditor's report issued: unmodified

Internal control over financial reporting:

- Material weakness(es) identified? ____ yes __X__ no
- Significant deficiency(ies) identified that are not considered to be material weaknesses? ____ yes __X__ none reported

Noncompliance material to financial statements noted? ____ yes __X__ no

b) Federal Awards

Terrebonne Parish Sales and Use Tax Department did not expend federal awards during the year ended December 31, 2016.

Section II Financial Statement Findings

No financial statement findings were noted during the audit for the year ended December 31, 2016.

Section III Federal Award Findings and Questioned Costs

Not applicable.

REPORTS BY MANAGEMENT

SCHEDULE OF PRIOR YEAR FINDINGS AND RESPONSES

Terrebonne Parish Sales and Use Tax Department

For the year ended December 31, 2016

Section I Internal Control and Compliance Material to the Financial Statements

Internal Control

No material weaknesses were reported during the audit for the year ended December 31, 2015. No significant deficiency(ies) were reported during the audit for the year ended December 31, 2015.

Compliance

No compliance findings material to the financial statements were noted during the audit for the year ended December 31, 2015.

Section II Internal Control and Compliance Material to Federal Awards

Terrebonne Parish Sales and Use Tax Department did not expend federal awards during the year ended December 31, 2015.

Section III Management Letter

A management letter was not issued in connection with the audit for the year ended December 31, 2015.

MANAGEMENT'S CORRECTIVE ACTION PLAN

Terrebonne Parish Sales and Use Tax Department

For the year ended December 31, 2016

Section I Internal Control and Compliance Material to the Financial Statements

Internal Control

No material weaknesses were reported during the audit for the year ended December 31, 2016. No significant deficiency(ies) were reported during the audit for the year ended December 31, 2016.

Compliance

No compliance findings material to the financial statements were noted during the audit for the year ended December 31, 2016.

Section II Internal Control and Compliance Material to Federal Awards

Terrebonne Parish Sales and Use Tax Department did not expend federal awards during the year ended December 31, 2016.

Section III Management Letter

A management letter was not issued in connection with the audit for the year ended December 31, 2016.

Category Number: 3.
Item Number: B.

Wednesday, July 26, 2017

Item Title:
Public Services Committee

Item Summary:
Public Services Committee, 7/24/17 *

Category Number: 3.
Item Number: C.

Wednesday, July 26, 2017

Item Title:
Community Development & Planning Committee

Item Summary:
Community Development & Planning Committee, 7/24/17

Category Number: 3.
Item Number: D.

Wednesday, July 26, 2017

Item Title:
Budget & Finance Committee

Item Summary:
Budget & Finance Committee, 7/24/17 *

Category Number: 3.
Item Number: E.

Wednesday, July 26, 2017

Item Title:
Policy, Procedure & Legal Committee

Item Summary:
Policy, Procedure & Legal Committee, 7/24/17
(*Ratification of minutes calls public hearings on 8/9/17 at 6:30 p.m.)

Category Number: 4.
Item Number: A.

Wednesday, July 26, 2017

Item Title:
Street Lights

Item Summary:
Light installations, removals, and/or activations.

ATTACHMENTS:

Description	Upload Date	Type
List	7/21/2017	Backup Material
Backup	7/21/2017	Backup Material

STREET LIGHT LIST
07-26-17

INCREASE WATTAGE OF STREET LIGHT ON EXISTING POLE AT 187 ALAMO DR.; SLECA; RLD #9; AL MARMANDE; DISTRICT 7

INSTALL POLE & LIGHT AT 160 ALAMO DR.; SLECA, RLD #9, AL MARMANDE, DISTRICT 7

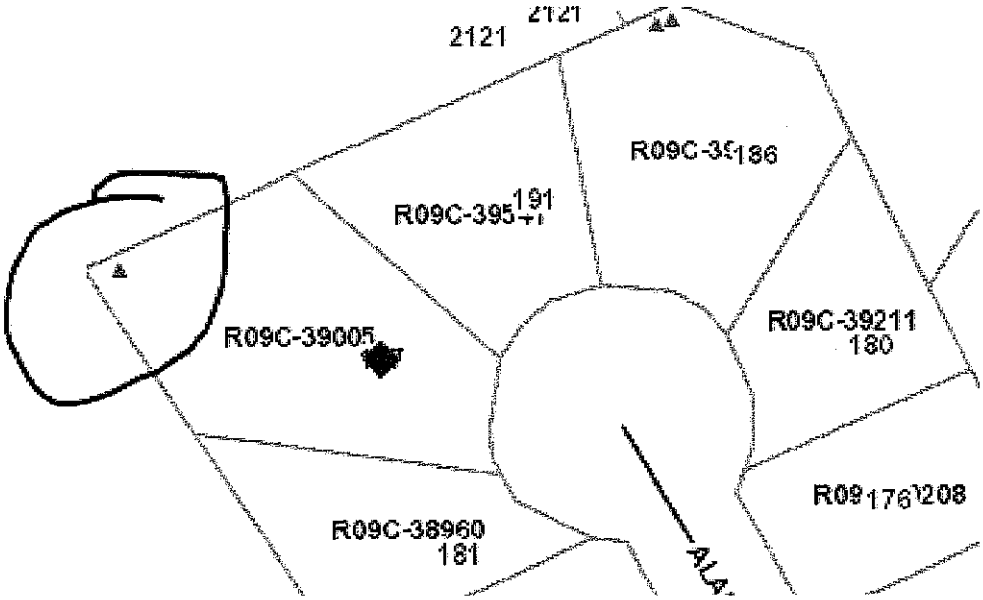
RLD #9

Venita Chauvin

From: Margaret Mcmeel
Sent: Monday, July 17, 2017 2:41 PM
To: Venita Chauvin; Suzette Thomas
Cc: Al Marmande; Ernest Brown
Subject: FW: New Street Light Outage - Terrebonne Parish Consolidated Government - 187 Alamo Dr.

Good Afternoon:

Could you please add to next council agenda a request to increase wattage of street light on an existing pole?



See all correspondence below.

Please let me know if you need anything further.

Thank you,

Margaret McMeel
TPCG Administrative Coordinator I
Utilities Administration – Electric and Gas Distribution
mmcmeel@tpcg.org
985-873-6759
985-873-6770 fax

From: Ernest Brown
Sent: Monday, July 17, 2017 2:01 PM
To: Margaret Mcmeel <mmcmeel@tpcg.org>
Subject: FW: New Street Light Outage - Terrebonne Parish Consolidated Government

Yes, please forward email to Ms. Suzette Thomas and copy Councilman Al Marmande requesting that the council approve a street light upgrade for this location.

Ernest

From: Margaret Mcmeel
Sent: Monday, July 17, 2017 1:54 PM
To: Ernest Brown <ebrown@tpcg.org>
Subject: FW: New Street Light Outage - Terrebonne Parish Consolidated Government

See below:

Sleca is going out to fix the light, but she notified me she can't change size of light.

Should I forward this to Mr. Al Marmande?

Thanks and have a great day!

Margaret McMeel
Administrative Coordinator I
Utilities Administration - Electric Distribution
mmcmeel@tpcg.org
985-873-6759
985-873-6770 fax

From: Cheryl Richardson [mailto:richardson@sleca.com]
Sent: Monday, July 17, 2017 1:19 PM
To: Margaret Mcmeel
Subject: RE: New Street Light Outage - Terrebonne Parish Consolidated Government

Margaret,

I will send out a job order for the light to be fix. We can't change the size of the light that is out there, it is what the parish has us put up and pays for.

Cheryl....

From: Margaret Mcmeel [mailto:mmcmeel@tpcg.org]
Sent: Monday, July 17, 2017 7:28 AM
To: Cheryl Richardson (richardson@SLECA.com) <richardson@SLECA.com>
Subject: FW: New Street Light Outage - Terrebonne Parish Consolidated Government

Good Morning, Ms. Cheryl:

Please see below for street light outage.
If you need anything further, please let me know ☺

Thank you,

Margaret McMeel
TPCG Administrative Coordinator I

Utilities Administration – Electric and Gas Distribution
mmcmeel@tpcg.org
985-873-6759
985-873-6770 fax

From: Teresa Dufrene [mailto:randy.terri@yahoo.com]
Sent: Friday, July 14, 2017 7:05 PM
To: Karen Johnson <kjohnson@tpcg.org>; Olivia Wallace <owallace@tpcg.org>; Margaret Mcmeel <mmcmeel@tpcg.org>
Cc: randy.terri@yahoo.com
Subject: New Street Light Outage - Terrebonne Parish Consolidated Government

Street Light Outage Reported

A new street light outage or problem has been submitted through the Parish website:

Light Issue:	Problem
Location of Street Light:	Across from 187 Alamo Dr. Houma, La. Mulberry Subdivision
Name:	Teresa Dufrene
Email:	randy.terri@yahoo.com
Telephone:	9852321202
Comments:	The light comes on but, is so dim it barely lights up the street at night.... Can we please have it changed to a new and bright light for safety purposes. We have several lights like this in our neighborhood, that is barely lighting our streets at night. Can they please be checked out. THANK YOU, Terri Dufrene Neighborhood Watch Captian

This email is sent by an automated process for an Online Street Light Outage Request submission. If you have any questions, please contact our Information Technology team at development@tpcg.org. Thank you!

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Terrebonne Parish Consolidated Government
www.tpcg.org

Category Number: 5.
Item Number: A.

Wednesday, July 26, 2017

Item Title:
Recreation District No. 3A Board

Item Summary:
Recreation District No. 3A Board: One vacancy to fill an unexpired term.

ATTACHMENTS:

Description	Upload Date	Type
Letter from Chair & Vice-Chair	6/26/2017	Cover Memo

Terrebonne Parish Recreation Dist. #3
195 Lafayette Woods Blvd.
Station 1, Box 10126
Houma, LA 70363
(985) 868-6342

JUNE 15, 2017

TERREBONNE PARISH COUNCIL
TO WHOM IT MAY CONCERN:

WE ARE WRITING THIS LETTER TO INFORM THE COUNCIL OF A CHANGE IN OUR BOARD MEMBERS. MICHAEL LAGARDE WHO WAS ON THE BOARD OF TERREBONNE PARISH REC. DIST. #3 WILL NO LONGER BE SERVING ON THE BOARD BECAUSE OF CONTINUED ABSENCE OF MEETINGS AND NOT LETTING THE BOARD KNOW. WITHIN THE LAST 12 MONTHS OF MEETINGS MR. LAGARDE HAS ONLY ATTENDED 3 MEETINGS. HE SIGNED BY-LAWS THAT HE WOULD RESIGN IF HE MISSED 3 MEETINGS IN A 12 MONTH PERIOD AND HE HAS MISSED 8. ATTACHED YOU WILL FIND A COPY OF BY-LAWS THAT MICHAEL LAGARDE HAS SIGNED.

THANKS,

Venita Smith

VENITA SMITH, CHAIRWOMAN

Brenda Lovoi

BRENDA LOVOI, VICE-CHAIRWOMAN

Terrebonne Parish Recreation Dist. #3
195 Lafayette Woods Blvd.
Station 1, Box 10126
Houma, LA 70363
(985) 868-6342

BY – LAWS

1. Board members meetings will be held every month on the 2nd Wednesday of each month, unless changed and members will be notified.

2. A quorum must be present for each meeting, it will consist of 3 members of a 5 person board.

3. Any member who misses more than 3 meetings in a year (12 month period) without a valid reason must resign. Board member must call or text Chairman, Vice Chairman or Secretary if not attending and reason.

4. Nomination and election of Chairman and Vice Chairman will be held as needed.

5. The Minutes, Accounts Payable Register and Financial Reports must be approved at every meeting.

6. Purchases and bids for purchases must be presented to board at meeting for approval before it can be purchased and paid, exception being if there is an emergency but it still has to be approved by board.

7. An annual budget will be adopted.

Mike Larson 2-13-14

Board Member Date

Category Number: 6.
Item Number: A.

Wednesday, July 26, 2017

Item Title:
Upcoming Vacancies

Item Summary:
Upcoming Vacancies:
Recreation District No. 3A: One term expiring on 8/26/17.
Recreation District No. 10: One term expiring on 8/26/17.

ATTACHMENTS:

Description	Upload Date	Type
Term expirations	7/7/2017	Cover Memo

DIRK J. GUIDRY, CHAIRMAN

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

STEVE TROSCLAIR, VICE CHAIRMAN

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

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

July 5, 2017

MEMO TO: Venita H. Chauvin
Council Clerk

FROM: Tammy Triggs
Senior Minute Clerk

RE: Term Expirations

This is to advise that the following persons' terms on their respective boards/committees/commissions will expire during the month of August 2017:

Recreation District No. 3A	Randy Joseph LeBouef, Jr.	08-26-17
Recreation District No. 10	Lee Molaison	08-26-17*

By copy of this memo, individuals are being requested to ***contact Council Clerk Venita H. Chauvin*** at **(985) 873-6520** or ***vchauvin@tpcg.org*** to express their wishes with regards to (re)appointment to said positions ***prior to the term expiration date***.

/tet
cc: Council Agenda File
Organizations/Individuals

Category Number: 7.
Item Number: A.

Wednesday, July 26, 2017

Item Title:
Request AG Opinion: Parish Boards Tax millage and appointing oversight & what millage can pay for

Item Summary:
MR. JOHN NAVY:

1. RESOLUTION: REQUESTING AN OPINION FROM THE LOUISIANA ATTORNEY GENERAL'S OFFICE WITH RESPECT TO WHAT AUTHORITY AND CONTROL DOES TERREBONNE PARISH CONSOLIDATED GOVERNMENT (COUNCIL AND EXECUTIVE) HAVE OVER RECREATION DISTRICTS AND DO THE MILLAGE PROPOSITIONS ALLOW FOR SPENDING OF RECREATION DISTRICT MONEY TO FACILITATE PAYMENT OF SUMMER PROGRAMS FOR THE NEEDY.

ATTACHMENTS:

Description	Upload Date	Type
Proposed Resolution	7/20/2017	Resolution

OFFERED BY: MR. J. NAVY
SECONDED BY:

RESOLUTION NO. 17-

A RESOLUTION REQUESTING AN OPINION FROM THE LOUISIANA ATTORNEY GENERAL'S OFFICE WITH RESPECT TO WHAT AUTHORITY AND CONTROL DOES TERREBONNE PARISH CONSOLIDATED GOVERNMENT (COUNCIL AND EXECUTIVE) HAVE OVER RECREATION DISTRICTS AND DO THE MILLAGE PROPOSITIONS ALLOW FOR SPENDING OF RECREATION DISTRICT MONEY TO FACILITATE PAYMENT OF SUMMER PROGRAMS FOR THE NEEDY.

WHEREAS, the Terrebonne Parish Council created and appoints the members to the Parish Recreation District Boards of Terrebonne, and

WHEREAS, questions have arisen concerning 1) What authority and control does the Governing Authority have over the recreation districts, and 2) Do the millage propositions allow spending money from the Recreation Districts to pay for summer programs for the needy, and

WHEREAS, the Terrebonne Parish Attorney was asked to provide an opinion on these questions, and

WHEREAS, the Parish Attorney submitted his opinions on the questions, but recommends that the Council adopt a resolution requesting a formal opinion from the Louisiana Attorney General's office on the issues.

NOW, THEREFORE BE IT RESOLVED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the Louisiana Attorney General, the Honorable Jeff Landry, be respectfully requested to provide opinions on the following:

1. What authority and control does the Terrebonne Parish Consolidated Government (Council and Executive) have over recreation districts?

2. Do the millage propositions allow the spending of recreation district money to facilitate payment of summer programs for the needy?"

3. Any other issues as presented in writing by the Terrebonne Parish Attorney on behalf of the Terrebonne Parish Council to the Louisiana Attorney General.

Category Number: 7.
Item Number: B.

Wednesday, July 26, 2017

Item Title:
Steve Trosclair - Planning, Code & Permits

Item Summary:
MR. STEVE TROSCLAIR:

1. Discussion and possible action regarding the Planning Commission, the Parish Code and Permitting.

ATTACHMENTS:

Description	Upload Date	Type
Agenda form	7/21/2017	Backup Material

MEETING DATE:	07/26/17
COUNCIL MEMBER:	Steve Trosclair
SECTION OF AGENDA:	**MEMORIALS____** **GENERAL BUSINESS_____** **PUBLIC HEARINGS_____** **PUBLIC TO ADDRESS THE COUNCIL_____** **COMMITTEE REPORTS_____** **STREET LIGHTS_____** **NOTICE OF MEETINGS_____** **LIQUOR PERMITS_____** **APPOINTMENTS/VACANCIES_____** **COUNCIL MEMBERS' DISCUSSION__X__** **ANNOUNCEMENTS_____** **STAFF REPORTS_____** **PETITION SUBMISSIONS_____** **ENGINEERS' REPORTS_____** **OTHER (SPECIFY)_____**
TOPIC:	Discussion and possible action regarding the Planning Commission, the Parish Code and Permitting.

BACKUP INFORMATION:

ATTACHED: XX	**FORTHCOMING:**	**NOT NEEDED: X**

TO BE PREPARED BY:	
PERSON COMPLETING FORM:	Venita Chauvin
DATE:	07/21/17

Category Number: 8.
Item Number: A.

Wednesday, July 26, 2017

Item Title:
Council Members

Item Summary:
Council Members

Category Number: 8.
Item Number: B.

Wednesday, July 26, 2017

Item Title:
Parish President

Item Summary:
Parish President