

PARISH COUNCIL
PARISH OF TERREBONNE



Darrin W. Guidry, Sr.
CHAIRMAN
Daniel Babin
VICE-CHAIRMAN
DISTRICT 1

John Navy

DISTRICT 2

Carl Harding

DISTRICT 3

Gerald Michel

DISTRICT 4

John Amedee

Terrebonne Parish School Board Office
201 Stadium Drive
Houma, LA 70360

AGENDA

Or Immediately Following the North Terrebonne Parish Recreation District Meeting
Wednesday, November 10, 2021
6:01 PM

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

Suzette Thomas,
COUNCIL CLERK

DISTRICT 5

Jessica Domangue

DISTRICT 6

Darrin Guidry

DISTRICT 7

Daniel Babin

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 the table near the entrance into the building 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

CALL MEETING TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON OCTOBER 27, 2021.

APPROVE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON

OCTOBER 13, 2021.

6:02 P.M. - COUNCIL CONVENES AS A BOARD OF REVIEW TO CONSIDER WRITTEN APPEALS TO THE TAX ASSESSMENTS AS PRESENTED BY THE TERREBONNE PARISH ASSESSOR:

a) Consider action on the assessment rolls as presented by the Parish Assessor.

APPROVE ACCOUNTS PAYABLE BILL LISTS FOR 11/1/2021 & 11/8/2021

1. GENERAL BUSINESS:

- A. PROCLAMATION:** Proclaiming November 11, 2021 as Veterans Day in Terrebonne Parish.
- B.** Consider the ratification of Mr. Corey Henry as the Houma Fire Department Fire Chief.
- C.** Mr. David Drury, Terrebonne Parish Building Facilities Manager, will give pertinent information regarding Terrebonne Parish buildings.
- D.** Presentation by Terrebonne Economic Development Authority Chief Executive Officer Matt Rookard regarding the Bayou Business Community Housing Initiative.
- E.** Discussion and update from the Office of Homeland Security and Emergency Preparedness relative to COVID-19 and any other pertinent public information.
- F. RESOLUTION:** Authorizing the Parish President to sign a Change Order Agreement with Wilco Marsh Buggies and Draglines, Inc. to complete the construction of the LA SAFE Living Mitigation terraces north of Lake Boudreaux.
- G. RESOLUTION:** Ratifying the appointment of the Architect, Houston J. Lirette, Jr. to provide architectural services for the Head Start HVAC Renovations Project; and authorizing execution of an architectural agreement for these services.
- H. RESOLUTION:** Concurring with the Parish Administration to approve a quote received for the rental of floats for the 2021 Christmas Parade from Houma Float Sales and Rentals, LLC.
- I. RESOLUTION:** Introducing an ordinance to amend Section 21-30(a) and Section 21-31 of Chapter 21, Article II, of the Parish Code to include Houma Heights Park among the list of Parish Parks; and calling a public hearing on said park on Wednesday December 1, 2021 at 6:30p.m.
- J. RESOLUTION:** Giving notice of intent to adopt an ordinance to amend the Zoning Map of the Parish of Terrebonne so as to Rezone from R-1 (Single-Family Residential) to R-3 (Multi-Family Residential), Lot 16, Square 1, Barrowtown Subdivision, 2620 Bryant Street, Houma, Terrebonne Parish, Louisiana; Mable Lyons, applicant; and calling a public hearing on said matter for Wednesday, December 15, 2021 at 6:30 p.m.
- K.** Introduce an ordinance amending the Terrebonne Parish Code of Ordinances, Chapter 26. Utilities, Article II. Electricity, Division 2. Service Rates and Charges, providing a fee therein for Renewable Resource Net Metering; and call a public hearing on Wednesday, December 15, 2021 at 6:30 p.m.
- L.** Introduce an ordinance to amend the 2021 Adopted Operating Budget, 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. Animal Shelter-donations, \$50,000
 - II. American Rescue Plan, \$1,400,000
 - III. Adaptive Park Bathroom, \$52,000
 - IV. General Fund-grant, \$1,000
 - V. Houma Downtown Development, \$145,359
 - VI. Section 8 Voucher Program, \$13,250
 - VII. Houma Downtown Development, \$6,580
 - VIII. Section 8, -0-
 - a. add Administrative Coordinator I, Grade 104and call a public hearing on said matter on Wednesday, December 1, 2021 at 6:30 p.m.
- M.** Introduce an ordinance amending and supplementing Ordinance No. 9267, which created the "North Terrebonne Parish Recreation District" in accordance with LA R.S. 33:4562 ET SEQ regarding

recreation districts; and call a public hearing on December 1, 2021 at 6:00 p.m.

- N. **RESOLUTION:** Authorizing Parish President Gordon E. Dove to execute an agreement with Desire Line, LLC for Hurricane Ida Substantial Damage Data Collection and Determinations.
- O. Discussion and possible action with regards to a request to authorize the Terrebonne Parish Consolidated Waterworks District No. 1 to expend a per diem for its Commissioners not to exceed \$161.00 per meeting.

2. PUBLIC WISHING TO ADDRESS THE COUNCIL:

- A. As per speaker cards.

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

- A. An ordinance to amend the 2021 Adopted Operating Budget and Budgeted positions of the Terrebonne Parish Consolidated Government for the following items and to provide for related matters:
 - I. Animal Shelter-donations, \$2,500
 - II. Animal Shelter-donations, \$25,000
 - III. General Fund-Publicity, \$26,595
 - IV. Houma Fire Department, \$1,069
 - V. City Marshal, \$5,000
 - VI. Houma Police Department, -0-
 - a. delete Admin Coordinator II, Grade 106
 - b. add Administrative Assistant, Grade 107**1. Consider the adoption of the ordinance.**
- B. The Proposed 2022 Parish Budget and Five-Year Capital Outlay Budget.
 - 1. Continue public hearing to the November 17, 2021 meeting.**

3. COMMITTEE REPORTS:

- A. Budget and Finance Committee, 11/08/21

4. APPOINTMENTS TO VARIOUS BOARDS, COMMITTEES AND COMMISSIONS:

- A. **DOWNTOWN DEVELOPMENT CORPORATION:** Three (3) expiring terms on 11-01-21. (One representing each of the following: Two representing the Terrebonne Parish Council and one representing the Chamber of Commerce). Ms. Juana Woodard, representing the Chamber of Commerce, expresses her interest in being reappointed. Ms. Sondra Corbitt, representing the Council, expresses her interest in being reappointed. Mr. James A. LeCompte, representing the Council, expresses his interest in being reappointed.
- B. **HOUMA AREA CONVENTION AND VISITORS BUREAU (HACVB):** Three expiring terms on 12-31-21. (Two representing Civic Non- Profit Organization(s) and one representing the Houma Terrebonne Regional Military Museum). Ms. Andree Buquet-Casey, representing the Houma Terrebonne Regional Military Museum, expresses her interest in being reappointed.
- C. **CHILDREN AND YOUTH SERVICES BOARD:** Two (2) terms expiring on 11-01-21. (One representing City Court and one representing the Office of the District Public Defender, 32nd JDC). Ms. Keara Plaisance, representing the Office of the District Public Defender 32nd JDC, expresses her interest in being reappointed.

5. VACANCIES TO VARIOUS BOARDS, COMMITTEES AND COMMISSIONS:

- A. **Veteran's Memorial District:** One (1) unexpired term due to a resignation and one (1) expiring terms on 09/17/21 (Representing the Vietnam Veterans of America).
 - Recreation District No. 2,3:** One unexpired term due to a resignation.
 - Recreation District No. 3A:** One expired term and one unexpired term due to a resignation.
 - Recreation District No. 6:** One (1) expiring term.
 - Recreation District No. 7:** One expiring term on 10-24-21.
 - Recreation District No. 10:** One expiring term on 12-13-21.

Bayou Blue Fire Protection District: One expired term.

Terrebonne Parish Tree Board: One (1) vacancy due to a resignation.

Children and Youth Services Board: One (1) expiring terms on 11-01-21 (One representing City Court.

TEDA: Two (2) expiring terms on 09-09-21. One representing each of the following: Terrebonne Parish Council and Houma Terrebonne Chamber of Commerce.

Coastal Zone Management and Restoration: Three expiring terms on 10-31-21. (One representing the Public, one representing Recreational Fishing and one representing Property Owner(s)).

Houma Area Convention and Visitors Bureau (HACVB): Two expiring terms on 12-31-21. Both representing Civic Non-Profit Organization(s)

Planning Commission: One (1) expiring term on 11-01-21.

Municipal Civil Service Board: Two (2) expiring terms on 11-29-21.

Hospital Service District No. 1 Board: One (1) vacancy due to a resignation.

6. ANNOUNCEMENTS:

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

7. MONTHLY ENGINEERING REPORTS:

- A.** Milford and Associates, Inc.
- B.** T. Baker Smith

8. ADJOURN

Category Number:
Item Number:



Wednesday, November 10, 2021

Item Title:

INVOCATION

Item Summary:

INVOCATION

Category Number:
Item Number:



Wednesday, November 10, 2021

Item Title:

PLEDGE OF ALLEGIANCE

Item Summary:

PLEDGE OF ALLEGIANCE

Category Number:
Item Number:



Wednesday, November 10, 2021

Item Title:

Distribute Minutes of Regular Council Session held on October 27, 2021

Item Summary:

DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON OCTOBER 27, 2021.

Category Number:
Item Number:



Wednesday, November 10, 2021

Item Title:

Approve Minutes of the Regular Council Session held on October 13, 2021

Item Summary:

APPROVE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON OCTOBER 13, 2021.



Wednesday, November 10, 2021

Item Title:

BOARD OF REVIEW FOR ASSESSMENTS

Item Summary:

6:02 P.M. - COUNCIL CONVENES AS A BOARD OF REVIEW TO CONSIDER WRITTEN APPEALS TO THE TAX ASSESSMENTS AS PRESENTED BY THE TERREBONNE PARISH ASSESSOR:

- a) Consider action on the assessment rolls as presented by the Parish Assessor.
-

Category Number:
Item Number:



Wednesday, November 10, 2021

Item Title:

Accounts Payable Bill Lists for 11/1/2021 & 11/8/2021

Item Summary:

APPROVE ACCOUNTS PAYABLE BILL LISTS FOR 11/1/2021 & 11/8/2021

ATTACHMENTS:

Description	Upload Date	Type
Accounts Payable Bill Lists for 11/1/2021 & 11/8/2021	11/3/2021	Executive Summary



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
ACCOUNTS PAYABLE BILL LISTS FOR 11/1/2021 & 11/8/2021

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

November 3, 2021

Signature

Date

Category Number: 1.
Item Number: A.



Wednesday, November 10, 2021

Item Title:

Veterans Day Proclamation

Item Summary:

PROCLAMATION: Proclaiming November 11, 2021 as Veterans Day in Terrebonne Parish.

ATTACHMENTS:

Description

Veterans Day Proclamation

Upload Date

11/4/2021

Type

Backup Material



CITY OF HOUMA, LOUISIANA



PARISH OF TERREBONNE P R O C L A M A T I O N

VETERANS DAY

WHEREAS, on November 11th, we honor those who have served the United States Armed Forces; and

WHEREAS, beginning in 1918, November 11th was observed as “Armistice Day” to commemorate the signing of the armistice that ended World War I; and

WHEREAS, in 1954, “Armistice Day” was officially changed to “Veterans Day” to commemorate veterans of all wars; and

WHEREAS, on Veterans Day, we recognize the heroism and accomplishments of our veterans in service to their country and the common good; and

WHEREAS, we are indebted to our veterans and their families for their bravery and sacrifices which have provided for many of the freedoms we cherish today; and

WHEREAS, our veterans, through their dedication and commitment, continue to support the preservation of health and welfare of others; and

WHEREAS, on this day we also acknowledge the many active service members for their patriotism in serving their nation and promoting the ideals of peace and liberty.

NOW, THEREFORE BE IT RESOLVED by the Terrebonne Parish Council, on behalf of Parish President Gordon E. Dove and the entire Terrebonne Parish Consolidated Government, that November 11, 2021 be hereby declared and proclaimed:

VETERANS DAY

and that all residents be encouraged to honor and share their appreciation for all service members past and present. Hereby presented this 10th day of November, 2021.

DARRIN W. GUIDRY, SR., CHAIRMAN
TERREBONNE PARISH COUNCIL

GORDON E. DOVE
TERREBONNE PARISH PRESIDENT

TERREBONNE PARISH COUNCIL

JOHN NAVY
DISTRICT 1

CARL HARDING
DISTRICT 2

GERALD MICHEL
DISTRICT 3

JOHN AMEDEE
DISTRICT 4

JESSICA DOMANGUE
DISTRICT 5

DARRIN W. GUIDRY, SR., VICE CHAIR
DISTRICT 6

DANIEL BABIN
DISTRICT 7

DIRK J. GUIDRY
DISTRICT 8

STEVE TROSCLAIR, CHAIR
DISTRICT 9



Wednesday, November 10, 2021

Item Title:

Ratifying the Appointment of Houma Fire Department Fire Chief

Item Summary:

Consider the ratification of Mr. Corey Henry as the Houma Fire Department Fire Chief.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	11/5/2021	Cover Memo
Resume -Corey Henry	11/5/2021	Cover Memo



EXECUTIVE SUMMARY

PROJECT TITLE	
Appointment of Fire Chief of the Houma Fire Department.	

PROJECT SUMMARY (200 WORDS OR LESS)	
Appointment of Corey Henry as Fire Chief of the Houma Fire Department.	

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)	
Corey Henry has over 20 years of experience with the Houma Fire Department. He will be a great asset as the Fire Chief.	

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

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


Mike Toups, Parish Manager

10/25/2021
Date

Corey Henry

Houma, LA 70364

chenry@tpcg.org

SUMMARY

A Fire Captain with twenty-one years of professional Firefighter experience dedicated to saving lives and inspiring others. Committed to protecting the community with a strong background of staff and self-development through vast targeted educational experience.

PROFESSIONAL EXPERIENCE

Terrebonne Parish Consolidated Government – Drainage Department

Laborer 2000-2000

- Assisted in setting up safety work zones on highways and directing traffic

Terrebonne Parish Consolidated Government – Road and Bridge Department 2000-2000

Equipment Operator II

- Operated Boom Tractor, mowing roadside and drainage ditches

Terrebonne Parish Consolidated Government – Houma Fire Department

Firefighter 2000-2001

- Operated fire attack hose lines to control and contain active fires
- Assisted with equipment maintenance

Fire Equipment Operator 2001-2012

- Maintained fire apparatus to ensure safety
- Operates fire equipment to control and contain active fires
- Drove fire apparatus to and from scene of emergencies

Captain 2012-Present

- Maintains daily station operations and equipment while promoting teamwork
- Supervises subordinates through coaching and development of station and department personnel
- Utilize training to support additional skills through focused assignments
- Prioritizes and commands emergency scene management to ensure safety of all
- Supervise interior fire attack team during structure fires to safeguard team
- Conducts and coordinates pre-fire surveys
- Helped develop Rope Rescue and Confine Space Rescue Team
- Facilitate community education of fire prevention and protection procedures
- Administering performance evaluations and progressive discipline when warranted to ensure fair and consistent treatment of personnel
- Enforce department policy and procedures

2012-Present

- Prepare bids for work of mowing and landscaping
- Meeting with clients to discuss lawn and landscape needs
- Operate lawn equipment
- Prepare invoices for services provided
- Maintaining financial records

2005-2010

- Trained Maritime personnel in basic and advanced firefighting
- Maintained firefighting equipment

High School Diploma, South Terrebonne High School
Fire Academy, Louisiana State University
Leadership I: Strategies for Company Success
Wide Area Search
Intro to ARFF – Train the Trainer
Confined Space and Rescue Technician II

Firefighter I, II
Fire Apparatus Pump Operator
Hazardous Material Awareness
Hazardous Material Operations
Emergency Medical Responder
Basic Life Support (BLS)
Instructor I, II
Louisiana Landscape Horticulturist (Licensed)

Category Number: 1.
Item Number: C.



Wednesday, November 10, 2021

Item Title:

Update on Terrebonne Parish Buildings

Item Summary:

Mr. David Drury, Terrebonne Parish Building Facilities Manager, will give pertinent information regarding Terrebonne Parish buildings.

ATTACHMENTS:

Description

Executive Summary

Upload Date

10/28/2021

Type

Cover Memo

EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Update on Terrebonne Parish Buildings

PROJECT SUMMARY (200 WORDS OR LESS)

Mr. David Drury, Terrebonne Parish Building Facilities Manager, will give pertinent information regarding Terrebonne Parish buildings.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

N/A

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

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Darrin W. Guidry, Sr.

10/28/2021

Signature

Date



Wednesday, November 10, 2021

Item Title:

Bayou Business Community Housing

Item Summary:

Presentation by Terrebonne Economic Development Authority Chief Executive Officer Matt Rookard regarding the Bayou Business Community Housing Initiative.

Category Number: 1.
Item Number: E.



Wednesday, November 10, 2021

Item Title:

COVID-19 Update and Other Pertinent Public Information

Item Summary:

Discussion and update from the Office of Homeland Security and Emergency Preparedness relative to COVID-19 and any other pertinent public information.

ATTACHMENTS:

Description

Executive Summary

Upload Date

11/3/2021

Type

Cover Memo



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
COVID 19 update

PROJECT SUMMARY (200 WORDS OR LESS)
Discussion and update from the Office of Homeland Security & Emergency Preparedness relative to COVID-19 and any other pertinent public information.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

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

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

<i>John Navy</i>	<i>ALL COMMITTEE MEETINGS</i>
_____	_____
Signature	Date



Wednesday, November 10, 2021

Item Title:

RESOLUTION: Change Order Agreement with Wilco for LA SAFE Living Mitigation Terraces

Item Summary:

RESOLUTION: Authorizing the Parish President to sign a Change Order Agreement with Wilco Marsh Buggies and Draglines, Inc. to complete the construction of the LA SAFE Living Mitigation terraces north of Lake Boudreaux.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	10/22/2021	Executive Summary
Resolution	10/22/2021	Resolution
Cover Memo	10/22/2021	Cover Memo
Change Order No. 1	11/5/2021	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Resolution authorizing the President to sign the appropriate change order agreement with Wilco Marsh Buggies and Draglines, Inc. to complete the construction of the LA SAFE Living Mitigation terraces north of Lake Boudreaux.

PROJECT SUMMARY (200 WORDS OR LESS)

Resolution authorizing the president to sign a change order agreement with Wilco Marsh Buggies and Draglines, Inc. to complete the construction of terraces intended to reduce the wave fetch north of the lake, capture debris, and lower the risk of flooding for residences and public buildings. Due to additional terraces being completed, rain, the hurricane, and the loss of plants to the cold winter, changes in the period of performance and scope are necessary. The change has been recommended by C. H. Fenstermaker, the engineering and construction management firm of record, and approved as cost effective and programmatically correct by the State.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

The LA SAFE program has awarded \$3.6M to put the terraces in place to create land again in the area above Lake Boudreaux. The goal is to create 300 acres of terraces in areas that were once solid land and are now open water thereby slowing the wave action during storms and creating habitat at all times. This resolution authorizes the Parish President to accept the change order to the contract to accept the additional terraces, lower the plant count, and provide a 45-day extension prior to liquidated damages applying.

TOTAL EXPENDITURE

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

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

<u>PARISHWIDE</u>	1	2	3	4	5	6	7	8	9
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Chris Pulaski

Signature

10/22/2021

Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO EXECUTE THE APPROPRIATE CHANGE ORDER AGREEMENT WITH WILCO MARSH BUGGIES AND DRAGLINES, INC FOR CONSTRUCTION SERVICES TO IMPLEMENT THE LA SAFE LIVING MITIGATION TERRACES PROJECT NORTH OF LAKE BOUDREAUX.

WHEREAS, The LA SAFE program has awarded \$3,600,000 by the State of Louisiana Office of Community Development Disaster Recovery Unit after a public process and voting that selected this project as a priority for Terrebonne Parish; AND

WHEREAS, the project is intended to create land again in the area above Lake Boudreaux protecting residences and Parish assets; and

WHEREAS, Wilco Marsh Buggies and Draglines, Inc (Wilco) is under contract with the Parish for the Living Mitigation Terraces construction and planting; and

WHEREAS, Wilco has requested additional days to complete the project because of staffing affected by COVID, and rain and Hurricane Ida delays; to build more terraces than the original drawings; and to reduce the planting due to plant losses in the unusually cold winter; and

WHEREAS; the engineer has recommended that the Council authorize the Parish President to enter into a change order to the original agreement with the firm to extend the period of performance and the scope of work as listed in the draft provided as Attachment A; and

WHEREAS; the state consultants have approved this course of action;

NOW, THEREFORE, BE IT RESOLVED by the Terrebonne Parish Council, (Community Development and Planning Committee) on behalf of the Terrebonne Parish Consolidated Government, that the Parish President is hereby authorized to enter into the appropriate agreement with Wilco Marsh Buggies and Draglines, Inc to provide the needed construction services for the project referenced above.

October 22, 2021

MEMO TO: Gordon Dove
Parish President

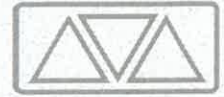
FROM: Chris Pulaski, Director
Planning and Zoning Department

SUBJECT: Request for Agenda Item October 27, 2021
Community Development and Planning Committee

Please find the following items for your review:

- A resolution authorizing the Parish President to enter into the change order to the agreement between Terrebonne Parish Consolidated Government and **Wilco Marsh Buggies** to construct the LA SAFE Living Mitigation terraces project above Lake Boudreaux. The engineer has recommended the change. The period of performance will be extended 45-days rather than the 55 requested in order to minimize any effect on the Apache duck leases. There were rain days and the storm, but the firm delayed their start by more than a month, and then took on emergency work that has slowed their performance on the terraces.
- There will be more terraces and fewer plants than the original plan, but a spring planting will replace those that died in the cold winter and reflect the original plant count for stabilization. The plants available are being planted on the completed terraces now. The spring planting will be handled with a new procurement for a plant and planting contractor.

If everything meets with your approval, it is respectfully requested that you place the resolution on the Community Development and Planning Committee agenda for consideration. If you have any questions, please advise.



**PAN AMERICAN
ENGINEERS, LLC**

Consulting Professional
Engineers and Land Surveyors

November 4, 2021

Terrebonne Parish
P. O. Box 6097
Houma, Louisiana 70361

Attention: The Honorable Gordon E. Dove, President

Re: Terrebonne Parish
Lake Boudreaux Living Mitigation
CDBG-NDR LA SAFE
Project No.: 55NSAF6601-NDR
Change Order No. 1 (Revised)
PAE Job No. 8470

Dear President Dove:

On behalf of OCD/DRU, we have reviewed the attached proposed Change Order No. 1 provided by the Terrebonne Parish for the referenced project, and take no exception to the \$50,289.73 contract amount increase, provided the increase is mutually agreed upon by all contracting parties.

Change Order No. 1 provides an \$50,289.73 cost increase and forty-five (45) day time extension for lost contract time, additional linear footage of terraces, and rain days.

Once the Change Order is fully executed, please have C.H. Fenstermaker & Associates, LLC furnish us with a copy for our files.

Please note the RS 38:2222 provides for the requirement that change orders be recorded with the recorder of mortgages in the parish where the work is performed, under the following conditions:

1. If a single change order adds an amount of 10% or more to the original contract and the amount is at least \$10,000; or
2. All change orders to a contract aggregating to an amount of 20% or more of the original contract amount and which the additional amount is a least \$10,000.

If the above conditions apply to this and other change orders, please have the change order(s) recorded and documentation of the recordation provided to the CDBG Project Manager for the project files. (Note the above statutory requirements do not apply to projects using CDBG funds administered by the Louisiana Office of Facility Planning and Control.)

(Continued)

November 4, 2021

Re: Terrebonne Parish
Lake Boudreaux Living Mitigation
CDBG-NDR LA SAFE
Project No.: 55NSAF6601-NDR
Change Order No. 1 (Revised)
PAE Job No. 8470

Page 2

Please note that this review is only to verify general conformance with project scope and cost in the grant application/amended applications and to determine reasonableness. Our review does not include a review against the Environmental Review Record (ERR), which shall be performed by the applicant or their representative to determine if changes or additional environmental clearances are needed. In addition, the review is non-technical in nature and does not include review of design, constructability, or compliance with codes, regulations, and public bid law.

If you have any questions or require additional information, please do not hesitate to contact our office for assistance.

Yours very truly,

PAN AMERICAN ENGINEERS, LLC



Thomas C. David, Jr.

TCDJr/jlv
Enclosure

cc: State of Louisiana
Office of Community Development (OCD)
Attention: Mr. Darin Mann
Ms. Tiffany Harless
Ms. Alberta Pate

Terrebonne Parish
Attention: Ms. Jennifer Gerbasi

Fenstermaker
Attention: Mr. Daniel Dehon

Ms. Leesa Foreman

Attachment: Change Order No. 1

**CDBG DISASTER RECOVERY
CHANGE ORDER REVIEW CHECKLIST**

Applicant: Terrebonne Parish

Project No.: 55NSAF6601-NDR

Project Name: Lake Boudreaux Living Mitigation

Document Reviewed: Change Order No. 1

Architecture/Engineering Firm: Fenstermaker

Contractor: Wilco Marsh Buggies &
Draglines, Inc.

CHANGE ORDER PROPOSAL

Approved Grant Amount	= \$	2,978,000.00 (CDBG)
Bid Amount	= \$	2,129,991.32
Change Order Proposal	= \$	50,289.73
Previous Change Orders	= \$	
Revised Construction Cost	= \$	2,180,281.05
Revised CDBG Funded Amount	= \$	

1. Is the Change Order recommended by the Engineer or Architect of Record? Yes ☒ No ☐

 2. Has the Change Order been approved by the Applicant?
Pending approval of this review. Yes ☐ No ☐

 3. Does the intent of the Change Order match the following from the Grant Application:
 - a. Project Description Yes ☒ No ☐
 - b. Project Maps with Existing Conditions and proposed improvements. Yes ☒ No ☐

 4. Is the revised Project Scope the same as the original Application? Yes ☒ No ☐ N/A ☐

 5. Is the Change Order amount within the amount funded by the Application? Yes ☒ No ☐ N/A ☐

 6. Is the Change Order amount reasonable? Yes ☒ No ☐ N/A ☐
-

**CDBG DISASTER RECOVERY
CHANGE ORDER REVIEW CHECKLIST**

7. Is the Change Order documented in accordance with R.S. 38:2212.M.(5) related to labor, materials, equipment, overhead and profit?

Yes ☐ No ☐ N/A ☒

Existing Unit Prices used for price modifications.

REASON FOR CHANGE ORDER

- Modification to Linear Footage of Terraces.
- Modification of plant selection based on available varieties.
- The cost of the noted work elements totals \$50,289.73.
- The time associated with the noted work elements totals an additional forty-five (45) days.



Reviewed by:
Thomas C. David, Jr.

Date: 11/04/2021

This review is only to verify general conformance with project scope and cost in the Grant Application and to determine if the Change Order costs are reasonable. The review is non-technical in nature and does not include review of design, constructability, or compliance with codes, regulations and public bid law.

CHANGE ORDER NO. 1

OWNER: Terrebonne Parish
CONTRACTOR: Wilco Marsh Buggies & Draglines, Inc.
PROJECT: LAKE BOUDREAUX LIVING MITIGATION (55NSAF6601-NDR)

FILE NO: NA
SOLICITATION NO: NA
ENGINEER: C.H. Fenstermaker & Associates, LLC

This Change Order is a binding Agreement between Terrebonne Parish (“Owner”) and Wilco Marsh Buggies & Draglines, Inc. (“Contractor”). Nothing in this Change Order shall be construed to impair or otherwise affect General Provisions of the Contract. Contractor is hereby directed to make the following changes to the Contract Documents and perform Work as outlined within this Change Order.

- Add forty-five (45) days to Contract Completion Time, increasing Contract Completion Time to 245 days with a completion date of November 9, 2021
- Adjust the quantity for the following Bid Item(s):
 - Bid Item No. 1.2, “Terrace Construction (Terraces),” increased from 60,300 LF to 63,550 LF
 - Bid Item No. 1.6, “*Baccharis halimiflora* (Groundsel Bush),” reduced from 5,783 Each to 750 Each
 - Bid Item No. 1.7, “*Iva frutescens* (Marsh Elder),” reduced from 5,783 Each to 5,250 Each

Description:

Due to the impacts of Hurricane Ida, the contract time is being extended by 36 days to make up for lost contract time when no work was performed between August 26, 2021 and October 2, 2021. The contract time is also being extended by an additional 5 days to allow for the construction of the additional linear footage of terraces as described below. Finally, 4 additional weather days are being added to the contract time to make up for weather days beyond the contract allotted weather days during the months of May and June. Thus, the total additional contract days is 45. Should the allowable Contract Time be exceeded, the Liquidated Damages are \$1,500 per calendar day required to complete the unfinished work. No work shall be performed on November 13, 14, 25, or 26, 2021. These days will not count against the Contract Time or Liquidated Damages.

A number of the shrub species that were being grown for this project did not survive the winter freezes. The quantity of those species is being adjusted to what is available. The as built drawings shall include the locations of the shrub species.

A portion of the terraces were improperly staked in the field, resulting in an overbuild of the first lift. This error was identified prior to making the second lift. Based on the recommendation of the engineer, a decision was made to add this additional linear footage to the contract, rather than have the Contractor degrade the overbuilt sections.

Change in Contract Price		Change in Contract Time	
Original Contract Price	\$2,129,991.32	Original Contract Time (calendar days)	200
Net Increase/(Decrease) from previous Change Orders	N/A	Net Increase/Decrease from previous Change Orders (days)	N/A
Contract Price prior to this Change Order	\$2,129,991.32	Contract Time prior to this Change Order (calendar days)	200
Net Increase/(Decrease) of this Change Order	\$50,289.73	Net Increase/(Decrease) of this Change Order (days)	45
Contract Price with this Change Order	\$2,180,281.05	Contract Time with this Change Order (calendar days)	245

RECOMMENDED:

By: _____
C.H. Fenstermaker & Associates

Date: _____

RECOMMENDED:

By: _____
Terrebonne Parish

Date: _____

ACCEPTED:

By: _____
Wilco Marsh Buggies & Draglines

Date: _____

LAKE BOUDREAUX LIVING MITIGATION (55NSAF6601-NDR)
SUMMARY OF CHANGE ORDER NO. 1

ITEM NO.	DESCRIPTION	UNIT	ORIGINAL QUANTITY	ADJUSTED QUANTITY	UNIT PRICE	AMOUNT OVERRUN	AMOUNT UNDERRUN
1.2	Terrace Construction (Terraces)	LF	60,300	63,550	\$26.54	\$86,255.00	-
1.6	<i>Baccharis halimiflora</i> (Groundsel Bush)	Each	5,783	750	\$6.43	-	\$32,362.19
1.7	<i>Iva frutescens</i> (Marsh Elder)	Each	5,783	5,250	\$6.76	-	\$3,603.08
Net Increase of this Change Order						\$50,289.73	



Wednesday, November 10, 2021

Item Title:

RESOLUTION: Appointment of Houston for Head Start HVAC

Item Summary:

RESOLUTION: Ratifying the appointment of the Architect, Houston J. Lirette, Jr. to provide architectural services for the Head Start HVAC Renovations Project; and authorizing execution of an architectural agreement for these services.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	10/27/2021	Executive Summary
Resolution	10/27/2021	Resolution



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Head Start HVAC Renovations Project

PROJECT SUMMARY (200 WORDS OR LESS)
To make HVAC improvements to several of the Head Start buildings through a Grant received.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
The purpose of this resolution is to appoint the Architect, Houston J. Lirette, Jr., to provide required services for the Head Start HVAC Improvements Project.

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

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

Jeanne P. Bray /S/

10/27/2021

Signature

Date

OFFERED BY:
SECONDED BY:

RESOLUTION

A resolution ratifying the appointment of the Architect, Houston J. Lirette, Jr. to provide architectural services for the **Head Start HVAC Renovations Project**; and authorizing execution of an architectural agreement for these services.

WHEREAS, the Terrebonne Parish Consolidated Government wishes to make HVAC improvements to several Head Start buildings in the Terrebonne Parish, and

WHEREAS, Parish President Gordon E. Dove has recommended that the Architect, Houston J. Lirette, Jr., be retained to provide the necessary professional services for this project, and

NOW, THEREFORE BE IT RESOLVED that the Terrebonne Parish Council does hereby ratify the appointment of the Architect, Houston J. Lirette, Jr., by Terrebonne Parish President Gordon E. Dove for professional architectural services for HVAC improvements to several Head Start buildings; and

BE IT FURTHER RESOLVED that the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, does hereby authorize the execution of an architectural agreement with the Architect, Houston J. Lirette, Jr., by Terrebonne Parish President Gordon E. Dove, for HVAC improvements to several Head Start buildings.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSENT & NOT VOTING:

And the Chairman declared the resolution adopted on this _____ day of _____, 2021.

* * * * *

I, Suzette Thomas, Clerk of the Terrebonne Parish Council, Houma, Louisiana, do hereby certify that the foregoing is a true and correct copy of the RESOLUTION adopted by the Terrebonne Parish Council on _____, 2021, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS _____ DAY OF _____, 2021.

SUZETTE THOMAS, CLERK
TERREBONNE PARISH COUNCIL



Wednesday, November 10, 2021

Item Title:

RESOLUTION: To approve quote received for the rental of floats for the 2021 Christmas Parade

Item Summary:

RESOLUTION: Concurring with the Parish Administration to approve a quote received for the rental of floats for the 2021 Christmas Parade from Houma Float Sales and Rentals, LLC.

ATTACHMENTS:

Description	Upload Date	Type
Exec Summary	11/2/2021	Executive Summary
Resolution	11/2/2021	Resolution
Back up	11/2/2021	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

RESOLUTION: to approve quote received for the rental of floats for the 2021 Christmas Parade.

PROJECT SUMMARY (200 WORDS OR LESS)

It has been determined that the quote received should be accepted for the rental of the Christmas Parade Floats from Houma Float Sales & Rental, LLC.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

To provide floats to be used at the 2021 Christmas Parade.

TOTAL EXPENDITURE

\$40,250.00

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

IF YES AMOUNT
BUDGETED:

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

1

2

3

4

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9

Angela Guidry, Purchasing-WHSE Manager

Signature

November 2, 2021

Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO.

WHEREAS, a quote was obtained by the Terrebonne Parish Consolidated Government, Planning & Zoning Department for the purpose of renting floats for the 2021 Christmas Parade from Houma Float Sales and Rentals, LLC, and

WHEREAS, after careful review by Chris Pulaski, Planning and Zoning Director and Anne Picou, Cultural Resource Manager it has been determined that the price of FORTY THOUSAND, TWO HUNDRED FIFTY DOLLARS AND ZERO CENTS (\$40,250.00) from Houma Float Sales and Rentals, LLC, for rental of floats to be used at the 2021 Christmas Parade should be accepted as per the attached quote, and

WHEREAS, the Parish Administration has recommended the acceptance of the price for the float rental at a cost of Forty Thousand, Two Hundred Fifty Dollars and Zero Cents (\$40,250.00) as per the attached quote.

NOW, THEREFORE BE IT RESOLVED by the Terrebonne Parish Council on behalf of the Terrebonne Parish Consolidated Government, that the recommendation of the above mentioned be approved and should be accepted as per the quote received.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:

ABSENT:



TERREBONNE PARISH
CONSOLIDATED GOVERNMENT

P.O. BOX 2768 • HOUMA, LOUISIANA 70361
985-868-5050 • WWW.TPCG.ORG



Date: June 8, 2021

To: Chris Pulaski, Planning & Zoning Director

From: Anne Picou,

Handwritten initials "AP" in a circle.

Re: Christmas float rentals for 2021

The invoice (2021-01) for the 2021 Christmas year has been submitted by Houma Float Sales & Rentals, LLC. The total for 2021 comes to \$40,250.000. The first payment to reserve and start renting the floats to the public comes to \$20, 125.000 to Houma Float Sales & Rentals LLC.

Please make the check payable to **Houma Float Sales & Rentals, LLC** in the amount of \$20, 125.00 and mail to 150 Lake Decade Ct, Houma, La. 70360.

If any questions need to be answered, please give Anne Picou a call at 985-873-6408. The parade is scheduled for Saturday, December 4th, 2021.

OK
AMP
6/8/2021
Christmas
151-651-8361-02



Wednesday, November 10, 2021

Item Title:

Resolution introducing an Ordinance to amend Section 21-30(a) and Section 21-31 of Chapter 21, Article II, of the Parish Code to include Houma Heights Park and calling for a public hearing on Wednesday December 1, 2021 at 6:30pm.

Item Summary:

RESOLUTION: Introducing an ordinance to amend Section 21-30(a) and Section 21-31 of Chapter 21, Article II, of the Parish Code to include Houma Heights Park among the list of Parish Parks; and calling a public hearing on said park on Wednesday December 1, 2021 at 6:30p.m.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	12/1/2021	Executive Summary
Resolution	12/1/2021	Resolution
Proposed Ordinance	12/1/2021	Ordinance
Cover Memo	12/1/2021	Cover Memo
Exhibit A - Amendments	12/1/2021	Exhibit



EXECUTIVE SUMMARY
(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Resolution introducing an Ordinance to amend Section 21-30(a) and Section 21-31 of Chapter 21, Article II, of the Parish Code to include Houma Heights Park and calling for a public hearing on Wednesday December 1, 2021 at 6:30 pm.

PROJECT SUMMARY (200 WORDS OR LESS)
A Resolution giving Notice of Intent to adopt an Ordinance to amend Section 21-30(a) and Section 21-31 of Chapter 21, Recreation and Parks, Article II, Parish Generally, of the Parish Code to include Houma Heights Park among the list of parks.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
Houma Heights Park (Twin Span Park) is a redevelopment of the space under the Twin Spans on the east side of the ICWW on both the north and south banks. This will include a walking track and other amenities. By adding the re-envisioned park to the list, it will establish the parks hours (essentially dusk until dawn) and list it amongst the drug free zones thus giving our law enforcement personnel the ability to fine and remove those who violate these ordinances.

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

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

Chris Pulaski
Christopher Pulaski, PLA
Planning & Zoning Director

11/1/21
Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO.

A Resolution giving Notice of Intent to adopt an ordinance to amend Section 21-30(a) and Section 21-31 of Chapter 21, Recreation and Parks, Article II, Parish Generally, of the Parish Code to include Houma Heights Park in order to establish hours of operation and list it as a drug free zone for the use and enjoyment of the citizens of Terrebonne Parish.

THEREFORE, BE IT RESOLVED by the Terrebonne Parish Council (Community Development and Planning Committee), on behalf of the Terrebonne Parish Consolidated Government, that notice of intent is given for adopting an ordinance to amend Section 21-30(a) and Section 21-31 of Chapter 21, Recreation and Parks, Article II, Parish Generally, of the Parish Code to include Houma Heights Park in order to establish hours of operation and list it as a drug free zone.

BE IT FURTHER RESOLVED that a public hearing on said ordinance be called for Wednesday, December 1, 2021 at 6:30 p.m.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:

NOT VOTING:

ABSENT:

The Chairman declared the resolution adopted on this, the _____ day of _____, 2021.

* * * * *

I, SUZETTE THOMAS, Council Clerk of the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Community Development and Planning Committee on _____, 2021 and subsequently ratified by the Assembled Council in Regular Session on _____, 2021 at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS _____ DAY OF _____, 2021.

SUZETTE THOMAS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL

OFFERED BY:
SECONDED BY:

ORDINANCE NO.

AN ORDINANCE TO AMEND SECTION 21-30(A) AND SECTION 21-31 OF CHAPTER 21, RECREATION AND PARKS, ARTICLE II PARISH GENERALLY, OF THE TERREBONNE PARISH CODE.

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

WHEREAS, the Terrebonne Parish Council and Terrebonne Parish Administration wishes to include Houma Heights Park under Section 21-30(a) and Section 21-31 in order to establish hours of operation and list the park as a drug free zone for the use and enjoyment of the citizens of Terrebonne Parish; and

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

SECTION I

Chapter 21, Article II, Section 21-30(a) and Section 21-31 of the Terrebonne Parish Code be amended as per the attached Exhibit A.

SECTION II

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

SECTION III

This ordinance shall become effective upon approval by the Parish President.

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

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:

NOT VOTING:

ABSENT:

The Chairman declared the ordinance adopted on this, the _____ day of _____ 2021.

DARRIN GUIDRY, CHAIRMAN
TERREBONNE PARISH COUNCIL

SUZETTE THOMAS
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, SUZETTE THOMAS, 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 _____, 2021, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS ____ DAY OF _____, 2021.

SUZETTE THOMAS
COUNCIL CLERK
TERREBONNE PARISH COUNCIL



P.O. BOX 6097
HOUMA, LOUISIANA 70361
(985) 868-5050



P.O. BOX 2768
HOUMA, LOUISIANA 70361
(985) 868-3000

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

MEMORANDUM

To: Hon. Gordon E. Dove
Parish President

From: Chris Pulaski
Director, Planning & Zoning Department

Date: November 1, 2021

Re: Resolution to Introduce Ordinance to amend Sec 21-30(a) and Sec 21-31 to include Houma Heights Park among list of parks

This proposed inclusion of Houma Heights Park will allow for this park to be included as a park to establish hours of operation and list it as a drug free zone so that HPD may enforce these ordinances.

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

Exhibit A – Amendments to Sec. 21-30(a) and 21-31

Sec. 21-30. - Same—In parks, playgrounds.

(a) The use, possession or presence of alcoholic beverages shall be prohibited in the confines of the parks/playgrounds listed below:

Dumas Park

Southside Park

Hormann Park

Lee Avenue Park

Ernest C. Moss Memorial Park

Charlton P. Rozands Park

Barrios Park

June Drive Park

Mulberry Park

Summerfield Park

Southdown West Park

Harmon Park

Authement Street Park

Morning Star Baptist Church located at [108](#) Livas Lane

Houma Heights Park

Sec. 21-31. - Drug-free zones.

In accordance with the provisions of Act 171 of the 1989 Legislature (R.S. 17:402 et seq.), the maps attached to the ordinances from which this section is derived and incorporated herein by reference are hereby established as the boundaries of the following parks and recreation areas, which are hereby established as drug-free zones of Terrebonne Parish:

Bourg Recreation Complex

Dumas Auditorium and Recreation Complex

Charlton P. Rozands Park

Lee Avenue Park

VFW Park between Barrow and Roussel

Ernest C. Moss Memorial Park

Houma Highrise Complex

Crozier Subdivision Park

Gibson Recreation Complex

Donner Recreation Complex

Recreation District No. 9 Complex area

Village East Park

Friendswood School and Park

Dulac Community Center

Bayou Dularge Recreation Center

Grand Caillou Swimming Pool and Playground

East Houma Recreation Complex (located on the air base)

Mahler Street Park

Legion Avenue Park

Harmon Park

Williams Avenue Recreation Complex

Legion Park Area

Schriever Recreation Center

Andrew Price Recreation Center

Gray Recreation Park Site

Oakshire Recreation Park/Gym

Authement Street Park

St. Gregory Catholic School (District 4)

Mount Olive Baptist Church in Gray

Mount Vernon United Methodist Church in Gray

Eaglewright Baptist Church along Highway 316

First Baptist Church along Highway 24 South

First Baptist Church along Main Street

New St. Matthews Baptist Church along Smith Lane

New Rising Sun Baptist Church along St. Charles

New Salem Baptist Church along Lafayette Street

Beautiful Zion Baptist Church along Railroad Street

Wesley United Methodist Church along Canal Street

Pleasant View Baptist Church along Naquin Street

House of the Lord along Hobson Street

An unknown named church along Antoine Street

Sunlight Baptist Church along Bull Run Road

St. Lawrence Catholic Church along Bull Run Road

Triumph Baptist Church along Highway 182

St. James Baptist Church along South Bayou Black Drive

St. Patrick Catholic Church along Carrol Street

Mount Pilgrim Baptist Church along Parish Road 15

Beulah Baptist Church along Parish Road 15

Smithridge Gym/Ball Park(located in the Smithridge Community of Chauvin)

Morning Star Baptist Church located at [108](#) Livas Lane

Merry Oaks Preschool (Ord. No. 8275)

Houma Heights Park

(Ord. No. 4733, § I, 11-6-91; Ord. No. 4734, § I, 11-20-91; Ord. No. 4754, § I, 1-8-92; Ord. No. 4783, § I, 2-26-92; Ord. No. 4815, § I, 4-8-92; Ord. No. 4822, § I, 4-22-92; Ord. No. 4855, § I, 6-10-92; Ord. No. 4940, § I, 10-14-92; Ord. No. 5200, § I, 2-23-94; Ord. No. 5227, § I, 4-27-94; Ord. No. 5239, § I, 5-11-94; Ord. No. 5250, § I, 5-25-94; Ord. No. 5765, § I, 4-9-97; Ord. No. 5775, § I, 5-14-97; Ord. No. 5910, § I, 5-27-98; Ord. No. 5930, § I, 7-8-98; Ord. No. 5966, § I, 9-23-98; Ord. No. 6265, § I, 6-28-00; Ord. No. 6278, § I, 7-26-00; Ord. No. 6742, § I, 3-26-03; Ord. No. 8275, § I, 3-27-13)

Cross reference— Drug-free zones, § 13-3.



Wednesday, November 10, 2021

Item Title:

RESOLUTION: Rezone from R-1 to R-3, 2620 Bryant Street

Item Summary:

RESOLUTION: Giving notice of intent to adopt an ordinance to amend the Zoning Map of the Parish of Terrebonne so as to Rezone from R-1 (Single-Family Residential) to R-3 (Multi-Family Residential), Lot 16, Square 1, Barrowtown Subdivision, 2620 Bryant Street, Houma, Terrebonne Parish, Louisiana; Mable Lyons, applicant; and calling a public hearing on said matter for Wednesday, December 15, 2021 at 6:30 p.m.

ATTACHMENTS:

Description	Upload Date	Type
Rezone from R-1 to R-3, 2620 Bryant Street	12/1/2021	Executive Summary
Rezone from R-1 to R-3, 2620 Bryant Street	12/1/2021	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Rezone from R-1 (Single-Family Residential) to R-3 (Multi-Family Residential), Lot 16, Square 1, Barrowtown Subdivision, 2620 Bryant Street

PROJECT SUMMARY (200 WORDS OR LESS)

Rezone from R-1 (Single-Family Residential) to R-3 (Multi-Family Residential), Lot 16, Square 1, Barrowtown Subdivision, 2620 Bryant Street, Houma, Terrebonne Parish, Louisiana; Mable Lyons, applicant; The Houma-Terrebonne Regional Planning Commission has **recommended approval** of the rezone request.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

A Resolution giving notice of intent to adopt an ordinance to amend the zoning map of the Parish of Terrebonne so as to Rezone from R-1 (Single-Family Residential) to R-3 (Multi-Family Residential), Lot 16, Square 1, Barrowtown Subdivision, 2620 Bryant Street, Houma, Terrebonne Parish, Louisiana; Mable Lyons, applicant; and calling a Public Hearing on said matter for Wednesday, December 15, 2021 at 6:30 p.m.

TOTAL EXPENDITURE

n/a

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

☒ N/A

☐ NO

☐ YES

IF YES AMOUNT
BUDGETED:

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

☒ 1

☐ 2

☐ 3

☐ 4

☐ 5

☐ 6

☐ 7

☐ 8

☐ 9

Signature

Date



TERREBONNE PARISH
CONSOLIDATED GOVERNMENT

P.O. BOX 2768 • HOUMA, LOUISIANA 70361
985-868-5050 • WWW.TPCG.ORG



Department of Planning & Zoning

MEMORANDUM

TO: Mr. Mike Toups, Parish Manager
Terrebonne Parish Consolidated Government

FROM: Becky M. Becnel, Minute Clerk *bmb*
Houma-Terrebonne Regional Planning Commission

THRU: Christopher M. Pulaski, PLA, Director
Planning & Zoning Department *[Signature]*

DATE: October 29, 2021

SUBJECT: Item for Parish Council Consideration
Application for Zoning Map Amendment
Rezone from R-1 (Single-Family Residential) to R-3 (Multi-Family Residential), Lot
16, Square 1, Barrowtown Subdivision, 2620 Bryant Street, Houma, Terrebonne
Parish, Louisiana; Mable Lyons, applicant

It is respectfully requested that the following item be placed on the next Community Development and Planning Committee meeting agenda for consideration:

- A Resolution giving notice of intent to adopt an ordinance to amend the zoning map of the Parish of Terrebonne so as to rezone from R-1 (Single-Family Residential) to R-3 (Multi-Family Residential), Lot 16, Square 1, Barrowtown Subdivision, Houma, Terrebonne Parish, Louisiana; Mable Lyons, applicant; and calling a Public Hearing on said matter for Wednesday, December 15, 2021 at 6:30 p.m.

The Houma-Terrebonne Regional Planning Commission, convening as the Zoning & Land Use Commission, at its meeting of October 21, 2021, voted to recommend **approval** of this request to the Parish Council. Please find attached the following documents:

- Proposed Resolution;
- Proposed Ordinance;
- Vicinity map / Plat depicting property in question;
- Staff Recommendation

If you have any questions, or require additional information in this matter, please advise.

Attachments

cc: Councilman Darrin Guidry, *Chairman*
Councilman John Navy, *District 1*
Suzette Thomas, *Council Clerk*
Council Reading File
Correspondence File

OFFERED BY:
SECONDED BY:

RESOLUTION NO. _____

A RESOLUTION GIVING NOTICE OF INTENT TO ADOPT AN ORDINANCE TO AMEND THE ZONING MAP OF THE PARISH OF TERREBONNE SO AS TO REZONE FROM R-1 (SINGLE-FAMILY RESIDENTIAL) TO R-3 (MULTI-FAMILY RESIDENTIAL); LOT 16, SQUARE 1, BARROWTOWN SUBDIVISION, 2620 BRYANT STREET; HOUMA, TERREBONNE PARISH, LOUISIANA; MABLE LYONS, APPLICANT; AND CALLING A PUBLIC HEARING ON SAID MATTER FOR WEDNESDAY, DECEMBER 15, 2021 AT 6:30 P.M.

BE IT RESOLVED by the Terrebonne Parish Council (Community Development and Planning Committee), that notice be hereby given to adopt an ordinance to amend the Zoning Map of the Parish of Terrebonne so as to rezone from R-1 (Single-Family Residential) to R-3 (Multi-Family Residential), Lot 16, Square 1, Barrowtown Subdivision, 2620 Bryant Street, Houma, Terrebonne Parish, Louisiana; and

NOW, THEREFORE, BE IT RESOLVED that a public hearing be called on said matter for Wednesday, December 15, 2021 at 6:30 p.m.

THERE WAS RECORDED:

YEAS: _____

NAYS: _____

ABSTAINING: _____

ABSENT: _____

_____The Chairman declared this resolution ADOPTED/NOT ADOPTED on this, the _____ day of _____, 2021.

DARRIN GUIDRY, CHAIRMAN
TERREBONNE PARISH COUNCIL

* * * * *

I, SUZETTE THOMAS, Clerk of the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the _____ Committee on _____, 2021 and subsequently ratified by the Assembled Council in Regular Session on _____, 2021, at which meeting a quorum was present.

SUZETTE THOMAS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL

OFFERED BY:
SECONDED BY:

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE ZONING MAP OF THE PARISH OF TERREBONNE SO AS TO REZONE FROM R-1 (SINGLE-FAMILY RESIDENTIAL) TO R-3 (MULTI-FAMILY RESIDENTIAL); LOT 16, SQUARE 1, BARROWTOWN SUBDIVISION, 2620 BRYANT STREET, HOUMA, TERREBONNE PARISH, LOUISIANA; MABLE LYONS, APPLICANT.

WHEREAS, the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, hereby declares that it has adopted a resolution giving notice of intent to adopt the following ordinance hereto; and

WHEREAS, the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, has conducted a public hearing on Wednesday, December 15, 2021; and

WHEREAS, after considering all comments received, if any, the following action is hereby taken.

NOW, THEREFORE, BE IT ORDAINED by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the Zoning Map of the Parish of Terrebonne be hereby amended so as to rezone from R-1 (Single-Family Residential) to R-3 (Multi-Family Residential), Lot 16, Square 1, Barrowtown Subdivision, 2620 Bryant Street, Houma, Terrebonne Parish, Louisiana.

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

THERE WAS RECORDED:

YEAS: _____

NAYS: _____

ABSTAINING: _____

ABSENT: _____

The Chairman declared this ordinance ADOPTED/NOT ADOPTED on this, the ____ day of _____, 2021.

DARRIN GUIDRY, CHAIRMAN
TERREBONNE PARISH COUNCIL

SUZETTE THOMAS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL

Date and Time Delivered to Parish President:

Approved _____ Vetoed

Gordon E. Dove, Parish President
Terrebonne Parish Consolidated Government

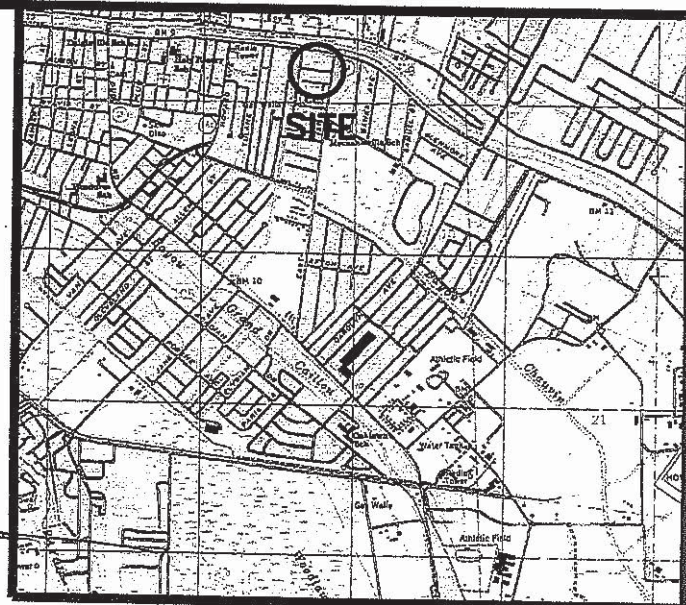
Date and Time Returned to Council Clerk:

* * * * *

I, SUZETTE THOMAS, 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 _____, 2021, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS _____ DAY OF _____, 2021.

SUZETTE THOMAS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL



VICINITY MAP



THIS SURVEY BASED ON MAP PREPARED BY ACHEE & WILKINSON SURVEYORS ENTITLED "MAP OF BARROWTOWN IN TERREBONNE PARISH IN SECTION 8, T17S-R17E, AND DATED JULY 11, 1908. BEARINGS SHOWN HEREON ARE BASED ON SAID MAP.

THIS LOT IS LOCATED IN ZONE "C" AS SHOWN ON FEDERAL EMERGENCY MANAGEMENT AGENCY MAP, COMMUNITY NO. 220220, PANEL NO. 0005, SUFFIX "C", AND DATED MAY 19, 1981. (ZONE "C" IS AN AREA OF MINIMAL FLOODING). F.E.M.A. 2006 ADVISORY PANEL NO. LA-R103 DOES NOT AFFECT THIS PROPERTY. THE 2021 PRELIMINARY FIRM COMMUNITY NO. 22109C, PANEL NO. 0252 SUFFIX "E" PLACES THIS PROPERTY IN ZONE "X" AND HAS NO AFFECT ON THIS PROPERTY.

THIS MAP WAS PREPARED FOR INFORMATIONAL PURPOSES ONLY AND IS NOT IN FULL COMPLIANCE WITH THE MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS.

MAP SHOWING LOT 16, SQUARE 1 OF
BARROWTOWN SUBD TO BE REZONED
FROM ZONE R-1 TO ZONE R-3
LOCATED IN SECTION 8, T17S-R17E,
TERREBONNE PARISH, LOUISIANA

JULY 16, 2021

SCALE: 1" = 200'

KENETH L. REMBERT, SURVEYOR
635 SCHOOL ST., HOUMA, LA.
PH. (985) 879-2782





**Zoning & Land Use Commission
Staff Report**

October 21, 2021
Agenda Item F.1

LOCATION:	2620 Bryant Street	APPLICANT:	Mable Lyons
APPROVAL REQUESTED:	Rezone from R-1 (Single-Family Residential) to R-3 (Multi-Family Residential))	RECOMMENDATION:	Approval

PROPOSAL:

Rezone lot from R-1 to R-3 to allow for placement of a mobile home.

ANALYSIS:

Applicant has submitted the reason for the amendment is Change in Conditions and that they cannot afford a traditional frame house. There are a number of legal, non-conforming mobile homes in the area and there have been several zoning amendments in the past to R-3 for placement of mobile homes. For many parish residents, mobile homes are the only affordable housing type available. The most recent rezoning involved a large-scale rezone of the entire area, but it was decided to keep it on a case by case basis. The application is exempt from the minimum lot size requirement for R-3 zoning since it abuts a C-2 General Commercial zone which are the lots that front East Main Street which is an existing mobile home park.

All public notice requirements have been met. Staff received one call objecting to the request.

\$ one call no objection

RECOMMENDATION:

APPROVAL

Christopher M. Pulaski, PLA, Director
Planning & Zoning Department
Terrebonne Parish Consolidated Government



Wednesday, November 10, 2021

Item Title:

Renewable Resource Net Metering

Item Summary:

Introduce an ordinance amending the Terrebonne Parish Code of Ordinances, Chapter 26. Utilities, Article II. Electricity, Division 2. Service Rates and Charges, providing a fee therein for Renewable Resource Net Metering; and call a public hearing on Wednesday, December 15, 2021 at 6:30 p.m.

ATTACHMENTS:

Description	Upload Date	Type
Renewable Resource Net Metering	12/1/2021	Executive Summary
Renewable Resource Net Metering	12/1/2021	Ordinance
Renewable Resource Net Metering	12/1/2021	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

ORDINANCE: Amending the Terrebonne Parish Code of Ordinances, Chapter 26. Utilities, Article II. Electricity, Division 2. Service Rates and Charges

PROJECT SUMMARY (200 WORDS OR LESS)

Ordinance amending the Terrebonne Parish Code of Ordinances, Chapter 26. Utilities, Article II. Electricity, Division 2. Service Rates and Charges, providing a fee therein for Renewable Resource Net Metering

TPCG engaged the services of GDS Associates, a professional utility consultant, to review the Louisiana Net Metering Rules and the similar fees of selected municipal electric utilities within and outside Louisiana and to recommend a fee for the System.

TOTAL EXPENDITURE

\$0.00

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

IF YES AMOUNT
BUDGETED:

N/A

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

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Signature

Date

.5OFFERED BY:

SECONDED BY:

ORDINANCE NO. _____

An ordinance amending the Terrebonne Parish Code of Ordinances, Chapter 26. Utilities, Article II. Electricity, Division 2. Service Rates and Charges, providing a fee therein for Renewable Resource Net Metering.

Whereas, the Terrebonne Parish Consolidated Government (TPCG), governing authority of the Parish of Terrebonne and City of Houma Louisiana, operates and maintains a combined electric and natural gas utility system (“the System”) organized under its Department of Utilities (“the Department”); and

Whereas, Section 2-11 of the Terrebonne Parish Home Rule Charter requires an ordinance to amend or repeal previous Ordinances; adopt or amend an administrative code; and establish a rule or regulation imposing fines or other penalties; and

Whereas, the System provides retail electric utility service within the corporate limits of the City of Houma and immediately adjacent geographic areas; and

Whereas, the Louisiana Renewable Energy Development Act (“the Act”), adopted as Act 653 by the Louisiana Legislature in their 2003 legislative session and codified as Chapter 50, Article 3061 et seq of the Louisiana Revised Statutes, requires all Louisiana electric utilities to “allow net energy metering facilities to be interconnected using a meter capable of registering the flow of electricity in two directions”; and

Whereas, the Act further requires that the Louisiana Public Service Commission (“LPSC”) establish appropriate rates, terms, and conditions for net energy metering contracts, including the assessment of a greater fee or charge if the costs of net energy metering outweigh the benefits of allocating the cost among the entire customer base, and that the net metering customer reimburse the utility for any costs in excess of those to serve a traditional customer; and

Whereas, by General Order the LPSC has established such regulations, commonly collectively referred to as the “Louisiana Net Metering Rules”, and

Whereas, the System is not subject to the jurisdiction of the LPSC but often relies on their orders as a guide to establishing parallel fees and regulations in the absence of compelling reasons to do otherwise, and

Whereas, TPCG engaged the services of GDS Associates, a professional utility consultant, to review the Louisiana Net Metering Rules and the similar fees of selected municipal electric utilities within and outside Louisiana and to recommend a fee for the System, and

Whereas, consistent with those recommendations, the Department has drafted and recommends a fee for the System to be incorporated into the Terrebonne Parish Code of Ordinances.

Now Therefore Be It Ordained by the Terrebonne Parish Council on behalf of the Terrebonne Parish Consolidated Government that the following Section 26-47 be appended to Terrebonne Parish Code Chapter 26. Utilities, Article II. Electricity, Division 2. Services Rates and Charges.

SECTION I

Section 26-47 of the Terrebonne Parish Code shall be enacted (using strikethrough to indicate deletions and underlining to indicate additions) and same are hereby adopted to read as follows:

Sec. 26-47. – Renewable Resource Net Metering

(a) Availability. This schedule, available as a supplement to customers of any class throughout the territory served by the electric utility, applies to the synchronous interconnection of qualified renewable energy resources and the compensation for excess energy delivered to the electric utility.

(b) Qualified Resources. Only those resources meeting all requirements of this paragraph (b) shall be considered Qualified Resources, being those resources which may qualify customers as being eligible for service under this schedule

(1) The following types of renewal energy resources shall be considered *Qualified Resources*

- Photovoltaic
- Wind
- Biomass
- Hydroelectric
- Geothermal Electric
- Fuel Cell
- Renewable Fuel

(2) Qualified Resources shall be limited in capacity to 25 kilowatts for the Residential customer class, 300 kilowatts for General Service customer classes, and in aggregate kilowatts to 0.5% of the annual electric utility peak demand.

(3) Only customer-owned renewable energy resources connected on the customer side of the electric utility meter and sized to meet all or part of the customer's electricity requirements shall be considered *Qualified Resources*.

(c) Interconnection.

(1) Application. Application for service under this schedule shall be made to the Department of Utilities in the form prescribed by the Department of Utilities.

(2) Interconnection Agreement. Approved applicants shall be required to execute a form of Interconnection Agreement prescribed by the Department of Utilities setting forth the commercial and technical terms of service not otherwise provided herein.

(3) Metering. The Department of Utilities shall install or cause to be installed appropriate bi-directional kilowatt-hour metering, the cost of which shall be deferred by the applicant customer as hereinafter provided.

(d) Charges and Credits.

(1) Customer Charge. A charge of \$5.00 shall apply to each account serviced under this schedule each month in addition to all other charges applicable under this section and the Customer Charge for the applicable customer classification as elsewhere provided in this chapter.

(2) Demand and Energy Charges and Energy Credits.

a. Demand and Energy Charges. Power and energy charges for metered kilovolt-ampere demand and/or kilowatt-hour energy consumption shall be as prescribed for the applicable customer class as elsewhere provided in this chapter.

b. Energy Credits. Metered Qualified Resource production in kilowatt-hours in excess of consumption and delivered to the electric utility shall result in Energy Credits in kWh, which kWh credits shall accumulate month-to-month, the total of which shall be compensable on an annual basis at a unit rate equal to the electric utility's average avoided wholesale cost of energy effective on or before December 31st of each year, which amount shall be credited to the customer account.

- c. On the last bill in December, if an amount is owed to a customer for energy credits, it shall first be deducted from the December electricity utilities bill by TPCG. If the credit owed exceeds the December bill, TPCG shall refund payment to the customer.

d. *Renewable Energy Credits.* Any renewable energy credits accrued as a result of or in any way attributable to the installation and/or operation of any *Qualified Resource* under this section shall be the sole property of the customer, who shall be solely responsible for any accounting or transacting of said credits for his sole benefit.

SECTION II

Any section, clause, paragraph, provision, or portion of these regulations found to be invalid is severable and shall not affect the validity of the whole.

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

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING.

ABSTAINING:

ABSENT:

The Chair declared the ordinance adopted on this, the ____ day of _____ 2021.

DARRIN GUIDRY, CHAIR
TERREBONNE PARISH COUNCIL

SUZETTE THOMAS
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, 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 _____, 2021, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS _____ DAY OF _____, 2021.

SUZETTE THOMAS
COUNCIL CLERK
TERREBONNE PARISH COUNCIL

CHAPTER 50. LOUISIANA RENEWABLE ENERGY
DEVELOPMENT ACT

§3061. Legislative findings

The legislature hereby finds and declares that:

- (1) Net energy metering encourages the use of renewable energy resources and renewable energy technologies. Increasing the consumption of renewable energy resources promotes the wise use of Louisiana's natural energy resources to meet a growing energy demand, increases Louisiana's use of indigenous energy fuels and fosters investment in emerging renewable technologies to stimulate economic development and job creation in the state.
- (2) Louisiana should actively encourage the manufacture of new technologies through promotion of emerging energy technologies. Net energy metering could help to further attract energy technology manufacturers, providing a foothold for these technologies in the Louisiana economy, and easier customer access to these technologies.

Acts 2003, No. 653, §1, eff. Oct. 1, 2003.

RS 51:3062

§3062. Definitions

As used in this Chapter, the following words and phrases shall have the meaning ascribed to them in this Section, unless the context clearly indicates otherwise:

- (1) "Commission" means the Louisiana Public Service Commission or other appropriate governing body for an electric utility.
- (2) "Electric utility" means a public or investor-owned utility, an electric cooperative, municipal utility, or any private power supplier or marketer that is engaged in the business of supplying electric energy to the ultimate consumer.
- (3) "Net energy metering" means measuring the difference between electricity supplied by an electric utility and the electricity generated by a net energy metering customer and sold back to the electric utility over the applicable billing period.
- (4) "Net energy metering customer" means an owner of a net energy metering facility.
- (5) "Net energy metering facility" means a facility for the production of electrical energy that:
 - (a) Uses solar, wind, hydroelectric, geothermal, or biomass resources to generate electricity including but not limited to fuel cells and micro turbines that generate electricity if the fuel source is entirely derived from renewable resources.
 - (b) Has a generating capacity of not more than twenty-five kilowatts for residential use or three hundred kilowatts for commercial or agricultural use.
 - (c) Is located in Louisiana.
 - (d) Can operate with an electric utility's existing transmission and distribution facilities.
 - (e) Is intended primarily to offset part or all of the net energy metering customer requirements for electricity.

Acts 2003, No. 653, §1, eff. Oct. 1, 2003; Acts 2008, No. 543, §1, eff. June 30, 2008.

RS 51:3063

§3063. Net energy metering

A. An electric utility that offers residential or commercial electrical service, or both, shall allow net energy metering facilities to be interconnected using a meter capable of registering the flow of electricity in two directions.

B. The commission, after notice and opportunity for public comment:

- (1) Shall establish appropriate rates, terms, and conditions for net energy metering contracts.
- (2) Shall authorize an electric utility to assess a net energy metering customer a greater fee or charge, of any type, if the electric utility's direct costs of interconnection and administration of net energy metering outweigh the distribution system, environmental, and public policy benefits of allocating the cost among the electric utility's entire customer base. The net metering customer shall reimburse the utility for any costs in excess of those to serve a traditional customer.

C. Nothing in this Chapter shall derogate from the commission's constitutional authority to regulate, as applicable, all common carriers and public utilities, particularly the authority to implement rules, regulations, and tariffs to ensure that neither an electric utility nor its ratepayers shall be adversely affected, or to subsidize activities authorized under this Chapter.

Acts 2003, No. 653, §1, eff. Oct. 1, 2003; Acts 2008, No. 543, §1, eff. June 30, 2008.



Wednesday, November 10, 2021

Item Title:

2021 Various Items for Budget Amendment

Item Summary:

Introduce an ordinance to amend the 2021 Adopted Operating Budget, 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. Animal Shelter-donations, \$50,000
- II. American Rescue Plan, \$1,400,000
- III. Adaptive Park Bathroom, \$52,000
- IV. General Fund-grant, \$1,000
- V. Houma Downtown Development, \$145,359
- VI. Section 8 Voucher Program, \$13,250
- VII. Houma Downtown Development, \$6,580
- VIII. Section 8, -0-

a. add Administrative Coordinator I, Grade 104

and call a public hearing on said matter on Wednesday, December 1, 2021 at 6:30 p.m.

ATTACHMENTS:

Description	Upload Date	Type
2021 Various Items for Budget Amendment	12/1/2021	Executive Summary
2021 Various Items for Budget Amendment	12/1/2021	Ordinance
2021 Various Items for Budget Amendment	12/1/2021	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 2021 ADOPTED OPERATING BUDGET, 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. Animal Shelter-donations, \$50,000
- II. American Rescue Plan, \$1,400,000
- III. Adaptive Park Bathroom, \$52,000
- IV. General Fund-grant, \$1,000
- V. Houma Downtown Development, \$145,359
- VI. Section 8 Voucher Program, \$13,250
- VII. Houma Downtown Development, \$6,580
- VIII. Section 8, -0-
 - a. add Administrative Coordinator I, Grade 104

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

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/s/ Kayla Dupre

Signature

November 4, 2021

Date

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE 2021 ADOPTED OPERATING BUDGET, 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. Animal Shelter-donations, \$50,000
- II. American Rescue Plan, \$1,400,000
- III. Adaptive Park Bathroom, \$52,000
- IV. General Fund-grant, \$1,000
- V. Houma Downtown Development, \$145,359
- VI. Section 8 Voucher Program, \$13,250
- VII. Houma Downtown Development, \$6,580
- VIII. Section 8, -0-
 - a. add Administrative Coordinator I, Grade 104

SECTION I

WHEREAS, the Animal Shelter received a donation from PetSmart for \$50,000, and

WHEREAS, the donation will be put into the other fees account.

NOW, THEREFORE BE IT ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2021 Adopted Operating Budget be amended for the Animal Control Department. (Attachment A)

SECTION II

WHEREAS, Administration is requesting funding of \$1,400,000 for the In-fill Housing, and

WHEREAS, the additional In-fill Housing will help address the current housing shortage, and

WHEREAS, the funding source is from the First Time Homebuyer account.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2021 Adopted Operating Budget be amended for the In-fill Housing. (Attachment B)

SECTION III

WHEREAS, Administration is requesting additional funding of \$52,000 for the Adaptive Park Bathroom, and

WHEREAS, the additional funding will be matched by Recreation District 2/3, and

WHEREAS, the funding source is from the Sales Tax Revenue fund balance.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2021 Adopted Operating Budget and 5-Year Capital Outlay Budget be amended for the Adaptive Park Bathroom. (Attachment C)

SECTION IV

WHEREAS, the Emergency Operations Center received a grant from The Williams Companies for \$1,000, and

WHEREAS, the funds will be put into the operating supplies account.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2021 Adopted Operating Budget be amended for the Emergency Operations Center. (Attachment D)

SECTION V

WHEREAS, the Downtown Development Board has received State Revenue Sharing from Hotel/Motel Tax in the amount of \$145,359, for the 2021 year, and

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

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government that the 2021 Adopted Budget be amended to adjust various Downtown Development Corporation Accounts. (Attachment E)

SECTION VI

WHEREAS, Administration is requesting to amend the Operating Budget for the Section 8 Voucher Program due to damages from Hurricane Ida in the amount of \$13,250, and

WHEREAS, the funding source is from the Section 8 Voucher Program fund balance.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2021 Adopted Operating Budget be amended for the Section 8 Voucher Program. (Attachment F)

SECTION VII

WHEREAS, the Houma Downtown Development received a donation from People's Drug Store for \$6,580 to replace Christmas decorations, and
/

WHEREAS, the donation will be put into the Holiday/Expense Parade account.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2021 Adopted Operating Budget be amended for the Houma Downtown Development. (Attachment G)

SECTION VIII

WHEREAS, Administration is requesting to amend the Budgeted Positions, adding a full time Administrative Coordinator I, Grade 104 for the Section 8 Voucher Program, and

WHEREAS, the additional position will be assisting with the additional Section 8 vouchers, because of Hurricane Ida, and

WHEREAS, no additional funding is required for this position.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2021 Budgeted Positions be amended to recognize the necessary change for the Section 8 Voucher Program. (Attachment H)

SECTION IX

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, hereby authorizes Gordon Dove, Parish President, to execute any and all documents for these amendments as approved by the legal department.

SECTION X

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

SECTION XI

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

Prepared By: Finance Department
PC File: 2021-Various Items – R
Date Prepared: 11/3/2021 BA #21

ATTACHMENT A - Animal Shelter

	2021		
	Adopted	Change	Amended
Donations-Animal Shelter	(32,500)	(50,000)	(82,500)
Other Fees	64,971	50,000	114,971

ATTACHMENT B - American Rescue Plan

	2021		
	Adopted	Change	Amended
FT Homebuyer-Parkwood	(1,400,000)	(1,400,000)	(2,800,000)
In-Fill Housing Parkwood	1,780,000	1,400,000	3,180,000

ATTACHMENT C - General Fund

	2021		
	Adopted	Change	Amended
Adaptive Park Bathrooms	150,000	52,000	202,000
Transfer from Sales Tax Revenue Fund	(544,299)	(52,000)	(596,299)
Transfer to Capital Projects Control	544,299	52,000	596,299
Fund Balance (decrease)	n/a	(52,000)	n/a

ATTACHMENT D - General Fund

	2021		
	Adopted	Change	Amended
Miscellaneous - Other	(25,000)	(1,000)	(26,000)
Operating Supplies	27,000	1,000	28,000

ATTACHMENT E - Houma Downtown Development

	2021		
	Adopted	Change	Amended
DDC Park Lot	24,600	37,200	61,800
DDC/Folk Operating Supplies	14,619	51,971	66,590
DDC/Folk Special Events	43,114	56,188	99,302
State-Hotel/Motel Tax Share	(80,915)	(145,359)	(226,274)

ATTACHMENT F - Section 8 Voucher Program

	2021		
	Adopted	Change	Amended
Salaries-Inspectors	1,729	2,000	3,729
Fringes-Inspectors	952	1,500	2,452
Office Supplies	8,000	6,000	14,000
Software Purchases	23,919	250	24,169
Office Equipment Contract	100	150	250
Office Equipment Rental	1,200	200	1,400
Other Fees	3,000	3,000	6,000
Membership Dues	1,200	150	1,350
Fund Balance (decrease)	n/a	(13,250)	n/a

ATTACHMENT G - Houma Downtown Development

	2021		
	Adopted	Change	Amended
Holiday Expense/Parade	40,000	6,580	46,580
Holiday Income	30,000	(6,580)	23,420

ATTACHMENT H - Section 8 Voucher Program

	2021						
	Adopted	Change	Amended	Level	MIN	MID	MAX
Admin Coord I	2	1	3	104	23,603	29,504	35,404

Section I

Kayla Dupre

From: Valerie Robinson
Sent: Monday, October 25, 2021 5:34 PM
To: Kayla Dupre
Subject: FW: Adoption Partner Emergency Relief Donation for Terrebonne Parish
Attachments: Award_Letter.pdf

Kayla,

Please move these funds to 151-442-8349-01. Thanks!

Best,

Valerie Robinson
Animal Shelter Director
Terrebonne Parish Animal Shelter
(985) 873-6709
(985) 580-8150 fax
www.tpcg.org/animalshelter

\$ 50,000

Follow us on facebook

-----Original Message-----

From: petsmartcharities@smartsimple.com <petsmartcharities@smartsimple.com>
Sent: Monday, October 25, 2021 4:20 PM
To: Valerie Robinson <vrobinson@tpcg.org>
Subject: Adoption Partner Emergency Relief Donation for Terrebonne Parish

External Sender

This email is from a sender outside of Terrebonne Parish Consolidated Government's email system. DO NOT click on any links, open any attachments, or reply unless you trust the sender and know the content is safe. If you are unsure or have questions, please contact Information Technology for assistance.

Dear Valerie,

PetSmart Charities is pleased to provide a donation to Terrebonne Parish, in the amount of \$50,000.00.

Please note by accepting this contribution, you agree that Terrebonne Parish, is a tax-exempt qualified charitable organization in the United States as either an entity organized and operated under Section 501(c)(3) of the Internal Revenue Code, a governmental entity, or an Indian tribal government and that the contribution will only be used to further your charitable purpose.

If you have any questions about this donation please reach out to your Adoptions Grants Manager, Kelly Balthazor at KBalthazor@PetSmartcharities.org Heidi Fulcher at HFulcher@PetSmartCharities.org.

Thank you for your commitment to helping pets in need.

Sincerely,



Our Vision: A lifelong, loving home for every pet

October 25, 2021

Valerie Robinson, Director
Terrebonne Parish
P.O. Box 2768
Houma, LA 70361

Dear Valerie,

PetSmart Charities is committed to assisting our partners in times of need. With the recent declaration of a FEMA major disaster for the impact of Hurricane Ida for Terrebonne Parish, Louisiana in which your organization is located, we wanted to help.

PetSmart Charities is pleased to provide a donation to Terrebonne Parish Animal Shelter in the amount of \$0,000.00. This contribution is a part of the PetSmart Charities Emergency Relief program. This unrestricted donation is to help support your organization's mission in a time of natural disaster.

Please note by accepting this contribution, you agree that Terrebonne Parish is a tax-exempt qualified charitable organization in the United States as either an entity organized and operated under Section 501(c)(3) of the Internal Revenue Code, a governmental entity, or an Indian tribal government and that the contribution will only be used to further your charitable purpose.

Thank you for your commitment to helping pets in need.

Sincerely,

A handwritten signature in black ink that reads "Aimee Gilbreath".

Aimee Gilbreath
President

Kelly BalthazorHeidi Fulcher
Adoption Grants Manager



Transaction Details List View | Last 7 Days

Terrebonne Parish Consolidated Governmen - TERRCON

Account Number	0062276496	Balances as of	10/28/2021 06:48:22
Account Name	General Fund	Transactions As Of	10/28/2021 06:48:29
Currency	USD		

TODAY'S BALANCES			
Opening Ledger	443,491.45	Opening Available	438,389.98
		Current Available	476,247.70

TRANSACTION DETAILS			
Post Date	Transaction Description	Amount	Bank Reference
10/27/2021	ACH CREDIT RECEIVED	50,000.00	9456315
			Customer Reference
			Transaction Detail
			EDI PYMNTS PETSMART CHA

ACCT: 151-000-6741-01
GENERAL FUND
NO DEPARTMENT NAME
DONATIONS-ANIMAL SHELTER

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	30,000	119,600.00-	0	89,600
CLOSED:				
2015	33,040	48,565.97-	N/A	15,526
2016	34,500	65,041.65-	N/A	30,542
2017	38,000	88,756.70-	N/A	50,757
2018	0	7,519.80-	N/A	7,520
2019	95,000	88,317.00-	N/A	6,683-
2020	28,000	28,350.47-	N/A	350

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

ACCT: 151-442-8349-01
GENERAL FUND
ANIMAL CONTROL
OTHER FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	62,471	12,800.58	11,380	38,290
CLOSED:				
2015	0	76.50	N/A	77-
2016	0	.00	N/A	0
2017	38,000	27,516.20	N/A	10,484
2018	50,484	43,840.00	N/A	6,644
2019	34,644	19,398.00	N/A	15,246
2020	45,933	18,461.65	N/A	27,471

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

Section II & III

Kayla Dupre

From: Kandace Mauldin
Sent: Wednesday, November 3, 2021 11:13 AM
To: Kayla Dupre
Subject: Budget Amendment

We need to do the following budget amendments:

1. Need to move \$1,400,000 from 201-206-833⁵⁵5-02 (First Time Homebuyer) to 201-206-833⁵5-01 In-Fill Housing. This is to help us to address the housing shortage because of the Hurricane.
2. Need to add \$52,000 from 255 fund balance to the Adaptive Park Bathroom, Account 659-501-8913-31.

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



ACCT: 201-206-8355-02
AMERICAN RESCUE PLAN
AMERICAN RESCUE PLAN
FT HOMEBUYER - PARKWOOD

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	1,400,000	.00	0	1,400,000
CLOSED:				
2015	0	.00	N/A	0
2016	0	.00	N/A	0
2017	0	.00	N/A	0
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	0	.00	N/A	0
ENTER = CONTINUE				
CF01 = EXIT				
CF02 = INPUT SCR				
CF04 = DSP DETAIL				
CF06 = DSP ENCUMBRANCE				
CF08 = PRT DETAIL				

ACCT: 201-206-8355-01
AMERICAN RESCUE PLAN
AMERICAN RESCUE PLAN
IN-FILL HOUSING PARKWOOD

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	1,780,000	.00	0	1,780,000
CLOSED:				
2015	0	.00	N/A	0
2016	0	.00	N/A	0
2017	0	.00	N/A	0
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	0	.00	N/A	0
ENTER = CONTINUE				
CF01 = EXIT				
CF02 = INPUT SCR				
CF04 = DSP DETAIL				
CF06 = DSP ENCUMBRANCE				
CF08 = PRT DETAIL				

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
SEPTEMBER 30, 2021 - MONTH LAST CLOSED

11/03/21

ACCT: 659-501-8913-31
CAPITAL PROJECTS CONTRL
PARKS & GROUNDS
ADAPTIVE PARK BATHROOMS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	150,000	.00	0	150,000
CLOSED:				
2015	0	.00	N/A	0
2016	0	.00	N/A	0
2017	0	.00	N/A	0
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	150,000	.00	N/A	150,000

ENTER = CONTINUE

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

ACCT: 659-000-7102-55
CAPITAL PROJECTS CONTRL
NO DEPARTMENT NAME
SALES TAX REVENUE FUND

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	544,299	544,299.00-	0	0
CLOSED:				
2015	2,075,000	2,075,000.00-	N/A	0
2016	0	.00	N/A	0
2017	0	.00	N/A	0
2018	862,158	862,158.00-	N/A	0
2019	42,878	42,878.00-	N/A	0
2020	50,000	50,000.00-	N/A	0

ENTER = CONTINUE

CF01 = EXIT

CF04 = DSP DETAIL

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL



The Williams Companies, Inc.
One Williams Center
Tulsa, OK 74103

Section IV

CHECK NUMBER: 6000002095

PAY DATE	SUPPLIER NO	SUPPLIER NAME	CHECK TOTAL
11-OCT-21	729166	TERREBONNE PARISH EMERGENCY OPERATIONS CENTER	1,000.00

Invoice Date	Purchase Order / Invoice Or Credit Memo / Invoice Description	Gross	Discount	Net
06-OCT-21	/ 06-OCT-21-729166 /	1,000.00	0.00	1,000.00
Budget Amendment - 151-912-8225-01 6499-00 grant for general operating support				
Supplier Support 1-866-778-2665; WilliamsAP@us.ibm.com		Page Totals	0.00	1,000.00

VERIFY THE AUTHENTICITY OF THIS MULTI-TONE SECURITY DOCUMENT.

CHECK BACKGROUND AREA CHANGES COLOR GRADUALLY FROM TOP TO BOTTOM



The Williams Companies, Inc..
One Williams Center
Tulsa, OK 74103

JPMorgan Chase Bank, N.A.
70-2322/719
Chicago, IL

CHECK NO: 6000002095

Check Date: 11-OCT-21

One Thousand Dollars And Zero Cents

CHECK AMOUNT

\$1,000.00

PAY TO THE ORDER OF TERREBONNE PARISH EMERGENCY OPERATIONS CENTER
101 GOVT ST
GRAY, LA 70359 United States

Peter A. Burgess

ACCT: 151-000-6499-00
GENERAL FUND
NO DEPARTMENT NAME
MISCELLANEOUS - OTHER

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	25,000	39,827.23-	0	14,827
CLOSED:				
2015	0	40,071.07-	N/A	40,071
2016	0	12,550.44-	N/A	12,550
2017	0	10,571.71-	N/A	10,572
2018	0	42,753.21-	N/A	42,753
2019	25,000	35,545.25-	N/A	10,545
2020	27,000	66,471.31-	N/A	39,471

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
SEPTEMBER 30, 2021 - MONTH LAST CLOSED

11/03/21

ACCT: 151-912-8225-01
GENERAL FUND
EMERGENCY PREPAREDNESS
OPERATING SUPPLIES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	27,000	17,376.17	3,447	6,177
CLOSED:				
2015	46,134	19,514.58	N/A	26,619
2016	32,187	27,761.76	N/A	4,425
2017	83,751	66,204.13	N/A	17,547
2018	22,447	26,649.50	N/A	4,203-
2019	24,317	27,015.75	N/A	2,699-
2020	60,216	23,335.75	N/A	36,880

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

Act 1 of 2020-2021 Budget Breakdown

		Adopted		
		BA	Budget	
151-652-8322-03	Parking Lot Rental	37,200	24,600	61,800
151-652-8225-01	DDC/Folk Operating Supplies	51,971	14,619	66,590
151-652-8325-03	DDC/Folk Special Events	56,188	43,114	99,302

\$ 145,359

Revenue

151-000-6352-01 STATE - HOTEL/MOTEL TAX SHARE ~~\$143,387.57~~ ^{145,359}

Waiting on Anne to tell me where to allocate since 6/25/21

1,971.72 Final
54,537.55 3rd Pmt
88,850.02 4th Pmt

Rec. 8/13/2021
Rec. 6/25/2021
Check was Rec. 11/25/2020 & depo
error to 151-000-6353-00
Did not find out until 6/28/2021 fro

Section V



Houma Downtown Development Corporation

317 Goode Street, Houma, LA 70360
phone 985-873-6408 apicou@tpcg.org

Date: November 1, 2021

To: Kandace Mauldin, Kayla Dupre and Rhonda Samanie

From: Anne Picou, Main St

Re: HDDC budget allocation for remaining funds Act 1 2020-2021

OK
AMP
11-1-21

The Houma Downtown Development Corporation (HDDC) has \$145,359.29 remaining from Act 1 of 2020-2021. The accounts that need to be addressed to keep our responsibilities active and moving projects forward in the historic district are:

- Operating Supplies: \$50,000 ^{1471.52} 151-652-8225-01
 - Special Events: \$56,187.57 151-652-8325-03
 - Parking lot/Michel Claudet \$1,200 x 12 = \$24,000 (September \$15,000) subtract four (4) months. Sept, October, November and December \$4,800
 - Michel claudet \$10,200 start January 2022. \$13,200 151-652-8322-03
 - Parking lot/Briar patch \$1,200 x 12 = \$24,000 January 2022
- Total comes to \$ 143,387.58

Note: Operating supplies handles invoices for responsibilities within the historic district. Special events include the Farmer's Market at marina and Tuesday market along with next year implementing local song writers and partnering with other nonprofits for events within the district. The leases for two (2) parking lots within the district are crucial for economic development within the district. Visitors need to park and feel safe when visiting downtown Houma. Having signage to identify public parking on each end of the district helps entice folks to visit the area.

Cc: Director of Planning & Zoning: Christopher Pulaski
HDDC President: Leo Ledet

Always Happy in Downtown Houma!

Find us on Social Media:



Rhonda Samanie

From: Anne Picou
Sent: Tuesday, November 2, 2021 11:55 AM
To: Rhonda Samanie
Subject: RE: Act 1 2020 budget accounts for HDDC responsibilities within the district.

The remaining funds, I would place in operating expenses.
Thank you.

From: Rhonda Samanie
Sent: Tuesday, November 2, 2021 9:18 AM
To: Anne Picou
Subject: RE: Act 1 2020 budget accounts for HDDC responsibilities within the district.

Anne,

Just want to make sure I understand how you want the money distributed.

\$ 50,000.00 Operating Supplies
\$ 56,187.57 Special Events
\$ 13,200.00 Parking Lot Michel Claudet
\$ 24,000.00 Parking Lot Briar Patch
\$143,387.58 Total

Is this correct?

You had \$145,359.29 to allocate. You still have \$1,971.71 left. Where do you want to put?

Rhonda

From: Anne Picou <apicou@tpcg.org>
Sent: Monday, November 1, 2021 4:38 PM
To: Kandace Mauldin <kmauldin@tpcg.org>; Kayla Dupre <kdupre@tpcg.org>; Rhonda Samanie <rsamanie@tpcg.org>
Cc: Christopher Pulaski <cpulaski@tpcg.org>
Subject: Act 1 2020 budget accounts for HDDC responsibilities within the district.

Rhonda,
Please give me a call if I need to make any changes. I truly thank you for your help, time and patience with this budget.
Best regards,
Anne

Anne Picou
Main Street Manager
985-873-6408



TERREBONNE PARISH CONSOLIDATED GOVERNMENT
CUSTOMER SERVICE DIVISION
8026 Main Street (Lobby) - Houma, Louisiana 70360

OFFICIAL RECEIPT

CUSTOMER COPY

Phone (985) 873-6462

Receipt No. 0122698

Date 06/25/2021 01:13 PM

Name/Address

STATE OF LOUISIANA
DEPARTMENT OF THE TREASURY
BATON ROUGE, LA 70804

REFERENCE NUMBERS

U/B Account No.

A/R Invoice No.

License/Registration No.

Reference

SALES TAX DEDICATIONS / ACT 1 2020-2021

FEES AND PAYMENTS

Description	G/L Account	Fees	Electronic Pmt.	Regular Pmt.
STATE - HOTEL/MOTEL TAX SHARE	151-000-6352-01	54,537.55		
CHECK #69480				54,537.55
Total		54,537.55	.00	54,537.55

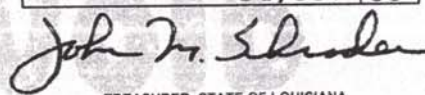
FOR INTERNAL USE ONLY

Received by RGROS
Amt. Rec'd. \$*****54,537.55

Notes

(OT) \$54,537.55 CK #69480

STATE OF LOUISIANA - DEPARTMENT OF TREASURY							
AGENCY PHONE # PROVIDED. CALL AGENCY WITH QUESTIONS. IF NO ANSWER, CALL OSRAP AT THE NUMBER SHOWN BELOW.							
AGY	AGENCY NAME	AGY PH NO	DOC NUMBER	REF. CD NO.	INVOICE NO.	COMMENT	AMOUNT
901	SALES TAX DEDICATIONS	(225)342-0052	21HTNE48/01		ACT1 4TH	HOUMA DDC	54,537.55
<div style="text-align: center;"> <p>151-000-6352-01 Act 1-2020-2021</p> <p>RECEIVED</p> <p>JUN 25 2021</p> <p>IPCS FINANCE DEPT</p> </div>							
CHECK NO: 00004869480 CHECK CAT: 99 VENDOR: HOUMA DOWNTOWN DEVELOPMENT DATE: 06-18-21						TOTAL	54,537.55
STUB AND CHECK CLEARANCE INFO AT HTTP://WWW.DOA.LOUISIANA.GOV/FINDPAYMENTS							
CALL OSRAP AT (225) 342-1097 FOR ENROLLMENT IN THE ACH DIRECT PAYMENT OPTION.							

CHECK IS VOID IF GREEN COLORED BACKGROUND IS ABSENT		CHECK DATE
CHECK VOID 180 DAYS FROM DATE STATE OF LOUISIANA DEPARTMENT OF THE TREASURY BATON ROUGE, LOUISIANA 70804 PAY TO THE ORDER OF HOUMA DOWNTOWN DEVELOPMENT CORP PO BOX 2768 HOUMA LA 70361 PAY EXACTLY THE SUM OF *****54,537 DOLLARS AND 55 CENTS OSRAP PAYABLE AT: JPMorgan Chase Bank, N.A Baton Rouge, Louisiana		06-18-21 CHECK NO. 00004869480 AMOUNT *****54,537 55
950000698 8-475/652  TREASURER, STATE OF LOUISIANA		

⑈0004869480⑈ ⑆065204757⑆ 950000698⑈



TERREBONNE PARISH CONSOLIDATED GOVERNMENT
CUSTOMER SERVICE DIVISION

8026 Main Street (Lobby) - Houma, Louisiana 70360

OFFICIAL RECEIPT

ACCOUNTING COPY

Phone (985) 873-6462

Receipt No. 0119235

Date 11/25/2020 12:39 PM

Name/Address STATE OF LOUISIANA-DEPARTMENT OF THE TREASURY HOUMA, LA	REFERENCE NUMBERS U/B Account No. A/R Invoice No. License/Registration No.
Reference	

FEES AND PAYMENTS

Description	G/L Account	Fees	Electronic Pmt.	Regular Pmt.
SEVERANCE TAXES	151-000-6353-00	88,850.02		
CHECK #45312				88,850.02
Total		88,850.02	00	88,850.02

FOR INTERNAL USE ONLY

Received by	NDUFRENE	Notes (OT) \$88,850.02 CK #45312
Amt. Rec'd.	\$*****88,850.02	

CHECK VOID
180 DAYS FROM DATE

STATE OF LOUISIANA

DEPARTMENT OF THE TREASURY

PAY TO THE ORDER OF
HOUMA DOWNTOWN DEVELOPMENT
CORP
PO BOX 2768

850000698
2-07542

CHECK DATE
11-20-20

CHECK NO.

00004845312

HOUMA LA 70361

PAY EXACTLY THE SUM OF *****88,850 DOLLARS AND 02 CENTS

AMOUNT

*****88,850 02

OSRAP

PAYABLE AT: JPMorgan Chase Bank, N.A.
Baton Rouge, Louisiana

TREASURER, STATE OF LOUISIANA

John W. Shuck

⑈0004845312⑈ ⑆065204757⑆ 950000698⑈



113020 - 95610002051026 - >065503681<

ENDORSE CHECK HERE

X
TERREBONNE PARISH CONS. GOVT
GENERAL FUND ACCT 62276496
PO BOX 2768
HOUMA, LA 70361
Terrebonne Parish Consolidated Government
DEPOSITORY BANK ENDORSEMENT

AGENCY PHONE # PROVIDED. CALL AGENCY WITH QUESTIONS. IF NO ANSWER, CALL OSRAP AT THE NUMBER SHOWN BELOW.

A dense, repeating geometric pattern of interlocking circles and lines, resembling a complex tessellation or a stylized floral motif. The pattern is composed of numerous small, interconnected shapes that form a continuous, textured surface. The overall effect is one of intricate detail and rhythmic repetition.

JOURNAL ENTRY		DOCUMENT DATE	MMYY NO.	DOCUMENT NO.
		6/28/2021	62021	185
151-000-6353-00 151-000-6352-01	DESCRIPTION 2020 HDDC Funds 2020 HDDC Funds		DEBIT	CREDIT
	Check deposited in wrong account- rec. 11/20/2020 For HDDC		88,850.02	88,850.02
CODED: Rhonda 6/28/21		APPROVED: 		
		KEYPUNCHED: 		

ACCT: 151-652-8322-03
GENERAL FUND
ECONOMIC DEVEL. - OTHER
DDC PARKING LOT RENTAL

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	24,600	9,600.00	4,800	10,200
CLOSED:				
2015	0	.00	N/A	0
2016	0	.00	N/A	0
2017	0	.00	N/A	0
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	16,800	7,200.00	N/A	9,600

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

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

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	14,619	16,521.69	3,953	5,856-
CLOSED:				
2015	32,845	27,429.30	N/A	5,416
2016	19,110	23,989.30	N/A	4,879-
2017	24,425	19,064.13	N/A	5,361
2018	80,707	51,301.68	N/A	29,405
2019	28,500	32,270.92	N/A	3,771-
2020	38,126	26,506.79	N/A	11,619

ACCOUNT EXCEEDS BUDGET AMOUNT

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

ACCT: 151-652-8325-03
GENERAL FUND
ECONOMIC DEVEL. - OTHER
DDC/FOLK SPECIAL EVENTS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	43,114	45,558.39	6,727	9,171-
CLOSED:				
2015	80,863	84,006.73	N/A	3,144-
2016	95,100	85,203.75	N/A	9,896
2017	111,996	94,884.49	N/A	17,112
2018	92,402	86,448.23	N/A	5,954
2019	78,943	73,866.95	N/A	5,076
2020	55,076	41,961.63	N/A	13,114

ACCOUNT EXCEEDS BUDGET AMOUNT

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

ACCT: 151-000-6352-01
GENERAL FUND
NO DEPARTMENT NAME
STATE - HOTEL/MOTEL TAX SHARE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	80,915	226,275.07-	0	145,360
CLOSED:				
2015	675,000	675,000.00-	N/A	0
2016	278,719	282,081.00-	N/A	3,362
2017	300,000	300,000.00-	N/A	0
2018	229,474	269,432.39-	N/A	39,958
2019	186,916	186,916.88-	N/A	1
2020	256,159	316,607.34-	N/A	60,448

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

Section VI

Terrebonne Parish Consolidated Government
Section 8 Voucher Program
Budget Amendment
11/2/2021

		Current	Adjustment	Final
219-604-8111-20	Salaries - Inspectors	1,729	2,000	3,729
219-604-8111-29	Fringes - Inspectors	952	1,500	2,452
219-604-8211-01	Office Supplies	8,000	6,000	14,000
219-604-8211-03	Software Purchases	23,919	250	24,169
219-604-8323-01	Office Equipment Contract	100	150	250
219-604-8323-02	Office Equipment Rental	1,200	200	1,400
219-604-8349-01	Other Fees	3,000	3,000	6,000
219-604-8392-01	Membership Dues	1,200	150	1,350
219-000-5111-00	Fund Balance	-	(13,250)	-

BA
A ~~line item~~ is needed to cover the cost of purchasing new office supplies/furniture damaged during Hurricane Ida for the Section 8 Program. *as well as increase the salaries for the additional inspections performed by the inspectors.*

ACCT: 219-000-5111-00
SECTION 8 VOUCHER
NO DEPARTMENT NAME
FUND BALANCE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	0	423,958.29-	0	0
CLOSED:				
2015	0	134,427.03-	N/A	134,427
2016	0	164,062.54-	N/A	164,063
2017	0	210,557.90-	N/A	210,558
2018	0	271,777.09-	N/A	271,777
2019	0	189,593.25-	N/A	189,593
2020	0	255,445.13-	N/A	255,445

Rayanna Smith

From: Kandace Owens
Sent: Friday, October 8, 2021 8:43 AM
To: Rayanna Smith
Subject: Fund Balance Transfer

Good Morning,

Please transfer \$5946.36 from the Section 8 fund balance to 219-604-8211-01 for the purchase of our filing cabinets. Please let me know if you need any other information.

Thanks!

Kandace Owens

Section 8 Administrator
Terrebonne Parish Consolidated Government
Housing & Human Services
E-mail: Kowens@tpcg.org
Office: 985-873-6594
Fax: 985-873-6434
809 Barrow Street
Houma, LA 70360



Saltwater Fishing Capital of the World

ACCT: 219-604-8111-20
SECTION 8 VOUCHER
VOUCHERS PROGRAM
SALARIES - INSPECTORS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	1,729	2,871.30	0	1,142-
CLOSED:				
2015	1,530	259.34	N/A	1,271
2016	0	16,778.93	N/A	16,779-
2017	4,271	14,663.85	N/A	10,393-
2018	13,156	2,745.17	N/A	10,411
2019	5,676	1,612.61	N/A	4,063
2020	5,296	3,328.71	N/A	1,967

ACCOUNT EXCEEDS BUDGET AMOUNT

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

ACCT: 219-604-8111-29
SECTION 8 VOUCHER
VOUCHERS PROGRAM
FRINGES - INSPECTORS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	952	1,752.08	0	800-
CLOSED:				
2015	207	118.76	N/A	88
2016	0	11,343.19	N/A	11,343-
2017	2,191	9,916.92	N/A	7,726-
2018	9,496	1,535.59	N/A	7,960
2019	3,976	840.51	N/A	3,135
2020	2,942	1,527.53	N/A	1,414

ACCOUNT EXCEEDS BUDGET AMOUNT

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

ACCT: 219-604-8211-01
SECTION 8 VOUCHER
VOUCHERS PROGRAM
OFFICE SUPPLIES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	8,000	11,480.45	159	3,639-
CLOSED:				
2015	7,200	7,033.36	N/A	167
2016	8,800	7,743.83	N/A	1,056
2017	8,640	6,962.67	N/A	1,677
2018	8,640	5,987.00	N/A	2,653
2019	8,681	7,529.34	N/A	1,152
2020	8,681	8,275.42	N/A	406

ACCOUNT EXCEEDS BUDGET AMOUNT

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
SEPTEMBER 30, 2021 - MONTH LAST CLOSED

11/03/21

ACCT: 219-604-8211-03
SECTION 8 VOUCHER
VOUCHERS PROGRAM
SOFTWARE PURCHASES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	23,919	24,157.72	0	239-
CLOSED:				
2015	5,790	9,489.00	N/A	3,699-
2016	10,000	9,044.20	N/A	956
2017	15,901	13,431.00	N/A	2,470
2018	11,700	11,068.35	N/A	632
2019	12,000	12,789.43	N/A	789-
2020	13,000	20,895.00	N/A	7,895-

ACCOUNT EXCEEDS BUDGET AMOUNT

ENTER = CONTINUE

CF04 = DSP DETAIL

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

ACCT: 219-604-8323-01
SECTION 8 VOUCHER
VOUCHERS PROGRAM
OFFICE EQUIPMENT CONTRACT

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	100	188.63	0	89-
CLOSED:				
2015	225	526.83	N/A	302-
2016	775	94.08	N/A	681
2017	95	133.01	N/A	38-
2018	95	86.24	N/A	9
2019	94	94.08	N/A	0
2020	94	15.68	N/A	78
ACCOUNT EXCEEDS BUDGET AMOUNT				
ENTER = CONTINUE				
CF04 = DSP DETAIL				
CF01 = EXIT				
CF02 = INPUT SCR				
CF06 = DSP ENCUMBRANCE				
CF08 = PRT DETAIL				

ACCT: 219-604-8323-02
SECTION 8 VOUCHER
VOUCHERS PROGRAM
OFFICE EQUIPMENT RENTAL

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	1,200	1,142.30	0	58
CLOSED:				
2015	1,797	1,946.17	N/A	149-
2016	1,797	789.76	N/A	1,007
2017	850	1,372.70	N/A	523-
2018	850	1,217.85	N/A	368-
2019	1,065	1,139.89	N/A	75-
2020	1,100	970.61	N/A	129

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

ACCT: 219-604-8349-01
SECTION 8 VOUCHER
VOUCHERS PROGRAM
OTHER FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	3,000	4,064.66	123	1,188-
CLOSED:				
2015	2,300	9,282.74	N/A	6,983-
2016	2,300	2,337.14	N/A	37-
2017	2,300	2,385.35	N/A	85-
2018	2,300	2,355.50	N/A	56-
2019	2,811	2,795.15	N/A	16
2020	2,361	2,646.02	N/A	285-

ACCOUNT EXCEEDS BUDGET AMOUNT

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

ACCT: 219-604-8392-01
SECTION 8 VOUCHER
VOUCHERS PROGRAM
MEMBERSHIP DUES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	1,200	1,150.00	180	130-
CLOSED:				
2015	630	810.00	N/A	180-
2016	800	810.00	N/A	10-
2017	810	810.00	N/A	0
2018	810	810.00	N/A	0
2019	1,314	1,314.00	N/A	0
2020	1,200	1,314.00	N/A	114-

ACCOUNT EXCEEDS BUDGET AMOUNT

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

Section VII

HDDC Donations		Adopted		
		Donation Amt	Budget	
151-651-8361-02	Holiday Expense/Parade	\$ 6,580	\$ 40,000	\$ 46,580

Rhonda Samanie

From: Anne Picou
Sent: Monday, November 1, 2021 5:33 PM
To: Kandace Mauldin; Kayla Dupre; Rhonda Samanie
Cc: Christopher Pulaski
Subject: FW: Float rental
Attachments: Resolution (2021 float rental).docx; exec sum (2021 float rental).docx; funding for 2021 floats and expenses.docx

Good day to all,

The HDDC will contribute to the 2021 Christmas fund by moving \$4,000. A check in the amount of \$6,580.00 from People's Drug Store will be added to this year's Christmas expense fund. The third attachment is a letter for the breakdown of float rentals, and reoccurring expenses each year without adding for unforeseen expenses. If we need to start a campaign for the annual Christmas parade, then we will need a break down of all expenses and a letter can be mailed out to all businesses within the parish for consideration to sponsor the annual Christmas parade. We can discuss further for next year.

Thank you kindly for everyone's help.

Best regards,

Anne

From: Sharon Ellis
Sent: Monday, November 1, 2021 3:33 PM
To: Anne Picou
Subject: Float rental

We will be uploading the Resolution/Executive Summary for Council to approve the 2021 float rental. Attached FYI. Let me know if you have any questions or need to add any information to the Resolution and/or Executive Summary.

Sharon M. Ellis
Sr. Procurement Specialist
Terrebonne Parish Consolidated Government
Purchasing Division
301 Plant Road
Houma LA 70363
985 746 6705
985 873 6766 (fax)



TERREBONNE PARISH CONSOLIDATED GOVERNMENT
CUSTOMER SERVICE DIVISION

8026 Main Street (Lobby) - Houma, Louisiana 70360

OFFICIAL RECEIPT

ACCOUNTING COPY

Phone (985) 873-6462

Receipt No. 0123863

Date 11/03/2021 01:32 PM

Name/Address

PEOPLES DRUG STORE INC
HOUMA, LA

REFERENCE NUMBERS

U/B Account No.

A/R Invoice No.

License/Registration No.

Reference

FEES AND PAYMENTS

Description	G/L Account	Fees	Electronic Pmt.	Regular Pmt.
HOLIDAY INCOME	151-000-6478-00	6,580.00		
<hr/>				
CHECK #16936				6,580.00
Total		6,580.00	.00	6,580.00

FOR INTERNAL USE ONLY

Received by NDUFRENE

Amt. Rec'd. \$*****6,580.00

Notes

(OT) \$6,580.00 CK #16936

PEOPLES DRUG STORE INC.
7869 MAIN STREET (985) 873-8526
HOUMA, LA 70360

Regions Bank
84-362/654

116936

7/15/2021

PAY TO THE
ORDER OF TPCG

\$ **6,580.00

Six Thousand Five Hundred Eighty and 00/100 ***** DOLLARS

TPCG
p o box 6097
Houma, LA 70361

MEMO


AUTHORIZED SIGNATURE

⑈ 116936 ⑈ ⑆065403626⑆ 45 1017 2588 ⑈

~~Purchase Christmas Decorations~~

Christmas Expense
Account.



ACCT: 151-651-8361-02
GENERAL FUND
PUBLICITY
HOLIDAY EXPENSE/PARADE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	40,000	24,774.50	15,225	1
CLOSED:				
2015	47,500	39,969.64	N/A	7,530
2016	55,000	66,924.16	N/A	11,924-
2017	52,000	50,661.70	N/A	1,338
2018	61,335	65,799.31	N/A	4,464-
2019	54,450	67,387.65	N/A	12,938-
2020	40,000	39,423.75	N/A	576

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

ACCT: 151-000-6478-00
GENERAL FUND
NO DEPARTMENT NAME
HOLIDAY INCOME

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	30,000	37,400.00-	0	7,400
CLOSED:				
2015	18,000	18,825.00-	N/A	825
2016	79,500	83,350.00-	N/A	3,850
2017	40,000	47,087.89-	N/A	7,088
2018	49,335	52,780.00-	N/A	3,445
2019	42,450	45,325.00-	N/A	2,875
2020	40,000	30,000.00-	N/A	10,000-

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

Section VIII

Kayla Dupre

From: Kandace Mauldin
Sent: Friday, October 22, 2021 7:32 PM
To: Kayla Dupre
Subject: Fwd: Additional Position in Section 8
Attachments: image001.jpg

Please add to the next round of budget amendments.

Sent from my iPhone

Begin forwarded message:

From: Kelli Cunningham <kcunningham@tpcg.org>
Date: October 22, 2021 at 10:47:59 AM CDT
To: Kandace Mauldin <kmauldin@tpcg.org>
Cc: Mike Toups <mctoups@tpcg.org>
Subject: Additional Position in Section 8

Kandace,

We have been tasked by HUD with helping navigate 200 Senator Circle vouchers and we will be gaining approximately 300 Tenant Protection Vouchers for the Bayou Towers residents. Because of this heavy caseload, I need to add an Administrative Coordinator 1 to my Section 8 Division.

Please let me know what you need from me to get this accomplished.

Thank you

Kelli Cunningham, Director
Department of Housing & Human Services
Terrebonne Parish Consolidated Government



4800 Hwy 311, Houma, LA 70360
985-219-2903

219-604



Wednesday, November 10, 2021

Item Title:

Amend North Terrebonne Recr Ord

Item Summary:

Introduce an ordinance amending and supplementing Ordinance No. 9267, which created the "North Terrebonne Parish Recreation District" in accordance with LA R.S. 33:4562 ET SEQ regarding recreation districts; and call a public hearing on December 1, 2021 at 6:00 p.m.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	12/1/2021	Cover Memo
North Terrebonne Par Rec Sub Ord	12/1/2021	Ordinance



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Amend North Terrebonne Recreation Ordinance

PROJECT SUMMARY (200 WORDS OR LESS)
Introduce an ordinance amending and supplementing Ordinance No. 9267, which created the “North Terrebonne Parish Recreation District” in accordance with LA R.S. 33:4562 ET SEQ regarding recreation districts; and call a public hearing on, December 1, 2021, at 6:00 p.m.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
N/A

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

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

Suzette Thomas

11/04/2021

Signature

Date

The following ordinance, having been introduced on **November 10, 2021**, Notice of Public Hearing having been published in official journal on **November 12, 2021**, and a public hearing thereon having been held on **Wednesday, December 1, 2021**, was offered for final adoption by _____ and seconded by _____:

**AMENDING AND SUPPLEMENTAL
ORDINANCE NO. _____**

**AN ORDINANCE AMENDING AND SUPPLEMENTING ORDINANCE
NO. 9267, WHICH CREATED THE “NORTH TERREBONNE PARISH
RECREATION DISTRICT” IN ACCORDANCE WITH LA. R.S. 33:4562 ET
SEQ REGARDING RECREATION DISTRICTS**

WHEREAS, the Parish of Terrebonne, State of Louisiana (the “**Parish**”), acting through the Terrebonne Parish Council (the “**Council**”), acting as its governing authority of the Parish adopted Ordinance No. 9267 on June 9, 2021 (the “**Bond Ordinance**”), creating the North Terrebonne Parish Recreation District, Parish of Terrebonne, State of Louisiana (the “**District**”) and setting the geographical boundaries thereof; and

WHEREAS, the Council appointed all members of the Council to serve in the limited capacity as interim governing authority of the District; and

WHEREAS, the Council seeks to amend the Bond Ordinance with respect to Section 4 entitled “**Termination of the District**”; and

WHEREAS, the Council seeks to conform the Bond Ordinance accordingly with an effective date upon signature of the Council Chairman, and to provide that this Amending and Supplemental Ordinance shall take effect immediately upon signature of the Council Chairman;

NOW, THEREFORE, BE IT ORDAINED by the Council that Section 4 entitled “Termination of District” in the Bond Ordinance shall be amended and supplemented to delete the following date of termination of the District, as follows:

SECTION 4. Termination of District. If the registered voters within the boundaries of each Terrebonne Recreation District No. 1, 2-3, No. 8, and No. 9 fail to approve *ad valorem* taxes for the purpose of providing financial support of the operation and capital improvements for the District ~~on or before December 31, 2021~~, the District created herein shall terminate by operation of law and sunset on ~~December 31, 2021~~ **(I guess this should read on or before April 30, 2022)** without any further action by the Council or the governing authority of the District.

BE IT FURTHER ORDAINED that Section 4 entitled “Termination of District” in the Bond Ordinance shall be amended to read as follows:

SECTION 4. Termination of District. If the registered voters within the boundaries of each Terrebonne Recreation District No. 1, 2-3, No. 8, and No. 9 fail to approve *ad valorem* taxes for the purpose of providing financial support of the operation and capital improvements for the District on or before April 30, 2022, the District created herein shall terminate by operation of law and sunset on April 30, 2022 without any further action by the Council or the governing authority of the District.

BE IT FURTHER ORDAINED that this Amending and Supplemental Ordinance shall become effective immediately upon the signature of the Council Chairman.

The foregoing Amending and Supplemental Ordinance having been submitted to a vote, the vote thereon was as follows:

MEMBER	DISTRICT	YEA	NAY	ABSENT	ABSTAINING
JOHN NAVY	1				
CARL “CARLEE” HARDING	2				
GERALD MICHEL	3				
JOHN AMEDÉE	4				
JESSICA DOMANGUE	5				
DARRIN GUIDRY (CHAIRMAN)	6				
DANIEL “DANNY” BABIN (VICE CHAIRMAN)	7				
DIRK GUIDRY	8				
STEVE TROSCLAIR	9				

WHEREUPON, the presiding officer declared the above Amending and Supplemental Ordinance duly adopted on **November 10, 2021**.

TERREBONNE PARISH COUNCIL
TERREBONNE PARISH CONSOLIDATED GOVERNMENT
STATE OF LOUISIANA

DARRIN GUIDRY, CHAIRMAN

SUZETTE THOMAS, CLERK

**STATE OF LOUISIANA
PARISH OF TERREBONNE**

CERTIFICATE OF AUTHENTICITY

I, the undersigned Clerk of the Terrebonne Parish Council, Parish of Terrebonne, State of Louisiana (the “**Council**”), acting as the governing authority of the North Terrebonne Parish Recreation District (the “**District**”) do hereby certify that the foregoing pages constitute a true and correct copy of the proceedings taken by the Council on **November 10, 2021** entitled:

AN ORDINANCE AMENDING AND SUPPLEMENTING ORDINANCE NO. 9267, WHICH CREATED THE “NORTH TERREBONNE PARISH RECREATION DISTRICT” IN ACCORDANCE WITH LA. R.S. 33:4562 ET SEQ REGARDING RECREATION DISTRICTS

IN FAITH WHEREOF, witness my official signature and the impress of the official seal of said Council on **November 10, 2021**.

**TERREBONNE PARISH COUNCIL
TERREBONNE PARISH CONSOLIDATED GOVERNMENT
STATE OF LOUISIANA**

DARRIN GUIDRY, CHAIRMAN

SUZETTE THOMAS, CLERK

(SEAL)



Wednesday, November 10, 2021

Item Title:

Resolution Authorizing the Parish President to Execute an Agreement with Desire Line, LLC for Hurricane Ida Substantial Damage Data Collection and Determinations

Item Summary:

RESOLUTION: Authorizing Parish President Gordon E. Dove to execute an agreement with Desire Line, LLC for Hurricane Ida Substantial Damage Data Collection and Determinations.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	11/5/2021	Executive Summary
Resolution	11/5/2021	Resolution
Cover Memo	11/5/2021	Cover Memo
Proposal Scoring Sheet	11/5/2021	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE	
Resolution Authorizing the Parish President to Execute an Agreement with Desire Line, LLC for Hurricane Ida Substantial Damage Data Collection and Determinations	
PROJECT SUMMARY (200 WORDS OR LESS)	
The Parish posted a competitive request for proposals for a professional consultant to perform all aspects of data collection for substantial damage determinations of affected residential and non-residential structures as required by the local floodplain management ordinance for participation in the NFIP. All final determinations will be developed with SDE 3.0. The Parish does not have the capacity to perform the needed standard inspections and thousands of inspections of damages and destroyed buildings after Hurricane Ida. The Federal Emergency Management Agency (FEMA) has been authorized through the Disaster Recovery Act Section 1206 to pay up to 90% of the cost of the consultant fees.	
PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)	
The Parish is required to determine the extent of damages on all houses in the special flood hazard area that may not be compliant with the current base flood elevation standards required by the NFIP. Structures that are substantially damaged must be informed of the determination and the obligations under the Flood Damage Prevention Ordinance to elevate, relocate, or demolish the structure. FEMA will pay a procured consultant for site inspections for substantial damage determinations through the SDE 3.0 software. The purpose of this Resolution is to authorize the Parish President to enter into the appropriate agreement with Desire Line, LLC to provide the needed consultant services for the Terrebonne Parish programs.	
TOTAL EXPENDITURE	
\$12,250.00	
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)	
ACTUAL	<u>ESTIMATED</u>
IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)	
N/A	<u>NO</u> YES
IF YES AMOUNT BUDGETED:	

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

Chris Pulaski

11/5/2021

Signature

Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO EXECUTE THE APPROPRIATE AGREEMENT BETWEEN TERREBONNE PARISH CONSOLIDATED GOVERNMENT AND DESIRE LINE, LLC FOR SUBSTANTIAL DAMAGE DATA COLLECTION AND DETERMINATION SERVICES.

WHEREAS, the Terrebonne Parish Consolidated Government participates in the National Flood Insurance Program; and

WHEREAS, the National Flood Insurance Program (NFIP) requires that local governments adopt a Flood Damage Prevention Program that requires mitigation for any structure that is substantially damaged; and

WHEREAS, the term “substantially damaged” is defined to include all structures for which any owner/s has/have received losses from any source or improvements that are greater than 50 percent of the assessed value of the structure cumulatively over a rolling ten (10) year period; and

WHEREAS, the Parish is required to identify all substantially damaged structures and enforce the provisions of the ordinance; and

WHEREAS, the Parish staff, volunteer staff, State, and FEMA staff do not have the capacity to provide up to 34,500 inspections due to Hurricane Ida damage; and

WHEREAS, the Parish released a Request for Proposals for these services for contract support and received four (4) responses; Desire Line, LLC received the highest ranking from all submission;

NOW, THEREFORE, BE IT RESOLVED by the Terrebonne Parish Council, (Community Development and Planning Committee) on behalf of the Terrebonne Parish Consolidated Government, that the Parish President is hereby authorized to execute the appropriate agreement with Desire Line, LLC, pending review by Parish Legal Department, to provide the substantial damage data needed to comply with the NFIP.

November 5, 2021

MEMO TO: Gordon Dove
Parish President

FROM: Chris Pulaski, Director
Planning and Zoning Department

SUBJECT: Request for Agenda Item November 10th, 2021

Please find the following items for your review:

- A resolution authorizing the Parish President to enter into the appropriate agreement between Terrebonne Parish Consolidated Government and Desire Line, LLC to provide substantial damage data collection and determinations following Hurricane Ida. The Parish is required to enforce the substantial damage provision of the Flood Damage Prevention Ordinance to maintain NFIP flood coverage. After a competitive application process, an objective review team Desire Line, LLC provided the most responsive.

If everything meets with your approval, it is respectfully requested that you place the resolution on the November 10, 2021 Council agenda for consideration. If you have any questions, please advise.

Ranking and Scoring 2021

Reviewed: 11/4-5/21

And

Lin-Lin
J. Yeh



Wednesday, November 10, 2021

Item Title:

Consolidated Waterworks District No. 1 Board

Item Summary:

Discussion and possible action with regards to a request to authorize the Terrebonne Parish Consolidated Waterworks District No. 1 to expend a per diem for its Commissioners not to exceed \$161.00 per meeting.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	11/5/2021	Cover Memo
Letter from Consolidated Waterworks General Manager Michael A. Sobert	11/5/2021	Cover Memo
Supporting Resolution Adopted October 18, 2021	11/5/2021	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Per Diem Increase – Consolidated Waterworks District No. 1

PROJECT SUMMARY (200 WORDS OR LESS)
Discussion and possible action with request to a to authorize the Terrebonne Parish Consolidated Waterworks District No. 1 to expend a per diem for its Commissioners not to exceed \$161.00 per meeting.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
N/A

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

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

Tammy Triggs

Signature

11/05/2021

Date



CHESTER P. VOISIN
President
JOHN PIZZOLATTO
Vice-President
CLIFTON J. STOUFFLET
Secretary

STEPHEN HORNSBY
VINCENT CELESTIN
CHARLES BROWN, SR.
TERI CHATAGNIER
WILBERT THOMAS
KENNETH ELLENDER

P.O. Box 630 • Houma, LA 70361
Tel: (985) 879-2495 • Fax: (985) 879-2283
www.tpcw.org

MICHAEL A. SOBERT
General Manager

CECILIA PRADO NORMAN
Chief Administrative Officer
JACOB PROSPERIE, PE
Chief Engineer

November 5, 2021

Suzette Thomas
TPCG Council Clerk
8814 Main Street
Houma, La. 70363

VIA email only

Re: Council Agenda November 10, 2021

Dear Ms. Thomas:

Please find enclosed an original Resolution which the Board of Commissioners of the Consolidated Waterworks District No. 1 of Terrebonne Parish adopted at its meeting held on October 18, 2021.

For the most part the Resolution is self-explanatory. The Waterworks' Board is requesting an adjustment to the per diem received by its members for attending meetings pursuant to the recent amendment by the Louisiana Legislature to the relevant law cited in the Resolution. That State law mandates that the local governing body of a parish (the TPCG Council here) shall set the per diem amounts for its Waterworks board members within its jurisdiction, and hence this request is being directed to you.

I ask that you put it in line as an agenda item on the next upcoming appropriate Council committee or general meeting. Please send me a short note as to when it has been placed on a meeting agenda, so I can plan on attending to answer any questions the Council might have.

Michael A. Sobert
General Manager
Consolidated Waterworks

OFFERED BY: MR. VINCENT CELESTIN

SECONDED BY: MR. JOHN PIZZOLATTO

RESOLUTION

A resolution adopted by the Consolidated Waterworks District No. 1 of the parish of Terrebonne, Louisiana to request an amendment to the per diem amount that its Board members receive for regular and special meetings

WHEREAS, the Consolidated Waterworks District No. 1 of the parish of Terrebonne, Louisiana (Waterworks) is a political subdivision of the state of Louisiana created by the Terrebonne Parish Consolidated Government in Chapter 27 of the Terrebonne Parish Code of Ordinances pursuant to La. R.S. 33:7712 and governed by a Board of Commissioners pursuant to that said law and La. R.S. 33:3819; and

WHEREAS, Waterworks' nine commissioners on its board are appointed by the Terrebonne Parish Consolidated Government (TPCG) Council so that each commissioner represents the district in which he lives, said districts being coterminous with the councilmanic districts of the TPCG Council; and

WHEREAS, Waterworks believes that its Board of Commissioners performs its duties in an effective manner, working diligently both during and outside its regular and special meetings to insure that all residents, businesses and firefighters have a consistent supply of potable water; and

WHEREAS, the Louisiana legislature dictates what per diem pay is available to all Louisiana waterworks board members for its meetings, and in 2020 the legislature amended La. R.S.33:3819 so as to change the amount of available per diem pay from sixty dollars per meeting to an amount not to exceed what members of the Louisiana legislature receive for its per diem payments, which is contained in La.R.S. 24:31, which references 26 USC § 162(h)(1)(B)(ii), and which is currently reported to be \$161; and

WHEREAS, La.R.S.33:3819 delegates the duty to set all Louisiana waterworks boards of commissioners' per diems to the local governing bodies of the respective parishes, with all funds used for such per diems to be paid solely by the respective waterworks, and currently the TPCG Council has set Waterworks members' per diems at sixty dollars; Waterworks believes that this Council should change the per diem amounts to reflect the recent amendment to La. R.S.33:3819; and

NOW, THEREFORE, BE IT RESOLVED that pursuant to La. R.S.33:3819, the Consolidated Waterworks District No. 1 of the parish of Terrebonne, Louisiana hereby requests that Terrebonne Parish Consolidated Government Council amend the per diem amount paid to Waterworks Board of Commissioners to an amount which equals but does not exceed what members of the Louisiana legislature receive for its per diem payments, with said per diems continued to be paid solely with Waterworks' funds.

Upon Roll Call There Was Recorded:

For: 4 (Celestin, Pizzolatto, Hornsby, Ellender)

Against: 2 (Stoufflet, Chatagnier)

Absent and Not Voting: 3 (Brown, Thomas and Voisin)

And the President declared the resolution adopted this, the 18th day of October 2021.

I, Clifton J. Stoufflet, Secretary of the Board of Commissioners of Consolidated Waterworks District No. 1 of the Parish of Terrebonne, State of Louisiana, do hereby certify that the above and foregoing is a true and correct copy of a resolution adopted by the Board of Commissioners at a meeting held on October 18, 2021, at which meeting a quorum was present and voted and that said Resolution is now in full force and effect.

WITNESS MY OFFICIAL SIGNATURE AND SEAL OF OFFICE this 18th day of October, 2021 at Houma, Louisiana.


Clifton J. Stoufflet, Secretary

Category Number: 2.
Item Number: A.



Wednesday, November 10, 2021

Item Title:

Public Wishing to Address the Council

Item Summary:

As per speaker cards.



Wednesday, November 10, 2021

Item Title:

2021 Various Items for Budget Amendment

Item Summary:

An ordinance to amend the 2021 Adopted Operating Budget and Budgeted positions of the Terrebonne Parish Consolidated Government for the following items and to provide for related matters:

- I. Animal Shelter-donations, \$2,500
- II. Animal Shelter-donations, \$25,000
- III. General Fund-Publicity, \$26,595
- IV. Houma Fire Department, \$1,069
- V. City Marshal, \$5,000
- VI. Houma Police Department, -0-
 - a. delete Admin Coordinator II, Grade 106
 - b. add Administrative Assistant, Grade 107

1. Consider the adoption of the ordinance.

Category Number:
Item Number: B.



Wednesday, November 10, 2021

Item Title:

The Proposed 2022 Parish Budget and Five-Year Capital Outlay

Item Summary:

The Proposed 2022 Parish Budget and Five-Year Capital Outlay Budget.

1. Continue public hearing to the November 17, 2021 meeting.

Category Number: 3.
Item Number: A.



Wednesday, November 10, 2021

Item Title:

Budget and Finance Committee

Item Summary:

Budget and Finance Committee, 11/08/21



Wednesday, November 10, 2021

Item Title:

Downtown Development Corporation

Item Summary:

DOWNTOWN DEVELOPMENT CORPORATION: Three (3) expiring terms on 11-01-21. (One representing each of the following: Two representing the Terrebonne Parish Council and one representing the Chamber of Commerce). Ms. Juana Woodard, representing the Chamber of Commerce, expresses her interest in being reappointed. Ms. Sondra Corbitt, representing the Council, expresses her interest in being reappointed. Mr. James A. LeCompte, representing the Council, expresses his interest in being reappointed.

ATTACHMENTS:

Description	Upload Date	Type
Term Expiration Notice	10/26/2021	Backup Material
Letter of Interest	10/26/2021	Backup Material
Notice to the Public	10/26/2021	Backup Material
Letter of Interest and Resume - S. Corbitt	10/26/2021	Backup Material
Application and Resume - J. Woodard	10/28/2021	Backup Material
Nomination Letter - Chamber of Commerce	11/8/2021	Cover Memo
Letter of Interest - James LeCompte	11/2/2021	Cover Memo
Application - James LeCompte	11/2/2021	Cover Memo

DARRIN W. GUIDRY, SR., CHAIRMAN

DANIEL BABIN, VICE-CHAIRMAN

DISTRICT 1
JOHN NAVY
DISTRICT 3
GERALD MICHEL
DISTRICT 5
JESSICA DOMANGUE
DISTRICT 7
DANIEL BABIN
DISTRICT 9
STEVE TROSCLAIR



DISTRICT 2
CARL A. HARDING
DISTRICT 4
JOHN P. AMEDÉE
DISTRICT 6
DARRIN W. GUIDRY, SR.
DISTRICT 8
DIRK J. GUIDRY
COUNCIL CLERK
SUZETTE THOMAS

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
suthomas@tpcg.org www.tpcg.org

October 18, 2021

MEMO TO: Suzette Thomas
Council Clerk

FROM: Tammy Triggs *tet*
Assistant Council 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 2021.

Planning Commission	Budd Cloutier	11-01-21
→ Downtown Dev. Corp.	James A. LeCompte (Council)	11-01-21
	Juana Woodard (Chamber of Comm.)	11-01-21
	Sondra Corbitt (Council)	11-01-21
Children & Youth Services	Andrea W. Doyle	11-10-21
	Keara Plaisance	11-10-21
Municipal Civil Service Brd.	Dr. William Thibodeaux	11-29-21
	Terry Dupre	11-29-21

By copy of this memo, individuals are being requested to email *Council Clerk Suzette Thomas* at suthomas@tpcg.org or *Assistant Council Clerk Tammy Triggs* at ttriggs@tpcg.org to express their wishes with regards to (re)appointment to said positions *prior to the term expiration date*. If you have any question, please feel free contact our office at (985) 873-6519.

/tet

cc: Council Agenda File
Organizations/Individuals

Tammy Triggs

From: 9852099069@vtext.com
Sent: Monday, October 25, 2021 6:25 PM
To: Tammy Triggs
Subject: I would appreciate being appointed to the DDC for...

External Sender

This email is from a sender outside of Terrebonne Parish Consolidated Government's email system. DO NOT click on any links, open any attachments, or reply unless you trust the sender and know the content is safe. If you are unsure or have questions, please contact Information Technology for assistance.

I would appreciate being appointed to the DDC for another term.
Juana Woodard

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OCT 25 2021
TERREBONNE PARISH
COUNCIL

“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. The Parish Council will consider at its **OCTOBER 27, 2021, Regular Session** meeting the following vacancies and appointments:

RECREATION DISTRICT NO. 3A: One expired term and one unexpired term due to a resignation.

RECREATION DISTRICT NO. 6: One expired term.

RECREATION DISTRICT NO. 7: One expiring term on 10-24-21.

BAYOU BLUE FIRE PROTECTION DISTRICT: One expired term.

COTEAU FIRE PROTECTION DISTRICT BOARD: One unexpired term due to a resignation.

VILLAGE EAST FIRE PROTECTION DISTRICT BOARD: One expired term.

FIRE PROTECTION DISTRICT NO. 10: One expiring term.

CHILDREN AND YOUTH SERVICES BOARD: Two (2) terms expiring on 11-10-21 (One representing City Court and one representing the Office of the District Public Defender, 32nd JDC and six (6) expired terms. (One representing each of the following: Office of Juvenile Justice, Gulf Coast Teaching and Family Services, DHH Office of Behavioral Health, Options for Independence, Houma Police Department, and a Faith-Based Organization representative).

VETERANS’ MEMORIAL DISTRICT: One unexpired term due to a resignation and one (1) term expiring on 09-17-21 (Representing the Vietnam Veterans of America).

TEDA: Two expiring terms on 09-09-21. (One representing each of the following: Terrebonne Parish Council and the Houma Terrebonne Chamber of Commerce)

TERREBONNE PARISH TREE BOARD: One vacancy due to a resignation.

COASTAL ZONE MANAGEMENT AND RESTORATION: Three (3) expiring terms on 10-31-21. (One representing the Public, one representing Recreational Fishing and one representing Property Owner(s)).

HOUMA AREA CONVENTION AND VISITORS BUREAU (HACVB): Three expiring terms on 12-31-21. (Two representing Civic Non- Profit Organization(s) and one representing the Houma Terrebonne Regional Military Museum).

PLANNING COMMISSION: One (1) expiring term on 11-01-21.

→ **DOWNTOWN DEVELOPMENT CORPORATION:** Three (3) expiring terms on 11-01-21: (One representing each of the following: Two representing the Terrebonne Parish Council and one representing the Chamber of Commerce)

MUNICIPAL CIVIL SERVICE BOARD: Two (2) expiring terms on 11-29-21.

Interested individuals wishing to be appointed to a Recreation Board 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 therein.

Anyone nominating an individual or interested in serving on these boards should contact the Council Clerk’s Office (985-873-6519) or council@tpcg.org. Applicants should download and complete the application on the Parish’s webpage at <http://www.tpcg.org> under the Boards, Committees, and Commissions tab. The completed application should be returned to the Council Clerk’s Office no later than 4:00 p.m. on the **Monday, October 25, 2021**. A brief résumé and/or letter of interest in serving should also be submitted.

**TAMMY TRIGGS, ASSISTANT COUNCIL CLERK
TERREBONNE PARISH COUNCIL**

* * * * *

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OCT 26 2021

TERREBONNE PARISH
COUNCIL



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS
APPLICATION FORM

DATE: 10/26/2021

I, Sondra Corbitt of full majority age, whose primary
(Applicant's Name)
residence and permanent mailing address is 243 Inglewood Way.
(Address)
Houma LA 70360, Telephone number is 985 804-0032.
(City, State, and Zip Code)
and E-mail is Sondra.Corbitt@houma-travel.com, wish to qualify for appointment
as a member of the Downtown Dev. Corp. in Terrebonne Parish,
(Board/Committee/Commission)

State of Louisiana, and states to be correct and true the following:

A. Applicant has maintained his/her primary residence in Terrebonne Parish at
243 Inglewood Way Houma, LA 70360 for 11 consecutive years.
(Primary residential address, City, State, Zip Code) (No. of yrs.)

Applicant affirms he/she is a registered voter of Terrebonne Parish and resides in Council
District No. 2-3.

B. If applying for membership as a member of a Fire Protection District Board, applicant
affirms that he/she is a resident property owner/taxpayer of N/A
(Fire District)
and Council District No. _____.

C. If applying for membership as a member of a Recreation District Board, applicant affirms
that he/she is a resident of the N/A Yes _____ No _____
(Recreation District)
and Council District No. _____.

D. Applicant affirms that he/she has not been convicted of a felony Yes ☒ No _____.

To the best of his/her knowledge, applicant affirms that he/she will not receive any personal
economic benefit¹ by serving as a member of Downtown Dev. Corp.
(Board/Committee/Commission)

E. To the best of his/her knowledge, no member of the applicant's immediate² family will
receive any personal economic benefit¹ from his/her service on
Downtown Dev. Corp
(Board/Committee/Commission)

F. Applicant is aware of the Downtown Dev. Corp board criteria and
attendance requirements. (Board/Committee/Commission)
Yes ☒ or No _____.

G. Applicant affirms that his/her employment with Houma Area Convention & Visitors Bureau
(Name of Employer)

will not result in any economic gains for business purposes nor does said employment conflict with dual office holding provisions.

H. Are you employed by any Federal, State, or Local Government? Yes ☐ or No ☒
State job duties and responsibilities:

I. Are you appointed to any Federal, State, or Local Board/Commission/Committee?
Yes ☐ or No ☒
If yes, explain:

J. Are you elected to any Federal, State, or Local Office? Yes ☐ or No ☒
If yes, explain:

K. Are you a Judge, employee, or agent of any Court System? Yes ☐ or No ☒
State job duties and responsibilities:

L. Are you a Sheriff, Deputy Sheriff, Assessor or employed by the Assessor, Clerk of Court or employed by the Clerk of Court Office? Yes ☐ or No ☒
State job duties and responsibilities:

M. Are you currently under ☒ and have taken the Oath of Office and/or posted a bond?
Yes ☐ or No ☒
If yes, explain:

N. Have you served as an Elected Official or Parish Agency Head within the last two years?
Yes ☒ or No ☐

If yes, explain: Outside political subdivision of State.
Executive Director of the Houma Area Convention & Visitors Bureau

O. Have you served as a member of a Board/Commission/Committee within the last two years?

Yes ☒ or No ☐

If yes, explain: Downtown Dev. Corp.
Board of Director's Chamber

Applicant must complete and return this application along with a copy of their resume to:

MS. SUZETTE THOMAS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL
POST OFFICE BOX 2768, HOUMA, LA 70361
E-MAIL: council@tpcg.org or FAX: (985) 873-6521

Applications should be submitted by 9:00 a.m. the Friday prior to the Regular Council Session.

Applicants should contact the Council Clerk's office to see when the Regular Council Session will be held.

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


Signature of the applicant

1. "Personal Economic Benefit" for purposes of this application, shall mean that no applicant or his/her immediate family will receive any economic benefit from the applicant's service on said Board, Committee, or Commission. The applicant's actions/transactions while serving on the Board/Committee/Commission may not result in profits for him/herself or his/her immediate family. A per diem received by the 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/her children, the spouses of his/her children, brothers, sisters, parents, spouse, and the parents of his/her spouse.

3. If any applicant is not aware of the meeting requirements of the particular Board/Commission/Committee to which he/she is applying for membership, he/she should determine this information by contacting the respective Board or by contacting the Terrebonne Parish Council Office.

Revision Date: _____

Sondra Corbitt



243 Inglewood Way Houma, LA 

70360

(985) 804-0032 

sondra.corbitt@houmatravel.com 

TERREBONNE PARISH COUNCIL

Skills

- Financial Management
- Governmental Accounting and Auditing
- Tourism Knowledge
- Marketing/Promotional
- Business Planning
- Human Resources
- Legislative and State Governance
- Leadership/Management Direction
- Strategic/Analytical Thinker and Problem Solver
- Customer Service Skills
- Time Management
- Sponsorship/Grants
- Communications
- Detail Oriented
- Organizational

Experience

JANUARY 2018 TO PRESENT

Executive Director / Houma Area Convention & Visitor's Bureau

Serves as the chief administrator, providing leadership to staff and directing HACVB operation to develop maximum potential to convention & visitor business; thereby bringing the greatest possible economic benefit to Terrebonne Parish.

SEPTEMBER 2012 – JANUARY 2018

Deputy Director / Houma Area Convention & Visitor's Bureau

Financial management of the CVB's operational funds – budget, investments, payroll, AP, auditing, and financial reporting. Maintain accurate records of the bureau, meeting minutes, contracts, resolutions, and other important documents. Management of CVB's staff daily activities/duties. Maintain the Bureau office and building in working order. Assist the Executive Director's as necessary.

OCTOBER 2008 – MAY 2012

Accounting Specialist II – Terrebonne Parish Consolidated Government

2010 – 2012 – Accounting Specialist II – Balance/reconcile various general ledger accounts, travel/training expenses, Grass Cutting liens and billings, audit scheduling and annual audit report data entry, and daily cash report balancing.

2009 – 2010 - Accounting Specialist I – Data entry, bank statements reconciliation, court warrants reimbursements, mineral leases, SSA and City Court invoicing, and receptionist duties.

SEPTEMBER 1992 – SEPTEMBER 2008

Performance Food Group – Caro Foods

May 2008 – September 2008 – Accounting Clerk – Process, reconcile, data entry, daily bank deposit from customer's orders. Maintain database of daily invoices. A/P payments and statements to vendors/customers.

July 2004 – May 2008 – Multi Unit Account Executive – Managed 300 multi- unit accounts with required reports, pricing, promotion, and marketing efforts. Investigate/handle customer's complaints and follow through with a solution. Worked closely with the customer service team with the ordering process.

2003 – July 2004 – Customer Service Representative – Contact assigned customer for order retrieval and solve any delivery issues.

2002 – 2003 – Purchasing Agent – Maintain/React to all inventory levels for assigned products. Design marketing and promotional efforts to assigned lines. Maintain cost changes with database system. Bid submittal for Terrebonne and Lafourche schools.

2002 – 1995 – Customer Service Representative – Contact assigned customers for order retrieval and solve any delivery issues. Accounts Receivable aging and daily invoicing.

1992 – 1995 – Production Coordinator/Line Leader – Management of 30 employees with daily production schedule, process daily production reports and attendance records. Process customer's orders, print shipping labels and manifest reports.

Education

2012

Bachelor's Degree Business Administration / Grand Canyon University Phoenix, AZ

1990

High School Diploma / Ellender Memorial High School Houma, Louisiana

Other Activities:

LACVB Board of Director's – January 2018 to Present

Louisiana Travel Association Board of Director's – January 2021 to present

Louisiana Tourism Coastal Coalition – January 2018 to Present – Serves as Secretary/Treasurer

Downtown Development Corporation Board Member – 2018 to Present

Houma Terrebonne Chamber of Commerce Board Member – January 2021 to present

Houma Terrebonne Rotary Member – 2018 to Present

Leadership Terrebonne – 2018 graduate

Leadership Louisiana – 2020 graduate

Southeast Marketing College – 2020 graduate

Certified Destination Management Executive – expected graduation 2021

Downtown Christmas Committee – 2018 to 2019

Houma Terrebonne Chamber of Commerce - Chamber Development Committee – Jan 2021 to present

Houma Terrebonne Chamber of Commerce – Government Activities and Economic

Development/Infrastructure Committee – January 2021 to present



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS
APPLICATION FORM

DATE: October 27, 2021

I, Juana Woodard, of full majority age, whose primary
(Applicant's Name)
residence and permanent mailing address is 1902 Savanne Road,
(Address)
Houma, LA 70360, Telephone number is (985) 209-9069,
(City, State, and Zip Code)
and E-mail is juanaff4@gmail.com, wish to qualify for appointment
as a member of the Houma Downtown Development in Terrebonne Parish,
(Board/Committee/Commission)

State of Louisiana, and states to be correct and true the following:

A. Applicant has maintained his/her primary residence in Terrebonne Parish at
1902 Savanne Road, Houma, LA 70360 for 23 consecutive years.
(Primary residential address, City, State, Zip Code) (No. of yrs.)

Applicant affirms he/she is a registered voter of Terrebonne Parish and resides in Council
District No. 6.

B. If applying for membership as a member of a Fire Protection District Board, applicant
affirms that he/she is a resident property owner/taxpayer of _____
(Fire District)
and Council District No. _____.

C. If applying for membership as a member of a Recreation District Board, applicant affirms
that he/she is a resident of the _____ Yes _____ No _____
(Recreation District)
and Council District No. _____.

D. Applicant affirms that he/she has not been convicted of a felony Yes yes No _____.

To the best of his/her knowledge, applicant affirms that he/she will not receive any personal
economic benefit¹ by serving as a member of Houma Downtown Development.
(Board/Committee/Commission)

E. To the best of his/her knowledge, no member of the applicant's immediate² family will
receive any personal economic benefit¹ from his/her service on
Houma Downtown Development.
(Board/Committee/Commission)

F. Applicant is aware of the Houma Downtown Development board criteria and
attendance requirements. (Board/Committee/Commission)
Yes yes or No _____.

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**TERREBONNE PARISH
COUNCIL**

G. Applicant affirms that his/her employment with _____
(Name of Employer)

will not result in any economic gains for business purposes nor does said employment conflict with dual office holding provisions.

H. Are you employed by any Federal, State, or Local Government? Yes ____ or No. no
State job duties and responsibilities:

I. Are you appointed to any Federal, State, or Local Board/Commission/Committee?
Yes yes or No. ____.

If yes, explain:

Member of HDDC, applying for reappointment

J. Are you elected to any Federal, State, or Local Office? Yes ____ or No. no
If yes, explain:

K. Are you a Judge, employee, or agent of any Court System? Yes ____ or No. no
State job duties and responsibilities:

L. Are you a Sheriff, Deputy Sheriff, Assessor or employed by the Assessor, Clerk of Court or employed by the Clerk of Court Office? Yes ____ or No no
State job duties and responsibilities:

M. Are you currently under and have taken the Oath of Office and/or posted a bond?
Yes ____ or No no

If yes, explain:

N. Have you served as an Elected Official or Parish Agency Head within the last two years?
Yes ____ or No no

If yes, explain:

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**TERREBONNE PARISH
COUNCIL**

O. Have you served as a member of a Board/Commission/Committee within the last two years?

Yes yes or No _____

If yes, explain: member of HDDC Board

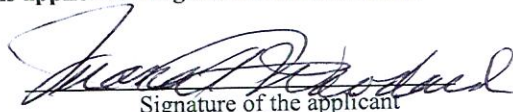
Applicant must complete and return this application along with a copy of their resume to:

**MS. SUZETTE THOMAS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL
POST OFFICE BOX 2768, HOUMA, LA 70361
E-MAIL: council@tpcg.org or FAX: (985) 873-6521**

Applications should be submitted by **9:00 a.m. the Friday prior to the Regular Council Session.**

Applicants should contact the Council Clerk's office to see when the Regular Council Session will be held.

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


Signature of the applicant
10/28/2021

1. "Personal Economic Benefit" for purposes of this application, shall mean that no applicant or his/her immediate family will receive any economic benefit from the applicant's service on said Board, Committee, or Commission. The applicant's actions/transactions while serving on the Board/Committee/Commission may not result in profits for him/herself or his/her immediate family. A per diem received by the 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/her children, the spouses of his/her children, brothers, sisters, parents, spouse, and the parents of his/her spouse.

3. If any applicant is not aware of the meeting requirements of the particular Board/Commission/Committee to which he/she is applying for membership, he/she should determine this information by contacting the respective Board or by contacting the Terrebonne Parish Council Office.

Revision Date: December 9, 2020

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**TERREBONNE PARISH
COUNCIL**

JUANA WOODARD

RESUME

For reappointment to Houma Downtown Development Board

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**TERREBONNE PARISH
COUNCIL**

PERKINSTON JUNIOR COLLEGE

1958 – 1960

graduated with honors with Associate's Degree in Business Education

President of Phi Theta Kappa

Underwood Typing Award

PHONE:

985-209-9069

EMAIL:

Juanaff4@gmail.com

Springhill College

1960 – 1961

[Company Name]

[Dates From] 1960-1962 U. S. Air Force Reserves

Clerical Stock Control

[Company Name] U. S. Navy Reserve Court Reporter

1962 to 1963 Transcribing Court Martial records

Social Security Administration 1963 – 1965 Clerical

1965 – 1919 Self-employed private piano teacher, self-employed artist

1919 until present volunteer work

AWARDS:

TERREBONNE CITIZEN OF THE YEAR

Houma Arts Council Black and Blue Award

FUMC Men's Volunteer of Year Award

Served on Louisiana State Arts Council 6 years

RELEGION; Methodist

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OCT 28 2021

**TERREBONNE PARISH
COUNCIL**



6133 Highway 311
Houma, Louisiana 70360

Phone: 985.876.5600

Fax: 985.876.5611

info@houmachamber.com

www.houmachamber.com

November 5, 2021

Terrebonne Parish Council
Attn: Suzette Thomas
PO Box 2768
Houma, LA 70361

Dear Ms. Thomas

The Houma Terrebonne Chamber of Commerce Board of Directors approved on November 5, 2021 the reappointment of Ms. Juana Woodard to Downtown Development Corporation Board. Ms. Woodard will serve as the Chamber representative.

Sincerely,

A handwritten signature in black ink, appearing to read 'Michael Garcia'.

Dr. Michael Garcia
Chairman of the Board of Directors

cc: Nicol Montiville, CEO

RECEIVED
NOV 08 2021
9:57am
TERREBONNE PARISH
COUNCIL

Tammy Triggs

From: Anne Picou
Sent: Tuesday, November 2, 2021 11:56 AM
To: Tammy Triggs; Suzette Thomas
Subject: FW:
Attachments: 20211102115532.pdf

Good day to all,
Here is the paperwork for Mr. James Lecompte. His computer is having issues so he dropped off to the Culture Center.
Thank you,
Anne

From: Christiana Udom
Sent: Tuesday, November 2, 2021 11:54 AM
To: Anne Picou
Subject:

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TERREBONNE PARISH
COUNCIL



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS
APPLICATION FORM

DATE: 10/28/21

I, JAMES A LeCompte, of full majority age, whose primary
(Applicant's Name)

residence and permanent mailing address is 4456 Grand Caillou Rd,
(Address)

Houma, La 70360, Telephone number is (995) 698-7424,
(City, State, and Zip Code)

and E-mail is jlsalove@comcast.net, wish to qualify for appointment

as a member of the Houma Downtown Dev Corp in Terrebonne Parish,
(Board/Committee/Commission)

State of Louisiana, and states to be correct and true the following:

A. Applicant has maintained his/her primary residence in Terrebonne Parish at
4456 Grand Caillou Rd for 3 yrs consecutive years.
(Primary residential address, City, State, Zip Code) (No. of yrs.)

Applicant affirms he/she is a registered voter of Terrebonne Parish and resides in Council
District No. 3.

☒ B. If applying for membership as a member of a Fire Protection District Board, applicant
affirms that he/she is a resident property owner/taxpayer of _____
(Fire District)
and Council District No. _____.

☒ C. If applying for membership as a member of a Recreation District Board, applicant affirms
that he/she is a resident of the _____ Yes _____ No _____
(Recreation District)
and Council District No. _____.

D. Applicant affirms that he/she has not been convicted of a felony Yes ☒ No _____.

To the best of his/her knowledge, applicant affirms that he/she will not receive any personal
economic benefit¹ by serving as a member of Houma Downtown Dev Corp.
(Board/Committee/Commission)

E. To the best of his/her knowledge, no member of the applicant's immediate² family will
receive any personal economic benefit¹ from his/her service on
HDDC
(Board/Committee/Commission)

F. Applicant is aware of the HDDC board criteria and
attendance requirements. (Board/Committee/Commission)
Yes ☒ or No _____.

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TERREBONNE PARISH
COUNCIL

G. Applicant affirms that his/her employment with

JLS/aw

(Name of Employer)

will not result in any economic gains for business purposes nor does said employment conflict with dual office holding provisions.

H. Are you employed by any Federal, State, or Local Government? Yes ___ or No. X
State job duties and responsibilities:

I. Are you appointed to any Federal, State, or Local Board/Commission/Committee?

Yes ___ or No. X

If yes, explain:

J. Are you elected to any Federal, State, or Local Office? Yes ___ or No. X

If yes, explain:

K. Are you a Judge, employee, or agent of any Court System? Yes ___ or No. X

State job duties and responsibilities:

L. Are you a Sheriff, Deputy Sheriff, Assessor or employed by the Assessor, Clerk of Court or employed by the Clerk of Court Office? Yes ___ or No. X

State job duties and responsibilities:

M. Are you currently under and have taken the Oath of Office and/or posted a bond?

Yes ___ or No. X

If yes, explain:

N. Have you served as an Elected Official or Parish Agency Head within the last two years?

Yes ___ or No. X

If yes, explain: _____

O. Have you served as a member of a Board/Commission/Committee within the last two years?

Yes ☒ or No ☐

If yes, explain:

SEATED ON THE HOUMA DOWNTOWN DEV.
CORP 4 YEARS

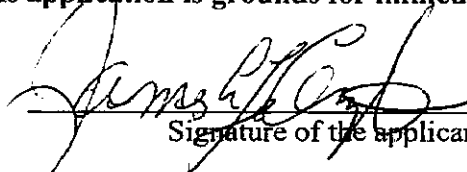
Applicant must complete and return this application along with a copy of their resume to:

**MS. SUZETTE THOMAS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL
POST OFFICE BOX 2768, HOUMA, LA 70361
E-MAIL: council@tpcg.org or FAX: (985) 873-6521**

Applications should be submitted by 9:00 a.m. the Friday prior to the Regular Council Session.

Applicants should contact the Council Clerk's office to see when the Regular Council Session will be held.

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


Signature of the applicant

1. "Personal Economic Benefit" for purposes of this application, shall mean that no applicant or his/her immediate family will receive any economic benefit from the applicant's service on said Board, Committee, or Commission. The applicant's actions/transactions while serving on the Board/Committee/Commission may not result in profits for him/herself or his/her immediate family. A per diem received by the 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/her children, the spouses of his/her children, brothers, sisters, parents, spouse, and the parents of his/her spouse.

3. If any applicant is not aware of the meeting requirements of the particular Board/Commission/Committee to which he/she is applying for membership, he/she should determine this information by contacting the respective Board or by contacting the Terrebonne Parish Council Office.

Revision Date: _____



Wednesday, November 10, 2021

Item Title:

Houma Area Convention and Visitor's Bureau

Item Summary:

HOUMA AREA CONVENTION AND VISITORS BUREAU (HACVB): Three expiring terms on 12-31-21. (Two representing Civic Non- Profit Organization(s) and one representing the Houma Terrebonne Regional Military Museum). Ms. Andree Buquet-Casey, representing the Houma Terrebonne Regional Military Museum, expresses her interest in being reappointed.

ATTACHMENTS:

Description	Upload Date	Type
Application and Resume - A. Buquet Casey	10/26/2021	Cover Memo
Term Expiration Notice	10/26/2021	Cover Memo
Notice to the Public	10/26/2021	Cover Memo



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS
APPLICATION FORM

DATE: 10/25/2021

I, Andrée B. Casey, of full majority age, whose primary
(Applicant's Name)

residence and permanent mailing address is 503 Central Ave.
(Address)

Houma, LA 70364 Telephone number is (985) 637-6640
(City, State, and Zip Code)

and E-mail is abc Casey@bureau distributing.com, wish to qualify for appointment

as a member of the HACVB in Terrebonne Parish,
(Board/Committee/Commission)

State of Louisiana, and states to be correct and true the following:

A. Applicant has maintained his/her primary residence in Terrebonne Parish at
503 Central Ave Houma, LA 70364 for 16 consecutive years.
(Primary residential address, City, State, Zip Code) (No. of yrs.)

Applicant affirms he/she is a registered voter of Terrebonne Parish and resides in Council
District No. 5.

B. If applying for membership as a member of a Fire Protection District Board, applicant

affirms that he/she is a resident property owner/taxpayer of _____
(Fire District)
and Council District No. _____.

C. If applying for membership as a member of a Recreation District Board, applicant affirms
that he/she is a resident of the _____ Yes _____ No _____
(Recreation District)
and Council District No. _____.

D. Applicant affirms that he/she has not been convicted of a felony Yes ☒ No _____.

To the best of his/her knowledge, applicant affirms that he/she will not receive any personal
economic benefit¹ by serving as a member of Houma Area Convention & Visitors Bureau.
(Board/Committee/Commission)

E. To the best of his/her knowledge, no member of the applicant's immediate² family will
receive any personal economic benefit¹ from his/her service on

HACVB
(Board/Committee/Commission)

F. Applicant is aware of the HACVB board criteria and
attendance requirements. (Board/Committee/Commission)

Yes ☒ or No _____.

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COUNCIL

G. Applicant affirms that his/her employment with Buquet Dist. Co., Inc.
(Name of Employer)

will not result in any economic gains for business purposes nor does said employment conflict with dual office holding provisions.

H. Are you employed by any Federal, State, or Local Government? Yes ☐ or No. ☒
State job duties and responsibilities:

I. Are you appointed to any Federal, State, or Local Board/Commission/Committee?
Yes ☐ or No. ☒
If yes, explain:

J. Are you elected to any Federal, State, or Local Office? Yes ☐ or No. ☒
If yes, explain:

K. Are you a Judge, employee, or agent of any Court System? Yes ☐ or No. ☒
State job duties and responsibilities:

L. Are you a Sheriff, Deputy Sheriff, Assessor or employed by the Assessor, Clerk of Court or employed by the Clerk of Court Office? Yes ☐ or No. ☒
State job duties and responsibilities:

M. Are you currently under and have taken the Oath of Office and/or posted a bond?
Yes ☐ or No. ☒
If yes, explain:

N. Have you served as an Elected Official or Parish Agency Head within the last two years?
Yes ☐ or No. ☒
If yes, explain:

O. Have you served as a member of a Board/Commission/Committee within the last two years?

Yes ☒ or No ☐

If yes, explain: I currently preside as
Chairman of the board of the
Houma Area Conventions Visitors Bureau.

Applicant must complete and return this application along with a copy of their resume
to:

MS. SUZETTE THOMAS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL
POST OFFICE BOX 2768, HOUMA, LA 70361
E-MAIL: council@tpcg.org or FAX: (985) 873-6521

Applications should be submitted by **9:00 a.m. the Friday prior to the Regular Council Session.**

Applicants should contact the Council Clerk's office to see when the Regular Council Session will be held.

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

Andrée B. Casey
Signature of the applicant

1. "Personal Economic Benefit" for purposes of this application, shall mean that no applicant or his/her immediate family will receive any economic benefit from the applicant's service on said Board, Committee, or Commission. The applicant's actions/transactions while serving on the Board/Committee/Commission may not result in profits for him/herself or his/her immediate family. A per diem received by the 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/her children, the spouses of his/her children, brothers, sisters, parents, spouse, and the parents of his/her spouse.

3. If any applicant is not aware of the meeting requirements of the particular Board/Commission/Committee to which he/she is applying for membership, he/she should determine this information by contacting the respective Board or by contacting the Terrebonne Parish Council Office.

Revision Date: _____

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TERREBONNE PARISH
COUNCIL

Andrée Buquet-Casey

503 Central Avenue - Houma, LA 70364

abcasey@buquetdistributing.com

985-637-6640

Tourism Experiences:

Houma Area Convention and Visitors Bureau

Chairman of the Board of Directors 2020, 2021

Board of Directors 2016-2021

Houma-Terrebonne Tourist Commission. Houma, LA. Assistant Director. 1989 to 1993.

Louisiana Travel Promotion Association. Baton Rouge, LA. 1989-1994.

Tour Escort Training Program Graduate, 1991.

Education:

Randolph-Macon Woman's College. Lynchburg, VA. BA 1984.

Major: Communications/American Studies Minor: Psychology

Nicholls State University. Thibodaux, LA. 1999. Fine Art/Photography Course Work.

Vandebilt Catholic High School. Houma, LA. 1980.

Professional Experiences:

Buquet Realty Company, Inc. Houma, LA. President and Co-Owner. 2013 to present. Vice-President. 2008-2013. Board of Directors. 1984 to present. Property Manager, 2008-present.

Buquet Distributing Company, Inc. Houma, LA. Co-Owner. 2013 to present. Board of Directors, 1984 to present. Director of Marketing, 1993-2008. Construction Observer Manager, 2008-2010.

James J. Buquet, Jr. Family Foundation. Houma, LA. Board of Directors, 1997 to present. Co-Administrator, 2008 to present.

ADvantage Advertising. Houma, LA. President/Owner, 1993 to 2008. Operated a full-service advertising agency.

Creative Memories. Houma, LA. Consultant. 1997-2001.

Business Affiliations:

Sunrise Rotary Club of Houma. Houma, LA. 2012-present.

President – present (2021-2022).

President – 2015-2016.

Vice President. 2014-2015.

Chairman of Bicycle Give-Away Project. 2014.

Multiple Paul Harris Fellow, 2019.

Houma-Terrebonne Rotary Club. Houma, LA. 1995 to 2012.

Programs Chairman, 1999. Paul Harris Fellow, 2009.

Women's Business Alliance. Houma, LA. Member, 2008-present.

Houma-Terrebonne Chamber of Commerce. Houma, LA. 1994-2001. 2008-present.
Board of Directors 1997-1999.
Education Committee Chairman, 1998.

Leadership Terrebonne. Houma, LA. Graduate, 1994.

Leadership Terrebonne Alumni Association. Houma, LA. 1994 to present.

Nicholls State University Free Enterprise Week Advisory Board. Thibodaux, LA. 1993-1996.

Community Involvement:

Vandebilt Catholic High School. Houma, LA. Advisory Board. 2007-2013.

South Louisiana Center of the Arts. Houma, LA. Board of Directors. 2004-2009.
President, 2006, 2007, 2008.
Gala Co-Chairman, 2007, 2008, 2009.
Benefit Play Co-Chairman, 2006.

James J. Buquet, Jr. Bayouland YMCA. Houma, LA. Board of Directors. 2002-2008
Family Fun Fest and 5K Run Chairman, 2007.
Vice-President, 2007, 2005.
Designed campaign materials, 2005.
Recording Secretary 2004.
Fashion Show Fundraising Chairman, 2003.

Terrebonne Foundation for Academic Excellence in Public Education. Houma, LA.
Board of Directors. 1998-2006.
TFAE 5K Run for Excellence and Cajun Food Festival Volunteer Committee Chairman,
2001-2006.
Communications and Marketing Chairman, 2005-2006. Assisted in first video production.
Designed logos for organization, 2000.

Girl Scouts Assistant Troop Leader. Houma, LA. 2005-2006.

Boy Scouts Den Leader. Houma, LA 2002-2003.

United Way. Houma, LA. Assisted in writing copy for and produced video for 1999 Capital Campaign.

Junior Auxiliary of Houma Louisiana. Houma, LA.
Life Member. 2007-present.
Associate Member. 2000-2007.
Active Member 1994-2000.
Provisional Trainer. 1999.
President 1997-1998.
Vice-President 1997.
Recording Secretary 1996-1997.

Nicholls State University Culinary Arts Gala Committee. Thibodaux, LA. 1998-2007.

St. Bernadette Catholic Elementary School Communication Committee. Houma, LA. 1998-2001.
Produced quarterly newsletter for school: 1998-2001. (10 editions)
Designed campaign materials and logo.

United Methodist Children's Learning Center. Houma, LA. Advisory Board. 1995-2000.
Produced ad program for yearly fundraiser, 1996, 1997.

American Cancer Society Terrebonne Parish Unit. Houma, LA. Board of Directors. 1989-1998.
ACS Gala Chairperson. 1994, 1995.
"Love Lights A Tree" Co-Chairperson. 1989-1993.
Hosted in-home Gala 2009.

Terrebonne Historical & Cultural Society. Houma, LA. 1989-1994.
Art Show Committee. Organized one art exhibit and one opening artist reception per year for 6 years.

Randolph-Macon Woman's College New Orleans Alumnae Chapter. New Orleans, LA.
1989-present.

Religious Affiliations:

St. Francis de Sales Cathedral – parishioner.
Capital Campaign Chairman. 2013-2014.
Finance Committee. 2013-present.
Altar Society Committee. 2005 to 2013.

Mother Teresa Women's Giving Circle Steering Committee Member. 2018 to present

Legatus Member 2021

Youth Programs:

Washington DC March for Life Bus Trip Chaperone. 2013.
Confirmation Group Leader. 2012, 2013.
Steubenville on the Bayou Youth Rally Chaperone. 2009, 2011
The Edge – 6th grade Youth Group. Co-Leader. 2003-2004.
Small Group Worship Team Co-Leader. 2000.

Adore Ministries – a Catholic worship ministry. Board Member – 2005 to 2009.
Celebrity Waiter Charity Dinner Chairman, 2007.

Awards:

Rotarian of the Year - Sunrise Rotary Club of Houma, 2015.
Athena Award Nominee, 2008.
Marquis Who's Who in the South and Southwest, 1999.
Nicholls State University Student Art Show winner, 1999.

Photographic Art Exhibitions:

Junior Auxiliary Tour of Homes and Art Exhibition, 2008.
Art After Dark Downtown Houma Art Exhibition, 2005, 2006.
Randolph-Macon Woman's College Alumni Weekend Art Show, Lynchburg, VA, 2003.
Nappa Valley Mustard Festival Art Show, Nappa Valley, CA, 1999.
Nicholls State University Student Art Show, 1999.

Married since 1986: Carleton A. Casey

Mother of: Carleton A. Casey, Jr. (CJ), John William, and Alexandra
Grandmother of 4

DARRIN W. GUIDRY, SR., CHAIRMAN

DANIEL BABIN, VICE-CHAIRMAN

DISTRICT 1
JOHN NAVY
DISTRICT 3
GERALD MICHEL
DISTRICT 5
JESSICA DOMANGUE
DISTRICT 7
DANIEL BABIN
DISTRICT 9
STEVE TROSCLAIR



DISTRICT 2
CARL A. HARDING
DISTRICT 4
JOHN P. AMEDÉE
DISTRICT 6
DARRIN W. GUIDRY, SR.
DISTRICT 8
DIRK J. GUIDRY
COUNCIL CLERK
SUZETTE THOMAS

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
suthomas@tpcg.org www.tpcg.org

September 21, 2021

MEMO TO: Suzette Thomas
Council Clerk

FROM: Tammy Triggs *tet*
Assistant Council 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 October 2021.

Airport Commission	Jeff Teuton	10-14-21*
Recreation District No. 7	Dean Robichaux	10-24-21*
Coastal Zone Management	Barry J. Soudelier (Rec. Fishing)	10-31-21
	Matthew Benoit (Property Owner)	10-31-21
	Ernest J. Babin, Jr. (Public)	10-31-21
	Robert M. Champagne, Jr. (Public)	10-31-21
→HACVB	André Buquet Casey (Mil. Museum)	12-31-21
	Mary Lynn Bisland (Civ. Non-Profit)	12-31-21
	Julie Falgout (Civ. Non-Profit)	12-31-21

By copy of this memo, individuals are being requested to email *Council Clerk Suzette Thomas* at suthomas@tpcg.org or *Assistant Council Clerk Tammy Triggs* at ttriggs@tpcg.org to express their wishes with regards to (re)appointment to said positions *prior to the term expiration date*. If you have any question, please feel free contact our office at (985) 873-6519.

/tet
cc: Council Agenda File
Organizations/Individuals

“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. The Parish Council will consider at its **OCTOBER 27, 2021, Regular Session** meeting the following vacancies and appointments:

RECREATION DISTRICT NO. 3A: One expired term and one unexpired term due to a resignation.

RECREATION DISTRICT NO. 6: One expired term.

RECREATION DISTRICT NO. 7: One expiring term on 10-24-21.

BAYOU BLUE FIRE PROTECTION DISTRICT: One expired term.

COTEAU FIRE PROTECTION DISTRICT BOARD: One unexpired term due to a resignation.

VILLAGE EAST FIRE PROTECTION DISTRICT BOARD: One expired term.

FIRE PROTECTION DISTRICT NO. 10: One expiring term.

CHILDREN AND YOUTH SERVICES BOARD: Two (2) terms expiring on 11-10-21 (One representing City Court and one representing the Office of the District Public Defender, 32nd JDC and six (6) expired terms. (One representing each of the following: Office of Juvenile Justice, Gulf Coast Teaching and Family Services, DHH Office of Behavioral Health, Options for Independence, Houma Police Department, and a Faith-Based Organization representative).

VETERANS' MEMORIAL DISTRICT: One unexpired term due to a resignation and one (1) term expiring on 09-17-21 (Representing the Vietnam Veterans of America).

TEDA: Two expiring terms on 09-09-21. (One representing each of the following: Terrebonne Parish Council and the Houma Terrebonne Chamber of Commerce)

TERREBONNE PARISH TREE BOARD: One vacancy due to a resignation.

COASTAL ZONE MANAGEMENT AND RESTORATION: Three (3) expiring terms on 10-31-21. (One representing the Public, one representing Recreational Fishing and one representing Property Owner(s)).

→ **HOUMA AREA CONVENTION AND VISITORS BUREAU (HACVB):** Three expiring terms on 12-31-21. (Two representing Civic Non- Profit Organization(s) and one representing the Houma Terrebonne Regional Military Museum).

PLANNING COMMISSION: One (1) expiring term on 11-01-21.

DOWNTOWN DEVELOPMENT CORPORATION: Three (3) expiring terms on 11-01-21: (One representing each of the following: Two representing the Terrebonne Parish Council and one representing the Chamber of Commerce)

MUNICIPAL CIVIL SERVICE BOARD: Two (2) expiring terms on 11-29-21.

Interested individuals wishing to be appointed to a Recreation Board 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 therein.

Anyone nominating an individual or interested in serving on these boards should contact the Council Clerk's Office (985-873-6519) or council@tpcg.org. Applicants should download and complete the application on the Parish's webpage at <http://www.tpcg.org> under the Boards, Committees, and Commissions tab. The completed application should be returned to the Council Clerk's Office no later than 4:00 p.m. on the **Monday, October 25, 2021**. A brief résumé and/or letter of interest in serving should also be submitted.

TAMMY TRIGGS, ASSISTANT COUNCIL CLERK
TERREBONNE PARISH COUNCIL

* * * * *



Wednesday, November 10, 2021

Item Title:

Children and Youth Services Board

Item Summary:

CHILDREN AND YOUTH SERVICES BOARD: Two (2) terms expiring on 11-01-21. (One representing City Court and one representing the Office of the District Public Defender, 32nd JDC). Ms. Keara Plaisance, representing the Office of the District Public Defender 32nd JDC, expresses her interest in being reappointed.

ATTACHMENTS:

Description	Upload Date	Type
Term Expiration Notice	11/4/2021	Cover Memo
Notice to the Public	11/4/2021	Cover Memo
Letter of Interest - Keara Plaisance	11/4/2021	Cover Memo
Application - Keara Plaisance	11/4/2021	Cover Memo

DARRIN W. GUIDRY, SR., CHAIRMAN

DANIEL BABIN, VICE-CHAIRMAN

DISTRICT 1
JOHN NAVY
DISTRICT 3
GERALD MICHEL
DISTRICT 5
JESSICA DOMANGUE
DISTRICT 7
DANIEL BABIN
DISTRICT 9
STEVE TROSCLAIR



DISTRICT 2
CARL A. HARDING
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DARRIN W. GUIDRY, SR.
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Telephone: (985) 873-6519 • FAX: (985) 873-6521
suthomas@tpcg.org www.tpcg.org

October 18, 2021

MEMO TO: Suzette Thomas
Council Clerk

FROM: Tammy Triggs *tet*
Assistant Council 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 2021.

Planning Commission	Budd Cloutier	11-01-21
Downtown Dev. Corp.	James A. LeCompte (Council)	11-01-21
	Juana Woodard (Chamber of Comm.)	11-01-21
	Sondra Corbitt (Council)	11-01-21
→ Children & Youth Services	Andrea W. Doyle	11-10-21
	Keara Plaisance	11-10-21
Municipal Civil Service Brd.	Dr. William Thibodeaux	11-29-21
	Terry Dupre	11-29-21

By copy of this memo, individuals are being requested to email *Council Clerk Suzette Thomas* at suthomas@tpcg.org or *Assistant Council Clerk Tammy Triggs* at ttriggs@tpcg.org to express their wishes with regards to (re)appointment to said positions *prior to the term expiration date*. If you have any question, please feel free contact our office at (985) 873-6519.

/tet

cc: Council Agenda File
Organizations/Individuals

“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. The Parish Council will consider at its **NOVEMBER 10, 2021, Regular Session** meeting the following vacancies and appointments:

RECREATION DISTRICT NO. 2-3: One unexpired term due to a resignation

RECREATION DISTRICT NO. 3A: One expired term and one unexpired term due to a resignation.

RECREATION DISTRICT NO. 6: One expired term.

RECREATION DISTRICT NO. 7: One expiring term on 10-24-21.

RECREATION DISTRICT NO. 10: One expiring term on 12-13-21.

BAYOU BLUE FIRE PROTECTION DISTRICT: One expired term.

COTEAU FIRE PROTECTION DISTRICT BOARD: One unexpired term due to a resignation.

VILLAGE EAST FIRE PROTECTION DISTRICT BOARD: One expired term.

FIRE PROTECTION DISTRICT NO. 10: One expiring term.

→ **CHILDREN AND YOUTH SERVICES BOARD:** Two (2) terms expiring on 11-10-21 (One representing City Court and one representing the Office of the District Public Defender, 32nd JDC and six (6) expired terms. (One representing each of the following: Office of Juvenile Justice, Gulf Coast Teaching and Family Services, DHH Office of Behavioral Health, Options for Independence, Houma Police Department, and a Faith-Based Organization representative).

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TEDA: Two expiring terms on 09-09-21. (One representing each of the following: Terrebonne Parish Council and the Houma Terrebonne Chamber of Commerce)

TERREBONNE PARISH TREE BOARD: One vacancy due to a resignation.

COASTAL ZONE MANAGEMENT AND RESTORATION: Three (3) expiring terms on 10-31-21. (One representing the Public, one representing Recreational Fishing and one representing Property Owner(s)).

HOUMA AREA CONVENTION AND VISITORS BUREAU (HACVB): Three expiring terms on 12-31-21. (Two representing Civic Non- Profit Organization(s) and one representing the Houma Terrebonne Regional Military Museum).

PLANNING COMMISSION: One (1) expiring term on 11-01-21.

DOWNTOWN DEVELOPMENT CORPORATION: Three (3) expiring terms on 11-01-21: (One representing each of the following: Two representing the Terrebonne Parish Council and one representing the Chamber of Commerce)

MUNICIPAL CIVIL SERVICE BOARD: Two (2) expiring terms on 11-29-21.

Interested individuals wishing to be appointed to a Recreation Board 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 therein.

Anyone nominating an individual or interested in serving on these boards should contact the Council Clerk’s Office (985-873-6519) or council@tpcg.org. Applicants should download and complete the application on the Parish’s webpage at <http://www.tpcg.org> under the Boards, Committees, and Commissions tab. The completed application should be returned to the Council Clerk’s Office no later than 4:00 p.m. on the **Monday, November 8, 2021**. A brief résumé and/or letter of interest in serving should also be submitted.

TAMMY TRIGGS, ASSISTANT COUNCIL CLERK

TERREBONNE PARISH COUNCIL

* * * * *

I received a letter that my term is up for the Children and Youth Planning Board. I would like to be considered for re-appointment on the board as the representative of the District Public Defender. Please let me know what is needed for this request.

Thank you in advance.

--

Sincerely,

Keara Plaisance
Juvenile Attorney
Office of the District Public Defender
32nd Judicial District
504 Belanger Street
Houma, LA 70360
(985) 873-6831

RECEIVED
NOV 03 2021

**TERREBONNE PARISH
COUNCIL**



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS
APPLICATION FORM

DATE: November 3, 2021

I, Keara Plaisance, of full majority age, whose primary
(Applicant's Name)

residence and permanent mailing address is 232 East 5th Street,
(Address)

Larose, LA 70373, Telephone number is (985) 696-9038,
(City, State, and Zip Code)

and E-mail is kearap@gmail.com, wish to qualify for appointment
as a member of the Children and Youth Planning Board in Terrebonne Parish,
(Board/Committee/Commission)

State of Louisiana, and states to be correct and true the following:

A. Applicant has maintained his/her primary residence in Terrebonne Parish at
employment 504 Belanger St, Houma, LA 70360 for 12 consecutive years.
(Primary residential address, City, State, Zip Code) (No. of yrs.)

Applicant affirms he/she is a registered voter of Terrebonne Parish and resides in Council
District No. _____.

B. If applying for membership as a member of a Fire Protection District Board, applicant
affirms that he/she is a resident property owner/taxpayer of _____
(Fire District)
and Council District No. _____.

C. If applying for membership as a member of a Recreation District Board, applicant affirms
that he/she is a resident of the _____ Yes _____ No _____
(Recreation District)
and Council District No. _____.

D. Applicant affirms that he/she has not been convicted of a felony Yes X No _____.

To the best of his/her knowledge, applicant affirms that he/she will not receive any personal
economic benefit¹ by serving as a member of Children and Youth Planning Board,
(Board/Committee/Commission)

E. To the best of his/her knowledge, no member of the applicant's immediate² family will
receive any personal economic benefit¹ from his/her service on
Children and Youth Planning Board,
(Board/Committee/Commission)

F. Applicant is aware of the Children and Youth Planning Board board criteria and
attendance requirements. (Board/Committee/Commission)

Yes X or No _____.

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TERREBONNE PARISH
COUNCIL

G. Applicant affirms that his/her employment with Office of the District Public Defender
(Name of Employer)

will not result in any economic gains for business purposes nor does said employment conflict with dual office holding provisions.

H. Are you employed by any Federal, State, or Local Government? Yes X or No.

State job duties and responsibilities:

juvenile defense attorney - represent the children in delinquency
and family in need of services proceedings in juvenile court

I. Are you appointed to any Federal, State, or Local Board/Commission/Committee?

Yes or No. X

If yes, explain:

J. Are you elected to any Federal, State, or Local Office? Yes or No. X

If yes, explain:

K. Are you a Judge, employee, or agent of any Court System? Yes or No. X

State job duties and responsibilities:

L. Are you a Sheriff, Deputy Sheriff, Assessor or employed by the Assessor, Clerk of Court or employed by the Clerk of Court Office? Yes or No X

State job duties and responsibilities:

M. Are you currently under and have taken the Oath of Office and/or posted a bond?

Yes or No X

If yes, explain:

N. Have you served as an Elected Official or Parish Agency Head within the last two years?

Yes or No X

If yes, explain:

O. Have you served as a member of a Board/Commission/Committee within the last two years?

Yes X or No _____

If yes, explain: current/prior member of Children and Youth Planning Board

Applicant must complete and return this application along with a copy of their resume to:

**MS. SUZETTE THOMAS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL
POST OFFICE BOX 2768, HOUMA, LA 70361
E-MAIL: council@tpcg.org or FAX: (985) 873-6521**

Applications should be submitted by 9:00 a.m. the Friday prior to the Regular Council Session.

Applicants should contact the Council Clerk's office to see when the Regular Council Session will be held.

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

Signature of the applicant

1. "Personal Economic Benefit" for purposes of this application, shall mean that no applicant or his/her immediate family will receive any economic benefit from the applicant's service on said Board, Committee, or Commission. The applicant's actions/transactions while serving on the Board/Committee/Commission may not result in profits for him/herself or his/her immediate family. A per diem received by the 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/her children, the spouses of his/her children, brothers, sisters, parents, spouse, and the parents of his/her spouse.

3. If any applicant is not aware of the meeting requirements of the particular Board/Commission/Committee to which he/she is applying for membership, he/she should determine this information by contacting the respective Board or by contacting the Terrebonne Parish Council Office.

Revision Date: December 9, 2020

Keara Plaisance

Bar Roll Number: 32637
232 East 5th Street, Larose, LA 70373
(985) 696-9038; kearap@gmail.com

EDUCATION

Juris Doctorate/ Diploma of Civil Law

*Paul M. Hebert Law Center, Louisiana State University,
Baton Rouge, LA*

Capitals of Europe Summer Program

- *Penn State –Dickinson School of Law*

Bachelor of Science

Nicholls State University, Thibodaux, LA

- Honors College
- President's List, Phi Kappa Phi, Pi Sigma Alpha, Alpha
Lamda Delta, Law Club, TOPS Performance
Scholarship, Academic Excellence Scholarship

EMPLOYMENT

Office of the District Public Defender, 32nd JDC

December 2009-

- Juvenile Public Defender

Juvenile Court Law Clinic, 19th JDC Juvenile Court and Paul M. Hebert Law Center

January – May
2009

- Student Juvenile Defender

State Bank & Trust Company

2001- 2006

- Encoder
- Assistant Operations Clerk

ASSOCIATIONS

Terrebonne Parish Bar Association

2009-

- Young Lawyers Representative 2013-2015
- Fundraiser Committee 2013-2016
- Secretary 2015-2016
- Treasurer 2016-2017

Louisiana State Bar Association

2009-

Louisiana Association of Criminal Defense Lawyers

2009-2014

Terrebonne Parish Children and Youth Planning Board

2012-

Relay for Life – South Lafourche Chapter

2011-

- Team Captain 2012-



Wednesday, November 10, 2021

Item Title:

Vacancies to Boards, Committees and Commissions

Item Summary:

Veteran's Memorial District: One (1) unexpired term due to a resignation and one (1) expiring terms on 09/17/21 (Representing the Vietnam Veterans of America).

Recreation District No. 2,3: One unexpired term due to a resignation.

Recreation District No. 3A: One expired term and one unexpired term due to a resignation.

Recreation District No. 6: One (1) expiring term.

Recreation District No. 7: One expiring term on 10-24-21.

Recreation District No. 10: One expiring term on 12-13-21.

Bayou Blue Fire Protection District: One expired term.

Terrebonne Parish Tree Board: One (1) vacancy due to a resignation.

Children and Youth Services Board: One (1) expiring terms on 11-01-21 (One representing City Court.

TEDA: Two (2) expiring terms on 09-09-21. One representing each of the following: Terrebonne Parish Council and Houma Terrebonne Chamber of Commerce.

Coastal Zone Management and Restoration: Three expiring terms on 10-31-21. (One representing the Public, one representing Recreational Fishing and one representing Property Owner(s)).

Houma Area Convention and Visitors Bureau (HACVB): Two expiring terms on 12-31-21. Both representing Civic Non-Profit Organization(s)

Planning Commission: One (1) expiring term on 11-01-21.

Municipal Civil Service Board: Two (2) expiring terms on 11-29-21.

Hospital Service District No. 1 Board: One (1) vacancy due to a resignation.

ATTACHMENTS:

Description

Notice to the Public

Upload Date

11/5/2021

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. The Parish Council will consider at its **NOVEMBER 10, 2021, Regular Session** meeting the following vacancies and appointments:

RECREATION DISTRICT NO. 2-3: One unexpired term due to a resignation

RECREATION DISTRICT NO. 3A: One expired term and one unexpired term due to a resignation.

RECREATION DISTRICT NO. 6: One expired term.

RECREATION DISTRICT NO. 7: One expiring term on 10-24-21.

RECREATION DISTRICT NO. 10: One expiring term on 12-13-21.

BAYOU BLUE FIRE PROTECTION DISTRICT: One expired term.

COTEAU FIRE PROTECTION DISTRICT BOARD: One unexpired term due to a resignation.

VILLAGE EAST FIRE PROTECTION DISTRICT BOARD: One expired term.

FIRE PROTECTION DISTRICT NO. 10: One expiring term.

CHILDREN AND YOUTH SERVICES BOARD: Two (2) terms expiring on 11-10-21 (One representing City Court and one representing the Office of the District Public Defender, 32nd JDC and six (6) expired terms. (One representing each of the following: Office of Juvenile Justice, Gulf Coast Teaching and Family Services, DHH Office of Behavioral Health, Options for Independence, Houma Police Department, and a Faith-Based Organization representative).

VETERANS’ MEMORIAL DISTRICT: One unexpired term due to a resignation and one (1) term expiring on 09-17-21 (Representing the Vietnam Veterans of America).

TEDA: Two expiring terms on 09-09-21. (One representing each of the following: Terrebonne Parish Council and the Houma Terrebonne Chamber of Commerce)

TERREBONNE PARISH TREE BOARD: One vacancy due to a resignation.

COASTAL ZONE MANAGEMENT AND RESTORATION: Three (3) expiring terms on 10-31-21. (One representing the Public, one representing Recreational Fishing and one representing Property Owner(s)).

HOUMA AREA CONVENTION AND VISITORS BUREAU (HACVB): Three expiring terms on 12-31-21. (Two representing Civic Non- Profit Organization(s) and one representing the Houma Terrebonne Regional Military Museum).

PLANNING COMMISSION: One (1) expiring term on 11-01-21.

DOWNTOWN DEVELOPMENT CORPORATION: Three (3) expiring terms on 11-01-21: (One representing each of the following: Two representing the Terrebonne Parish Council and one representing the Chamber of Commerce)

MUNICIPAL CIVIL SERVICE BOARD: Two (2) expiring terms on 11-29-21.

HOSPITAL SERVICE DISTRICT NO. 1 BOARD: One vacancy due to a resignation.

Interested individuals wishing to be appointed to a Recreation Board 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 therein.

Anyone nominating an individual or interested in serving on these boards should contact the Council Clerk’s Office (985-873-6519) or council@tpcg.org. Applicants should download and complete the application on the Parish’s webpage at <http://www.tpcg.org> under the Boards, Committees, and Commissions tab. The completed application should be returned to the Council Clerk’s Office no later than 4:00 p.m. on the **Monday, November 8, 2021**. A brief résumé and/or letter of interest in serving should also be submitted.

**TAMMY TRIGGS, ASSISTANT COUNCIL CLERK
TERREBONNE PARISH COUNCIL**

* * * * *

Category Number: 6.
Item Number: A.



Wednesday, November 10, 2021

Item Title:

Parish President Announcements

Item Summary:

Parish President

Category Number: 6.
Item Number: B.



Wednesday, November 10, 2021

Item Title:

Council Members Announcements

Item Summary:

Council Members

Category Number: 7.
Item Number: A.



Wednesday, November 10, 2021

Item Title:

Milford and Associates, Inc.

Item Summary:

Milford and Associates, Inc.

ATTACHMENTS:

Description

Milford and Associates, Inc.

Upload Date

11/3/2021

Type

Report

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

November 10, 2021

1. PROJECT: COUNCIL DISTRICT 5

a. Parish Project No.: 20-ROAD-54

b. Title: PAVEMENT MARKINGS

PROJECT “PHASE 1A”

2. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement 5-OCT-20

b. Type (Hourly, Lump Sum, %) “LUMP SUM” & %

c. Total Fees (Basic Services) \$58,800.00

3. PLAN AND PREPARATION STATUS:

a. Study and Reports (%) 100%

b. Preliminary Design (%) 100%

c. Final Design (%) 90%

d. Bidding and Negotiating (%) 40%

e. Construction Admin (%) 0%

f. Estimated Bid Date 29JUNE21

g. Estimated Cost of Construction \$192,000

4. CONSTRUCTION STATUS:

a. Actual Bid Date 29JUNE21

b. Contractor SOUTHERN SYNERGY, LLC

c. Contract Amount \$152,239.00

d. Work Order Issued 6DEC21

e. Total Contract Time (Calendar Days) 56

f. Scheduled Completion Date 31JAN22

g. Time Elapse Days (%)

h. Project Complete (%)

i. Estimates Paid to Date (\$)

j. Date of Substantial Completion

5. PROJECT COORDINATOR: MILFORD & ASSOCIATES, INC.

6. REMARKS: PHASE 1A FULL WORK ORDER SET FOR 6DEC21.

F.E. Milford III, P.E.

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

November 10, 2021

1. PROJECT: COUNCIL DISTRICT 5

- a. Parish Project No.: 20-ROAD-54
- b. Title: PAVEMENT MARKINGS
PROJECT “PHASE 1B”

2. PROFESSIONAL AGREEMENT:

- a. Date of Original Agreement 5-OCT-20
- b. Type (Hourly, Lump Sum, %) “LUMP SUM” & %
- c. Total Fees (Basic Services) \$58,800.00

3. PLAN AND PREPARATION STATUS:

- a. Study and Reports (%) 100%
- b. Preliminary Design (%) 100%
- c. Final Design (%) 90%
- d. Bidding and Negotiating (%) 40%
- e. Construction Admin (%) 0%
- f. Estimated Bid Date _____
- g. Estimated Cost of Construction _____

4. CONSTRUCTION STATUS:

- a. Actual Bid Date TBD
- b. Contractor _____
- c. Contract Amount _____
- d. Work Order Issued _____
- e. Total Contract Time (Calendar 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: MILFORD & ASSOCIATES, INC.

6. REMARKS: PHASE 1B PLANS HAVE BEEN SUBMITTED TO THE PARISH FOR REVIEW.

F.E. Milford III, P.E.

Category Number: 7.
Item Number: B.



Wednesday, November 10, 2021

Item Title:

T. Baker Smith

Item Summary:

T. Baker Smith

ATTACHMENTS:

Description

T. Baker Smith

Upload Date

11/4/2021

Type

Report

TERREBONNE PARISH CONSOLIDATED GOVERNMENT
MONTHLY STATUS REPORT FOR THE
PARISH COUNCIL MEETING, NOVEMBER 10, 2021

PREPARED BY:



AMBER L. PLESSALA, P.E.
LEAD PROFESSIONAL – TERREBONNE PARISH

NOVEMBER 2021

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

November 10, 2021

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

2. PROJECT:

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

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	December 26,2001
b. Type (Hourly, Lump Sum, %)	% Construction
c. Fees	
1. Total Estimated (Basic & Additional)	\$856,136.02
2. Current Budgeted Level	\$402,166.00
3. Remaining to be earned at current budgeted level	\$130,030.92
4. Earned to date	\$272,135.08

4. PLAN PREPARATION STATUS:

a. Right-of-way	20%
b. Permits	50%
c. Soil Survey	0%
d. Field Survey	40%
e. Preliminary Plans	50%
f. Final Plans	0%
g. Estimated Bid Date	Not yet established
h. Estimated Cost of Construction	\$3,715,550.00

5. CONSTRUCTION STATUS:

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

6. REMARKS:

TBS is awaiting TPCG Staff direction for when ready to proceed with this project. The permit was withdrawn in July 2019.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

November 10, 2021

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

2. PROJECT:

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

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	July 19, 2002
b. Type (Hourly, Lump Sum, %)	% Construction, T&M
c. Fees	
1. Total Estimated (Basic & Additional)	\$844,960.22
2. Current Budgeted Level	\$744,338.02
3. Remaining to be earned at current budgeted level	\$13,379.05
4. Earned to date	\$730,958.97

4. PLAN PREPARATION STATUS:

a. Right-of-way	100%
b. Permits	100%
c. Soil Survey	100%
d. Field Survey	100%
e. Preliminary Plans	100%
f. Final Plans	100%
g. Estimated Bid Date	November 2018
h. Estimated Cost of Construction	\$3,325,675.00

5. CONSTRUCTION STATUS:

a. Actual Bid Date	December 18, 2018
b. Contractor	River Road Construction, Inc.
c. Contract Amount	\$3,381,328.19 (CO #3)
d. Date Work Order Issued	March 11, 2019
e. Total Contract Time (Days)	295 Calendar Days (CO #3)
f. Scheduled Completion Date	December 3, 2019
g. Time Elapsed Days (%)	249%
h. Project Complete (%)	100%
i. Estimates Paid to Date (\$)	\$3,022,281.99
j. Date of Substantial Completion	February 18, 2021

6. REMARKS:

A substantial completion inspection was held on February 18, 2021. On October 29, 2021 TBS met with Staff and Contractor to arrange for electrical repairs.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

November 10, 2021

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

2. PROJECT:

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

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	<u>October 6, 2009</u>
b. Type (Hourly, Lump Sum, %)	<u>% Construction</u>
c. Fees	
1. Total Estimated (Basic & Additional)	<u>\$1,032,208.00</u>
2. Current Budgeted Level	<u>\$642,633.00</u>
3. Remaining to be earned at current budgeted level	<u>\$131,230.56</u>
4. Earned to date	<u>\$511,402.44</u>

4. PLAN PREPARATION STATUS:

a. Right-of-way	<u>0%</u>
b. Permits	<u>50%</u>
c. Soil Survey	<u>100%</u>
d. Field Survey	<u>90%</u>
e. Preliminary Plans	<u>100%</u>
f. Final Plans	<u>0%</u>
g. Estimated Bid Date	<u>Not yet established</u>
h. Estimated Cost of Construction	<u>\$6,178,733.00</u>

5. CONSTRUCTION STATUS:

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

6. REMARKS:

Additional field surveys were completed in May 2017. TBS submitted revised 30% Design in July 2017 for the North System. TBS is awaiting TPCG Staff direction to proceed with final design of North System and permit acquisition. TBS shall revise Amendment No. 3 upon Notice to Proceed.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

November 10, 2021

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

2. PROJECT:

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

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	February 24, 2010
b. Type (Hourly, Lump Sum, %)	% Construction
c. Fees	
1. Total Estimated (Basic & Additional)	\$334,580.00
2. Current Budgeted Level	\$111,147.00
3. Remaining to be earned at current budgeted level	\$14,607.53
4. Earned to date	\$96,539.47

4. PLAN PREPARATION STATUS:

a. Right-of-way	8% (3 of 24)
b. Permits	100%
c. Soil Survey	N/A
d. Field Survey	100%
e. Preliminary Plans	100%
f. Final Plans	95%
g. Estimated Bid Date	Not yet established
h. Estimated Cost of Construction	\$1,283,500.00

5. CONSTRUCTION STATUS:

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

6. REMARKS:

TBS is awaiting staff direction for when they are ready to move forward with this project. TBS is coordinating with NLLD, LPG and TPCG Administration to consider some emergency cleanout work.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

November 10, 2021

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

2. PROJECT:

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

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	February 24, 2010
b. Type (Hourly, Lump Sum, %)	% Construction
c. Fees	
1. Total Estimated (Basic & Additional)	\$342,440.00
2. Current Budgeted Level	\$126,664.00
3. Remaining to be earned at current budgeted level	\$17,088.28
4. Earned to date	\$109,575.72

4. PLAN PREPARATION STATUS:

a. Right-of-way	35% (9 of 26)
b. Permits	100%
c. Soil Survey	N/A
d. Field Survey	100%
e. Preliminary Plans	100%
f. Final Plans	95%
g. Estimated Bid Date	Not yet established
h. Estimated Cost of Construction	\$1,249,000.00

5. CONSTRUCTION STATUS:

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

6. REMARKS:

TBS is awaiting staff direction for when they are ready to move forward with this project. TBS is coordinating with NLLD, LPG and TPCG Administration to consider some emergency cleanout work.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

November 10, 2021

1. PROJECT COORDINATOR Amber Plessala, P.E.

2. PROJECT:

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

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	February 24, 2010
b. Type (Hourly, Lump Sum, %)	% Construction
c. Fees	
1. Total Estimated (Basic & Additional)	\$319,550.00
2. Current Budgeted Level	\$648,087.13
3. Remaining to be earned at current budgeted level	\$146,245.15
4. Earned to date	\$501,841.98

4. PLAN PREPERATION STATUS:

a. Right-of-way	95%
b. Permits	100%
c. Soil Survey	100%
d. Field Survey	95%
e. Preliminary Plans	100%
f. Final Plans	98%
g. Estimated Bid Date	Not yet established
h. Estimated Cost of Construction	\$1,421,500.00

5. CONSTRUCTION STATUS:

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

6. REMARKS:

TBS is awaiting staff direction for when they are ready to move forward with this project.
--

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

November 10, 2021

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

2. PROJECT:

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

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	February 26, 2011
b. Type (Hourly, Lump Sum, %)	% Construction, T&M
c. Fees	
5. Total Estimated (Basic & Additional)	\$706,499.30
6. Current Budgeted Level	\$706,499.30
7. Remaining to be earned at current budgeted level	\$284,646.85
8. Earned to date	\$421,852.45

4. PLAN PREPARATION STATUS:

a. Right-of-way	80% (Phase I)
b. Permits	95% (Overall)
c. Soil Survey	50% (Overall)
d. Field Survey	100%
e. Preliminary Plans	100%
f. Final Plans	95% (Overall)
g. Estimated Bid Date	November 2021 (Phase 1)
h. Estimated Cost of Construction	\$2,566,655.00 (Phases I thru III)

5. CONSTRUCTION STATUS:

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

6. REMARKS:

USACE and LDNR have issued mitigation determination letters and TBS met with staff to discuss funding and payment of mitigation. TBS submitted final design plans for Phase I water control structure on August 10, 2021 and is awaiting comments. Necessary right of ways are being coordinated.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

November 10, 2021

1. PROJECT COORDINATOR Amber L. Plessala, P.E.
2. PROJECT:
 - a. Parish Project No. 17-OYS-37
 - b. TBS Project No 2017.0907
 - c. Title Oyster Bed Surge Protection in Lake Chien and Tambour

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	May 2, 2018
b. Type (Hourly, Lump Sum, %)	Lump Sum/T&M
c. Fees	
1. Total Estimated (Basic & Additional)	\$745,272.00 (Phase I)
2. Current Budgeted Level	\$665,272.00
3. Remaining to be earned at current budgeted level	\$151,214.57
4. Earned to date	\$514,057.43

4. PLAN PREPARATION STATUS:

a. Right-of-way	20%
b. Permits	80%
c. Soil Survey	100%
d. Field Survey	100%
e. Preliminary Plans	100%
f. Final Plans	95%
g. Estimated Bid Date	TBD
h. Estimated Cost of Construction	\$896,600.00 (PHASE I)

5. CONSTRUCTION STATUS:

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

6. REMARK

TBS has submitted final design plans for the overall project on August 19, 2021. CPRA has terminated the grant agreement. It is anticipated that a grant application for a larger project may be submitted. TBS is ceasing with professional services as directed by staff.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

November 10, 2021

1. PROJECT COORDINATOR Cy Toups

2. PROJECT:

- a. Parish Project No. Resolution 21-101
- b. TBS Project No 2021.0277
- c. Title NEPA Environmental Services for Eastside Public Safety Substation

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	April 2021
b. Type (Hourly, Lump Sum, %)	Lump Sum
c. Fees	
5. Total Estimated (Basic & Additional)	\$6,000.00
6. Current Budgeted Level	\$6,000.00
7. Remaining to be earned at current budgeted level	\$600.00
8. Earned to date	\$5,400.00

4. PLAN PREPARATION STATUS:

a. Right-of-way	N/A
b. Permits	30%
c. Soil Survey	N/A
d. Field Survey	N/A
e. Preliminary Plans	N/A
f. Final Plans	N/A
g. Estimated Bid Date	N/A
h. Estimated Cost of Construction	N/A

5. CONSTRUCTION STATUS:

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

6. REMARKS:

On September 16, 2021, TBS addressed HUD's comments on draft Phase I ESA and HUD Assessment Report. TBS will follow up with HUD on status of approval. TPCG provided a letter agreement to Staff to provide a wetland delineation and permitting acquisition. No action has been taken on these services at this time. TBS is anticipating a meeting with other design team and Staff to identify action items for moving forward.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

November 10, 2021

1. PROJECT COORDINATOR Paul Olivier

2. PROJECT:

- a. Parish Project No. N/A
- b. TBS Project No 2020.0775
 ROWS and Permitting for Country Estates Dr./St. Louis Bayou Bridge
- c. Title Replacement

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	September 16, 2020
b. Type (Hourly, Lump Sum, %)	Lump Sum
c. Fees	
9. Total Estimated (Basic & Additional)	\$27,600.00
10. Current Budgeted Level	\$27,600.00
11. Remaining to be earned at current budgeted level	\$2,820.00
12. Earned to date	\$24,780.00

4. PLAN PREPARATION STATUS:

a. Right-of-way	95%
b. Permits	N/A
c. Soil Survey	N/A
d. Field Survey	N/A
e. Preliminary Plans	100% (By LADOTD)
f. Final Plans	95% (By LADOTD)
g. Estimated Bid Date	N/A
h. Estimated Cost of Construction	N/A

5. CONSTRUCTION STATUS:

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

6. REMARKS:

TBS has submitted 95% final plans to LADOTD on August 17, 2021 and provided the final right of way maps to TPCG on August 19, 2021. TBS is currently addressing comments from LADOTD on 95% plans.



Wednesday, November 10, 2021

Item Title:

Ratify the Appointment of Mr. Corey Henry as the Houma Fire Department Fire Chief

Item Summary:

Consider the ratification of the appointment Mr. Corey Henry as the Houma Fire Department Fire Chief.
