
PARISH COUNCIL
PARISH OF TERREBONNE

Steve Trosclair
CHAIRMAN

Arlanda J. Williams
VICE-CHAIRWOMAN
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

Regular Council Session
Wednesday, February 21, 2018
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

PLEDGE OF ALLEGIANCE

CALL MEETING TO ORDER

ROLL CALL

APPROVE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON JANUARY 23, 2018

DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON FEBRUARY 7, 2018

APPROVE ACCOUNTS PAYABLE BILL LISTS FOR 2/9/2018 & 2/19/2018

1. GENERAL BUSINESS:

- A.** Commending Vandebilt Catholic High School Lady Terrier Cheer Leaders for winning the State Championship
- B.** Presentation by Universities National Oceanographic Laboratories System (UNOLS) to bring the organization to Houma in 2019.

2. PUBLIC WISHING TO ADDRESS THE COUNCIL:

- A. Mr. Titus Savoie, Team Life Line Suicide Awareness & Prevention Organization, would like to address the Council relative to "Suicide Awareness".
- B. As per speaker cards submitted prior to the beginning of the meeting.

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

- A. AN ORDINANCE TO AMEND THE 2018 ADOPTED OPERATING BUDGET, THE 5-YEAR CAPITAL OUTLAY BUDGET, AND BUDGETED POSITIONS OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS.
 - I. General Fund-Office of Emergency Preparedness-2017 Cities Readiness Initiative, \$19,657
 - II. Houma Fire Department, \$1,037
 - III. Transfer Positions
 - a. Sewerage Department, \$50,308
 - b. Road and Bridge Division, (\$50,308)
 - IV. Lake Boudreaux Diversion, \$20,000
 - 1) Consider adoption of ordinance.

3. COMMITTEE REPORTS:

- A. Public Services Committee, 2/19/18*
- B. Budget & Finance Committee, 2/19/18*
- C. Policy, Procedure & Legal, 2/19/18
- D. Community Development & Planning Committee, 2/19/18
 *(Ratification of minutes calls public hearings on 3/14/18 at 6:30 p.m.)

4. STREET LIGHTS:

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

5. NOTICE OF MEETINGS:

- A. Louisiana Association of Municipal Secretaries and Assistants (LAMSA), March 21-23, 2018, Marksville, La.

6. APPOINTMENTS TO VARIOUS BOARDS, COMMITTEES AND COMMISSIONS:

- A. **Fire District No. 9 Board:** Three expired terms. Mr. Riley Gros, Mr. Lynn Giroir and Mr. Michael Armit would like to be considered for re-appointment.
- B. **Recreation District No. 3 Board:** One vacancy to fill an unexpired term.
- C. **Recreation District No. 6 Board:** One vacancy due to a resignation.
- D. **Houma-Terrebonne Public Trust Finance:** One expired term. Mr. John Aubrey Campbell and Ms. Apryll Wallis submit applications.
- E. **Houma Area Convention & Visitors' Bureau:** One expired term. Mr. Billy Gaston submits application and resume' and nominated by the Knights of Columbus); Ms. Julie Falgout, Mr. John Campbell and Ms. Apryll submit applications. (Waiting on nominations from non-profits for 3 individuals.)
- F. **Terrebonne Parish Youth Advisory Council :** Two representatives from each of the following High Schools: Covenant Christian, H. L. Bourgeois, Houma Christian, South Terrebonne, Terrebonne, and Vandebilt High Schools; 1 Alternate from north of the Intracoastal; and 1 Alternate from south of the Intracoastal.
- G. **Houma Board of Zoning Adjustments:** One vacancy for Alternate Position. Mr. Matthew John Chatagnier submits application and resume'. Ms. Apryll Wallis submits application.

- H. Village East Fire Protection District.** One expired term. Mr. Roy J. Desmore submits application.
- I. Terrebonne Parish Library Board of Control:** One expiring term. Ms. Gwen Talbot would like to be considered for re-appointment. Ms. Apryll Wallis submits application.

7. VACANCIES TO VARIOUS BOARDS, COMMITTEES AND COMMISSIONS:

- A. Recreation District No. 6 Board:** Two vacancies due to resignations.

8. COUNCIL MEMBERS REQUEST DISCUSSION OF:

- A. Councilman John Navy and Councilwoman Arlanda Williams:**
Discussion and possible action with regards to negotiating with Teche Action Clinic and the LA Regional Public Health to construct a new facility.
- B. Councilman Darrin W. Guidry, Sr. & Councilman Al Marmande:**
Discussion and possible action concerning warranties on roads and utilities dedicated to the Parish for maintenance.

9. ANNOUNCEMENTS:

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

10. MONTHLY ENGINEERING REPORTS:

- A. Providence Engineering and Design, LLC**

11. ADJOURN

Category Number:
Item Number:



Wednesday, February 21, 2018

Item Title:

PLEDGE OF ALLEGIANCE

Item Summary:

PLEDGE OF ALLEGIANCE

Category Number:
Item Number:



Wednesday, February 21, 2018

Item Title:

REGULAR SESSION MINUTES, APPROVE

Item Summary:

APPROVE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON JANUARY 23, 2018

Category Number:
Item Number:



Wednesday, February 21, 2018

Item Title:

REGULAR SESSION MINUTES, DISTRIBUTE

Item Summary:

DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON FEBRUARY 7, 2018

Category Number:
Item Number:



Wednesday, February 21, 2018

Item Title:

Accounts Payable Bill Lists for 2/9/2018 & 2/19/2018

Item Summary:

APPROVE ACCOUNTS PAYABLE BILL LISTS FOR 2/9/2018 & 2/19/2018

ATTACHMENTS:

Description

Upload Date

Type

Accounts Payable Bill Lists for 2/9/2018 &
2/19/2018

2/15/2018

Executive Summary



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
ACCOUNTS PAYABLE BILL LISTS FOR 2/9/2018 & 2/19/2018

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

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

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

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

s/Kandace M. Mauldin, CFO

Signature

February 15, 2018

Date

Category Number: 1.
Item Number: A.



Wednesday, February 21, 2018

Item Title:

Commending Vandebilt Catholic High School Lady Terrier Cheer Leaders for winning State Championship

Item Summary:

Commending Vandebilt Catholic High School Lady Terrier Cheer Leaders for winning the State Championship

ATTACHMENTS:

Description

email request

Upload Date

2/16/2018

Type

Backup Material

Venita Chauvin

From: Katie Anderson [kanderson@htdiocese.org]
Sent: Friday, January 5, 2018 1:07 PM
To: Venita Chauvin
Subject: Re: VCHS Volleyball and Cheer

The cheer moderator said Feb 21 would work best for them.

Thanks!

Katie

On Fri, 5 Jan 2018 18:59:14 +0000

Venita Chauvin <vchauvin@tpcg.org> wrote:

> Yes Mam. February 7 or 21st?

>

>

> Venita H. Chauvin, Council Clerk

> Terrebonne Parish Council

> vchauvin@tpcg.org

> (985) 873-6519

>

>

>

>

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>

>

> -----Original Message-----

>From: Katie Anderson [mailto:kanderson@htdiocese.org]

> Sent: Friday, January 5, 2018 11:52 AM

> To: Venita Chauvin

> Subject: Re: VCHS Volleyball and Cheer

>

> Venita,

>

> Cheer will not be able to attend next Wednesday, as they are already

>scheduled to cheer at a girls basketball game. Can we schedule them to

>come sometime in February?

>

> Thanks!

>

> Katie

>

> On Fri, 5 Jan 2018 16:52:56 +0000

> Venita Chauvin <vchauvin@tpcg.org> wrote:

>> Katie: Just a reminder about the Certificates being presented at

>>next Wednesday's Council meeting for Volleyball and Cheer.

>>

>>

>>

>> Venita H. Chauvin, Council Clerk

>> Terrebonne Parish Council

>> vchauvin@tpcg.org

>> (985) 873-6519

Venita Chauvin

From: Katie Anderson [kanderson@htdiocese.org]
Sent: Tuesday, December 12, 2017 2:13 PM
To: Venita Chauvin
Subject: Re: VCHS Boys Bowling State Champions

Competition Cheer Team 2017-2018:

1. Brooklyn Alston
2. Mia Archer
3. Emma Beeson
4. Savannah Blanchard
5. Vanessa Bonner
6. Victoria Bourg
8. Sarah Brown
9. Grace Chesnut
10. Bella Daigle
11. Jazmine Ezell
12. Kaylee Guidry
13. Katelyn Hall
14. Abby Hamner
15. Brooke Haydel, Captain
16. Addie Landry
17. Morgan Landry
18. Erica Leboeuf, Co-Captain
19. Kayla Leboeuf
20. Megan Martin
21. Emery Prentice
22. Sabryn Richoux
23. Janie Rhymes
24. Sydney Schwab
25. Katie Thompson
26. Kylee Wheat

Thanks! Just let me know when they will be honored?

Katie

On Tue, 12 Dec 2017 18:54:35 +0000

Venita Chauvin <vchauvin@tpcg.org> wrote:

> Can you send a list of the Cheer Leaders, please?

>

> Venita

>

> -----Original Message-----

> From: Katie Anderson [mailto:kanderson@htdiocese.org]

> Sent: Monday, December 11, 2017 2:52 PM

> To: Venita Chauvin

> Subject: Re: VCHS Boys Bowling State Champions

>

> They will be able to make the Jan. 10 meeting. Any other special
> instructions?

>

> I will make sure they know to be there at 5:45 pm. Just let me know if
> anything changes.

>

Category Number: 1.
Item Number: B.



Wednesday, February 21, 2018

Item Title:

Presentation by Universitis National Oceonographic Laboratories System (UNOLS) National Office to Houma

Item Summary:

Presentation by Universities National Oceanographic Laboratories System (UNOLS) to bring the organization to Houma in 2019.

ATTACHMENTS:

Description

email request

Upload Date

2/15/2018

Type

Backup Material

Venita Chauvin

From: Mart Black
Sent: Thursday, February 15, 2018 3:07 PM
To: Venita Chauvin
Subject: RE: UNOLS Presentation to Parish Council

Yes, just to save a spot. If they can't make that date, then we can always cancel. Thanks.

From: Venita Chauvin
Sent: Thursday, February 15, 2018 3:05 PM
To: Mart Black <mblack@tpcg.org>; Matt Isch <misch@lumcon.edu>
Cc: Debbie Ortego <dortego@tpcg.org>
Subject: RE: UNOLS Presentation to Parish Council

Should I go ahead and place on 2/21/18 agenda?

Venita H. Chauvin, Council Clerk
Terrebonne Parish Council
vchauvin@tpcg.org
(985) 873-6519



From: Mart Black
Sent: Thursday, February 15, 2018 3:01 PM
To: Matt Isch
Cc: Venita Chauvin; Debbie Ortego
Subject: RE: UNOLS Presentation to Parish Council

Matt: The available meeting date is February is Feb. 21. I hope Mr. McClain is available for that date. The Council meetings start at 6:00 PM and the meetings are held in the Council Meeting Room on the 2nd Floor of the Government Tower Building located at 8026 Main St. in downtown Houma. If you would like to use a powerpoint presentation, just bring the flashdrive. Sorry about the confusion with the dates. Mart

From: Matt Isch [<mailto:misch@lumcon.edu>]
Sent: Thursday, February 15, 2018 2:52 PM
To: Mart Black <mblack@tpcg.org>
Cc: Venita Chauvin <vchauvin@tpcg.org>; Debbie Ortego <dortego@tpcg.org>
Subject: Re: UNOLS Presentation to Parish Council

Thank you for your invitation. Did you mean FEBRUARY 28th?

LUMCON's proposal to the site selection committee is due in the first week of March, so making the decision on the letter of support after the March 28th meeting would be somewhat after the fact.

Also, I'd be happy to speak, but the person you should really hear from is our Executive Director Craig McClain. Assuming you mean February 28th, I'll be delighted to put it on his calendar.

Thank you for your consideration!

Matt Isch
Director of Development
Louisiana Universities Marine Consortium
8124 Highway 56
Chauvin, Louisiana 70344
Telephone: (985) 851-2842
Email: misch@lumcon.edu
www.lumcon.edu

From: Mart Black <mblack@tpcg.org>
To: "misch@lumcon.edu" <misch@lumcon.edu>
Cc: Venita Chauvin <vchauvin@tpcg.org>; Debbie Ortego <dortego@tpcg.org>
Sent: Thursday, February 15, 2018 11:03 AM
Subject: UNOLS Presentation to Parish Council

Matt: Parish President Dove has asked me to contact you/LUMCON in order to make a short presentation to the Parish Council on UNOLS at its March 28th meeting. This would benefit the Parish Council as well as Administration. After your presentation, the Parish Council could take up the matter of a letter of support. Thanks. Please contact me if you have any questions.

Mart J. Black, AICP, Director
Coastal Restoration & Preservation
Terrebonne Parish Consolidated Government
985-873-6889 (Office)
985-637-8017 (Cell)
985-580-7279 (fax)
mblack@tpcg.org



TERREBONNE PARISH

Go Green  Please consider the environment before printing this email.

Venita Chauvin

From: Matt Isch [misch@lumcon.edu]
Sent: Thursday, February 15, 2018 3:19 PM
To: Venita Chauvin; Mart Black
Cc: Debbie Ortego
Subject: Re: UNOLS Presentation to Parish Council

Yes, please. Our Executive Director Craig McClain is out of town. I've emailed him to see if he's available. If he's not, he'll delegate someone who can speak about UNOLS.

I'll let you know who that is as soon as I find out. (Hopefully, later this afternoon or in the morning.)

Thank you!
Matt Isch
Director of Development
Louisiana Universities Marine Consortium
8124 Highway 56
Chauvin, Louisiana 70344
Telephone: (985) 851-2842
Email: misch@lumcon.edu
www.lumcon.edu

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Subject: RE: UNOLS Presentation to Parish Council

Should I go ahead and place on 2/21/18 agenda?

Venita H. Chauvin, Council Clerk
Terrebonne Parish Council
vchauvin@tpcg.org
(985) 873-6519



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Cc: Venita Chauvin; Debbie Ortego
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Subject: UNOLS Presentation to Parish Council

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Mart J. Black, AICP, Director
Coastal Restoration & Preservation
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985-637-8017 (Cell)
985-580-7279 (fax)
mblack@tpcg.org

Category Number: 2.
Item Number: A.



Wednesday, February 21, 2018

Item Title:

Mr. Titus Savoie - Suicide Awareness

Item Summary:

Mr. Titus Savoie, Team Life Line Suicide Awareness & Prevention Organization, would like to address the Council relative to "Suicide Awareness".

ATTACHMENTS:

Description

Speaker Card

Upload Date

1/17/2018

Type

Backup Material

S P E A K E R C A R D

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

If you wish to address the Council relative to:

___ approval of minutes

___ approval of accounts payable bill lists

___ approval of manual check lists

___ item under "General Business"

please note before submitting speaker card.

NAME:

Mr. Titus Savoie

DATE:

Jan. 23, 2017

ADDRESS:

Team Life Line Suicide Awareness & Prevention
Organization

I wish to address the Council regarding:

Suicide Awareness

2A

Category Number: 2.
Item Number: B.



Wednesday, February 21, 2018

Item Title:

Public to address Council

Item Summary:

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



Wednesday, February 21, 2018

Item Title:

2018 Various Items for Budget Amendment

Item Summary:

AN ORDINANCE TO AMEND THE 2018 ADOPTED OPERATING BUDGET, THE 5-YEAR CAPITAL OUTLAY BUDGET, AND BUDGETED POSITIONS OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS.

I. General Fund-Office of Emergency Preparedness-2017 Cities Readiness Initiative, \$19,657

II. Houma Fire Department, \$1,037

III. Transfer Positions

a. Sewerage Department, \$50,308

b. Road and Bridge Division, (\$50,308)

IV. Lake Boudreaux Diversion, \$20,000

1) Consider adoption of ordinance.

ATTACHMENTS:

Description	Upload Date	Type
2018 Various Items for Budget Amendment	2/1/2018	Executive Summary
2018 Various Items for Budget Amendment	2/1/2018	Budget Amendment
2018 Various Items for Budget Amendment	2/1/2018	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 2018 ADOPTED OPERATING BUDGET, THE 5-YEAR CAPITAL OUTLAY BUDGET, AND BUDGETED POSITIONS OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS.

- I. General Fund-Office of Emergency Preparedness-2017 Cities Readiness Initiative, \$19,657
- II. Houma Fire Department, \$1,037
- III. Transfer Positions
 - a. Sewerage Department, \$50,308
 - b. Road and Bridge Division, (\$50,308)
- IV. Lake Boudreaux Diversion, \$20,000

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

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/s/ Kayla Dupre

Signature

February 1, 2018

Date

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE 2018 ADOPTED OPERATING BUDGET, THE 5-YEAR CAPITAL OUTLAY BUDGET, AND BUDGETED POSITIONS OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS.

- I. General Fund-Office of Emergency Preparedness-2017 Cities Readiness Initiative, \$19,657
- II. Houma Fire Department, \$1,037
- III. Transfer Positions
 - a. Sewerage Department, \$50,308
 - b. Road and Bridge Division, (\$50,308)
- IV. Lake Boudreaux Diversion, \$20,000

SECTION I

WHEREAS, the Louisiana Department of Health and Hospitals, Office of Public Health has requested to participate in contracts with designated Parishes for the purpose of aiding cities and increasing their capacity to deliver medication and medical supplies during a large scale public health emergency, and

WHEREAS, this initiative focuses on a very specific element of preparedness, the ability to provide antibiotics to the entire population within forty-eight hours of the decision to do so, and

WHEREAS, Terrebonne Parish is one of the designated Parishes with whom the Office of Public Health has contracted to fulfill the grant requirements of the Public Health Emergency Preparedness (PHEP) Program for \$19,657.

NOW, THEREFORE BE IT ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2018 Adopted Operating Budget be amended to recognize the funding for the 2018 Cities Readiness Initiative Budget. (Attachment A)

SECTION II

WHEREAS, the Houma Fire Department received \$1,037 from the sale of recycled items, and

WHEREAS, the funds will be placed in the Travel and Training account.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2018 Adopted Operating Budget be amended to recognize the funds received by the Houma Fire Department. (Attachment B)

SECTION III

WHEREAS, Administration is requesting to transfer the Engineering Technical budgeted position from Road and Bridge to the Sewerage Division, and

WHEREAS, the budgeted dollars for this transfer will be charged to the Road and Bridge for \$50,308.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2018 Adopted Operating Budget and budgeted positions be amended to recognize the necessary transfer for the Sewerage Division from Road and Bridge for equipment and budgeted positions. (Attachment C)

SECTION IV

WHEREAS, funding is needed for the Lake Boudreaux Diversion Project, and

WHEREAS, the funding source is from the Atchafalaya Long Distance Sediment Pipeline Project for \$20,000.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2018 Adopted Operating Budget and 5-Year Capital Outlay Budget be amended to recognize the funding of the Lake Boudreaux Diversion Project. (Attachment D)

Prepared By: Finance Department
PC File: 2018-Various Items - C
Date Prepared: 1/29/18 BA #4

ATTACHMENT A - Office of Emergency Preparedness

	2018		
	Adopted	Change	Amended
OPH - CRI (OEP)	-	(19,657)	(19,657)
CRI Supplies	-	19,657	19,657

ATTACHMENT B - Houma Fire Dept.

	2018		
	Adopted	Change	Amended
Miscellaneous-Other	-	(1,037)	(1,037)
Travel & Training	12,000	1,037	13,037

ATTACHMENT C - Sewerage/Road & Bridge

	2017		
	Adopted	Change	Amended
Salaries & Wages	306,716	27,246	333,962
FICA	19,574	1,689	21,263
Medicare	4,578	395	4,973
Pension	23,679	2,043	25,722
Unemployment Compensation	4,736	409	5,145
Workers Compensation	6,830	1,384	8,214
Group Insurance	82,100	17,142	99,242
Transfer from Road & Bridge		(50,308)	(50,308)
Salaries & Wages	1,472,139	(27,246)	1,444,893
FICA	113,171	(1,689)	111,482
Medicare	26,467	(395)	26,072
Pension	136,900	(2,043)	134,857
Unemployment Compensation	27,380	(409)	26,971
Workers Compensation	92,739	(1,384)	91,355
Group Insurance	657,300	(17,142)	640,158
Transfer to Sewerage	-	50,308	50,308

ATTACHMENT C - Sewerage

	2018						
	Adopted	Change	Amended	Level	MIN	MID	MAX
Engineering Tech	0	1	1	107	29,730	37,163	44,595

ATTACHMENT C - Road & Bridge

	2018						
	Adopted	Change	Amended	Level	MIN	MID	MAX
Engineering Tech	2	(1)	1	107	29,730	37,163	44,595

ATTACHMENT D - Lake Boudreaux Diversion Project

	2018		
	Adopted	Change	Amended
Lake Boudreaux Diversion CPRA	149,408	20,000	169,408
Atchafalaya Long Distance Sediment	169,934	(20,000)	149,934

151-000-6318-12
151-912-8225-32

1/26/2018
12/31/2017

Date	Description	Award	Expenses	Date Rec'd	Reimb	Balance
FY 18 Grant Award	7/1/2017 to 3/30/2018	19,657.00				19,657.00
	Total	19,657.00	0.00		0.00	-19,657.00

Section I

Office of Public Health
Bureau of Community Preparedness
AND

Terrebonne Parish

FOR

☐ Interagency ☐ Personal Services ☐ Professional Services ☐ Consulting Services ☒ Social Services
RFP NUMBER (if applicable):

1) Contractor (Registered Legal Name) Terrebonne Parish	Federal Employer Tax ID# or SSN# (11 digits) 7200139000	State LDR Account # 5840335001
2) Street Address 101 Government Street	Parishes) Served 32,33,45,44,46,47,48,51,52,53,55	Terrebonne
City Gray	State LA	Zip Code 70359
3) Telephone Number (985) 875-6357	6) Contractor Status <input checked="" type="checkbox"/> Subrecipient: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Corporation: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No For Profit: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Publicly Traded: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
4) Mailing Address (if different)		
City	State	Zip Code
	LA	70359
8a) CFDA#(Federal Grant #) 93.074		

9) Brief Description Of Services To Be Provided: ☐

Participate in Strategic National Stockpile(SNS)/Cities Readiness Initiative (CRI) collaborative planning that will enhance 48 hour mass dispensing response capabilities and foster partnership which will in turn meet the CRI program deliverables through planning meetings, conference calls, etc. Identifying parish planning leads and develop a written draft of the 48 Mass Antibiotic Dispensing Plan (SNS/CRI plan) annex to the existing parish all hazards plan that meets the CRI program deliverables. Will continue to identify issues through meeting with parish partners and possible neighboring parishes. Will facilitate, implement and/or participate in all exercises and drills listed including 3 POD drills and 1 tabletop exercise.

10) Effective Date 07-01-2017	11) Termination Date 03-30-2018
12) Maximum Contract Amount \$19,657.00	
13) Amounts by Fiscal Year FY 2018: \$19,657.00	

14) Terms of Payment ☐
If progress and/or completion of services are provided to the satisfaction of the initiating Office/Facility, payments are to be made as follows:
If progress and/or completion of services are provided to the satisfaction of BCP, then payments are to be made. Submission of the 48 hour mass antibiotic dispensing plan 3-30-18. The plan will be reflective of the following: 1) discussion & identification of processes for 48 hour mass antibiotic dispensing; 2) list of participants & minutes of conference calls and local planning meeting; 3) documentation identifying parish/jurisdiction's planning leads & those authorized to sign off on the SNS/CRI annex plan; 4) appropriate documentation of implementation and/or participation in staff call down, site activation, facility set-up & mass dispensing tabletop exercise.

Contractor obligated to submit final invoices to Agency within fifteen (15) days after termination of contract.

PAYMENT WILL BE MADE ONLY UPON APPROVAL OF:	First Name Glennis	Last Name Gray
	Title SNS Coordinator	Phone Number (225) 354-3510

15) Special or Additional Provisions which are incorporated herein, if any (IF NECESSARY, ATTACH SEPARATE SHEET AND REFERENCE):
Attachment A: HIPAA Addendum
Attachment B: Statement of Work
Attachment C: Fee Schedule
Exhibit 1: Late Letter
Exhibit 2: Signature Authority
Attachment: HIPAA Addendum
Attachment: Standard Provisions
Attachment: Special Provisions
Attachment: Statement of Work
Attachment: Fee Schedule
Attachment: Budget
Attachment:
Exhibit: Board Resolution
Exhibit: Disclosure of Ownership
Exhibit: Multi Year Letter
Exhibit: Late Letter
Exhibit: Out of State Justification
Exhibit: Certificate of Authority
Exhibit: Resume
Exhibit: License
Exhibit:

During the performance of this contract, the Contractor hereby agrees to the following terms and conditions:

1. **Discrimination Clause:** Contractor hereby agrees to abide by the requirements of the following as applicable: Titles VI and VII of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972; the Vietnam Era Veterans' Readjustment Assistance Act of 1974; Americans with Disabilities Act of 1990; the Rehabilitation Act of 1973; Federal Executive Order 11246 as amended; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; the Fair Housing Act of 1968; and all applicable requirements imposed by or pursuant to the regulations of the U. S. Department of Health and Human Services.

Contractor agrees not to discriminate in the rendering of services to and/or employment of individuals because of race, color, religion, sex, sexual orientation, age, national origin, disability, political affiliation, veteran status, or any other non-merit factor. Any act of discrimination committed by Contractor, or failure to comply with these statutory obligations when applicable, shall be grounds for termination of this contract.
2. **Confidentiality:** Contractor shall abide by the laws and regulations concerning confidentiality which safeguard information and the patient/client confidentiality. Information obtained shall not be used in any manner except as necessary for the proper discharge of Contractor's obligations. (The Contractor shall establish, subject to review and approval of the Department, confidentiality rules and facility access procedures.)
3. **Auditors:** The State Legislative Auditor, Office of the Governor, Division of Administration, and Department Auditors or those designated by the Department shall have the option of auditing all accounts pertaining to this contract during the contract and for a five year period following final payment. Contractor grants to the State of Louisiana, through the Office of the Legislative Auditor, Louisiana Department of Health, and Inspector General's Office, Federal Government and/or other such officially designated body the right to inspect and review all books and records pertaining to services rendered under this contract, and further agrees to guidelines for fiscal administration as may be promulgated by the Department. Records will be made available during normal working hours.

Contractor shall comply with federal and state laws and/or LDH Policy requiring an audit of the Contractor's operation as a whole or of specific program activities. Audit reports shall be sent within thirty (30) days after the completion of the audit, but no later than six (6) months after the end of the audit period. If an audit is performed within the contract period, for any period, four (4) copies of the audit report shall be sent to the Louisiana Department of Health, Attention: Division of Fiscal Management, P.O. Box 91117, Baton Rouge, LA 70821-3797 and one (1) copy of the audit shall be sent to the originating LDH Office.
4. **Record Retention:** Contractor agrees to retain all books, records and other documents relevant to the contract and funds expended thereunder for at least four (4) years after final payment or as prescribed in 45 CFR 74.53 (b) whichever is longer. Contractor shall make available to the Department such records within thirty (30) days of the Department's written request and shall deliver such records to the Department's central office in Baton Rouge, Louisiana, all without expense to the Department. Contractor shall allow the Department to inspect, audit or copy records at the contractor's site, without expense to the Department.
5. **Record Ownership:** All records, reports, documents and other material delivered or transmitted to Contractor by the Department shall remain the property of the Department, and shall be returned by Contractor to the Department, at Contractor's expense, at termination or expiration of this contract. All records, reports, documents, or other material related to this contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the property of the Department, and shall, upon request, be returned by Contractor to the Department, at Contractor's expense, at termination or expiration of this contract.
6. **Nonassignability:** Contractor shall not assign any interest in this contract and shall not transfer any interest in the same (whether by assignment or novation), without written consent of the Department thereto, provided, however, that claims for money due or to become due to Contractor from the Department under this contract may be assigned to a bank, trust company or other financial institution without advanced approval. Notice of any such assignment or transfer shall be promptly furnished to the Department and the Division of Administration, Office of State Procurement.
7. **Taxes:** Contractor hereby agrees that the responsibility for payment of taxes from the funds received under this contract shall be Contractors. The Contractor assumes responsibility for its personnel providing services hereunder and shall make all deductions for withholding taxes, and contributions for unemployment compensation funds.
8. **Insurance:** Contractor shall obtain and maintain during the contract term all necessary insurance including automobile insurance, workers' compensation insurance, and general liability insurance. The required insurances shall protect the Contractor, the Louisiana Department of Health, and the State of Louisiana from all claims related to Contractor's performance of this contract. Certificates of insurance shall be filed with the Department for approval. Said policies shall not be canceled, permitted to expire, or be changed without thirty (30) days advance written notice to the Department. Commercial General Liability Insurance shall provide protection during the performance of work covered by the contract from claims or damages for personal injury, including accidental death, as well as claims for property damages, with combined single limits prescribed by the Department.
9. **Travel:** In cases where travel and related expenses are required to be identified separate from the fee for services, such costs shall be in accordance with State Travel Regulations. The contract contains a maximum compensation which shall be inclusive of all charges including fees and travel expenses.
10. **Political Activities:** No funds provided herein shall be used to urge any elector to vote for or against any candidate or proposition on an election ballot nor shall such funds be used to lobby for or against any proposition or matter having the effect of law being considered by the Legislature or any local governing authority. This provision shall not prevent the normal dissemination of factual information relative to a proposition or any election ballot or a proposition or matter having the effect of law being considered by the Legislature or any local governing authority. Contracts with individuals shall be exempt from this provision.
11. **State Employment:** Should Contractor become an employee of the classified or unclassified service of the State of Louisiana during the effective period of the contract, Contractor must notify his/her appointing authority of any existing contract with State of Louisiana and notify the contracting office of any additional state employment. This is applicable only to contracts with individuals.
12. **Ownership of Proprietary Data:** All non-third party software and source code, records, reports, documents and other material delivered or transmitted to Contractor by State shall remain the property of State, and shall be returned by Contractor to State, at Contractor's expense, at termination or expiration of this contract. All non-third party software and source code, records, reports, documents, or other material related to this contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the property of State, and shall be returned by Contractor to State, at Contractor's expense, at termination or expiration of this contract.

13. **Subcontracting:** Contractor shall not enter into any subcontract for work or services contemplated under this contract without obtaining prior written approval of the Department. Any subcontracts approved by the Department shall be subject to conditions and provisions as the Department may deem necessary, provided, however, that notwithstanding the foregoing, unless otherwise provided in this contract, such prior written approval shall not be required for the purchase by the contractor of and services which are incidental but necessary for the performance of the work required under this contract.

No subcontract shall relieve the Contractor of the responsibility for the performance of contractual obligations described herein.

14. **Conflict of Interest:** Contractor warrants that no person and no entity providing services pursuant to this contract on behalf of Contractor or any subcontractor is prohibited from providing such services by the provisions of R.S. 42:1173.

15. **Unauthorized Services:** No claim for services furnished or requested for reimbursement by Contractor, not provided for in this contract, shall be allowed by the Department. In the event the Department determines that certain costs which have been reimbursed to Contractor pursuant to this or previous contracts are not allowable, the Department shall have the right to set off and withhold said amounts from any amount due the Contractor under this contract for costs that are allowable.

16. **Fiscal Funding:** This contract is subject to and conditioned upon the availability and appropriation of Federal and/or State funds; and no liability or obligation for payment will develop between the parties until the contract has been approved by required authorities of the Department; and, if contract exceeds \$2,000, the Division of Administration, Office of State Procurement.

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

17. **State and Federal Funding Requirements:** Contractor shall comply with all applicable requirements of state or federal laws or regulations relating to Contractor's receipt of state or federal funds under this contract.

If Contractor is a "subrecipient" of federal funds under this contract, as defined in 2 CFR Part 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards), Contractor shall comply with all applicable requirements of 2 CFR Part 200, including but not limited to the following:

- Contractor must disclose any potential conflict of interest to the Department and the federal awarding agency as required by 2 CFR §200.112.
- Contractor must disclose to the Department and the federal awarding agency, timely and in writing, all violations of federal criminal laws that may affect the federal award, as required by 2 CFR §200.113.
- Contractor must safeguard protected personally identifiable information and other sensitive information, as required by 2 CFR §200.303.
- Contractor must have and follow written procurement standards and procedures in compliance with federally approved methods of procurement, as required by 2 CFR §§200.317 - 200.326.
- Contractor must comply with the audit requirements set forth in 2 CFR §§200.501 - 200.521, as applicable, including but not limited to:
 - Electronic submission of data and reports to the Federal Audit Clearinghouse (FAC) (2 CFR §200.512(d)).
 - Ensuring that reports do not include protected personally identifiable information (2 CFR §200.512(a)(2)).

Notwithstanding the provisions of paragraph 3 (Auditors) of these Terms and Conditions, copies of audit reports for audits conducted pursuant to 2 CFR Part 200 shall not be required to be sent to the Department.

18. **Amendments:** Any alteration, variation, modification, or waiver of provisions of this contract shall be valid only when reduced to writing, as an amendment duly signed, and approved by required authorities of the Department; and, if the contract exceeds \$2,000, by the Division of Administration, Office of State Procurement. Budget revisions approved by both parties in cost reimbursement contracts do not require an amendment if the revision only involves the realignment of monies between originally approved cost categories.

19. **Non-Infringement:** Contractor will warrant all materials, products and/or services produced hereunder will not infringe upon or violate any patent, copyright, trade secret, or other proprietary right of any third party. In the event of any such claim by any third party against LDH, the Department shall promptly notify Contractor in writing and Contractor shall defend such claim in LDH's name, but at Contractor's expense and shall indemnify and hold harmless LDH against any loss, expense or liability arising out of such claim, whether or not such claim is successful. This provision is not applicable to contracts with physicians, psychiatrists, psychologists or other allied health providers solely for medical services.

20. **Purchased Equipment:** Any equipment purchased under this contract remains the property of the Contractor for the period this contract and future continuing contracts for the provision of the same services. Contractor must submit vendor invoice with reimbursement request. For the purpose of this contract, equipment is defined as any tangible, durable property having a useful life of at least (1) year and acquisition cost of \$1000.00 or more. The contractor has the responsibility to submit to the Contract Monitor an inventory list of LDH equipment items when acquired under the contract and any additions to the listing as they occur. Contractor will submit an updated, complete inventory list on a quarterly basis to the Contract Monitor. Contractor agrees that upon termination of contracted services, the equipment purchased under this contract reverts to the Department. Contractor agrees to deliver any such equipment to the Department within 30 days of termination of services.

21. **Indemnity:** Contractor agrees to protect, indemnify and hold harmless the State of Louisiana, LDH, from all claims for damages, costs, expenses and attorney fees arising in contract or tort from this contract or from any acts or omissions of Contractor's agents, employees, officers or clients, including premises liability and including any claim based on any theory of strict liability. This provision does not apply to actions or omissions for which R.S. 40:1237.1 et seq. provides malpractice coverage to the Contractor, nor claims related to treatment and performance of evaluations of persons when such persons cause harm to third parties (R.S. 13:5108.1(E)). Further, it does not apply to premises liability when the services are being performed on premises owned and operated by LDH.

22. **Severability:** Any provision of this contract is severable if that provision is in violation of the laws of the State of Louisiana or the United States, or becomes inoperative due to changes in State and Federal law, or applicable State or Federal regulations.

23. **Entire Agreement:** Contractor agrees that the current contract supersedes all previous contracts, negotiations, and all other communications between the parties with respect to the subject matter of the current contract.

24. **E-Verify:** Contractor acknowledges and agrees to comply with the provision of R.S. 38:2212.10 and federal law pertaining to E-Verify in the performance of services under this contract.

25. **Remedies for Default:** Any claim or controversy arising out of this contract shall be resolved by the provisions of R.S. 39:1572.2-1572.4.

26. **Governing Law:** This contract shall be governed by and interpreted in accordance with the laws of the State of Louisiana, including but not limited to R.S. 39:1551-1736; rules and regulations; executive orders; standard terms and conditions, and specifications listed in the RFP (if applicable); and this Contract.

27. **Contractor's Cooperation:** The Contractor has the duty to fully cooperate with the State and provide any and all requested information, documentation, etc. to the state when requested. This applies even if this Contract is terminated and/or a lawsuit is filed. Specifically, the Contractor shall not limit or impede the State's right to audit or shall not withhold State owned documents.

28. **Continuing Obligation:** Contractor has a continuing obligation to disclose any suspension or debarment by any government entity, including but not limited to the General Services Administration (GSA). Failure to disclose may constitute grounds for suspension and/or termination of the Contract and debarment from future contracts.

29. **Eligibility Status:** Contractor and each tier of Subcontractors, shall certify that it is not excluded, disqualified, debarred, or suspended from contracting with or receiving federal funds or grants from the Federal Government. Contractor and each tier of Subcontractors shall certify that it is not on the List of Parties Excluded from Federal Procurement and Nonprocurement Programs promulgated in accordance with E.O.s 12549 and 12689, "Debarment and Suspension," as set forth at 24CFR Part 24, and "NonProcurement Debarment and Suspension" set forth at 20CFR Part 2424.

30. **Act 211 Taxes Clause:** In accordance with R.S. 39:1624(A)(10), the Louisiana Department of Revenue must determine that the prospective contractor is current in the filing of all applicable tax returns and reports and in payment of all taxes, interest, penalties, and fees owed to the state and collected by the Department of Revenue prior to the approval of this contract by the Office of State Procurement. The prospective contractor hereby attests to its current and/or prospective compliance, and agrees to provide its seven-digit LDR Account Number to LDH so that the prospective contractor's tax payment compliance status may be verified. The prospective contractor further acknowledges understanding that issuance of a tax clearance certificate by the Louisiana Department of Revenue is a necessary precondition to the approval and effectiveness of this contract by the Office of State Procurement. LDH reserves the right to withdraw its consent to this contract without penalty and proceed with alternate arrangements should the vendor fail to resolve any identified apparent outstanding tax compliance discrepancies with the Louisiana Department of Revenue within seven (7) business days of such notification.

31. **Termination for Cause:** The Department may terminate this Contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the Contract; provided that the Department shall give the Contractor written notice specifying the Contractor's failure. If within thirty (30) days after receipt of such notice, the Contractor shall not have either corrected such failure or, in the case of failure which cannot be corrected in thirty (30) days, begun in good faith to correct said failure and thereafter proceeded diligently to complete such correction, then the Department may, at its option, place the Contractor in default and the Contract shall terminate on the date specified in such notice. The Contractor may exercise any rights available to it under Louisiana law to terminate for cause upon the failure of the Department to comply with the terms and conditions of this contract; provided that the Contractor shall give the Department written notice specifying the Department's failure and a reasonable opportunity for the state to cure the defect.

32. **Termination for Convenience:** The Department may terminate this Contract at any time by giving thirty (30) days written notice to the Contractor. The Contractor shall be entitled to payment for deliverables in progress, to the extent work has been performed satisfactorily.


33. **Commissioner's Statements:** Statements, acts and omissions made by or on behalf of the Commissioner of Administration regarding the RFP or RFP process, this Contract, any Contractor and/or any subcontractor of the Contractor shall not be deemed a conflict of interest when the Commissioner is discharging his duties and responsibilities under law, including, but not limited, to the Commissioner of Administration's authority in procurement matters.

34. **Order of Precedence Clause:** In the event of any inconsistent or incompatible provisions in an agreement which resulted from an RFP, this signed agreement (excluding the RFP and Contractor's proposal) shall take precedence, followed by the provisions of the RFP, and then by the terms of the Contractor's proposal. *This Order of Precedence Clause applies only to contracts that resulted from an RFP.*


SIGNATURES TO FOLLOW ON THE NEXT PAGE

THIS CONTRACT CONTAINS OR HAS ATTACHED HERETO ALL THE TERMS AND CONDITIONS AGREED UPON BY THE CONTRACTING PARTIES. IN WITNESS THEREOF, THIS CONTRACT IS SIGNED ON THE DATE INDICATED BELOW.

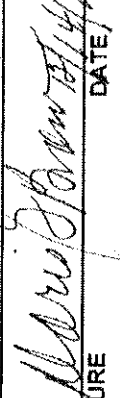
Terrebonne Parish

	DATE
SIGNATURE	
Gordon E. Dove	
NAME	
Parish President	
TITLE	


STATE OF LOUISIANA
LOUISIANA DEPARTMENT OF HEALTH

	DATE
SIGNATURE	
Rebekah Gee, MD	
NAME	
Secretary, Louisiana Department of Health or Designee	
TITLE	

Bureau of Community Preparedness

	DATE
SIGNATURE	
Doris G. Brown, MEd, MS, RN, CNS	
NAME	
Public Health Executive Director	
TITLE	

Office of Public Health

	DATE
SIGNATURE	
Parham Jaber, MD, MPH	
NAME	
Assistant Secretary	
TITLE	

Rev. 06/2016

HIPAA Business Associate Addendum

This HIPAA Business Associate Addendum is hereby made a part of this contract in its entirety as Attachment A to the contract.

1. The Louisiana Department of Health ("LDH") is a Covered Entity, as that term is defined herein, because it functions as a health plan and as a health care provider that transmits health information in electronic form.
2. Contractor is a Business Associate of LDH, as that term is defined herein, because contractor either: (a) creates, receives, maintains, or transmits PHI for or on behalf of LDH; or (b) provides legal, actuarial, accounting, consulting, data aggregation, management, administrative, accreditation, or financial services for LDH involving the disclosure of PHI.
3. Definitions: As used in this addendum –
 - a. The term "HIPAA Rules" refers to the federal regulations known as the HIPAA Privacy, Security, Enforcement, and Breach Notification Rules, found at 45 C.F.R. Parts 160 and 164, which were originally promulgated by the U. S. Department of Health and Human Services (LDHS) pursuant to the Health Insurance Portability and Accountability Act ("HIPAA") of 1996 and were subsequently amended pursuant to the Health Information Technology for Economic and Clinical Health ("HITECH") Act of the American Recovery and Reinvestment Act of 2009.
 - b. The terms "Business Associate", "Covered Entity", "disclosure", "electronic protected health information" ("electronic PHI"), "health care provider", "health information", "health plan", "protected health information" ("PHI"), "subcontractor", and "use" have the same meaning as set forth in 45 C.F.R. § 160.103.
 - c. The term "security incident" has the same meaning as set forth in 45 C.F.R. § 164.104.
 - d. The terms "breach" and "unsecured protected health information" ("unsecured PHI") have the same meaning as set forth in 45 C.F.R. § 164.402.
4. Contractor and its agents, employees and subcontractors shall comply with all applicable requirements of the HIPAA Rules and shall maintain the confidentiality of all PHI obtained by them pursuant to this contract and addendum as required by the HIPAA Rules and by this contract and addendum.
5. Contractor shall use or disclose PHI solely: (a) for meeting its obligations under the contract; or (b) as required by law, rule or regulation (including the HIPAA Rules) or as otherwise required or permitted by this contract and addendum.
6. Contractor shall implement and utilize all appropriate safeguards to prevent any use or disclosure of PHI not required or permitted by this contract and addendum, including administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of the electronic protected health information that it creates, receives, maintains, or transmits on behalf of LDH.
7. In accordance with 45 C.F.R. § 164.502(e)(1)(ii) and (if applicable) § 164.306(b)(2), contractor shall ensure that any agents, employees, subcontractors or others that create, receive, maintain, or transmit PHI on behalf of contractor agree to the same restrictions, conditions and requirements that apply to contractor with respect to such information, and it shall ensure that they implement reasonable and appropriate safeguards to protect such information. Contractor shall take all reasonable steps to ensure that its agents', employees' or subcontractors' actions or omissions do not cause contractor to violate this contract and addendum.
8. Contractor shall, within three (3) days of becoming aware of any use or disclosure of PHI, other than as permitted by this contract and addendum, report such disclosure in writing to the person(s) named in section 14 (Terms of Payment), page 1 of the CF-1. Disclosures which must be reported by contractor include, but are not limited to: any security incident, any breach of unsecured PHI, and any "breach of the security system" as defined in the Louisiana Database Security Breach Notification Law, La. R.S. 51:307.1 et seq. At the option of LDH, any harm or damage resulting from any use or disclosure which violates this contract and addendum shall be mitigated, to the extent practicable, either: (a) by contractor at its own expense; or (b) by LDH, in which case contractor shall reimburse LDH for all expenses that LDH is required to incur in undertaking such mitigation activities.
9. To the extent that contractor is to carry out one or more of LDH's obligations under 45 C.F.R. Part 164, Subpart E, contractor shall comply with the requirements of Subpart E that apply to LDH in the performance of such obligation(s).
10. Contractor shall make available such information in its possession which is required for LDH to provide an accounting of disclosures in accordance with 45 CFR § 164.528. In the event that a request for accounting is made directly to contractor, contractor shall forward such request to LDH within two (2) days of such receipt. Contractor shall implement an appropriate record keeping process to enable it to comply with the requirements of this provision. Contractor shall maintain data on all disclosures of PHI for which accounting is required by 45 CFR § 164.528 for at least six (6) years after the date of the last such disclosure.
11. Contractor shall make PHI available to LDH upon request in accordance with 45 CFR § 164.524.
12. Contractor shall make PHI available to LDH upon request for amendment and shall incorporate any amendments to PHI in accordance with 45 CFR § 164.526.
13. Contractor shall make its internal practices, books, and records relating to the use and disclosure of PHI received from or created or received by contractor on behalf of LDH available to the Secretary of the U. S. LDHS for purposes of determining LDH's compliance with the HIPAA Rules.
14. Contractor shall indemnify and hold LDH harmless from and against any and all liabilities, claims for damages, costs, expenses and attorneys' fees resulting from any violation of this addendum by contractor or by its agents, employees or subcontractors, without regard to any limitation or exclusion or damages provision otherwise set forth in the contract.
15. The parties agree that the legal relationship between LDH and contractor is strictly an independent contractor relationship. Nothing in this contract and addendum shall be deemed to create a joint venture, agency, partnership, or employer-employee relationship between LDH and contractor.
16. Notwithstanding any other provision of the contract, LDH shall have the right to terminate the contract immediately if LDH determines that contractor has violated any provision of the HIPAA Rules or any material term of this addendum.
17. At the termination of the contract, or upon request of LDH, whichever occurs first, contractor shall return or destroy (at the option of LDH) all PHI received or created by contractor that contractor still maintains in any form and retain no copies of such information; or if such return or destruction is not feasible, contractor shall extend the confidentiality protections of the contract to the information and limit further uses and disclosure to those purposes that make the return or destruction of the information infeasible.

STATEMENT OF WORK

OBJECTIVES/GOALS:

Each Parish Office of Homeland Security and Emergency Preparedness (the contractor) in receipt of Cities Readiness Initiative (CRI) related funds will agree to meet the Cities Readiness Initiative deliverables by increasing capabilities to provide medications to 100% of the designated population in less than 48 hours.

Contractors will be awarded funds based on meeting the deliverables outlined below and in accordance with the allocation model developed for FY 2017-2018, Budget Period 1 (July 1, 2017 – June 30, 2018). In order for funds associated with population to be received, the contractor must participate and meet all other contract deliverables.

OUTCOMES:

- The Parish will participate in local Strategic National Stockpile (SNS) and 48 Hour Mass Antibiotic Dispensing collaborative planning which includes discussing processes for a 48 Hour Mass Antibiotic Mass Dispensing response with Parish partners, response partners, and possibly neighboring parishes, that will enhance 48 Hour Mass Antibiotic Mass Dispensing response capabilities and foster partnerships which will in turn meet the requirements of the Cities Readiness Initiative Program deliverables through planning meetings, conference calls, etc.
- The Parish, with identified Parish planning leads and in collaboration with the Louisiana Department of Health (LDH) Office of Public Health (OPH), will develop or further develop and/or strengthen a written draft of the 48 Hour Mass Antibiotic Mass Dispensing plan annex to the existing Parish All Hazards plans that meet the Cities Readiness Initiative program deliverables. Planning leads will be further identified, verified and documented, and will participate in planning.
- Through planning with parish partners, possibly neighboring parishes and the Office of Public Health (OPH), the Parish will participate in the planning and implementation of three Point of Dispensing Site (POD) Drills in each CRI planning jurisdiction between July 1, 2017 and March 30, 2018. Suggested/Tentative schedule is as follows:
 - POD Drill #1 (Staff Call Down) to be conducted no later than March 30, 2018.
 - POD Drill #2 (Site Activation) to be conducted no later than March 30, 2018.
 - POD Drill #3 (Facility Set up) to be conducted no later than March 30, 2018.
- Through planning, with Parish partners, possibly neighboring parishes and the Office of Public Health, the Parish should participate in the planning and implementation of one (1) Table-top Exercise to walk through the mass dispensing response plan no later than March 30, 2018.
- Identified Parish planning leads should participate in the Medical Countermeasure Operational Readiness Review evaluation for BP 1 when scheduled.

DELIVERABLES:

The contractor will provide:

- Written 48 Hour Mass Antibiotic Mass Dispensing plan annex to the Parish All Hazards Plan.
- Facilitation of at least four (4) joint parish planning meetings to meet the deliverables of the CRI program and contract by March 30, 2018, supported by agendas, meetings, minutes, and sign-in sheets for each meeting and any other supporting documentation.
- Facilitation and participation in a total of three (3) Point of Dispensing Site Drills, the first no earlier than July 1, 2017, with the remaining drills completed no later than March 30, 2018, which will be supported by data collection spreadsheets for the call downs and data

collection spreadsheets for drill based tools to assess facility set up and shall include an AAR/ corrective action plan.

- Participation in a table-top exercise no later than March 30, 2018, which will may be supported by agendas, sign in sheets, notes, after action reports, and improvement plans.
- Invoice for all deliverables completed and submitted no later than March 30, 2018.

PERFORMANCE MEASURES:

The contractor shall provide and maintain:

- By March 30, 2018, the Parish/Jurisdiction will facilitate and implement a staff notification, acknowledgement and assembly (staff call down) POD Drill that Parishes will conduct individually. The data collection spreadsheet for assessing call down capability will be completed no later than March 30, 2018 and this documentation shall be submitted once complete. An after action report and improvement plan should be completed as part of the exercise review.
- No later than March 30, 2018, the Parish/Jurisdiction will facilitate and implement a site activation notification acknowledgment and assembly POD Drill that each parish will conduct individually. The data collection spreadsheet for assessing site call down capability will be completed no later than March 30, 2018. This documentation shall be submitted by each parish once complete. An after action report and improvement plan should be completed as part of the exercise review.
- No later than March 30, 2018, the Parish/Jurisdiction will facilitate and implement a facility set up POD Drill that Parishes will conduct individually. The data collection spreadsheet for the drill based tool to assess facility set up will be completed no later than March 30, 2018 and this documentation shall be submitted once complete. An after action report and corrective action plan should be completed as part of the exercise review.
- No later than March 30, 2018, the parish/jurisdiction will provide a written copy of its 48 Hour Mass Antibiotic Mass Dispensing plan annex to the Parish All Hazards Plan. The 48 Hour Mass Antibiotic Mass Dispensing will be reflective of collaborative planning which will include the following:

- the discussion and identification of processes for a local 48 Hour Mass Antibiotic Mass Dispensing response;
- list of participants, minutes and sign in sheets of conference calls and/or local planning meetings; and
- documentation of identifying parish/jurisdiction's planning leads.

MONITORING PLAN:

The BCP SNS Coordinator or designee/successor will act as the contract monitor. Glennis Gray currently holds the position of BCP SNS Coordinator. The contract monitor will:

- Provide technical support and assistance to the Parish(s) during the development, revision, and finalization of the plan and exercise design.
- Review all documentation submitted by Parish planning leads and teams.
- Oversee the Public Health Emergency Response Coordinator (PHERC), who will coordinate and facilitate all contract deliverables.
- Oversee the PHERC that will provide monitoring of the contract deliverables and report to the state's contract monitor.

- Receive and review Parish 48 Hour Mass Antibiotic Mass Dispensing plan annexes and all supporting documents including data collection spreadsheets, After Action Reports, and improvement plans prior to March 30, 2018 to assure that all components are included.

FEE FOR SERVICE:

The contractor is to be paid upon submission of invoice with the following documentation:

- 48 hr. Mass Antibiotic Dispensing plan;
- Local planning meetings (agendas and sign in sheets) identifying parish/jurisdiction's planning leads; and
- Implementation and/or participation in staff call down, site activation, and facility set up, table-top exercise and appropriate documentation submitted by March 30, 2018.

Upon availability of Cities Readiness Initiative funding the next program year, funding will be allocated according to the allocation model which will rank factors such as participation, performance and other criteria.

Fee Schedule

Deliverable	Performance Measure	Amount Due
Written 48 Hour Mass Antibiotic Mass Dispensing plan annex to the Parish All Hazards Plan.	By March 30, 2018, the Parish/Jurisdiction will facilitate and implement a staff notification, acknowledgement and assembly (staff call down) POD Drill that Parishes will conduct individually. The data collection spreadsheet for assessing call down capability will be completed no later than March 30, 2018 and this documentation shall be submitted once complete. An after action report and improvement plan should be completed as part of the exercise review.	\$4,914.25
Facilitation of at least four (4) joint parish planning meetings to meet the deliverables of the CRA program and contract by March 30, 2018, supported by agendas, meetings, minutes, and sign-in sheets for each meeting and any other supporting documentation.	No later than March 30, 2018, the Parish/Jurisdiction will facilitate and implement a site activation notification acknowledgment and assembly POD Drill that each parish will conduct individually. The data collection spreadsheet for assessing site call down capability will be completed no later than March 30, 2018. This documentation shall be submitted by each parish once complete. An after action report and improvement plan should be completed as part of the exercise review.	\$4,914.25
Facilitation and participation in a total of three (3) Point of Dispensing Site Drills, the first no earlier than July 1, 2017, the remaining drills no later than March 30, 2018 supported by data collection spreadsheets for the call downs and data collection spreadsheets for drill based tools to assess facility set up and shall include an AAR/corrective action plan.	No later than March 30, 2018, the Parish/Jurisdiction will facilitate and implement a facility set up POD Drill that Parishes will conduct individually. The data collection spreadsheet for the drill based tool to assess facility set up will be completed no later than March 30, 2018 and this documentation shall be submitted once complete. An after action report and corrective action plan should be completed as part of the exercise review.	\$4,914.25
Participation in a table-top exercise no later than March 30, 2018 may be supported by agendas, sign in sheets, notes, after action reports, and improvement plans.	No later than March 30, 2018, the parish/jurisdiction will provide a written copy of its 48 Hour Mass Antibiotic Mass Dispensing plan annex to the Parish All Hazards Plan. The 48 Hour Mass Antibiotic Mass Dispensing will be reflective of collaborative planning which will include the following: <ul style="list-style-type: none">the discussion and identification of processes for a local 48 Hour Mass Antibiotic Mass Dispensing response;list of participants, minutes and sign in sheets of conference calls and/or local planning meetings; anddocumentation of identifying parish/jurisdiction's planning leads.	\$4,914.25

Total: \$19,657.00



State of Louisiana
Louisiana Department of Health
Office of Public Health

August 24, 2017

Ms. Pamela Bartfay Rice
Director, Professional Contracts
DOA-Office of State Procurement
P.O. Box 94095
Baton Rouge, Louisiana 70804-9095

RE: Justification for Late Contract Submittal – PO 2000288176

Dear Ms. Rice,

The contract with **Terrebonne Parish Consolidated Government** is for the purpose of aiding cities and increasing their capacity to deliver medication and medical supplies during a large scale public health emergency. This initiative focuses on a very specific element of preparedness, the ability to provide antibiotics to the entire population within 48 hours of the decision to do so. The Office of Public Health is requesting to participate in contracts with the designated parishes; these contracts are to fulfill grant requirements.

This contract is late because of administrative delays and the significant amount of time it takes to negotiate contracts with the Parishes. Your approval of this contact is appreciated. If any additional information is necessary, please call (225)354-3500.

Sincerely,

A handwritten signature in cursive script, appearing to read "S. Harris".

Sandra L. Harris, Ph.D.
Administration and Finance Program Manager
Bureau of Community Preparedness



P.O. BOX 6007
BATON ROUGE, LOUISIANA 70801
#0015001



P.O. BOX 2785
BATON ROUGE, LOUISIANA 70801
#0015000

TERREBONNE PARISH
CONSOLIDATED GOVERNMENT

Office of Homeland Security &
Emergency Preparedness

September 27, 2016

Ms. Glennis Gray
Louisiana Department of Health
Bureau for Community Preparedness
8453 Veterans Memorial Blvd.
Baton Rouge, LA 70807

Dear Ms. Gray,

Please be advised that Mr. Gordon Dove, Parish President of the Terrebonne Parish Consolidated Government, is the legal signing authority for any documents relative to the Terrebonne Parish Consolidated Government. If I can be of further assistance, please feel free to contact me at (983) 873-6057.

Sincerely,

A handwritten signature in blue ink, appearing to read "Earl L. Lyles".

Earl Lyles
Director

Terrebonne Parish Office of Homeland Security and Emergency Preparedness



**Office of State Procurement
PROACT Contract Certification of Approval**

This certificate serves as confirmation that the Office of State Procurement has reviewed and approved the contract referenced below.

Reference Number: 200288176

Vendor: Terrebonne Parish

Description: SNS/CRI Collaborative Planning

Approved By: Brad VanOss

Approval Date: 1/05/2018

The above referenced number has been assigned by this office and will be used as identification for the approved contract. Please use this number when referring to the contract in any future correspondence or amendment(s).

The Internal Revenue Service (IRS) may find that this contract creates an employment relationship between your agency and the contractor. You should be advised that your agency is responsible for all taxes and penalties if such a finding is forthcoming. It is incumbent upon your agency to determine if an employee/employer relationship exists. Your agency must make the appropriate withholdings in accordance with law and IRS regulations, if applicable.

ACCT: 151-000-6318-12

NOVEMBER 30, 2017 - MONTH LAST CLOSED

GENERAL FUND

NO DEPARTMENT NAME

OPH - CRI (OEP)

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	18,147	18,147.00-	0	0
2018	0	.00	0	0
CLOSED:				
2011	39,268	39,268.00-	N/A	0
2012	41,328	21,375.96-	N/A	19,952-
2013	19,953	21,150.00-	N/A	1,197
2014	19,715	19,715.00-	N/A	0
2015	20,688	20,452.00-	N/A	236-
2016	21,707	21,707.00-	N/A	0

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT

SCR

CF04 = DSP

DETAIL

CF06 = DSP

ENCUMBRANCE

CF08 = PRT

DETAIL

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	48,672	42,708.74	0	5,963
2018	0	.00	0	0
CLOSED:				
2011	0	.00	N/A	0
2012	59,806	11,810.27	N/A	47,996
2013	69,146	29,316.91	N/A	39,829
2014	59,544	12,144.79	N/A	47,399
2015	36,864	32,660.27	N/A	4,204
2016	47,481	16,956.45	N/A	30,525

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT

SCR

CF04 = DSP

DETAIL

CF06 = DSP

ENCUMBRANCE

CF08 = PRT

DETAIL

Section II

Payment Barcode

Southern Recycling
838 Highway 182, Houma, Louisiana, 70364

VENDOR NO N00627412

NAME HOUMA FIRE DEPT

Paid Tickets

Date	Ticket	D. Note	Commodity	Qty	gross	tare	net	Rate	Ded.	Total
1/4/2018	7210168		Loose Hulks with Engines		15000 LB	10040 LB	4960 LB	170.0000 / GT		\$376.43
1/4/2018	7210169		Loose Hulks with Engines		10700 LB	7340 LB	3360 LB	170.0000 / GT		\$255.00
1/4/2018	7210179		Loose Hulks no Engines		13340 LB	10020 LB	3320 LB	150.0000 / GT		\$222.32
1/4/2018	7210197		LDA Mixed with Scrap		9760 LB	7340 LB	2420 LB	170.0000 / GT		\$183.66
										\$1,037.41

Paid Other Items

Payment Breakdown Details

Paid By	ATM	Card No	Check No	Amount
Auto Cheque			31120147	1,037.41
				1,037.41

Please place in
Garage + Training
204-222-8393 x1
Shaden
Kim

Notwithstanding any warranty or limitation of warranty herein, Seller certifies that all refrigerant, including, but not limited to, the Clean Air Act and 40 CFR Part 82,

(Check One):

() that has not leaked previously has been recovered in accordance with applicable laws and regulations from delivered under this sale. The refrigerant has been recovered by _____ located at _____

() has leaked previously from the appliance or shipment or appliances delivered under this sale prior to delivery

By signing below, Seller hereby agrees to indemnify, hold harmless and defend Southern Recycling, from any and all causes of action, which Seller has or may have, resulting from or occasioned by Seller's negligence or the negligence of any employee or agent of Seller, or any subcontractor, independent contractor, or any other person, in the performance of its duties or obligations to Southern Recycling, its affiliates, or its customers, arising out of or in connection with the sale of the property described herein, and that Seller is selling property herein with full warranty and unencumbered title. Seller further agrees to indemnify and hold Southern Recycling, harmless from any other claims, penalties, fines, fees, costs, attorney's fees or other liability resulting in whole or in part from Seller's breach of this certification.

SELLER HEREBY CERTIFIES THAT THE AUTO HULK BEING SOLD TO SOUTHERN RECYCLING IS NOT CURRENTLY CAPABLE OF SELF-PROPULSION. SELLER FURTHER CERTIFIES THAT THE AUTO HULK BEING SOLD IS IN SUCH CONDITION THAT ITS HIGHEST AND/OR PRIMARY VALUE IS ITS SALE OR TRANSFER AS PARTS OR SCRAP METAL.

Customer Initials

Seller further certifies that the items delivered pursuant to this sale do not contain the following prohibited items:

- * Lead acid battery
- * Nickel cadmium battery
- * Microwave oven
- * Fluorescent light
- * Mercury Switches
- * Hazardous waste
- * Radioactive materials
- * Fuel Tank
- * Fluids
- * Capacitor exceeding one inch in length, width, or height

Seller's signature hereon and/or endorsement on the check issued in payment hereof acts as Seller's certification that Seller is the lawful and sole owner of the property described herein, and that Seller is selling property herein with full warranty and unencumbered title. Seller further agrees to indemnify and hold Southern Recycling, harmless from any other claims, penalties, fines, fees, costs, attorney's fees or other liability resulting in whole or in part from Seller's breach of this certification.

Seller:

Authorized Signature of Individual
Or Duly Authorized Representative

Date Signed

Trader Copy

European Metal Recycling Ltd

Purchase Ticket

Ticket No/Depot: 7210169 D031AUT
Date/Time : 04-Jan-18 11:26
Account No : LDECASH
Trader : PRODUCER & TRANSPORTER
Address : MARK STEVENSON
Vehicle Reg : 600 WOOD ST HOUNYA LA 70360
Weighman Name : LA 208648
Comments: 007610782

OWN HH

Nq Metal	Paid UM
1 FFAE 3,360 LB	
Loose Hulks with Engines	
Gross : 10,700 (04-Jan-18 10:53)	
Tare : 7,340 (04-Jan-18 11:25)	
W.Ded : 0	
TOTALS	LB: 3,360
	UNITS: 0

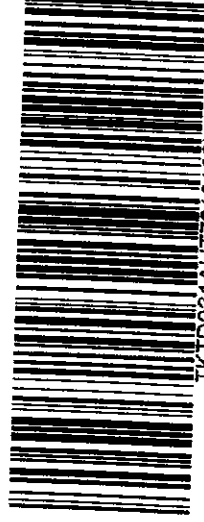
Trader Print Name

Trader Signed

EMR Print Name

EMR signed

Material is loose unless otherwise specified.
I certify that the material above is
my own property or that I have full authority
to sell it to you.



TKTD031AUT7210169

Trader Copy

European Metal Recycling Ltd

Purchase Ticket

Ticket No/Depot: 7210197 D031FER

Date/Time : 04-Jan-18 15:03

Account No : LDECASH

Trader : PRODUCER & TRANSPORTER

Address : MARK STEVENSON

Vehicle Reg : 600 WOOD ST HOUMA LA 70360

Weighman Name : LA 208648

Comments: 007610782

OWN HH

No Metal	Paid UM
1 LDAMS	2,420 LB
LDA Mixed with Scrap	
Gross :	9,760 (04-Jan-18 14:50)
Tare :	7,340 (04-Jan-18 15:03)
W.Ded :	0
TOTALS	LB: 2,420
	UNITS: 0

Trader Print Name

Trader Signed

EMR Print Name

EMR Signed

Material is loose unless otherwise specified.
I certify that the material above is
my own property or that I have full authority
to sell it to you.



TKTD031FER72101971

ACCT: 204-222-8393-01

NOVEMBER 30, 2017 - MONTH LAST CLOSED

PUBLIC SAFETY FUND

FIRE - URBAN

TRAVEL & TRAINING

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	12,000	10,113.44	0	1,887
2018	12,000	977.03	121	10,902
CLOSED:				
2011	12,000	5,607.11	N/A	6,393
2012	15,000	7,511.51	N/A	7,488
2013	15,000	4,393.55	N/A	10,606
2014	15,000	3,698.53	N/A	11,301
2015	15,000	6,116.55	N/A	8,883
2016	18,000	16,146.85	N/A	1,853

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT

SCR

CF04 = DSP

DETAIL

CF06 = DSP

ENCUMBRANCE

CF08 = PRT

DETAIL

ACCT: 204-000-6499-00

NOVEMBER 30, 2017 - MONTH LAST CLOSED

PUBLIC SAFETY FUND

NO DEPARTMENT NAME

MISCELLANEOUS - OTHER

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	24,487	34,378.00-	0	9,891
2018	0	1,037.41-	0	1,037
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

CF04 = DSP DETAIL

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

Section III

Kayla Dupre

From: Debbie Robichaux
Sent: Monday, January 29, 2018 2:46 PM
To: Kayla Dupre
Cc: Gregory Bush; David Rome
Subject: RE: R&B Engineering Technician Position Reassignment

Kayla,
Will transfer to 310-433 EPA Grant Administration.

Debra Robichaux, Office Manager
T.P.C.G. - Pollution Control Division
(985) 873-6728 - Fax (985) 873-6725
drobichaux@tpcg.org

From: David Rome
Sent: Monday, January 29, 2018 2:14 PM
To: Debbie Robichaux
Cc: Gregory Bush; Kayla Dupre
Subject: FW: R&B Engineering Technician Position Reassignment

Debbie,

Could you assist with the answer to Kayla's question?

Thanks,

David V. Rome, Jr.

**OPERATIONS MANAGER
PUBLIC WORKS DEPARTMENT**

Terrebonne Parish Consolidated Government
Ph# (985) 873-6735



Go Green  Please consider the environment before printing this email.

From: Kayla Dupre
Sent: Monday, January 29, 2018 2:12 PM
To: David Rome <drome@tpcg.org>
Subject: RE: R&B Engineering Technician Position Reassignment

What fund and department in Sewerage will this position be transferred?

Kayla Dupre

Comptroller
Terrebonne Parish Consolidated Government
8026 Main St., Suite 300, Houma, LA 70360
phone: (985) 873-6452 fax: (985) 873-6457
kdupre@tpcg.org

From: David Rome
Sent: Monday, January 29, 2018 11:04 AM
To: Kayla Dupre
Subject: RE: R&B Engineering Technician Position Reassignment

According to HR, his transfer to the engineering tech position is completed. Please let me know if you have any further questions.

Thank you,

David V. Rome, Jr.
OPERATIONS MANAGER
PUBLIC WORKS DEPARTMENT
Terrebonne Parish Consolidated Government
Ph# (985) 873-6735



Go Green  Please consider the environment before printing this email.

From: Kayla Dupre
Sent: Monday, January 29, 2018 10:52 AM
To: David Rome <drome@tpcg.org>
Subject: RE: R&B Engineering Technician Position Reassignment

Douglas Dempsey currently holds the Sign Technician position. Is this the position that is being transferred to Sewerage?

Thanks,

Kayla Dupre

Comptroller
Terrebonne Parish Consolidated Government
8026 Main St., Suite 300, Houma, LA 70360
phone: (985) 873-6452 fax: (985) 873-6457
kdupre@tpcg.org

From: Kandace Mauldin
Sent: Tuesday, January 23, 2018 11:22 AM
To: Mike C. Touns; David Rome
Cc: Kayla Dupre
Subject: RE: R&B Engineering Technician Position Reassignment

Thanks David. We will work on getting a budget amendment done for this transfer.

From: Mike C. Touns
Sent: Tuesday, January 23, 2018 11:22 AM
To: David Rome; Kandace Mauldin
Subject: RE: R&B Engineering Technician Position Reassignment

I approve.

Mike Touns

Mike Touns
Parish Manager
T. P. C. G.
(P) (985) 873-6407



From: David Rome
Sent: Tuesday, January 23, 2018 11:13 AM

To: Kandace Mauldin
Cc: Mike C. Toups
Subject: R&B Engineering Technician Position Reassignment

Kandace,

As part of the furthering restructuring of Public Works to improve the efficacy and effectiveness of all of its divisions, I would like to amend the 2018 budget to re-assign the Roads & Bridges Engineering Technician Position (currently held by Douglas Dempsey) to Pollution Control. This position's general responsibilities mirror each other in the respective divisions, however the additional support for contractor compliance and field work is much needed. Under Pollution Control's supervision, the engineering tech will continue inspecting and ordering repairs for road deficiencies caused by sewer line and manhole failures. Roads & Bridges currently have 3 positions that perform this task, whereas Pollution Control only has one.

Thank you for assisting in making this important re-assignment possible. Should you require any further explanation, please do not hesitate to contact me.

Most appreciative,

David V. Rome, Jr.
OPERATIONS MANAGER
PUBLIC WORKS DEPARTMENT
Terrebonne Parish Consolidated Government
Ph# (985) 873-6735



Go Green  Please consider the environment before printing this email.

251-310

ROAD AND BRIDGE

2018 SALARIES & FRINGES WORKSHEET

STEPS TO FOLLOW:

1. Review and correct the attached "ESTIMATED ANNUAL EARNINGS BY JOBS"

Computed at 11 months

	ESTIMATED AMOUNT
A. Current Salaries (11 months)	27,246
B. Open positions approved for 2017:	
C. Total 2018 Estimated Annual Salaries	A+B
Estimated Overtime	27,246 8111-01
Total Taxable Wages	27,246 8112-01
	27,246

FICA	6.20%	1,689	8121-01
MEDICARE	1.45%	395	8121-02
PENSION - Use Applicable % below	0.00%	3043 -	8122-01
UNEMPLOYMENT COMPENSATION	1.50%	409	8132-01
WORKER'S COMPENSATION	5.08%	1,384	8133-01
GROUP INSURANCE:			
"F & G" CURRENT FAMILY	1 X	18,700.00	= 17,142 (11 mths)
"S & T" CURRENT SINGLE	0 X	7,300.00	= -
"N" CURRENT LIFE-ONLY	X	750.00	= -
OPEN POSITIONS	X	14,000.00	= -
TOTAL GROUP INSURANCE			17,142 8131-01

48,265
50300

ACCT: 310-433-8111-01

NOVEMBER 30, 2017 - MONTH LAST CLOSED

SEWERAGE FUND

EPA GRANT ADMIN.

SALARIES & WAGES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	306,633	307,355.15	0	722-
2018	306,716	11,802.66	0	294,913
CLOSED:				
2011	284,107	278,132.40	N/A	5,975
2012	303,033	302,620.52	N/A	412
2013	310,079	303,205.81	N/A	6,873
2014	315,050	284,860.04	N/A	30,190
2015	315,805	350,972.08	N/A	35,167-
2016	289,640	307,323.22	N/A	17,683-

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT

SCR

ACCOUNT EXCEEDS BUDGET AMOUNT

CF04 = DSP

CF06 = DSP

ENCUMBRANCE

CF08 = PRT

DETAIL

DETAIL

NOVEMBER 30, 2017 - MONTH LAST CLOSED

ACCT: 310-433-8121-01
SEWERAGE FUND
EPA GRANT ADMIN.
FICA

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	19,507	18,333.91	0	1,173
2018	19,574	1,377.64	0	18,196
CLOSED:				
2011	18,142	16,611.88	N/A	1,530
2012	18,768	18,638.59	N/A	129
2013	19,752	18,522.41	N/A	1,230
2014	20,153	16,844.97	N/A	3,308
2015	20,324	21,014.00	N/A	690-
2016	18,454	18,171.66	N/A	282

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT

SCR

CF04 = DSP

DETAIL

CF06 = DSP

ENCUMBRANCE

CF08 = PRT

DETAIL

ACCT: 310-433-8121-02

NOVEMBER 30, 2017 - MONTH LAST CLOSED

SEWERAGE FUND

EPA GRANT ADMIN.

MEDICARE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	4,562	4,085.96	0	476
2018	4,578	322.16	0	4,256
CLOSED:				
2011	4,243	3,885.01	N/A	358
2012	4,389	4,358.85	N/A	30
2013	4,619	4,118.51	N/A	500
2014	4,713	3,939.54	N/A	773
2015	4,753	4,914.35	N/A	161-
2016	4,316	4,249.72	N/A	66

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT

SCR

CF04 = DSP

DETAIL

CF06 = DSP

ENCUMBRANCE

CF08 = PRT

DETAIL

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	25,171	24,773.39	0	398
2018	23,679	1,777.18	0	21,902
CLOSED:				
2011	28,411	28,086.29	N/A	325
2012	30,271	31,317.27	N/A	1,046-
2013	31,858	31,418.20	N/A	440
2014	32,505	26,701.18	N/A	5,804
2015	32,781	30,764.35	N/A	2,017
2016	23,971	24,661.66	N/A	691-

ENTER = CONTINUE

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

CF08 = PRT DETAIL

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	3,933	4,645.01	0	712-
2018	4,736	.00	0	4,736
CLOSED:				
2011	6,671	6,403.69	N/A	267
2012	5,919	5,950.29	N/A	31-
2013	6,053	5,969.46	N/A	84
2014	4,876	4,329.93	N/A	546
2015	4,098	5,331.39	N/A	1,233-
2016	3,721	4,624.06	N/A	903-

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

ACCT: 310-433-8133-01

NOVEMBER 30, 2017 - MONTH LAST CLOSED

SEWERAGE FUND

EPA GRANT ADMIN.

WORKMEN'S COMPENSATION

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	6,792	6,732.30	0	60
2018	6,830	.00	0	6,830
CLOSED:				
2011	2,253	1,142.20	N/A	1,111
2012	1,181	1,385.64	N/A	205-
2013	1,757	6,716.83	N/A	4,960-
2014	7,902	7,633.38	N/A	269
2015	8,575	7,617.76	N/A	957
2016	6,424	6,065.67	N/A	358

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT

SCR

CF04 = DSP

DETAIL

CF06 = DSP

ENCUMBRANCE

CF08 = PRT

DETAIL

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	82,100	71,939.14	0	10,161
2018	82,100	6,435.90	0	75,664
CLOSED:				
2011	76,400	83,510.30	N/A	7,110-
2012	75,285	86,905.37	N/A	11,620-
2013	91,800	95,830.78	N/A	4,031-
2014	97,050	83,969.63	N/A	13,080
2015	95,000	81,347.30	N/A	13,653
2016	96,500	69,535.65	N/A	26,964

ENTER = CONTINUE

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

CF08 = PRT DETAIL

ACCT: 251-310-8111-01

NOVEMBER 30, 2017 - MONTH LAST CLOSED

ROAD AND BRIDGE FUND

ROADS & BRIDGES

SALARIES & WAGES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	1,551,398	1,545,346.85	0	6,051
2018	1,472,139	65,499.53	0	1,406,639
CLOSED:				
2011	1,780,042	1,775,128.74	N/A	4,913
2012	1,832,353	1,888,066.58	N/A	55,714-
2013	1,874,298	1,843,654.32	N/A	30,644
2014	1,645,634	1,639,305.45	N/A	6,329
2015	1,682,231	1,751,239.84	N/A	69,009-
2016	1,684,830	1,700,476.81	N/A	15,647-

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT

SCR

CF04 = DSP DETAIL

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

ACCT: 251-310-8121-01

NOVEMBER 30, 2017 - MONTH LAST CLOSED

ROAD AND BRIDGE FUND

ROADS & BRIDGES

FICA

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	118,085	111,014.89	0	7,070
2018	113,171	8,804.85	0	104,366
CLOSED:				
2011	132,064	127,619.79	N/A	4,444
2012	132,415	132,374.14	N/A	41
2013	139,511	129,530.55	N/A	9,980
2014	122,435	117,437.66	N/A	4,997
2015	125,158	123,544.02	N/A	1,614
2016	132,346	118,694.25	N/A	13,652

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT

SCR

CF04 = DSP

DETAIL

CF06 = DSP

ENCUMBRANCE

CF08 = PRT

DETAIL

ACCT: 251-310-8121-02

NOVEMBER 30, 2017 - MONTH LAST CLOSED

ROAD AND BRIDGE FUND

ROADS & BRIDGES

MEDICARE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	27,617	25,962.89	0	1,654
2018	26,467	2,059.18	0	24,408
CLOSED:				
2011	30,886	29,846.58	N/A	1,039
2012	30,968	30,939.14	N/A	29
2013	32,628	30,293.55	N/A	2,334
2014	28,634	27,465.17	N/A	1,169
2015	29,271	28,893.44	N/A	378
2016	30,952	27,758.62	N/A	3,193

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT

SCR

CF04 = DSP DETAIL

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	152,307	148,120.07	0	4,187
2018	136,900	11,281.20	0	125,619
CLOSED:				
2011	213,007	209,382.31	N/A	3,625
2012	213,573	218,220.77	N/A	4,648--
2013	225,017	215,913.57	N/A	9,103
2014	197,476	180,436.10	N/A	17,040
2015	201,867	185,900.20	N/A	15,967
2016	170,769	157,865.42	N/A	12,904

ENTER = CONTINUE

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

CF08 = PRT DETAIL

ACCT: 251-310-8132-01

NOVEMBER 30, 2017 - MONTH LAST CLOSED

ROAD AND BRIDGE FUND

ROADS & BRIDGES

UNEMPLOYMENT COMPENSATION

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	23,838	28,926.44	0	5,088-
2018	27,380	.00	0	27,380
CLOSED:				
2011	48,566	49,385.98	N/A	820-
2012	41,513	42,834.43	N/A	1,321-
2013	42,753	42,606.59	N/A	146
2014	29,621	30,336.73	N/A	716-
2015	25,233	31,963.36	N/A	6,730-
2016	26,683	30,967.72	N/A	4,285-

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT

CF04 = DSP

CF06 = DSP

CF08 = PRT

DETAIL

ENCUMBRANCE

DETAIL

ACCOUNT EXCEEDS BUDGET AMOUNT

ACCT: 251-310-8133-01

NOVEMBER 30, 2017 - MONTH LAST CLOSED

ROAD AND BRIDGE FUND

ROADS & BRIDGES

WORKMEN'S COMPENSATION

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	102,226	94,932.25	0	7,294
2018	92,739	.00	0	92,739
CLOSED:				
2011	105,171	75,978.55	N/A	29,192
2012	75,605	79,330.65	N/A	3,726-
2013	78,659	90,974.86	N/A	12,316-
2014	121,078	87,197.28	N/A	33,881
2015	86,293	106,854.34	N/A	20,561-
2016	113,513	107,118.97	N/A	6,394

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT

SCR

CF04 = DSP DETAIL

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

ACCT: 251-310-8131-01

NOVEMBER 30, 2017 - MONTH LAST CLOSED

ROAD AND BRIDGE FUND

ROADS & BRIDGES

GROUP INSURANCE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	679,843	543,440.09	0	136,403
2018	657,300	48,084.09	0	609,216
CLOSED:				
2011	651,800	645,414.11	N/A	6,386
2012	679,455	694,511.94	N/A	15,057-
2013	693,810	742,793.37	N/A	48,983-
2014	731,625	568,940.66	N/A	162,684
2015	618,050	572,446.60	N/A	45,603
2016	711,950	603,302.80	N/A	108,647

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, February 01, 2018 7:52 AM
To: Kayla Dupre; Felicia Aubert
Subject: Budget Amendment

Lake Boudreaux Diversion Project (659-301-8941-01) needs additional funding (\$20,000) for engineering and permitting. The funding source is the Atchafalaya Long Distance Sediment Pipeline Project (659-301-8941-06).

Thanks

Kandace M. Mauldin, CPA
Chief Financial Officer
Terrebonne Parish Consolidated Government
P. O. Box 2768
Houma, LA 70361
Office: 985-873-6459
FAX: 985-873-6457



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

**659-301-8941-01
LAKE BOUDREAUX DIVERSION (CWPRA)
PROJECT # 05-LAND-14 & 09-DRA-66**

TOTAL FUNDING	\$	646,311
EXPENDITURES THRU 12/31/16		(476,443)
PROJECT BALANCE	\$	169,868

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2017	2018	2019	2020	2021	2022
Jan-04	ORD 6821	FD 255 1/4% CAPITAL SALES TAX	150,000						
Jan-05	ORD 6942	FD 255 1/4% CAPITAL SALES TAX	150,000						
May-06	ORD 7123	DNR	1,260,000						
Aug-06	ORD 7185	FD 151 GENERAL FUND	350,000						
Jan-07	ORD 7234	FD 255 1/4% CAPITAL SALES TAX	200,000						
Jan-08	ORD 7401	FD 151 GENERAL FUND	200,000						
Jan-09	ORD 7566	FD 151 GENERAL FUND	250,000						
Jan-10	ORD 7744	FD 151 GENERAL FUND	250,000						
Jan-10	ORD 7744	*ADJUST GENERAL FUND	(119,000)						
Jan-10	ORD 7744	*FUND BALANCE	119,000						
Jan-12	ORD 8076	FD 151 GENERAL FUND	200,000						
Jan-13	ORD 8247	FUND 252 DRAINAGE TAX FUND	692,208						
Jan-13	ORD 8247	FD 255 1/4% CAPITAL SALES TAX	1,173,000						
Jan-13	ORD 8247	FD 215 COASTAL RESTORATION - BP	937,475						
Jan-15	ORD 8494	FUND 252 DRAINAGE TAX FUND	1,200,000						
Jan-15	ORD 8494	FD 255 1/4% CAPITAL SALES TAX	1,075,000						
Jul-16	ORD 8754	TO 659-301-8941-09 FD 255	(1,075,000)						
Jul-16	ORD 8754	TO 659-301-8941-09 FD 252	(825,000)						
Jan-17	ORD 8796	FROM 659-197-8912-01 GEN FUND		427,000					
Jan-17	ORD 8796	FROM 659-650-8913-01 FD 151		75,000					
Jan-17	ORD 8796	FROM 659-501-8913-21 FD 151		50,000					

CONTINUED ON NEXT PAGE

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

659-301-8941-01
LAKE BOUDREAU DIVERSION (CWPRA) (CONTINUED)
PROJECT # 05-LAND-14 & 09-DRA-66

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2017	2018	2019	2020	2021	2022
Jan-17	ORD 8796	FROM 659-195-8353-18 FD 151		156,242					
Jan-17	ORD 8796	FROM 655-351-8928-56 FD 151		300,000					
Jan-17	ORD 8796	FROM 655-351-8929-61 FD 255		129,757					
Jan-17	ORD 8796	FROM 659-501-8913-22 FD 151		7,800					
Jul-17	ORD 8860	DE-OB DNR		(1,155,258)					
Jan-18	ORD 8915	EXCHANGE FUNDS 151			(75,000)				
Jan-18	ORD 8915	EXCHANGE FUNDS 255			75,000				
Jan-18	ORD 8915	EXCHANGE FUNDS 151			(50,000)				
Jan-18	ORD 8915	EXCHANGE FUNDS 255			50,000				
Jan-18	ORD 8915	EXCHANGE FUNDS 151			(156,242)				
Jan-18	ORD 8915	EXCHANGE FUNDS 255			156,242				
Jan-18	ORD 8915	EXCHANGE FUNDS 151			(300,000)				
Jan-18	ORD 8915	EXCHANGE FUNDS 255			300,000				
Jan-18	ORD 8915	EXCHANGE FUNDS 151			(7,800)				
Jan-18	ORD 8915	EXCHANGE FUNDS 255			7,800				
Oct-17	ORD 8894	TO 655-351-8939-08 FD 255		(250,000)					
Oct-17	ORD 8894	TO 661-310-8916-87 FD 255		(200,000)					
Oct-17	ORD 8894	TO 655-351-8934-04 FD 255		(500,000)					
Oct-17	ORD 8894	TO 655-351-8939-07 FD 255		(900,000)					
Nov-17	ORD 8907	TO 655-351-8939-07 FD 255		(3,701,913)					
Feb-18	PENDING BA	FROM 659-301-8941-06 FD 151			20,000				
LESS PRIOR YEARS EXPENDITURES			(476,443)						
FUNDS AVAILABLE			\$ 5,711,240	\$ (5,561,372)	\$ 20,000	\$ -	\$ -	\$ -	\$ -

ENGINEER/ARCHITECT: T. BAKER SMITH, LLC

DESCRIPTION: COASTAL WETLANDS PLANNING AND RESTORATION.

* Adjust General Fund Transfer due to \$119,000 coming from Fund Balance

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

659-301-8941-06
ATCHAFALAYA LONG DISTANCE SEDIMENT PIPELINE
CFMS NUMBER: 722681
CPRA AGREEMENT NUMBER: 2514-13-12
PROJECT # 13-CZM-08
R: 659-000-6343-32

TOTAL FUNDING	\$	1,480,000
EXPENDITURES THRU 12/31/16		(1,329,570)
PROJECT BALANCE	\$	150,430

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2017	2018	2019	2020	2021	2022
Aug-13	ORD 8323	STATE OF LA CPRA	750,000						
Aug-13	ORD 8323	FROM 659-301-8941-02 FD 151 GEN FD	750,000						
Feb-18	PENDING BA	TO 659-301-8941-01 FD 151 GEN FD			(20,000)				
LESS PRIOR YEARS EXPENDITURES			(1,329,570)						
FUNDS AVAILABLE			\$ 170,430	\$ -	\$ (20,000)	\$ -	\$ -	\$ -	\$ -

ENGINEER/ARCHITECT: CB&I COASTAL, INC.
MOFFATT & NICHOL, INC.

DESCRIPTION: ADVANCE THE DESIGN OF A SEDIMENT PIPELINE TO TRANSPORT SEDIMENTS DREDGED FROM THE PORT OF MORGAN CITY'S CHANNEL MAINTENANCE PROGRAM FROM THE BERWICK BAY AREA OF THE ATCHAFALAYA RIVER TO THE ATCHAFALAYA RIVER BAR CHANNEL AREA, AND OTHER AVAILABLE SOURCES IN THE ATCHAFALAYA BASIN THAT ARE TO BE IDENTIFIED DURING THE DESIGN PROCESS, EASTWARD INTO THE CRITICAL SEDIMENT DEFICIENT MARSHES OF CENTRAL AND EASTERN TERREBONNE PARISH.

ACCT: 659-301-8941-01

NOVEMBER 30, 2017 - MONTH LAST CLOSED

CAPITAL PROJECTS CONTRL

COASTAL RESTORE/PRESERV

LAKE BOUDREAUX DIVERSION CWPRA

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	149,868	149,868.12	0	0
2018	0	.00	460	460-
CLOSED:				
2011	2,540,691	11,916.50	N/A	2,528,775
2012	2,728,774	64,758.04	N/A	2,664,016
2013	5,466,699	24,506.50	N/A	5,442,193
2014	5,442,192	19,746.43	N/A	5,422,446
2015	7,697,446	25,554.73	N/A	7,671,891
2016	5,771,891	60,651.36	N/A	5,711,240

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT

CF04 = DSP

CF06 = DSP

CF08 = PRT

CF08 = PRT

DETAIL

ENCUMBRANCE

DETAIL

ACCOUNT EXCEEDS BUDGET AMOUNT

ACCT: 659-301-8941-06

NOVEMBER 30, 2017 - MONTH LAST CLOSED

CAPITAL PROJECTS CONTRL

COASTAL RESTORE/PRESERV

ATCHAFALAYA LONG DIST SEDIMENT

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2017	170,430	496.00	0	169,934
2018	0	.00	0	0
CLOSED:				
2011	0	.00	N/A	0
2012	0	.00	N/A	0
2013	1,500,000	172,485.71	N/A	1,327,514
2014	1,327,514	353,473.79	N/A	974,040
2015	974,040	369,243.44	N/A	604,797
2016	604,797	434,366.81	N/A	170,430

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT

SCR

CF04 = DSP

DETAIL

CF06 = DSP

ENCUMBRANCE

CF08 = PRT

DETAIL

Category Number: 3.
Item Number: A.



Wednesday, February 21, 2018

Item Title:

Public Services Committee

Item Summary:

Public Services Committee, 2/19/18*

Category Number: 3.
Item Number: B.



Wednesday, February 21, 2018

Item Title:

Budget & Finance Committee

Item Summary:

Budget & Finance Committee, 2/19/18*

Category Number: 3.
Item Number: C.



Wednesday, February 21, 2018

Item Title:

Policy, Procedure & Legal

Item Summary:

Policy, Procedure & Legal, 2/19/18



Wednesday, February 21, 2018

Item Title:

Community Development & Planning

Item Summary:

Community Development & Planning Committee, 2/19/18

***(Ratification of minutes calls public hearings on 3/14/18 at 6:30 p.m.)**



Wednesday, February 21, 2018

Item Title:

Street Lights

Item Summary:

Light installations, removals, and/or activations.

ATTACHMENTS:

Description	Upload Date	Type
Ventrure Blvd.	2/14/2018	Backup Material
List	2/16/2018	Backup Material
Ordinance	2/16/2018	Ordinance
Revised list and backup	2/21/2018	Backup Material

R02-9515

← 28' →

VENTURE BLVD

STREET LIGHT LIST
2-21-18

MOVE EXISTING STREET LIGHT AT 205 VENTURE BOULEVARD APPROXIMATELY 40 FEET SOUTH TOWARD VALHI BOULEVARD; SLECA; RLD #2; DARRIN W. GUIDRY, SR.; DISTRICT 6

ENERGIZE THE STREET LIGHTS IN NEWLY ACCEPTD SUBIVISION PARKWOOD PLACE SUBDIVISION, AS PER ORDINANCE NO. 8928, TPCG UTILITIES; RLD #3A; JOHN NAVY, DISTRICT 1

OFFERED BY: MR. J. NAVY
SECONDED BY: MR. S. DRYDEN

ORDINANCE NO. 8928

AN ORDINANCE DEDICATING AND ACCEPTING THE MAINTENANCE/OPERATION OF THE STREET(S), DRAINAGE SERVITUDES, UTILITIES, GAS, SEWER, AND RIGHTS-OF-WAY FOR “PARKWOOD PLACE SUBDIVISION;” ENERGIZE AND ACCEPT THE STREET LIGHTS; AND TO INCORPORATE “BREES DRIVE,” “FLEUR DE LIS DRIVE,” “SAINTS CIRCLE,” AND “SUPER BOWL DRIVE” INTO THE ENHANCED 911 EMERGENCY RESPONSE SYSTEM FOR THE PURPOSE OF PROVIDING A BETTER MEANS OF LOCATING ADDRESSES; AND TO SET FORTH AN EFFECTIVE DATE FOR THE INCORPORATION OF STREET NAME(S), TO INFORM THE PROPER AGENCIES OF THE STREET NAME(S), AND TO AUTHORIZE THE INSTALLATION OF THE APPROPRIATE STREET SIGN(S), AND TO ADDRESS OTHER MATTERS RELATIVE THERETO.

SECTION I

BE IT ORDAINED that the Terrebonne Parish Council, on behalf of Terrebonne Parish Consolidated Government, dedicates and accepts the maintenance/operation of the street(s), drainage servitudes, utilities, gas, sewer, and rights-of-way; and energize and accept the street lights as depicted as depicted on a plat, prepared on January 2, 2012, revised July 17, 2017, by David A. Waitz Engineering & Surveying, Inc. titled “Parkwood Place Subdivision”, a copy of which is attached hereto and made a part hereof;

BE IT FURTHER ORDAINED effective on the 21st day of February, 2018, that “Brees Drive,” “Fleur De Lis Drive,” “Saints Circle,” and “Super Bowl Drive” be incorporated into the Enhanced 911 Emergency Response System;

BE IT FURTHER ORDAINED that a copy of this ordinance be submitted to the Terrebonne Parish Communications Board, local U.S. Postal Services, fire districts, Acadian Ambulance, Terrebonne Parish Sheriff’s Office, and any other appropriate agency; and

BE IT FURTHER ORDAINED that the Parish Forces be directed to install the proper street sign on the appropriate street, and that any other actions relative thereto be addressed.

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.

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

THERE WAS RECORDED:
YEAS: D.W. Guidry, Sr., A. Marmande, D.J. Guidry, S. Trosclair, J. Navy, A. Williams, G. Michel, S. Dryden and C. Duplantis-Prather.
NAYS: None.
NOT VOTING: None.
ABSTAINING: None.
ABSENT: None.
The Chairman declared the ordinance adopted on this, the 7th day of February 2018.

STEVE TROSCLAIR, 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 February 7, 2018, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS ____ DAY OF FEBRUARY 2018.

VENITA H. CHAUVIN
COUNCIL CLERK
TERREBONNE PARISH COUNCIL

STREET LIGHT LIST
2-21-18

MOVE EXISTING STREET LIGHT AT 205 VENTURE BOULEVARD APPROXIMATELY 40 FEET SOUTH TOWARD VALHI BOULEVARD; SLECA; RLD #2; DARRIN W. GUIDRY, SR.; DISTRICT 6

ENERGIZE THE STREET LIGHTS IN NEWLY ACCEPTD SUBIVISION PARKWOOD PLACE SUBDIVISION, AS PER ORDINANCE NO. 8928, TPCG UTILITIES; RLD #3A; JOHN NAVY, DISTRICT 1

INSTALL 175 WATT HPS STREET LIGHT AT 111 COMPANY CANAL ROAD IN BOURG; RLD #5; ENTERGY; STEVE TROSCLAIR; DISTRICT 9

4
REVISED



Enter

ENTERGY LOUISIANA, INC. STREET LIGHTS

builder@entergy.com

Install/Removal/Upgrade Request

FAX NUMBER 1-800-898-3143

Date: 2/21/18
Account Name: TPCG RLD #5
Account Number: 22719467

Phone Number: (985) 873-6519
Confirmation Fax Number: (985) 873-6521
Name (PRINT) STEVE TROSCLAIR

Authorized Signature: _____

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

Company Owned Streetlights (ENTERGY)

INSTALL REMOVAL

_____	_____	100w HPS streetlight(s)*	rate code	LA_CHSV_2A	
<u>1</u>	_____	175 150 w HPS streetlight(s)*	rate code	LA_CHSV_2B	
_____	_____	250w HPS streetlight(s)*	rate code	LA_CHSV_2C	
_____	_____	400w HPS streetlight(s)*	rate code	LA_CHSV_2D	(OFF ROAD LIGHT NOT HPS)
_____	_____	1000w HPS streetlight(s)*	rate code	LA_CHSV_2E	

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

Customer Owned Streetlights (MUNICIPALITY)

INSTALL REMOVAL

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

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

Company Owned Streetlights (ENTERGY)

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

Customer Owned Streetlights (MUNICIPALITY)

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

LOCATION OF LIGHT(s): Install 175 Watt Street Light at 111 Company Canal Road in Bourg

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

X Yes _____ No _____ Not Sure

Company Use Only

Order Generated: YES _____
Sent To: Construction _____ Engineering _____
Estimated completion date: ____/____/____
Name: _____
Date: ____/____/____

Flo Dumas

Lighting Coordinator
985-479-2011 Office
985-479-2018 fax
225-206-7646 Cell
fdumas@entergy.com

Category Number: 5.
Item Number: A.



Wednesday, February 21, 2018

Item Title:

LAMSA

Item Summary:

Louisiana Association of Municipal Secretaries and Assistants (LAMSA), March 21-23, 2018, Marksville, La.

ATTACHMENTS:

Description

Registration form

Upload Date

2/16/2018

Type

Backup Material

Registration Form.....Due by February 23, 2018

29th Annual Spring Conference
March 21-23, 2018
Marksville, LA 71351

Please submit separate registration for each delegate....

Name _____ Certification _____

Municipality _____ Department/Title _____

Address _____ Mailing Address _____ City/State/ZipCode _____

Phone _____ FAX _____ Email _____

Guest Name (if applicable) _____

First Timer ☐ Yes ☐ No Who invited you _____

Early registration should be received by February 23, 2018. Full refunds will be made for cancellations received before February 16th; there will be no refunds after February 23, 2018.

Registration Fees: (late after February 23, 2018)

- ☐ Member Registration \$ 215
- ☐ Late Registration \$ 240
- ☐ Non-Member Registration \$ 250
- ☐ Non-Member Late Registration \$ 275
- ☐ Retiree Registration \$ 75
- ☐ Add on: Guest Fee for Meals \$ 50
- ☐ Add on: Membership \$ 50

Staycation Stations ☐ Will Attend

- ☐ Will Participate In A Station
- ☐ Will not Attend

Checks should be payable to:

LAMSA
Mail checks to:
LAMSA CONFERENCE
Marlene Peckley
419 Juliette Lane
Mandeville, LA 70448
LAMSA Federal ID: 72-1152251

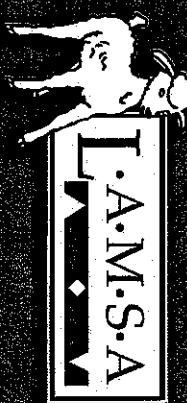
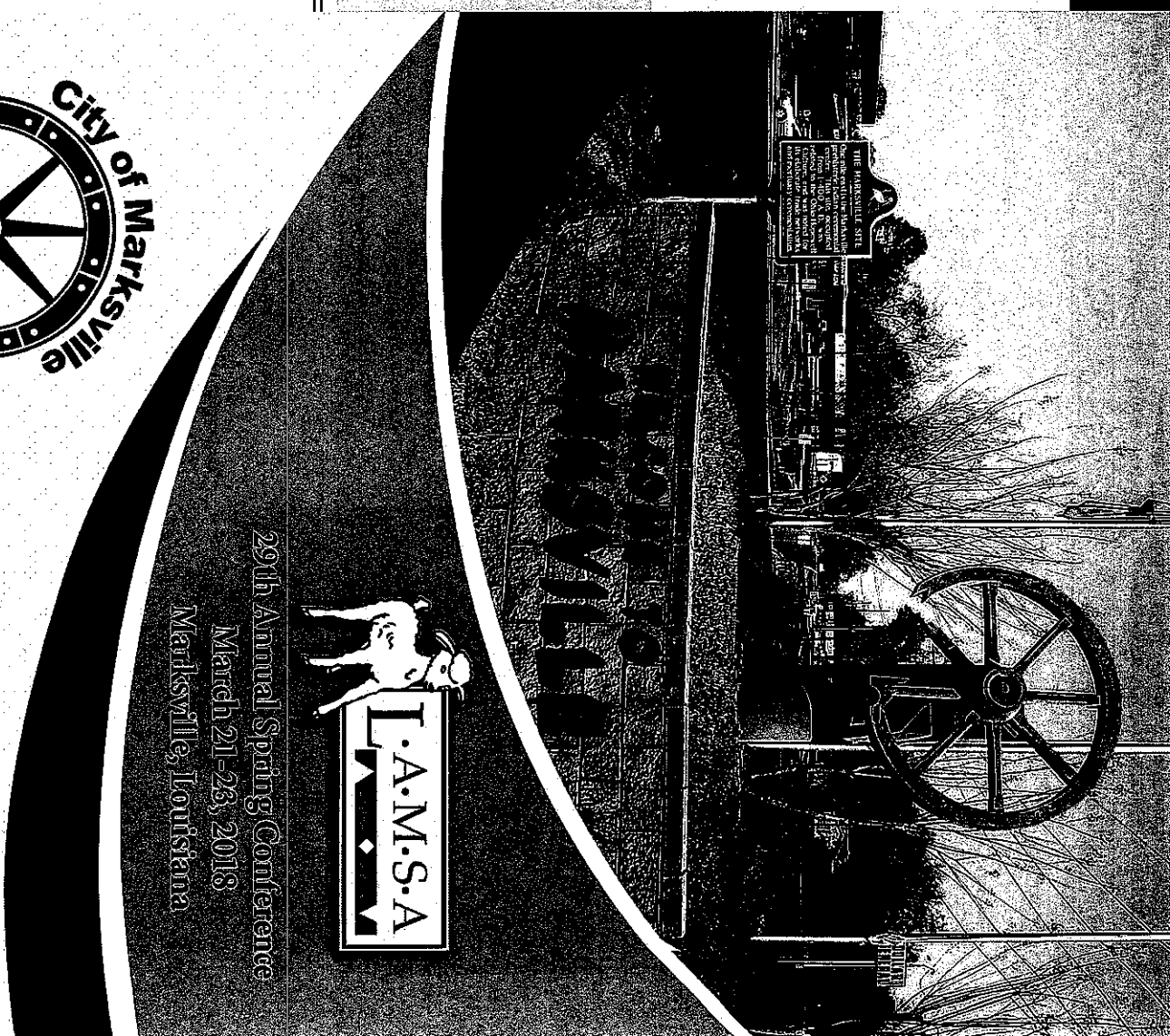
QUESTIONS:

Marlene Peckley, LAMSA Conference Coordinator
Cell: 985-630-1798 FAX: 1-888-988-9277
Email: lamsaconference@aol.net

2022 ON LINE
NEW YEAR'S
PAID
STANDARD
TERMS

RETURN SERVICE REQUESTED

LA 70448
Mandeville, LA 70448
419 Juliette Lane
(VMSA) Secretaries and Assistants
Louisiana Association of Municipalities



29th Annual Spring Conference
March 21-23, 2018
Marksville, Louisiana



Paragon Casino Resort
711 Paragon Place, Marksville, LA 71351
1-800-642-7777

LAMSA

LOUISIANA ASSOCIATION OF MUNICIPAL SECRETARIES AND ASSISTANTS

Annual Spring Conference
March 21-23, 2018
Marksville, Louisiana

Accommodations

A block of rooms at the Harajiro Casino Resort in Marksville has been reserved at \$99 for single occupancy per night and \$199 for double occupancy in the resort and suite rooms. For a tour of the resort, single occupancy is \$129 and double is \$159. Participants should make their reservations directly with the hotel by calling 1-800-942-7777 and use the code reference LAMSA218. This rate will be held until February 28, 2018. For a tax exemption, a valid certificate must be presented to the hotel at check-in. The form can be found on the LAMSA website for your convenience.

We've Added a Special Event on Wednesday!

We are honored to host our Lt. Governor Billy Nungesser on Wednesday, March 21, who will discuss tourism in our state. Since he is an advocate of education, we have been able to bring him to Marksville with a presentation on why we should visit their community. Let's spend our Lt. Governor's time with us. Individual presentations are set for three minutes. Participants will get one hour of credit for Lt. Governor's session and one hour of participating in the session.

Annual Business Meeting/Election of Officers

All this conference we will have our annual business meeting and it is time to elect a new board. If you would like to serve, applications are on our website. Refer to our bylaws for a list of positions. Directors at large must be members of LAMSA for two years. Executive Board members must not be served on the board for at least one year. All applications must include a letter from your Mayor or Superintendent dated by January 15, February 22, 2018.

Scholarship

If you would like to attend the conference and your municipality is not able to financially support your attendance, you may submit a Scholarship Application, available on our website, and then February 22, 2018. You must be a member in good standing. Your name must be on the application. Please follow the criteria on the website. LAMSA218, along with a letter from your Mayor or Superintendent.

An education scholarship can be awarded at this spring conference. Application forms and criteria are on the website. Applications are also due by February 22, 2018.

Certification

LAMSA currently has 175 members. 175 have earned the prestigious Certified Municipal Association (CMA) designation. To earn certification, participants must earn 100 education points and 50 experience points. Information and application forms are on our website. LAMSA218.

Bring a Coworker!

Invite a friend, employee, or family member to attend LAMSA's Spring Conference and enjoy the learning and networking opportunities. For each coworker, participants receive a 15% discount on the registration fee and the coworker's registration fee will be waived. A letter from the participant is required.

Gift Exchange

If you would like to participate in the gift exchange, please bring a gift worth \$15 or less. Gifts should be wrapped and labeled with your name or business card on the gift.



125

For more information, contact the LAMSA office at 1-800-942-7777 or visit our website at www.lamsa.org. All forms should be completed and returned to LAMSA, 1000 N. Main Street, Marksville, LA 71351.

Conference Agenda

Wednesday, March 21, 2018

11:00 a.m. - 1:00 p.m.

LAMSA Board Meeting

Lunch on your own

1:00 - 2:00 p.m.

Registration/Set up for Staycation Stations

2:00 - 4:00 p.m.

Louisiana Pick Your Passion
Lt. Governor Billy Nungesser
Staycation Stations
Presentations

Dinner on your own

Thursday, March 22, 2018

7:00 - 8:30 a.m.

Breakfast/Registration

8:30 - 8:45 a.m.

President's Welcome & Announcements
Hilda Edwards, CMA
LAMSA President

8:45 - 9:00 a.m.

Welcome
Mayor John Lemolue
City of Marksville

9:00 - 9:15 a.m.

LMA Update
Karen White, LMA Attorney

9:15 - 10:15 a.m.

Sexual Harassment Training
Karen White, LMA Attorney

10:15 - 10:30 a.m.

Break

10:45 - 11:00 a.m.

What Should A Victim Do?
Karen White, LMA Attorney

11:00 a.m. - 12 Noon

State of the State
Senator Eric Lafleur
Chairman, State Finance Committee

12 Noon - 2:00 p.m.

Annual Business Meeting
Lunch/Election of Officers

2:00 - 4:00 p.m.

Code Red: Negativity in the Workplace
Ron Anderson

Dinner on your own

Friday, March 23, 2018

7:00 - 8:30 a.m.

Breakfast/Registration

8:30 - 10:00 a.m.

Mayor's Panel

10:00 - 10:15 a.m.

Break

10:15 - 11:15 a.m.

The Challenge of Change
Steve Morgan

11:15 - 11:30 a.m.

Problem Solving
Round Table Discussion

11:30 a.m. - 12 Noon

Wrap Up
Gift Exchange
Attendance Certificates
Scholarship Drawing

12:00 Noon

Dinner





Wednesday, February 21, 2018

Item Title:

Fire District No. 9

Item Summary:

Fire District No. 9 Board: Three expired terms. Mr. Riley Gros, Mr. Lynn Giroir and Mr. Michael Armit would like to be considered for re-appointment.

ATTACHMENTS:

Description

Request for reappointment

Upload Date

2/7/2018

Type

Backup Material

Venita Chauvin

From: Terri St. Peter [GBS@accesscom.net]
Sent: Monday, December 11, 2017 12:08 PM
To: Venita Chauvin
Subject: Fire District # 9-Expiring Terms

Mrs. Chauvin:

Per Mr. Riley Gros, Mr. Lynn Giroir and Mr. Mike Armit, I am submitting this as Notification of their intentions to be re-appointed to the Terrebonne Parish Fire District # 9 Board.

Please forward to the Parish Council for their consideration.

Many Thanks,

Terri P. St. Peter

Terri P. St. Peter, E.A., A.T.P., A.T.A.
General Business Services
107 Verret St
Houma, LA 70360
985-868-2872 (Office)
985-868-5350 (Fax)

To ensure compliance with IRS Circular 230, any U. S. Federal tax advice provided in this communication is not intended or written to be used by the recipient or any other taxpayer for the purpose of avoiding tax penalties that may be imposed on the recipient or any other taxpayer, or in promoting, marketing or recommending to another party a partnership or other entity, investment plan, arrangement or other transaction addressed herein.

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Virus-free. www.avast.com



Wednesday, February 21, 2018

Item Title:

Recreation District No. 3 Board

Item Summary:

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

ATTACHMENTS:

Description

Notice to Public

Upload Date

1/30/2018

Type

Cover Memo

NOTICE TO THE PUBLIC

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

Recreation District No. 1 Board: One vacancy due to resignation. *(2/7/18)

Recreation District No. 3A Board: One vacancy to fill unexpired term. *(2/7/18)

Recreation District No. 5 Board: One expired term. *(2/7/18)

Recreation District No. 6 Board. One vacancy to fill unexpired term. *(2/7/18)
(Interested individuals must be a resident of the recreation district and be willing to attend regularly-scheduled meetings to discuss and take action on matters pertaining to recreational facilities and activities.)

Recreation District No. 8 Board: One expiring term. *(2/7/18)

Fire District No. 10 Board: One expired term. *(2/7/18)

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

Houma Area Convention & Visitors' Bureau: One expiring term. Individuals must be nominated by a private, nonprofit group that has an interest in one or more aspects of the tourist industry. *(2/7/18)

Houma-Terrebonne Public Trust Finance: One expiring term. Interested citizens should be a resident of the parish and interested in overseeing a financial program for the parish. *(2/7/18)

Houma Board of Zoning Adjustments: One vacancy for alternate position. Interested individuals must be landowners and qualified voters of the urban planning district of the Parish. *(2/7/18)

Terrebonne Parish Youth Advisory Council: 2 representatives from each of the following High Schools: Covenant Christian, H. L. Bourgeois, Houma Christian, South Terrebonne, Terrebonne, and Vanderbilt High Schools; 1 Alternate from north of the Intracoastal; and 1 Alternate from south of the Intracoastal. *(2/7/18)

Terrebonne Parish Tree Board: Two expiring terms and one vacancy due to resignation. The Board's responsibility is to study, investigate, counsel and develop and/or update annually, and administer a written plan for the care, preservation, pruning, planting, replanting, removal or disposition of trees and shrubs in parks, within public rights-of-way along streets and in other public areas. *(2/7/18)

Terrebonne Parish Library Board of Control: One expiring term. Interested individuals must be citizens of Terrebonne Parish and must be willing to perform all duties and powers with respect to the parish public library system as enumerated by state law. *(2/21/18)

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

VENITA H. CHAUVIN, COUNCIL CLERK
TERREBONNE PARISH COUNCIL



Wednesday, February 21, 2018

Item Title:

Recreation District No. 6 Board

Item Summary:

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

ATTACHMENTS:

Description

Notice to Public

Upload Date

2/16/2018

Type

Backup Material

NOTICE TO THE PUBLIC

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

Recreation District No. 3A Board: One vacancy to fill unexpired term. *(2/21/18)

Recreation District No. 6 Board. One vacancy to fill unexpired term. *(2/21/18)
(Interested individuals must be a resident of the recreation district and be willing to attend regularly-scheduled meetings to discuss and take action on matters pertaining to recreational facilities and activities.)

Houma Area Convention & Visitors' Bureau: One expiring term. Individuals must be nominated by a private, nonprofit group that has an interest in one or more aspects of the tourist industry. *(2/21/18)

Houma-Terrebonne Public Trust Finance: One expiring term. Interested citizens should be a resident of the parish and interested in overseeing a financial program for the parish. *(2/21/18)

Houma Board of Zoning Adjustments: One vacancy for alternate position. Interested individuals must be landowners and qualified voters of the urban planning district of the Parish. *(2/21/18)

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VENITA H. CHAUVIN, COUNCIL CLERK
TERREBONNE PARISH COUNCIL

* * * * *



Wednesday, February 21, 2018

Item Title:

Public Trust Finance

Item Summary:

Houma-Terrebonne Public Trust Finance: One expired term. Mr. John Aubrey Campbell and Ms. Apryll Wallis submit applications.

ATTACHMENTS:

Description	Upload Date	Type
Application	2/16/2018	Application
Application	2/16/2018	Application

RETURN TO:

DATE: February 12, 2018

Mrs. Venita H. Chauvin, Council Clerk
Terrebonne Parish Council
P.O. Box 2768
Houma, LA 70361
E-Mail: vchauvin@tpcg.org
FAX: 985-873-6521

The application of John Aubrey Campbell,
(Name)

of the full age of majority, whose primary residence and permanent mailing address,
email address, and phone # is :

5561 Bayou Black Drive Gibson, Louisiana 70356, johncampbell@tpsd.org

home phone 985-575-3995 and cellphone 985-677-2040

Applicant wishes to qualify for appointment as a member of Houma Terrebonne Public
Trust Financing Authority (Name of
Board/Commission) in this Parish, and states the following:

- A. Applicant has maintained their primary residence in the Parish of
Terrebonne at 5561 Bayou Black Drive Gibson Louisiana 70356
(current address)
for 15
(number of consecutive years)
- B. Applicant resides in and is a registered voter of council district number
2.
- C. Applicant, applying for membership to the Fire Protection District
Board, is a resident property taxpayer in his/her respective district.
- D. Applicant has not been convicted of a felony.
- E. To the best of his/her knowledge, Applicant will receive no personal
economic benefit by serving on Houma Terrebonne Public Trust Financing Authority
(Name of Board/Commission)
- F. To the best of his/her knowledge, no member of applicant's immediate
family will receive any personal economic benefit from applicant's
service on Houma Terrebonne Public Trust Financing Authority
(Name of Board/Commission)
- G. Applicant is aware of the meeting requirements of Houma Terrebonne Public Trust Financing Authority
(Name of Board/Commission)
- H. Applicant shall be a Terrebonne Parish registered voter.

*A copy of your resume shall be attached for our consideration

John A. Campbell Digitally signed by John A. Campbell
Date: 2018.02.10 17:25:04 -08'00'
(Signature of applicant)

*Providing false information on this application is grounds for immediate
removal from any board or commission.*

1. "personal economic benefit" for purposes of this application, means that no applicant or his immediate family will receive any economic benefit from the applicant's service on said Board or Commission. Simply put, the applicant's actions/transactions while serving on the Board/Commission may result in profits for himself or his immediate family. A per diem received by applicant for his/her service on any board or commission does not constitute personal economic benefit within the meaning of provision E.
2. "immediate family" for purposes of this application means his children, the spouses of his children, brothers, sisters, parents, spouse, and the parents of his spouse.
3. If any applicant is not aware of the meeting requirements of the particular Board/Commission to which he/she is applying for membership, he/she should determine this information by contacting a Board/Commission member or by contacting the office of the Council Clerk.
01/05/11

RETURN TO:

DATE: 16 Feb. 2018

Mrs. Venita H. Chauvin, Council Clerk
Terrebonne Parish Council
P.O. Box 2768
Houma, LA 70361
E-Mail: vchauvin@tpcg.org
FAX: 985-873-6521

The application of Mrs. April Wallis
(Name)

of the full age of majority, whose primary residence and permanent mailing address, email address, and phone # is:

P.O. Box 1895, Houma, LA 70361-1895
wallisam1980@gmail.com
404-754-0043

Applicant wishes to qualify for appointment as a member of Houma-Terrebonne
(Name of
Public Trust Finance in this Parish, and states the following:
Board/Commission)

A. Applicant has maintained their primary residence in the Parish of Terrebonne at
502 Ashlawn Street for 12
(current address, city, state, zip code) (No. of consecutive years)

B. Applicant resides in and is a registered voter of Council District Number _____.

C. Applicant, applying for membership to the Fire Protection District Board, is a resident property taxpayer in his/her respective district.

D. Applicant has not been convicted of a felony.

E. To the best of his/her knowledge, Applicant will receive no personal economic benefit by serving on Houma-Terrebonne Public Trust Finance
(Name of Board/Commission)

F. To the best of his/her knowledge, no member of applicant's immediate family will receive any personal economic benefit from applicant's service on the
Houma-Terrebonne Public Trust Finance
(Name of Board/Commission)

G. Applicant is aware of the meeting requirements of Houma-Terrebonne Public Trust Finance
(Name of Board/Commission)

*A copy of your resume shall be attached for our consideration


(Signature of Applicant)

Providing false information on this application is grounds for immediate removal from any board or commission.

1. "personal economic benefit" for purposes of this application, means that no applicant or his immediate family will receive any economic benefit from the applicant's service on said Board or Commission. Simply put, the applicant's actions/transactions while serving on the Board/Commission may result in profits for himself or his immediate family. A per diem received by applicant for his/her service on any board or commission does not constitute personal economic benefit within the meaning of provision E.
2. "immediate family" for purposes of this application means his children, the spouses of his children, brothers, sisters, parents, spouse, and the parents of his spouse.
3. If any applicant is not aware of the meeting requirements of the particular Board/Commission to which he/she is applying for membership, he/she should determine this information by contacting a Board/Commission member or by contacting the office of the Council Clerk.
01/05/11

APRYLL WALLIS

Wallisam1980@gmail.com ♦ 502 Ashlawn Street Houma, La 70363 ♦ 985- 876-1082 Home 404- 754-0043 Cell

OBJECTIVE

My objective is to employ my knowledge and experience with the intention of securing a professional career with opportunity for challenges and career advancement, while gaining knowledge of new skills and expertise. That will enable me to perform my bests using my mathematical, numerical, accounting and analytical ability for the betterment of the organization.

EDUCATION

L.E. Fletcher Technical Community College
May 2012 Associate of Applied Science – Accounting

EXPERIENCE

♦ H & R Block 7717 West Main Street Houma, La 70360 (985) 227-6833
Tax Preparer 12/2015 – Present

- Compute taxes owed by following tax code.
- Prepare or assist in preparing simple to complex tax returns for individuals or small businesses.
- Help taxpayers by using their federal, state and local codes and see to it that clients receive the maximum benefit permitted under the law of government.
- Uncover potential deductions and credits.
- Advise against potential tax liabilities.
- Ensure clients do not pay unnecessary taxes.
- Review financial records such as income statements and documentation of expenditures.
- Interview clients to get a thorough picture of financial situation.
- Verify totals on past forms for accuracy.
- Calculate and invoice for form preparation fees.
- Consult tax law handbooks for especially difficult tax returns.
- Resolve customer complaints.

April

- Recommend additional products and services.
- Prepare tax returns using electronic filing software.
- Ensure a copy of the completed return is provided to the customer

United States Postal Services 910 Canal Blvd Thibodaux, LA 70301 (985)446-6932

Postal Service Worker 11/2014-01/2015

- Communicated with clients and various individuals to respond to their inquiries regarding mail regulations and procedures, rates and post office boxes.
- Ensured correct postage, packages and letters in proper condition by regularly checking them.
- Accomplished forms regarding changes of address, theft or loss of mail.
- Cancelled postage by feeding mail into postage canceling devices or hand stamp mail.
- Recorded daily transactions and kept money drawer in order.
- Rendered customer service to various individuals regarding mail services, regulations and rates

Houma Depot 4325 New Snapfinger Road Decatur, GA 30032 (770) 981-4553
Cashier 12/1998-09/2006

- Responsible for the providing the best level of customer service to the customers.
- Perform opening and closing function, cash pulls.
- Make changes in orders and deposit according to the policies. Monitor and maintain the store operational reports for the improvement in the store execution.
- Help customers with their purchases, make keys, mixed pains and worked the return desk.
- Balance cash for front end on a daily basis.

April

Bank of America 1272 Columbia Dr. Decatur, GA 30032 (404) 286-5700
Bank Teller-01/1999-12/2001

- Initiate and open new accounts
- Process cash withdrawals
- Balance currency, cash and checks in cash drawer at end of day shift.
- Answer inquiries regarding checking and saving accounts and other bank related products.
- Ensure compliance with all internal controls and established policies and procedures.
- Monitor bank vaults to ensure cash balances are correct
- Perform clerical task such as typing, filing and constructing spreadsheets

SKILLS

Analytical thinking, planning.
Accuracy and Attention to details.
Organization and prioritization skills.
Problem analysis, use of judgment and ability to solve problems efficiently
Proficient in Microsoft Office Suite

REFERENCES

Terrica Curry (678)334-9245

LaShawn Castle (404)545-8609



Wednesday, February 21, 2018

Item Title:

Houma Area Convention & Visitors' Bureau

Item Summary:

Houma Area Convention & Visitors' Bureau: One expired term. Mr. Billy Gaston submits application and resume' and nominated by the Knights of Columbus); Ms. Julie Falgout, Mr. John Campbell and Ms. Apryll submit applications. (Waiting on nominations from non-profits for 3 individuals.)

ATTACHMENTS:

Description	Upload Date	Type
Term Expiration	10/5/2017	Backup Material
Appliccation and resume	2/5/2018	Application
Application	2/9/2018	Application
Application	2/16/2018	Application
Application	2/16/2018	Application
nomination	2/19/2018	Backup Material

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

October 3, 2017

MEMO TO: Venita H. Chauvin
Council Clerk

FROM: Tammy Triggs *tex*
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 November 2017:

Downtown Development Corp.	Carmen E. Waitz (President)	11-01-17
	Mary Jane Peters	11-01-17
	Dale Norred (Historical Society)	11-01-17
	Ronald Lirette	11-01-17
Planning Commission	Wayne Thibodeaux	11-30-17*
Houma Terrebonne Convention Bureau	Mary Wayne	12-31-17
	Anne Picou	12-31-17

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

Venita Chauvin

From: BILLY GASTON [da_cajunman1@yahoo.com]
Sent: Monday, February 5, 2018 11:11 AM
To: Venita Chauvin
Subject: Application for Houma C V B Board seat
Attachments: APP. FOR CVB BOARD MEMBER.jpeg; BILLY J. GASTON RESUME' FOR 2018 C.V.B. BOARD.docx

Please send me a confirmation email stating that you have received this email and you were able to open the (2) attached files for my #1. Resume' and my #2. application for the Houma Area Convention and Visitors Bureau board seat.

Thank you,
Billy J. Gaston

2-7-18

AGENDA

5H

RETURN TO:

DATE: 1-30-18

Mrs. Venita H. Chauvin, Council Clerk
Terrebonne Parish Council
P.O. Box 2768
Houma, LA 70361
E-Mail: vchauvin@tpcg.org
FAX: 985-873-6521

The application of Billy John Gaston
(Name)

of the full age of majority, whose primary residence and permanent mailing address,
email address, and phone # is :

506 PARIS LN. HOUMA, LA 70363
DA-CATUNMAN1@yahoo.com / 985-868-4625
985-855-3771

Applicant wishes to qualify for appointment as a member of Houma Area Conventions
(Name of
Visitors Bureau in this Parish, and states the following:
Board/Commission)

- A. Applicant has maintained their primary residence in the Parish of
Terrebonne at 506 PARIS LN. HOUMA, LA 70363
(current address)
for 32
(number of consecutive years)
- B. Applicant resides in and is a registered voter of council district number
00/44
- C. Applicant, applying for membership to the Fire Protection District
Board, is a resident property taxpayer in his/her respective district.
- D. Applicant has not been convicted of a felony.
- E. To the best of his/her knowledge, Applicant will receive no personal
economic benefit by serving on Houma CVB
(Name of Board/Commission)
- F. To the best of his/her knowledge, no member of applicant's immediate
family will receive any personal economic benefit from applicant's
service on Houma CVB
(Name of Board/Commission)
- G. Applicant is aware of the meeting requirements of Houma CVB
(Name of Board/Commission)
- H. Applicant shall be a Terrebonne Parish registered voter.

*A copy of your resume shall be attached for our consideration

Billy J. Gaston
(Signature of applicant)

Providing false information on this application is grounds for immediate
removal from any board or commission.

1. "personal economic benefit" for purposes of this application, means that no applicant or his immediate family
will receive any economic benefit from the applicant's service on said Board or Commission. Simply put, the
applicant's actions/transactions while serving on the Board/Commission may result in profits for himself or his
immediate family. A per diem received by applicant for his/her service on any board or commission does not
constitute personal economic benefit within the meaning of provision E.

2. "immediate family" for purposes of this application means his children, the spouses of his children, brothers,
sisters, parents, spouse, and the parents of his spouse.

3. If any applicant is not aware of the meeting requirements of the particular Board/Commission to which
he/she is applying for membership, he/she should determine this information by contacting a
Board/Commission member or by contacting the office of the Council Clerk.

01/05/11

RESUME'

BILLY J. GASTON

506 PARIS LN. HOUMA LA. 70363

Business Cell Ph. # 985-868-4625 / Personal Cell ph. # 985-855-3771

Da_cajunman1@yahoo.com

HISTORY AND EXPERIENCE

A Skilled professional working in the oil and gas industry for over 38 years. Owned and Operated Pride Welding Service, LLC in Houma, LA. For over 18 years. Worked mostly on drilling rigs and specialized in Well Installations. I was also a maintenance Welder and Fabricator and was in charge of over 26 offshore platforms for Chevron, Moble oil and gas and Freeport McMoran.

After the B.P. oil spill, I decided to change my profession and went into the Tourism Industry. I love bringing visitors from all over the world into our beautiful Bayou Country and showing them the most beautiful bayous and swamps Louisiana has to offer. I was born and raised on the bayou and I Love our Cajun Heritage, so I bought Cajun Man's Swamp Tours in Gibson, LA. From Mr. Black Guidry three years ago, this is the best thing I have ever done in my life. Showing the world what I love and educating them about our way of life, the Eco system, Birds of all sorts, Eagles, Alligators, Wildlife and more. Also pointing out the different types of trees, plants and flora that grow here in south Louisiana. I would love to have the opportunity to do more in the Tourist industry, working closely with the Houma C.V.B. and our Lt. Governor to bring more Tourist into our parish so all Businesses in our area can benefit from tourism.

PERSONAL INFORMATION: Married to Tammy for 38 years, we have 3 Daughters and 7 Grandchildren. I was Born and raised in Houma, LA. Lived at 506 Paris Ln. Houma, LA. For over 32 years. My Great, Great Grandfather was one of the first Cajun Settlers here in South Louisiana; he was given a Spanish Land Grant from Spain in the mid 1700's and settled on the coast of Terrebonne Parish. (Last Island) his name is in our History books, Mr. Jean Voisin, he was a Hunting and Fishing Guide, Wine Maker, Oyster farmer, Shrimper, Crabber, Trapper, Farmer and Carpenter.(Jack of all Trades)

SKILLS

- Project Management
- Drafting / Estimating Projects
- Safety and Spearheading Operations
- Supervising and Consulting
- Certified on all Welding Codes and Procedures
- Fabrication / Construction Skills
- Executive Team Leadership
- Budgeting and Finance
- Computer Skills
- Bookkeeping
- Strategic Planning
- Booking Tours and Events
- Coordinating and Hosting Events
- Tour Guide
- Sales
- Advertising
- 100 - ton Coast Guard Licensed Boat Captain
- Entertainment and Story Telling
- Knowledge of Cajun History and our Heritage
- Knowledge of our Eco - System and the Environment
- Problem Solving
- Creative Ideas and Skills
- Avid Hunter, Fisherman, Alligator Hunter, Shrimper, Trapper, Craw fisherman, Etc.

RELIGIOUS POSITIONS AND EXPERIENCE

- * Commissioned in 2012 as a Lay Evangelist for the Diocese of Houma / Thibodaux
- * Coordinator for a Men and Women's Prayer Group
- * Eucharistic Homebound Minister
- * Minister for my Homeless Ministry in Terrebonne Parish
- * Member of Haiti Missions Inc.
- * Member of Manresa
- * Member of Cursillo
- * Member of the Catholic Charismatic Renewal
- * Music Ministry
- * Parishioner of Annunziata Church

EDUCATION AND CERTIFICATIONS

Attended Houma Elementary, Southdown Middle School, Houma Junior High, and Terrebonne High School from 1966 - 1978.

Welding School at Delta 1978

Certified Welder on Plate & Pipe on all codes / procedures and on all angles from 1979 – 2015 with all major oil companies and others.

H 2 S Gas Certifications

Certified in Safety, C.P.R. & Fire Fighting

Certified in M.M.S. Safety and Operations

Heavy Equipment Operator

Hydraulic Crane Operator

Diesel Hammer Operator

Certified 100 – ton Coast Guard Boat Captain

Certified Vessel safety

Certified First Aid & C.P.R.

Certified Fire Safety

Certified Safe Environment

Computer Courses

Thank you for your consideration for me to serve on the board of the Houma Convention and Visitors Bureau, so we can work together to make Terrebonne Parish the No. # 1 Tourist destination when travelers come to Louisiana.

12/28/2017

RETURN TO:

DATE: 12/11/2017

Mrs. Venita H. Chauvin, Council Clerk
Terrebonne Parish Council
P.O. Box 2768
Houma, LA 70361
E-Mail: vchauvin@tpcg.org
FAX: 985-873-6521

The application of Julie J. Falgout

(Name)

of the full age of majority, whose primary residence and permanent mailing address,
email address, and phone # is :

61, 10278 E Park Ave, Houma, La 70363, jfalgo@lsu.edu, 985-856-2477

Applicant wishes to qualify for appointment as a member of Houma Area
Convention & Visitors Bureau in this Parish, and states the following:
(Name of Board/Commission)

A. Applicant has maintained their primary residence in the Parish of
Terrebonne at 10278 E Park Ave

(current address)

for 8
(number of consecutive years)

B. Applicant resides in and is a registered voter of council district number
09

C. Applicant, applying for membership to the Fire Protection District
Board, is a resident property taxpayer in his/her respective district.

D. Applicant has not been convicted of a felony.

E. To the best of his/her knowledge, Applicant will receive no personal
economic benefit by serving on Houma Area Convention & Visitors Bureau
(Name of Board/Commission)

F. To the best of his/her knowledge, no member of applicant's immediate
family will receive any personal economic benefit from applicant's
service on Houma Area Convention & Visitors Bureau
(Name of Board/Commission)

G. Applicant is aware of the meeting requirements of Houma Area Convention and Visitors Bureau
(Name of Board/Commission)

H. Applicant shall be a Terrebonne Parish registered voter.

*A copy of your resume shall be attached for our consideration

Julie J. Falgout
(Signature of applicant)

*Providing false information on this application is grounds for immediate
removal from any board or commission.*

1. "personal economic benefit" for purposes of this application, means that no applicant or his immediate family
will receive any economic benefit from the applicant's service on said Board or Commission. Simply put, the
applicant's actions/transactions while serving on the Board/Commission may result in profits for himself or his
immediate family. A per diem received by applicant for his/her service on any board or commission does not
constitute personal economic benefit within the meaning of provision E.

2. "immediate family" for purposes of this application means his children, the spouses of his children, brothers,
sisters, parents, spouse, and the parents of his spouse.

3. If any applicant is not aware of the meeting requirements of the particular Board/Commission to which
he/she is applying for membership, he/she should determine this information by contacting a
Board/Commission member or by contacting the office of the Council Clerk.

01/05/11

54

RETURN TO:

DATE: February 12, 2018

Mrs. Venita H. Chauvin, Council Clerk
Terrebonne Parish Council
P.O. Box 2768
Houma, LA 70361
E-Mail: vchauvin@tpcg.org
FAX: 985-873-6521

The application of John Aubrey Campbell,
(Name)

of the full age of majority, whose primary residence and permanent mailing address,
email address, and phone # is :

5561 Bayou Black Drive Gibson, Louisiana 70356, johnncampbell@tpsd.org

home phone 985-575-3995 and cellphone 985-677-2040

Applicant wishes to qualify for appointment as a member of Houma Terrebonne Public
Trust Financing Authority in this Parish, and states the following:
(Name of Board/Commission)

- A. Applicant has maintained their primary residence in the Parish of
Terrebonne at 5561 Bayou Black Drive Gibson Louisiana 70356
(current address)
for 15
(number of consecutive years)
- B. Applicant resides in and is a registered voter of council district number
2.
- C. Applicant, applying for membership to the Fire Protection District
Board, is a resident property taxpayer in his/her respective district.
- D. Applicant has not been convicted of a felony.
- E. To the best of his/her knowledge, Applicant will receive no personal
economic benefit by serving on Houma Terrebonne Public Trust Financing Authority
(Name of Board/Commission)
- F. To the best of his/her knowledge, no member of applicant's immediate
family will receive any personal economic benefit from applicant's
service on Houma Terrebonne Public Trust Financing Authority
(Name of Board/Commission)
- G. Applicant is aware of the meeting requirements of Houma Terrebonne Public Trust Financing Authority
(Name of Board/Commission)
- H. Applicant shall be a Terrebonne Parish registered voter.

*A copy of your resume shall be attached for our consideration

John A. Campbell Digitally signed by John A. Campbell
Date: 2018.02.10 17:25:04 -06'00'
(Signature of applicant)

*Providing false information on this application is grounds for immediate
removal from any board or commission.*

1. "personal economic benefit" for purposes of this application, means that no applicant or his immediate family will receive any economic benefit from the applicant's service on said Board or Commission. Simply put, the applicant's actions/transactions while serving on the Board/Commission may result in profits for himself or his immediate family. A per diem received by applicant for his/her service on any board or commission does not constitute personal economic benefit within the meaning of provision E.
2. "immediate family" for purposes of this application means his children, the spouses of his children, brothers, sisters, parents, spouse, and the parents of his spouse.
3. If any applicant is not aware of the meeting requirements of the particular Board/Commission to which he/she is applying for membership, he/she should determine this information by contacting a Board/Commission member or by contacting the office of the Council Clerk.
01/05/11

RETURN TO:

DATE: 16 Feb 2018

Mrs. Venita H. Chauvin, Council Clerk
Terrebonne Parish Council
P.O. Box 2768
Houma, LA 70361
E-Mail: vchauvin@tpcg.org
FAX: 985-873-6521

The application of

3Ms, Apry 11 Wallis
(Name)

of the full age of majority, whose primary residence and permanent mailing address, email address, and phone # is:

PO Box 1895, Houma, LA 70361-1895
wallisam1980@gmail.com

Applicant wishes to qualify for appointment as a member of

Houma Area Convention
(Name of

Visitor's Bureau
Board/Commission)

in this Parish, and states the following:

A. Applicant has maintained their primary residence in the Parish of Terrebonne at

502 Ashlaun Street
(current address, city, state, zip code)

for 12
(No. of consecutive years)

B. Applicant resides in and is a registered voter of Council District Number _____

C. Applicant, applying for membership to the Fire Protection District Board, is a resident property taxpayer in his/her respective district.

D. Applicant has not been convicted of a felony.

E. To the best of his/her knowledge, Applicant will receive no personal economic

benefit by serving on Houma Area Convention, Visitor's Bureau
(Name of Board/Commission)

F. To the best of his/her knowledge, no member of applicant's immediate family will

receive any personal economic benefit from applicant's service on the

Houma Area Convention, Visitor's Bureau
(Name of Board/Commission)

G. Applicant is aware of the meeting requirements of

Houma Area Convention, Visitor's Bureau
(Name of Board/Commission)

*A copy of your resume shall be attached for our consideration


(Signature of applicant)

Providing false information on this application is grounds for immediate removal from any board or commission.

1. "personal economic benefit" for purposes of this application, means that no applicant or his immediate family will receive any economic benefit from the applicant's service on said Board or Commission. Simply put, the applicant's actions/transactions while serving on the Board/Commission may result in profits for himself or his immediate family. A per diem received by applicant for his/her service on any board or commission does not constitute personal economic benefit within the meaning of provision E.
2. "immediate family" for purposes of this application means his children, the spouses of his children, brothers, sisters, parents, spouse, and the parents of his spouse.
3. If any applicant is not aware of the meeting requirements of the particular Board/Commission to which he/she is applying for membership, he/she should determine this information by contacting a Board/Commission member or by contacting the office of the Council Clerk.
01/05/11

APRYLL WALLIS

Wallisam1980@gmail.com ♦ 502 Ashlawn Street Houma ♦ 985-876-1082 Home 404-754-1082

OBJECTIVE

My objective as a criminal justice profession would be to work with honesty, sincerity and hard work. I would like to work for the improvement of policies and protocols in order to build and maintain a peaceful environment.

- A closer and exhaustive exposure to various standards and practices applied in the legal field
- Extra ordinary command over both, the general English and legal language full of technical jargons
- Ability to maintain a high level of work ethics and dedication towards the work at hand
- Great ability to cope up with the fast paced and highly stressful work environment

EDUCATION

L.E. Fletcher Technical Community College
May 2013 Associate of Applied Science – Criminal Justice

EXPERIENCE

♦ H & R Block 7717 West Main Street Houma, La 70360 (985) 227-6833
Tax Preparer 12/2015 – Present

- Compute taxes owed by following tax code.
- Prepare or assist in preparing simple to complex tax returns for individuals or small businesses.
- Help taxpayers by using their federal, state and local codes and see to it that clients receive the maximum benefit permitted under the law of government.
- Uncover potential deductions and credits.
- Advise against potential tax liabilities.
- Ensure clients do not pay unnecessary taxes.
- Review financial records such as income statements and documentation of expenditures.
- Interview clients to get a thorough picture of financial situation.
- Verify totals on past forms for accuracy.
- Calculate and invoice for form preparation fees.

April

- Consult tax law handbooks for especially difficult tax returns.
- Resolve customer complaints.
- Recommend additional products and services.
- Prepare tax returns using electronic filing software.
- Ensure a copy of the completed return is provided to the customer

United States Postal Services 910 Canal Blvd Thibodaux, LA 70301 (985)446-6932
Postal Service Worker 11/2014-01/2015

- Communicated with clients and various individuals to respond to their inquiries regarding mail regulations and procedures, rates and post office boxes.
- Ensured correct postage, packages and letters in proper condition by regularly checking them.
- Accomplished forms regarding changes of address, theft or loss of mail.
- Cancelled postage by feeding mail into postage canceling devices or hand stamp mail.
- Recorded daily transactions and kept money drawer in order.
- Rendered customer service to various individuals regarding mail services, regulations and rates

Houma Depot 4325 New Snapfinger Road Decatur, GA 30032 (770) 981-4553
Cashier 12/1998-09/2006

- Responsible for the providing the best level of customer service to the customers.
- Perform opening and closing function, cash pulls.
- Make changes in orders and deposit according to the policies. Monitor and maintain the store operational reports for the improvement in the store execution.
- Help customers with their purchases, make keys, mixed pains and worked the return desk.
- Balance cash for front end on a daily basis.

Apryll

Bank of America 1272 Columbia Dr. Decatur, GA 30032 (404) 286-5700
Bank Teller-01/1999-12/2001

- Initiate and open new accounts
- Process cash withdrawals
- Balance currency, cash and checks in cash drawer at end of day shift.
- Answer inquiries regarding checking and saving accounts and other bank related products.
- Ensure compliance with all internal controls and established policies and procedures.
- Monitor bank vaults to ensure cash balances are correct
- Perform clerical task such as typing, filing and constructing spreadsheets.

SKILLS

Analytical thinking, planning.
Accuracy and Attention to details.
Organization and prioritization skills.
Problem analysis, use of judgment and ability to solve problems efficiently
Proficient in Microsoft Office Suite

REFERENCES

Terrica Curry (678)334-9245

LaShawn Castle (404)545-8609

Venita Chauvin

From: kervin voisin [kervinvoisin@att.net]
Sent: Monday, February 19, 2018 12:47 PM
To: Venita Chauvin
Subject: Fw: Nomination to Board Seat for the Houma Area Convention and Visitors Bureau

From: kervin voisin <kervinvoisin@att.net>
To: vchauvin@tccg.org Venita Chauvin
Sent: Sunday, February 18, 2018, 10:51:50 PM CST
Subject: Nomination to Board Seat for the Houma Area Convention and Visitors Bureau

I, Kervin Voisin, is the Grand Knight of a non-profit organization called the Knights of Columbus, that we nominate Billy J. Gaston for the Board Seat for the Houma area Convention and Visitors Bureau. Billy has many ministries here in the Diocese and helps many people in need, getting them back on their feet and coming closer to God. He has served and been a great leader and coordinator for the monthly parish meetings for Annunziata Church the past few years. He has a great outlook on life and knows how to get things done. He has many great ideas and years of experience on promoting and advertising many different types of functions within Terrebonne parish. He has over 30 years of experience in leadership, managing business, bookkeeping, budgeting finances, problem solving, and has great creative skills. We feel that he would be a great asset to the Parish of Terrebonne, especially in the tourism industry because he loves the bayou areas and our heritage. He has done so much for Terrebonne Parish in the past three years in bringing more tourist into our area than any other attractions. His business alone brings into Terrebonne Parish hundreds of thousands of tourist dollars every year. He also works hard in promoting our Cajun heritage, Cajun music, Cajun food, B&B's, Motels, Plantations, Museums, Restaurants, hunting and fishing, seafood and much more. Billy is the most honest hard working and "Real" Cajun Man I know. Billy and I personally knows our State Lieutenant Governor, Billy Nungesser.

Please contact me, Kervin Voisin - Grand Knight, if you need more information at (985)876-0283.

Thanks,
Kervin Voisin

6E



Wednesday, February 21, 2018

Item Title:

Youth Advisory Council

Item Summary:

Terrebonne Parish Youth Advisory Council: Two representatives from each of the following High Schools: Covenant Christian, H. L. Bourgeois, Houma Christian, South Terrebonne, Terrebonne, and Vanderbilt High Schools; 1 Alternate from north of the Intracoastal; and 1 Alternate from south of the Intracoastal.

ATTACHMENTS:

Description

YAC Established

Upload Date

1/5/2018

Type

Backup Material

NOT VOTING: None.

ABSENT: None.

The Chairman declared the motion adopted.

The Chairman recognized Miss Alina Merlos, Executive Director for the United Way for South Louisiana, who explained the importance of establishing a Youth Council and adult volunteerism. She continued that questionnaires will be submitted to students attending high schools in Terrebonne Parish to determine and assess the needs of the youths. After the questionnaires are reviewed, members of the community and local businesses will be asked to assist in the needs of the youths.

Mr. R. Boudreaux moved, seconded unanimously, "THAT, the Policy, Procedure, & Legal Committee recommend to the Assembled Council to establish a twenty-one (21) member Youth Advisory Council." **** (MOTION AMENDED AFTER DISCUSSION)**

The Chairman recognized Mr. R. Boudreaux who requested that adult supervision be provided and the Council open nominations for the Youth Council.

Discussion ensued relative to the age limit for members of the Youth Council.

12/3/97

Mr. R. Boudreaux offered an amendment, seconded unanimously, "THAT, the Policy, Procedure, & Legal Committee recommend to the Assembled Council to establish a twenty-one (21) member Youth Advisory Council consisting of teenagers ages 13 to 18 with adults supervisors Miss Alina Merlos, Executive Director of the United Way for South Louisiana, Ms. Dale Norred, Human Resources Director, and Mr. W. Thibodeaux, open nominations, and send written communication to the various schools informing them of the Council's action and request nominees to serve on the Council."

The Chairman called for the vote on the amendment offered by Mr. R. Boudreaux.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: R. Boudreaux, J. B. Breaux, C. Chauvin, C. Duplantia, P. Gabriel, D. Henry, H. Lapeyre, C. Rogers and W. Thibodeaux.

NAYS: None.

ABSTAINING: None.

ABSENT: None.

The Chairman declared the motion adopted.

Mr. D. Henry moved, seconded by Mr. R. Boudreaux, "THAT, the Policy, Procedure, & Legal Committee deviate from the written to discuss additional members of the Ad Hoc Committee for the appointment of the Houma-Terrebonne Regional Planning Commission."

The Chairman called for the vote on the motion offered by Mr. D. Henry.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: R. Boudreaux, J. B. Breaux, C. Chauvin, C. Duplantia, P. Gabriel, D. Henry, H. Lapeyre, C. Rogers and W. Thibodeaux.

NAYS: None.

ABSTAINING: None.

ABSENT: None.

The Chairman declared the motion adopted.

The Chairman appointed Mr. P. Gabriel as a member of the Ad Hoc Committee for the appointment of Houma-Terrebonne Regional Planning Commission members at this time.

Mr. R. Boudreaux moved, seconded unanimously, "THAT, there being no further business to come before the Policy, Procedure, & Legal Committee, the meeting be adjourned."

The Chairman called for the vote on the motion offered by Mr. R. Boudreaux.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: R. Boudreaux, J. B. Breaux, C. Chauvin, C. Duplantia, P. Gabriel, D. Henry, H. Lapeyre, C. Rogers and W. Thibodeaux.

NAYS: None.

ABSTAINING: None.

ABSENT: None.

ABSENT: None.

The Chairman declared the motion adopted.

Mr. R. Boudreaux moved, seconded by Mr. W. Thibodeaux, "THAT, the Council hold nominations open until 2/25/98 for the vacant position on the Houma Civil Service Board with the resignation of Reverend James Allen."

The Chairman called for vote on the motion offered by Mr. R. Boudreaux.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: H. Lapeyre, C. Rogers, C. Chauvin, D. Henry, P. Gabriel, W. Thibodeaux, R. Boudreaux, C. Duplantis and J. B. Breaux.

NAYS: None.

ABSTAINING: None.

ABSENT: None.

The Chairman declared the motion adopted.

Mrs. C. Rogers moved, seconded by Mrs. R. Boudreaux, "THAT, the Council hold nominations open until 2/25/98 for the expired terms of Mr. Keith Poiencot and Mr. Al Voisin on the Fire Protection District No. 10 Board."

The Chairman called for a vote on the motion offered by Mrs. C. Rogers.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: H. Lapeyre, C. Rogers, C. Chauvin, D. Henry, P. Gabriel, W. Thibodeaux, R. Boudreaux, C. Duplantis and J. B. Breaux.

NAYS: None.

ABSTAINING: None.

ABSENT: None.

The Chairman declared the motion adopted.

Chairman D. Henry stated that a voice vote of the Council would be taken to allow Council Members and the Parish President to appoint two members to the newly established Youth Advisory Council from the nominations submitted. He also stated that the Council Member from District 7 would appoint three members because before the meeting, numbers 1 through 9 were placed in a cup with one number being pulled to determine which Council Member would be allowed to appoint three members to the twenty-one member committee and District 7 was pulled.

The Chairman called for a voice vote of the Council and Parish President to determine the appointees to the newly established Youth Advisory Committee, whereupon the following was recorded:

H. LAPEYRE

Angelle Smith (Vandebilt)
Kathryn Belanger (Vandebilt)

C. CHAUVIN

Shawna Lynn Fairchild (Ellender)
Jessica Bergeron (Ellender)

P. GABRIEL

held appointments over to 2/25/98

R. BOUDREAUX

Annette Louise Kimball (Terrebonne)
Krystal Ann LeBoeuf (Evergreen)

J. B. BREAU

Tammy Breaux (Terrebonne)
Chantel Billiot (Ellender)

C. ROGERS

Sheri Poche' (Terrebonne)
Michelle Elaine Grisham (Terrebonne)
James Champagne (Dularge Middle)

D. HENRY

Amanda Meche (Montegut Middle)
Dustin Lambert (South Terrebonne)

W. THIBODEAUX

Justin Ballard (H. L. Bourgeois)
& held 2nd appointment over to 2/25/98

C. DUPLANTIS

Shelly McCaskill (Evergreen)
Michele Stone (Evergreen)

B. BONVILLAIN

Absent, so appointments held over to
2/25/98

Mr. R. Boudreaux moved, seconded by Mr. H. Lapeyre, "THAT, the Council open nominations for the vacancy on the Houma Public Trust Financing Authority, that Mr. Bobbie L. Howard and Mr. Robert Picou be nominated, that nominations be



Wednesday, February 21, 2018

Item Title:

Houma Board of Zoning Adjustments

Item Summary:

Houma Board of Zoning Adjustments: One vacancy for Alternate Position. Mr. Matthew John Chatagnier submits application and resume'. Ms. Apryll Wallis submits application.

ATTACHMENTS:

Description	Upload Date	Type
Application and resume	2/16/2018	Application
Application	2/16/2018	Application

RETURN TO:

DATE: 1-23-18

2/21/18

Mrs. Venita H. Chauvin, Council Clerk
Terrebonne Parish Council
P.O. Box 2768
Houma, LA 70361
E-Mail: vchauvin@tpcg.org
FAX: 985-873-6521

The application of Matthew John Chatagnier
(Name)

of the full age of majority, whose primary residence and permanent mailing address,
email address, and phone # is :

205 Jaden Lane, Houma LA
985-804-7795

Applicant wishes to qualify for appointment as a member of BOA
(Name of
Board/Commission) in this Parish, and states the following:

A. Applicant has maintained their primary residence in the Parish of
Terrebonne at Same
for 6 years (current address)
(number of consecutive years)

B. Applicant resides in and is a registered voter of council district number
6.

C. Applicant, applying for membership to the Fire Protection District
Board, is a resident property taxpayer in his/her respective district.

D. Applicant has not been convicted of a felony.

E. To the best of his/her knowledge, Applicant will receive no personal
economic benefit by serving on BOA
(Name of Board/Commission)

F. To the best of his/her knowledge, no member of applicant's immediate
family will receive any personal economic benefit from applicant's
service on BOA
(Name of Board/Commission)

G. Applicant is aware of the meeting requirements of BOA
(Name of Board/Commission)

H. Applicant shall be a Terrebonne Parish registered voter.

*A copy of your resume shall be attached for our consideration

Matthew J. Chatagnier
(Signature of applicant)

*Providing false information on this application is grounds for immediate
removal from any board or commission.*

1. "personal economic benefit" for purposes of this application, means that no applicant or his immediate family will receive any economic benefit from the applicant's service on said Board or Commission. Simply put, the applicant's actions/transactions while serving on the Board/Commission may result in profits for himself or his immediate family. A per diem received by applicant for his/her service on any board or commission does not constitute personal economic benefit within the meaning of provision E.
2. "immediate family" for purposes of this application means his children, the spouses of his children, brothers, sisters, parents, spouse, and the parents of his spouse.
3. If any applicant is not aware of the meeting requirements of the particular Board/Commission to which he/she is applying for membership, he/she should determine this information by contacting a Board/Commission member or by contacting the office of the Council Clerk.
01/05/11

Venita Chauvin

From: Linda Henderson
Sent: Monday, January 29, 2018 8:57 AM
To: Venita Chauvin; Christopher Pulaski
Subject: Matt Chatagnier resume.pdf
Attachments: Matt Chatagnier resume.pdf

Good Morning;

Mr. Chatagnier sent me his resume to forward to you. Venita, thank you for all that you do for the Board of Adjustments. Let me know if there is anything more that you need from me.

When will this be on the Council Agenda? Will you notify Mr. Chatagnier or shall I?

MATTHEW CHATAGNIER

E-mail: matt@antiquebrickhma.com - Phone: 985-804-7795

205 Jaden Lane, Houma, LA 70360

EXPERIENCE

March 2004 - Present
Sales & purchasing

Antique Brick Co.

Houma, Louisiana

EDUCATION

- May 1998
diploma

Terrebonne High

Houma, Louisiana

SKILLS

- St. Bernadette School Fundraiser Committee Chairman 2016-present
- Terreanians Fishing Rodeo Committee 2015-present
- CCA member 2013-present
- Ducks Unlimited member 2013-present
- Home Builders Assn. member 2013-present

RETURN TO:

DATE: 16 Feb 2018

Mrs. Venita H. Chauvin, Council Clerk
Terrebonne Parish Council
P.O. Box 2768
Houma, LA 70361
E-Mail: vchauvin@tpcg.org
FAX: 985-873-6521

The application of Mrs. April Wallis
(Name)

of the full age of majority, whose primary residence and permanent mailing address, email address, and phone # is: PO Box 1895, Houma, LA 70361-1895
wallisam1980@gmail.com
404-754-0043

Applicant wishes to qualify for appointment as a member of Houma Board of
Zoning Adjustments in this Parish, and states the following:
(Name of Board/Commission)

A. Applicant has maintained their primary residence in the Parish of Terrebonne at
502 Ashlaw N St for 12
(current address, city, state, zip code) (No. of consecutive years)

B. Applicant resides in and is a registered voter of Council District Number _____

C. Applicant, applying for membership to the Fire Protection District Board, is a resident property taxpayer in his/her respective district.

D. Applicant has not been convicted of a felony.

E. To the best of his/her knowledge, Applicant will receive no personal economic benefit by serving on Houma Board of Zoning Adjustment
(Name of Board/Commission)

F. To the best of his/her knowledge, no member of applicant's immediate family will receive any personal economic benefit from applicant's service on the
Houma Board of Zoning Adjustment
(Name of Board/Commission)

G. Applicant is aware of the meeting requirements of Houma Board of Zoning Adjustment
(Name of Board/Commission)

*A copy of your resume shall be attached for our consideration

(Signature of applicant)

Providing false information on this application is grounds for immediate removal from any board or commission.

1. "personal economic benefit" for purposes of this application, means that no applicant or his immediate family will receive any economic benefit from the applicant's service on said Board or Commission. Simply put, the applicant's actions/transactions while serving on the Board/Commission may result in profits for himself or his immediate family. A per diem received by applicant for his/her service on any board or commission does not constitute personal economic benefit within the meaning of provision E.
2. "immediate family" for purposes of this application means his children, the spouses of his children, brothers, sisters, parents, spouse, and the parents of his spouse.
3. If any applicant is not aware of the meeting requirements of the particular Board/Commission to which he/she is applying for membership, he/she should determine this information by contacting a Board/Commission member or by contacting the office of the Council Clerk.
01/05/11

APRYLL WALLIS

Wallisam1980@gmail.com ♦ 502 Ashlawn Street Houma ♦ 985-876-1082 Home 404-754-1082

OBJECTIVE

My objective as a criminal justice profession would be to work with honesty, sincerity and hard work. I would like to work for the improvement of policies and protocols in order to build and maintain a peaceful environment.

- A closer and exhaustive exposure to various standards and practices applied in the legal field
- Extra ordinary command over both, the general English and legal language full of technical jargons
- Ability to maintain a high level of work ethics and dedication towards the work at hand
- Great ability to cope up with the fast paced and highly stressful work environment

EDUCATION

L.E. Fletcher Technical Community College
May 2013 Associate of Applied Science – Criminal Justice

EXPERIENCE

♦ H & R Block 7717 West Main Street Houma, La 70360 (985) 227-6833
Tax Preparer 12/2015 – Present

- Compute taxes owed by following tax code.
- Prepare or assist in preparing simple to complex tax returns for individuals or small businesses.
- Help taxpayers by using their federal, state and local codes and see to it that clients receive the maximum benefit permitted under the law of government.
- Uncover potential deductions and credits.
- Advise against potential tax liabilities.
- Ensure clients do not pay unnecessary taxes.
- Review financial records such as income statements and documentation of expenditures.
- Interview clients to get a thorough picture of financial situation.
- Verify totals on past forms for accuracy.
- Calculate and invoice for form preparation fees.

Apryl

- Consult tax law handbooks for especially difficult tax returns.
- Resolve customer complaints.
- Recommend additional products and services.
- Prepare tax returns using electronic filing software.
- Ensure a copy of the completed return is provided to the customer

United States Postal Services 910 Canal Blvd Thibodaux, LA 70301 (985)446-6932
Postal Service Worker 11/2014-01/2015

- Communicated with clients and various individuals to respond to their inquiries regarding mail regulations and procedures, rates and post office boxes.
- Ensured correct postage, packages and letters in proper condition by regularly checking them.
- Accomplished forms regarding changes of address, theft or loss of mail.
- Cancelled postage by feeding mail into postage canceling devices or hand stamp mail.
- Recorded daily transactions and kept money drawer in order.
- Rendered customer service to various individuals regarding mail services, regulations and rates

Houma Depot 4325 New Snapfinger Road Decatur, GA 30032 (770) 981-4553
Cashier 12/1998-09/2006

- Responsible for the providing the best level of customer service to the customers.
- Perform opening and closing function, cash pulls.
- Make changes in orders and deposit according to the policies. Monitor and maintain the store operational reports for the improvement in the store execution.
- Help customers with their purchases, make keys, mixed pains and worked the return desk.
- Balance cash for front end on a daily basis.

Apryll

Bank of America 1272 Columbia Dr. Decatur, GA 30032 (404) 286-5700
Bank Teller-01/1999-12/2001

- Initiate and open new accounts
- Process cash withdrawals
- Balance currency, cash and checks in cash drawer at end of day shift.
- Answer inquiries regarding checking and saving accounts and other bank related products.
- Ensure compliance with all internal controls and established policies and procedures.
- Monitor bank vaults to ensure cash balances are correct
- Perform clerical task such as typing, filing and constructing spreadsheets

SKILLS

Analytical thinking, planning.

Accuracy and Attention to details.

Organization and prioritization skills.

Problem analysis, use of judgment and ability to solve problems efficiently

Proficient in Microsoft Office Suite

REFERENCES

Terrica Curry (678)334-9245

LaShawn Castle (404)545-8609



Wednesday, February 21, 2018

Item Title:

Village East Fire

Item Summary:

Village East Fire Protection District. One expired term. Mr. Roy J. Desmore submits application.

ATTACHMENTS:

Description

Application

Upload Date

2/16/2018

Type

Application

RETURN TO:

DATE: 1-10-2018

~~1-13-18~~
2-21-18

Mrs. Venita H. Chauvin, Council Clerk
Terrebonne Parish Council
P.O. Box 2768
Houma, LA 70361
E-Mail: vchauvin@tpcg.org
FAX: 985-873-6521

The application of Roy J Desmore
(Name)

of the full age of majority, whose primary residence and permanent mailing address,
email address, and phone # is :

9228 East Park Ave Houma, La. 70363 985-991-4480
rid 985@yahoo.com

Applicant wishes to qualify for appointment as a member of Village East Fire
Protection District in this Parish, and states the following:

- A. Applicant has maintained their primary residence in the Parish of
Terrebonne at 9228 East Park Ave
(current address)
for 40
(number of consecutive years)
- B. Applicant resides in and is a registered voter of council district number
9
- C. Applicant, applying for membership to the Fire Protection District
Board, is a resident property taxpayer in his/her respective district.
- D. Applicant has not been convicted of a felony.
- E. To the best of his/her knowledge, Applicant will receive no personal
economic benefit by serving on Village East Fire Protection District.
(Name of Board/Commission)
- F. To the best of his/her knowledge, no member of applicant's immediate
family will receive any personal economic benefit from applicant's
service on Village East Fire Protection District.
(Name of Board/Commission)
- G. Applicant is aware of the meeting requirements of
Village East Fire Protection District.
(Name of Board/Commission)

*A copy of your resume shall be attached for our consideration

Roy J. Desmore

(Signature of applicant)

Providing false information on this application is grounds for immediate removal from any board or commission.

Roy A. Osamore

1. "personal economic benefit" for purposes of this application, means that no applicant or his immediate family will receive any economic benefit from the applicant's service on said Board or Commission. Simply put, the applicant's actions/transactions while serving on the Board/Commission may result in profits for himself or his immediate family. A per diem received by applicant for his/her service on any board or commission does not constitute personal economic benefit within the meaning of provision E.
2. "immediate family" for purposes of this application means his children, the spouses of his children, brothers, sisters, parents, spouse, and the parents of his spouse.
3. If any applicant is not aware of the meeting requirements of the particular Board/Commission to which he/she is applying for membership, he/she should determine this information by contacting a Board/Commission member or by contacting the office of the Council Clerk.

01/05/11

Venita Chauvin

From: Armond Triche [vevfd101@yahoo.com]
Sent: Wednesday, January 10, 2018 2:06 PM
To: Venita Chauvin; Nigel Hodgson
Subject: applicant Village East
Attachments: Roy D10012018.pdf



Wednesday, February 21, 2018

Item Title:

Terrebonne Parish Library Board of Control

Item Summary:

Terrebonne Parish Library Board of Control: One expiring term. Ms. Gwen Talbot would like to be considered for re-appointment. Ms. Apryll Wallis submits application.

ATTACHMENTS:

Description	Upload Date	Type
Reappointment request	2/16/2018	Backup Material
Application	2/16/2018	Application

Venita Chauvin

From: Venita Chauvin
Sent: Monday, February 5, 2018 9:42 AM
To: Al Marmande (almarmande@yahoo.com); Arlanda Williams; Christa Duplantis-Prather; Darrin W. Guidry; Dirk Guidry (dirk.guidry@gmail.com); Gerald Michel; John Navy; Scotty Dryden; Steve Trosclair
Cc: Keith Hampton; Suzette Thomas; Tammy Triggs
Subject: Expiring Term on Library, Current Member, Ms. Gwen Talbot

Ms. Gwen Talbot, current Library Board of Control member, called to indicate her wish to be considered for re-appointment. It is just being announced at Wednesday's meeting and scheduled for appointment/re-appointment at the 2/21 meeting.

Venita H. Chauvin, Council Clerk
Terrebonne Parish Council
vchauvin@tpcg.org
(985) 873-6519



RETURN TO:

DATE: 16 Feb 2018

Mrs. Venita H. Chauvin, Council Clerk
Terrebonne Parish Council
P.O. Box 2768
Houma, LA 70361
E-Mail: vchauvin@tpcg.org
FAX: 985-873-6521

The application of 375. April 11 Wallis
(Name)

of the full age of majority, whose primary residence and permanent mailing address, email address, and phone # is: PO Box 1895, Houma, LA 70361-1895
wallisam1980@gmail.com
404.754.0043

Applicant wishes to qualify for appointment as a member of Terrebonne Parish
(Name of
Library Board of Control in this Parish, and states the following:
Board/Commission)

A. Applicant has maintained their primary residence in the Parish of Terrebonne at
502 Ashlawn Street for 12
(current address, city, state, zip code) (No. of consecutive years)

B. Applicant resides in and is a registered voter of Council District Number _____.

C. Applicant, applying for membership to the Fire Protection District Board, is a resident property taxpayer in his/her respective district.

D. Applicant has not been convicted of a felony.

E. To the best of his/her knowledge, Applicant will receive no personal economic benefit by serving on Terrebonne Parish Library Board of Control
(Name of Board/Commission)

F. To the best of his/her knowledge, no member of applicant's immediate family will receive any personal economic benefit from applicant's service on the
Terrebonne Parish Library Board of Control
(Name of Board/Commission)

G. Applicant is aware of the meeting requirements of Terrebonne Parish Library Board of Control
(Name of Board/Commission)

*A copy of your resume shall be attached for our consideration

(Signature of applicant)

Providing false information on this application is grounds for immediate removal from any board or commission.

1. "personal economic benefit" for purposes of this application, means that no applicant or his immediate family will receive any economic benefit from the applicant's service on said Board or Commission. Simply put, the applicant's actions/transactions while serving on the Board/Commission may result in profits for himself or his immediate family. A per diem received by applicant for his/her service on any board or commission does not constitute personal economic benefit within the meaning of provision E.
2. "immediate family" for purposes of this application means his children, the spouses of his children, brothers, sisters, parents, spouse, and the parents of his spouse.
3. If any applicant is not aware of the meeting requirements of the particular Board/Commission to which he/she is applying for membership, he/she should determine this information by contacting a Board/Commission member or by contacting the office of the Council Clerk.
01/05/11

APRYLL WALLIS

Wallisam1980@gmail.com ♦ 502 Ashlawn Street Houma, La 70363 ♦ 985- 876-1082 Home 404- 754-0043 Cell

OBJECTIVE

My objective is to employ my knowledge and experience with the intention of securing a professional career with opportunity for challenges and career advancement, while gaining knowledge of new skills and expertise. That will enable me to perform my best using my mathematical, numerical, accounting and analytical ability for the betterment of the organization.

EDUCATION

L.E. Fletcher Technical Community College
May 2012 Associate of Applied Science – Accounting

EXPERIENCE

♦ H & R Block 7717 West Main Street Houma, La 70360 (985) 227-6833
Tax Preparer 12/2015 – Present

- Compute taxes owed by following tax code.
- Prepare or assist in preparing simple to complex tax returns for individuals or small businesses.
- Help taxpayers by using their federal, state and local codes and see to it that clients receive the maximum benefit permitted under the law of government.
- Uncover potential deductions and credits.
- Advise against potential tax liabilities.
- Ensure clients do not pay unnecessary taxes.
- Review financial records such as income statements and documentation of expenditures.
- Interview clients to get a thorough picture of financial situation.
- Verify totals on past forms for accuracy.
- Calculate and invoice for form preparation fees.
- Consult tax law handbooks for especially difficult tax returns.
- Resolve customer complaints.

April

- Recommend additional products and services.
- Prepare tax returns using electronic filing software.
- Ensure a copy of the completed return is provided to the customer

United States Postal Services 910 Canal Blvd Thibodaux, LA 70301 (985)446-6932

Postal Service Worker 11/2014-01/2015

- Communicated with clients and various individuals to respond to their inquiries regarding mail regulations and procedures, rates and post office boxes.
- Ensured correct postage, packages and letters in proper condition by regularly checking them.
- Accomplished forms regarding changes of address, theft or loss of mail.
- Cancelled postage by feeding mail into postage canceling devices or hand stamp mail.
- Recorded daily transactions and kept money drawer in order.
- Rendered customer service to various individuals regarding mail services, regulations and rates

Houma Depot 4325 New Snapfinger Road Decatur, GA 30032 (770) 981-4553
Cashier 12/1998-09/2006

- Responsible for the providing the best level of customer service to the customers.
- Perform opening and closing function, cash pulls.
- Make changes in orders and deposit according to the policies. Monitor and maintain the store operational reports for the improvement in the store execution.
- Help customers with their purchases, make keys, mixed pains and worked the return desk.
- Balance cash for front end on a daily basis.

April

Bank of America 1272 Columbia Dr. Decatur, GA 30032 (404) 286-5700
Bank Teller-01/1999-12/2001

- Initiate and open new accounts
- Process cash withdrawals
- Balance currency, cash and checks in cash drawer at end of day shift.
- Answer inquiries regarding checking and saving accounts and other bank related products.
- Ensure compliance with all internal controls and established policies and procedures.
- Monitor bank vaults to ensure cash balances are correct
- Perform clerical task such as typing, filing and constructing spreadsheets

SKILLS

Analytical thinking, planning.
Accuracy and Attention to details.
Organization and prioritization skills.
Problem analysis, use of judgment and ability to solve problems efficiently
Proficient in Microsoft Office Suite

REFERENCES

Terrica Curry (678)334-9245

LaShawn Castle (404)545-8609



Wednesday, February 21, 2018

Item Title:

Upcoming Vacancies

Item Summary:

Recreation District No. 6 Board: Two vacancies due to resignations.



Wednesday, February 21, 2018

Item Title:

Teche Action Clinic

Item Summary:

Councilman John Navy and Councilwoman Arlanda Williams:

Discussion and possible action with regards to negotiating with Teche Action Clinic and the LA Regional Public Health to construct a new facility.

ATTACHMENTS:

Description

Teche Action Clinic

Upload Date

2/16/2018

Type

Backup Material

MEETING DATE:	02/21/18
COUNCIL MEMBER:	John Navy and Arlanda Williams
SECTION OF AGENDA:	<div style="text-align: right;"> MEMORIALS _____ GENERAL BUSINESS _____ PUBLIC HEARINGS _____ PUBLIC TO ADDRESS THE COUNCIL _____ COMMITTEE REPORTS _____ STREET LIGHTS _____ NOTICE OF MEETINGS _____ LIQUOR PERMITS _____ APPOINTMENTS/VACANCIES _____ COUNCIL MEMBERS' DISCUSSION <u> X </u> _____ ANNOUNCEMENTS _____ STAFF REPORTS _____ PETITION SUBMISSIONS _____ ENGINEERS' REPORTS _____ OTHER (SPECIFY) _____ </div>
TOPIC:	Discussion and possible action with regards to negotiating with Teche Action Clinic and the LA Regional Public Health to construct a new facility.

BACKUP INFORMATION:

ATTACHED:	FORTHCOMING:	NOT NEEDED: XX
------------------	---------------------	-----------------------

TO BE PREPARED BY:	N/A
PERSON COMPLETING FORM:	Suzette Thomas
DATE:	02/16/18

Category Number: 8.
Item Number: B.



Wednesday, February 21, 2018

Item Title:

Warranties on roads & utilities dedicate to Parish for maintenanc3e

Item Summary:

Councilman Darrin W. Guidry, Sr. & Councilman Al Marmande:

Discussion and possible action concerning warranties on roads and utilities dedicated to the Parish for maintenance.

ATTACHMENTS:

Description	Upload Date	Type
Agenda Form	2/15/2018	Backup Material

MEETING DATE:	02/21/18
COUNCIL MEMBER:	Christa Duplantis-Prather & Darrin Guidry, Sr.
SECTION OF AGENDA:	<div style="text-align: right;"> MEMORIALS _____ GENERAL BUSINESS _____ PUBLIC HEARINGS _____ PUBLIC TO ADDRESS THE COUNCIL _____ COMMITTEE REPORTS _____ STREET LIGHTS _____ NOTICE OF MEETINGS _____ LIQUOR PERMITS _____ APPOINTMENTS/VACANCIES _____ COUNCIL MEMBERS' DISCUSSION <u> X </u> _____ ANNOUNCEMENTS _____ STAFF REPORTS _____ PETITION SUBMISSIONS _____ ENGINEERS' REPORTS _____ OTHER (SPECIFY) _____ </div>
TOPIC:	Introducing a temporary ordinance for 90 days to designate "the south bank of Lake Houma along Hollywood Rd., from St. Louis Canal Road and Williams Avenue" as a bird sanctuary and calling a public hearing on March 14, 2018 at 6:30 p.m.

BACKUP INFORMATION:

ATTACHED:	FORTHCOMING:	NOT NEEDED:
------------------	---------------------	--------------------

TO BE PREPARED BY:	
PERSON COMPLETING FORM:	Venita Chauvin
DATE:	02/15/18

Category Number: 9.
Item Number: A.



Wednesday, February 21, 2018

Item Title:

Council Members

Item Summary:

Council Members

Category Number: 9.
Item Number: B.



Wednesday, February 21, 2018

Item Title:

Parish President

Item Summary:

Parish President

Category Number: 10.
Item Number: A.



Wednesday, February 21, 2018

Item Title:

Providence Engineering and Design, LLC

Item Summary:

Providence Engineering and Design, LLC

ATTACHMENTS:

Description

Providence Engineering and Design, LLC -
February 2018

Upload Date

2/15/2018

Type

Backup Material

Project Status Report

February 21, 2018

1. PROJECT:

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

2. PROFESSIONAL AGREEMENT:

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

3. PLAN PREPARATION STATUS:

- a. Right-of-Way and Permits (%) N/A / 100%
- b. Soil Survey (%) N/A
- c. Field Survey (%) 100%
- d. Preliminary Plans (%) 100%
- e. Final Plans (%) 100%
- f. Estimated Bid Date 2017
- g. Estimated Cost of Construction \$605,000.00

4. CONSTRUCTION STATUS:

- a. Actual Bid Date January 4, 2018
- b. Contractor Byron E. Talbot Contractors
- c. Contract Amount
- d. Date Work Order Issued
- e. Total Contract Time (Days)
- f. Scheduled Completion Date
- g. Time Elapse (Days) (%)
- h. Project Complete (%)
- i. Estimates Paid to Date (\$)
- j. Date of Substantial Completion

5. PROJECT COORDINATOR:

Clay Breaud

6. REMARKS:

Awaiting execution of construction contracts.

Project Status Report

February 21, 2018

1. PROJECT:

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

2. PROFESSIONAL AGREEMENT:

- | | |
|---|-----------------------------|
| a. Date of Original Agreement | Orig. Agree.-Aug. 17, 2010 |
| b. Type (Hourly, Lump Sum, %) | Amend. No. 1-Sept. 26, 2016 |
| c. Total Fees (Basic and Additional Services) | Amend. No. 2-Feb. 23, 2017 |
| | Amend. No. 3-Dec. 14, 2017 |
| | <u>Lump Sum and Hourly</u> |
| | <u>\$1,022,000.00</u> |

3. PLAN PREPARATION STATUS:

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

4. CONSTRUCTION STATUS:

- | | |
|-----------------------------------|--------------------------------|
| a. Actual Bid Date | <u>May 25, 2017</u> |
| b. Contractor | <u>River/Road Const., Inc.</u> |
| c. Contract Amount | <u>\$3,360,000.00</u> |
| d. Date Work Order Issued | <u>August 8, 2017</u> |
| e. Total Contract Time (Days) | <u>300 calendar days</u> |
| f. Scheduled Completion Date | <u>June 16, 2018</u> |
| g. Time Elapse (Days) (%) | <u>185 days (61.6%)</u> |
| h. Project Complete (%) | <u>55.5%</u> |
| i. Estimates Paid to Date (\$) | <u>\$1,772,663.49</u> |
| j. Date of Substantial Completion | <u></u> |

5. PROJECT COORDINATOR:

Bryan Breaud, P.E.

6. REMARKS:

Notice of Award to Contractor was issued June 29th. Pre-construction conference held on August 8th. Contractor completed clearing. Working on excavation and shaping of levee. Contractor working on drainage structures. Change Order No. 1 to upgrade telemetry system, extend 20" discharge pipe and upgrade pre-fab. building from 130 mph to 164 mph submitted to Owner for approval.

Project Status Report

February 21, 2018

1. PROJECT:

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

2. PROFESSIONAL AGREEMENT:

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

3. PLAN PREPARATION STATUS:

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

4. CONSTRUCTION STATUS:

- a. Actual Bid Date July 25, 2017
- b. Contractor BET Construction, Inc.
- c. Contract Amount \$673,970.00
- d. Date Work Order Issued September 27, 2017
- e. Total Contract Time (Days) 180 days
- f. Scheduled Completion Date April 6, 2018
- g. Time Elapse (Days) (%) 136 days (75.6%)
- h. Project Complete (%) 12.4%
- i. Estimates Paid to Date (\$) \$78,939.71
- j. Date of Substantial Completion

5. PROJECT COORDINATOR:

Clay Breaud

6. REMARKS:

Contractor installed new drainage and new sidewalk. Waiting on materials.

Project Status Report

February 21, 2018

1. PROJECT:

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

2. PROFESSIONAL AGREEMENT:

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

3. PLAN PREPARATION STATUS:

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

4. CONSTRUCTION STATUS:

- a. Actual Bid Date July 13, 2017
- b. Contractor Sealevel Construction
- c. Contract Amount \$5,081,154.00
- d. Date Work Order Issued September 26, 2017
- e. Total Contract Time (Days) 300 days
- f. Scheduled Completion Date August 4, 2018
- g. Time Elapse (Days) (%) 136 days (45.3%)
- h. Project Complete (%) 16%
- i. Estimates Paid to Date (\$) \$728,071.10
- j. Date of Substantial Completion

5. PROJECT COORDINATOR:

Clay Breaud

6. REMARKS:

Pre-construction meeting held and work order issued. Contractor is working on sheetpile wall.

Project Status Report

February 21, 2018

1. PROJECT:

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

2. PROFESSIONAL AGREEMENT:

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

3. PLAN PREPARATION STATUS:

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

4. CONSTRUCTION STATUS:

- a. Actual Bid Date October 23, 2013
- b. Contractor Conti Enterprises, Inc.
- c. Contract Amount \$12,545,948.97 c/o#22
- d. Date Work Order Issued August 8, 2014-time began 8/11/14
- e. Total Contract Time (Days) 528 days c/o#22
- f. Scheduled Completion Date Jan. 21, 2016 c/o#22
- g. Time Elapse (Days) (%) 832 days (162.2%)
- h. Project Complete (%) 100%
- i. Estimates Paid to Date (\$) \$12,478,443.48
- j. Date of Final Completion May 12, 2017

5. PROJECT COORDINATOR:

Clay Breaud

6. REMARKS:

All work complete. Contract time stopped on November 18, 2016. Final acceptance approved by Owner. Engineer working on final change orders.

Project Status Report

February 21, 2018

1. PROJECT:

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

2. PROFESSIONAL AGREEMENT:

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

3. PLAN PREPARATION STATUS:

- | | |
|-----------------------------------|-----------------------|
| a. Right-of-Way and Permits (%) | <u>N/A</u> |
| b. Soil Survey (%) | <u>N/A</u> |
| c. Field Survey (%) | <u>100%</u> |
| d. Preliminary Plans (%) | <u>100%</u> |
| e. Final Plans (%) | <u>100%</u> |
| f. Estimated Bid Date | <u>Beginning 2018</u> |
| g. Estimated Cost of Construction | <u>\$340,000.00</u> |

4. CONSTRUCTION STATUS:

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

5. PROJECT COORDINATOR:

Clay Breaud

6. REMARKS:

Final plans submitted to Parish for review. Awaiting bid dates.

Project Status Report

February 21, 2018

1. PROJECT:

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

2. PROFESSIONAL AGREEMENT:

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

3. PLAN PREPARATION STATUS:

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

4. CONSTRUCTION STATUS:

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

5. PROJECT COORDINATOR:

Clay Breaud

6. REMARKS:

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

Project Status Report

February 21, 2018

1. PROJECT:

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

2. PROFESSIONAL AGREEMENT:

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

3. PLAN PREPARATION STATUS:

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

4. CONSTRUCTION STATUS:

- a. Actual Bid Date July 11, 2017
- b. Contractor LA Contracting Enterprise
- c. Contract Amount *CO No. 1 Pending* \$3,350,909.90
- d. Date Work Order Issued September 13, 2017
- e. Total Contract Time (Days) *CO No. 1 Pending* 376 days
- f. Scheduled Completion Date *CO No. 1 Pending* October 13, 2018
- g. Time Elapse (Days) (%) 141 days (37.5%)
- h. Project Complete (%) 20%
- i. Estimates Paid to Date (\$) \$626,121.32
- j. Date of Substantial Completion

5. PROJECT COORDINATOR:

Clay Breaud

6. REMARKS:

Contractor working on granular material and limestone base for roadway. Contractor laying drainage pipes and catch basins. Contractor working on waterline adjustments.

Project Status Report

February 21, 2018

1. PROJECT:

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

2. PROFESSIONAL AGREEMENT:

- a. Date of Original Agreement Orig. Agree. Dec. 5, 2014
- b. Type (Hourly, Lump Sum, %) Amend No. 1-May 12, 2017
- c. Total Fees (Basic and Additional Services) Lump Sum and Hourly
\$215,500.00

3. PLAN PREPARATION STATUS:

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

4. CONSTRUCTION STATUS:

- a. Actual Bid Date February 23, 2017
- b. Contractor La Contracting Enterprise, LLC
- c. Contract Amount \$694,424.50 c/o#3
- d. Date Work Order Issued April 17, 2017
- e. Total Contract Time (Days) 225 days c/o#3
- f. Scheduled Completion Date December 18, 2017
- g. Time Elapse (Days) (%) 225 days
- h. Project Complete (%) 99%
- i. Estimates Paid to Date (\$) \$659,703.27
- j. Date of Substantial Completion October 19, 2017

5. PROJECT COORDINATOR:

Clay Breaud

6. REMARKS:

Contractor completed punch list. Change Order No. 3 (Balancing) submitted to Parish and approved. Contractor submitted final pay request. Engineer and owner is reviewing some areas of berm sloughing or settling.

Project Status Report

February 21, 2018

1. PROJECT:

- a. Parish Project No.: 15-LEV-27
- b. Terrebonne Parish Council District No.: 5
- c. Providence Engineering and Design, LLC Project No.: 441-099
- d. Title: Six Foot Levee Ditch Improvements

2. PROFESSIONAL AGREEMENT:

- a. Date of Original Agreement September 30, 2015
- b. Type (Hourly, Lump Sum, %) Lump Sum and Hourly
- c. Total Fees (Basic and Additional Services) \$192,100.00

3. PLAN PREPARATION STATUS:

- a. Right-of-Way and Permits (%) N/A / 100%
- b. Soil Survey (%) 100%
- c. Field Survey (%) 100%
- d. Preliminary Plans (%) 100%
- e. Final Plans (%) 100%
- f. Estimated Bid Date 2017
- g. Estimated Cost of Construction \$835,000.00

4. CONSTRUCTION STATUS:

- a. Actual Bid Date October 5, 2017
- b. Contractor Low Land Const.
- c. Contract Amount \$981,500.00
- d. Date Work Order Issued December 12, 2017
- e. Total Contract Time (Days) 150 days
- f. Scheduled Completion Date June 1, 2018
- g. Time Elapse (Days) (%) 50 days (33.3%)
- h. Project Complete (%) 5%
- i. Estimates Paid to Date (\$) \$43,123.95
- j. Date of Substantial Completion

5. PROJECT COORDINATOR:

Clay Breaud

6. REMARKS:

Pre-construction conference December 12, 2017. Contractor began clearing.
 Contractor waiting on permit for his borrow pit.

Project Status Report

February 21, 2018

1. PROJECT:

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

2. PROFESSIONAL AGREEMENT:

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

3. PLAN PREPARATION STATUS:

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

4. CONSTRUCTION STATUS:

- a. Actual Bid Date September 5, 2017
- b. Contractor LA Contracting
- c. Contract Amount \$211,459.00
- d. Date Work Order Issued October 25, 2017
- e. Total Contract Time (Days) 150 days
- f. Scheduled Completion Date April 4, 2018
- g. Time Elapse (Days) (%) 108 days (72%)
- h. Project Complete (%) 66%
- i. Estimates Paid to Date (\$) \$125,956.80
- j. Date of Substantial Completion _____

5. PROJECT COORDINATOR:

Clay Breaud

6. REMARKS:

Contractor completed directional drill and testing of pipe. Contractor working on tie-ins.

Project Status Report

February 21, 2018

1. PROJECT:

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

2. PROFESSIONAL AGREEMENT:

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

3. PLAN PREPARATION STATUS:

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

4. CONSTRUCTION STATUS:

- a. Actual Bid Date January 4, 2017
- b. Contractor Barriere Construction Co., LLC
- c. Contract Amount \$778,114.00
- d. Date Work Order Issued July 10, 2017
- e. Total Contract Time (Days) 60 working days
- f. Scheduled Completion Date October 31, 2017
- g. Time Elapse (Days) (%) 100%
- h. Project Complete (%) 95%
- i. Estimates Paid to Date (\$) \$552,379.00
- j. Date of Substantial Completion

5. PROJECT COORDINATOR:

Clay Breaud

6. REMARKS:

This section is being performed under LDOTD contract. Barriere Construction is the contractor on this section. Work started around August 8th on this section. All work completed except one sidewalk.

Project Status Report

February 21, 2018

1. PROJECT:

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

2. PROFESSIONAL AGREEMENT:

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

3. PLAN PREPARATION STATUS:

- a. Right-of-Way and Permits (%) N/A / 90%
- b. Soil Survey (%) N/A
- c. Field Survey (%) 100%
- d. Preliminary Plans (%) 100%
- e. Final Plans (%) 98%
- f. Estimated Bid Date 2017
- g. Estimated Cost of Construction \$1,092,495.00

4. CONSTRUCTION STATUS:

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

5. PROJECT COORDINATOR:

Clay Breaud

6. REMARKS:

Recommendation of Award issued to Parish. Awaiting approval.

Project Status Report

February 21, 2018

1. PROJECT:

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

2. PROFESSIONAL AGREEMENT:

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

3. PLAN PREPARATION STATUS:

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

4. CONSTRUCTION STATUS:

- a. Actual Bid Date September 12, 2017
- b. Contractor Utility Maintenance Specialties
- c. Contract Amount \$198,500.00
- d. Date Work Order Issued November 27, 2017
- e. Total Contract Time (Days) 130 days
- f. Scheduled Completion Date May 1, 2018
- g. Time Elapse (Days) (%) 66 days (50.7%)
- h. Project Complete (%) 7.8%
- i. Estimates Paid to Date (\$) \$13,950.00
- j. Date of Substantial Completion

5. PROJECT COORDINATOR:

Clay Breaud

6. REMARKS:

Contractor removed old equipment in battery no. 1. Waiting on delivery of new batteries.

Project Status Report

February 21, 2018

1. PROJECT:

- a. Parish Project No.:

17-ELT-41
- b. Terrebonne Parish Council District No.:
- c. Providence Engineering and Design, LLC Project No.:

441-113
- d. Title:

115KV Transmission Line Improvements

2. PROFESSIONAL AGREEMENT:

- a. Date of Original Agreement

September 26, 2017
- b. Type (Hourly, Lump Sum, %)

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

\$214,000.00

3. PLAN PREPARATION STATUS:

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

N/A
- b. Soil Survey (%)

50%
- c. Field Survey (%)

95%
- d. Preliminary Plans (%)

40%
- e. Final Plans (%)

15%
- f. Estimated Bid Date

2018
- g. Estimated Cost of Construction

\$1,250,000.00

4. CONSTRUCTION STATUS:

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

5. PROJECT COORDINATOR:

Clay Breaud

6. REMARKS: