PARISH COUNCIL

PARISH OF TERREBONNE

Jessica Domangue

CHAIRMAN

John Amedee

VICE-CHAIRMAN

DISTRICT 1

Brien Pledger

DISTRICT 2

Carl Harding

DISTRICT 3

Gerald Michel

DISTRICT 4

John Amedee



Robert J. Bergeron Gov't Tower Bldg. 8026 Main St., 2nd Floor Council Meeting Room Houma, LA 70360

AGENDA

Wednesday, June 14, 2023 6:00 PM Tammy E. Triggs,
COUNCIL CLERK
DISTRICT 5
Jessica Domangue
DISTRICT 6
Darrin Guidry

DISTRICT 7
Daniel Babin

DISTRICT 8

Dirk Guidry

DISTRICT9

Steve Trosclair

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

NOTICE TO THE PUBLIC: If you wish to address the Council, please complete the "Public Wishing to Address the Council" form located on either end of the counter and give it to either the Chairman or the Council Clerk prior to the beginning of the meeting. All comments must be addressed to the Council as a whole. Addressing individual Council Members or Staff is not allowed. Speakers should be courteous in their choice of words and actions and comments shall be limited to the issue and cannot involve individuals or staff related matters. Thank you.

ALL CELL PHONES 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

APPROVE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON MAY 10, 2023.

DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON MAY 24, 2023.

APPROVE ACCOUNTS PAYABLE BILL LISTS FOR 5/30/2023, 6/5/2023 & 6/12/2023

1. **GENERAL BUSINESS:**

- **A.** Confirm the adoption of Ordinance No. 9473 2023 Millages (with No Roll-Forward Provisions) originally adopted on May 10, 2023 as per state guidelines.
- **B.** Mr. Earl Eues, Terrebonne Office of Homeland Security and Emergency Preparedness Director, to give 2023 Hurricane Update.
- **C. RESOLUTION:** Supporting the Hache Grant Association, Inc. application to the FRTPL for the Bayou Terrebonne Trailhead Project.

2. COUNCIL MEMBERS REQUEST DISCUSSION OF:

A. Discussion and possible action regarding the removal of abandoned cable and/or phone lines owned by local service providers, including AT&T, Comcast, and Charter Communications.

3. PUBLIC WISHING TO ADDRESS THE COUNCIL:

A. As per speaker cards. (In accordance with **Sec. 2-07 (e)** of the Terrebonne Parish Home Rule Charter, the public will be heard and can speak for three (3) minutes on any matter related to parish government without discussion or questions and answers on non-agenda items)

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

- A. An ordinance to authorize the Parish President to execute on behalf of Terrebonne Parish Consolidated Government (TPCG) a lease agreement with the Terrebonne-Men's Carnival Club, Inc. for the former Agricultural Center at the Houma-Terrebonne Airport which will replace and extend the current lease of the former Agricultural Center at the Houma-Terrebonne Airport, to continue to provide for livestock and agricultural fair exhibits, rodeos, horse shows, and recreational events that are open to the public.

 1. Consider the adoption of the ordinance.
- **B.** An ordinance authorizing the Parish President to perform due diligence inspections and acquire on behalf of Terrebonne Parish Consolidated Government (TPCG) Terrebonne Parish Parcel Nos. 20809 and 208142, situated at 7910 Main Street, Houma, LA 70360 plus the parking lot situated at the corner of Roussell and Belanger Streets currently owned by Hancock Whitney Bank; authorizing the execution of any purchase agreements, act of sales, and any other documents necessary or reasonable to facilitate same; and authorizing the Parish President to execute on behalf of TPCG an agreement and any other necessary documents with the Louisiana Office of Community Development to obtain and facilitate funding for the purchase of said immovable property.
 - 1. Consider the adoption of the ordinance.
- **C.** An ordinance to approve an ad valorem tax exemption for Alexander Ryan Marine and Safety, LLC, Application No. 20200524-ITE.
 - 1. Consider the adoption of the ordinance.
- **D.** An ordinance to appropriate funds relative to and for the adoption of the operating and capital budgets for the Terrebonne Council on Aging, Inc.
 - 1. Consider the adoption of the ordinance.
- **E.** An ordinance to amend the 2023 Adopted Operating Budget of the Terrebonne Parish Consolidated Government for the following items and to provide for related matters:

I. Houma Police Dept., \$29,947 II. Houma Police Dept., \$495 III. Houma Fire Department, \$12,000 IV. Parish Transportation Fund, \$200,000 V. Section 8 Vouchers, \$1,268,784 VI. HUD CDBG Recovery, \$358,000

- VII. American Rescue Plan-FLOCK Cameras, \$250,000
- VIII. General Fund-Bisland Public Cemetery, \$52,400
- 1. Consider the adoption of the ordinance.
- **F.** An Ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, and rights-of-way for "Benjamin Estates, Phase 1;" energize and accept the streetlights and to incorporate "Benjamin Drive" and the extensions of "Calumet Street" and "Oakley Avenue" into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.

 1. Consider the adoption of the ordinance.
- **G.** An Ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, sewer, and rights-of-way for "Adley Oaks Subdivision, Phase B;" energize and accept the streetlights and to incorporate "Goldfinch Drive" and "Owl Drive" and the extensions of "Adley Avenue," "Oriole Street," and "Kingfisher Drive" into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.
 - 1. Consider the adoption of the ordinance.
- **H.** An Ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, gas, and rights-of-way for "West Manchester Subdivision, Addendum No. 3, Phase B;" energize and accept the streetlights and to incorporate the extension of "Exeter Run" into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.
 - 1. Consider the adoption of the ordinance.
- I. 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 7, Block D, Mechanicville, 115 King Street, Houma, Terrebonne Parish, Louisiana; Sylvester Warren, Jr., applicant.
 - 1. Consider the adoption of the ordinance.
- **J.** An ordinance to amend the zoning map of the Parish of Terrebonne so as to Rezone from OL (Open Land) to I-1 (Light Industrial), Tract B of Danos Properties, LLC, 1865 Valhi Boulevard, Terrebonne Parish, Louisiana; Danos Properties, LLC, applicant.
 - 1. Consider the adoption of the ordinance.

4. **COMMITTEE REPORTS:**

- **A.** Accept the minutes of the Terrebonne Parish Sales and Use Tax Advisory Board meeting dated May 23, 2023 and consider ratification of actions relative to the:
 - 1) Recommendation to accept the 2022 Financial Audit Report as prepared by Bourgeois Bennett, LLC.
- **B.** Budget and Finance Committee, 06/12/23,*
- C. Community Development and Planning Committee, 06/12/23* **
- **D.** Public Services Committee, 06/12/23*
- E. Policy, Procedure and Legal Committee, 06/12/23* (Ratification of minutes call public hearings *on Wednesday, June 28, 2023, at 6:30 p.m. and **on July 26, 2023, at 6:30 p.m.))

5. STREET LIGHTS:

A. Lights installations, removals and/or activations.

6. MONTHLY ENGINEERING REPORTS:

A. T. Baker Smith

7. APPOINTMENTS TO VARIOUS BOARDS, COMMITTEES AND COMMISSIONS:

- **A.** Recreation District No. 7 Board: One (1) expiring term on 06-24-23. Mr. Donald Tivet expresses his interest in being reappointed.
- **B.** Consolidated Waterworks: One (1) expiring term on 06-30-23. (Representing Council District No. 8) Mr. Patrick D. Marcel submits application and resume for consideration.

8. VACANCIES TO VARIOUS BOARDS, COMMITTEES AND COMMISSIONS:

A. RECREATION DISTRICT NO. 2,3 BOARD: One (1) vacancy due to a resignation.

RECREATION DISTRICT NO. 6 BOARD: One (1) expiring term on 07-31-23 and one (1) expired term

RECREATION DISTRICT NO. 11 BOARD: One (1) expiring term on 07-01-23. **TERREBONNE GENERAL MEDICAL CENTER/HOSPITAL SERVICE DISTRICT NO. 1 BOARD:** Three (3) expiring terms on 07-31-23.

9. ANNOUNCEMENTS:

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

10. STAFF REPORTS:

- A. ADD-ON: "Amend the NAACP Youth Council Juneteenth Celebration Cosponsorship to include a request for insurance coverage."
 - 1. Motion to add-on.
 - 2. Call for public comments on adding item.
 - 3. Close call for public comments and vote on motion.
 - 4. Discuss and/or take action.

11. ADJOURN

Category Number: Item Number:



Wednesday, June 14, 2023

Item Title: INVOCATION			
Item Summary: INVOCATION			

Category Number: Item Number:



Wednesday, June 14, 2023

Item Title:

PLEDGE OF ALLEGIANCE

Item Summary:

PLEDGE OF ALLEGIANCE



Wednesday, June 14, 2023

Item Title:

APPROVE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON MAY 10, 2023

Item Summary:

APPROVE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON MAY 10, 2023.



Wednesday, June 14, 2023

Item Title:

DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON MAY 24, 2023

Item Summary:

DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON MAY 24, 2023.

Category Number: Item Number:



Wednesday, June 14, 2023

Item Title:

Accounts Payable Bill Lists for 5/30/2023, 6/5/2023 & 6/12/2023

Item Summary:

APPROVE ACCOUNTS PAYABLE BILL LISTS FOR 5/30/2023, 6/5/2023 & 6/12/2023

ATTACHMENTS:

Description Upload Date Type

Accounts Payable Bill Lists for 5/30/2023, 6/6/2023 & 6/12/2023

Executive Summary



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

ACCOUNTS PAYABLE BILL LISTS FOR 5/30/2023, 6/5/2023 & 6/12/2023

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

Signature

	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						June 6	5, 2023		

Date



Wednesday, June 14, 2023

Item Title:

Confirming the Adoption of Ordinance No. 9473 – 2023 Millages (with No Roll-Forward Provisions)

Item Summary:

Confirm the adoption of Ordinance No. 9473 - 2023 Millages (with No Roll-Forward Provisions) originally adopted on May 10, 2023 as per state guidelines.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	6/7/2023	Executive Summary
Backup Material	6/7/2023	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Confirming the Adoption of Ordinance No. 9473 – 2023 Millages (with No Roll-Forward Provisions)

PROJECT SUMMARY (200 WORDS OR LESS)

Confirm the adoption of Ordinance No. 9473 – 2023 Millages (with No Roll-Forward Provisions) originally adopted on May 10, 2023 as per state guidelines.

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

TOTAL EXPENDITURE							
N/A							
	AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)						
		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
COUNC	CIL ST	AFF				06/07	/2023		
Signature						Date			

JESSICA DOMANGUE, CHAIRWOMAN

DISTRICT 1 **BRIEN PLEDGER DISTRICT 3 GERALD MICHEL** DISTRICT 5 JESSICA DOMANGUE DISTRICT 7 **DANIEL BABIN** DISTRICT 9 STEVE TROSCLAIR



JOHN AMEDÈE, VICE-CHAIRMAN

DISTRICT 2 CARL A. HARDING **DISTRICT 4** JOHN P. AMEDÉE **DISTRICT 6** DARRIN W. GUIDRY, SR. DISTRICT 8 DIRK J. GUIDRY **COUNCIL CLERK** TAMMY E. TRIGGS

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 ttriggs@tpcg.org www.tpcg.org

May 12, 2023

MEMO TO:

Honorable Gordon E. Dove

Parish President

FROM:

Tammy E. Thiggs Council Clerk

RE:

2023 Millage Rate(s) - No - Roll Forward Provisions

Attached is a copy of Ordinance No. 9473 which adopts the millage rate(s) (with no roll forward) to be levied on all property subject to taxation for the year 2023.

By copy of this memo, the appropriate staff members are being advised of this action. In addition, the Louisiana Legislative Auditor's Office is being provided with copies of said ordinance. Should you have any questions regarding this matter, feel free to contact me.

/tet

Attachment

cc: Ms. Kandace Mauldin, Chief Financial Officer Ms. Kayla Dupre, Comptroller Parish Assessor Loney Grabert Ms. Jami Bennett, Millages and Resolution Parish Attorney Julius Hebert Mrs. Leilani Adams, Parish President's Secretary Council Reading File

OFFERED BY: MR. D. BABIN

SECONDED BY: MR. D. W. GUIDRY, SR.

ORDINANCE NO. 9473

BE IT ORDAINED, that the following millages are hereby levied on the 2023 tax roll on all property subject to taxation by the Terrebonne Parish Consolidated Government:

MILLAGES

Drainage Bonds	0.58 Mills
Road & Bridge Bonds	0.58 Mills
Sewerage Tax Bonds	0.59 Mills
General Alimony (Outside)	3.03 Mills
General Alimony (Inside)	1.51 Mills
City Ad Valorem Tax	6.20 Mills
City of Houma – Fire	5.08 Mills
City of Houma – Police	5.08 Mills
Drainage Tax – Maintenance	7.15 Mills
Sanitation District – Maintenance	9.97 Mills
Terrebonne Arc – Maintenance	5.21 Mills
Council on Aging	7.50 Mills
Mental Health Center	0.42 Mills
Health Unit	0.66 Mills
Recreation Tax	2.21 Mills
Road District #6	0.82 Mills
Road Lighting District #1	3.50 Mills
Road Lighting District #2	1.75 Mills
Road Lighting District #3	2.25 Mills
Road Lighting District #4	2.50 Mills
Road Lighting District #5	2.50 Mills
Road Lighting District #6	3.50 Mills
Road Lighting District #7	4.00 Mills
Road Lighting District #8	2.25 Mills
Road Lighting District #9	3.00 Mills
Road Lighting District #10	4.75 Mills
Juvenile Detention Center	0.96 Mills
Youth Center / Juvenile Justice	0.94 Mills

BE IT FURTHER ORDAINED that the proper administrative officials of the Parish of Terrebonne, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2023, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

The foregoing ordinance was read in full; the roll was called on the adoption thereof, and the ordinance was adopted by the following votes:

THERE WAS RECORDED:

YEAS: S. Trosclair, B. Pledger, G. Michel, J. Amedée, J. Domangue, D. W. Guidry, Sr., D. Babin, and D. J. Guidry.

NAYS: None.

NOT VOTING: None. ABSTAINING: None. ABSENT: C. Harding.

The Chairman declared the ordinance adopted on this the 10th day of May 2023.

* * * * * * * *

JESSICA DOMANGUE, CHAIRWOMAN TERREBONNE PARISH COUNCIL MMY E. TRIGGS

TAMMY E. TRIGGS
COUNCIL CLERK
TERREBONNE PARISH COUNCIL

Date and Time Delivered to Parish President:

Approved Vetoed

Gordon E. Dove, Parish President Terrebonne Parish Consolidated Covernment

Date and Time Returned to Council Clerk:

I, TAMMY E. TRIGGS, 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 May 10, 2023, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS 11<u>TH</u> DAY OF <u>MAY</u>, 2023.

TAMMY E. TRIGGS COUNCIL CLERK

TERREBONNE PARISH COUNCIL

Category Number: 1. Item Number: B.



Wednesday, June 14, 2023

Item Title:

Hurricane Update 2023

Item Summary:

Mr. Earl Eues, Terrebonne Office of Homeland Security and Emergency Preparedness Director, to give 2023 Hurricane Update.

ATTACHMENTS:

DescriptionUpload DateTypeExecutive Summary6/5/2023Cover Memo



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

2023 Hurricane Update

PROJECT SUMMARY (200 WORDS OR LESS)

Mr. Earl Eues, Terrebonne Office of Homeland Security and Emergency Preparedness Director, to give 2023 Hurricane Update.

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	
Jessica Domangue					06/01/2023					
Signature							Date	2		



Wednesday, June 14, 2023

Item Title:

RESOLUTION: In Support of Hache Grant Association Application for Trailhead Project

Item Summary:

RESOLUTION: Supporting the Hache Grant Association, Inc. application to the FRTPL for the Bayou Terrebonne Trailhead Project.

<u>ATTACHMENTS</u>	:
--------------------	---

Description	Upload Date	Type
Executive Summary	6/9/2023	Executive Summary
Resolution	6/9/2023	Resolution
Backup Material #1	6/9/2023	Backup Material
Backup Material #2	6/9/2023	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

RESOLUTION In Support of Hache Grant Association Application for Trailhead Project

PROJECT SUMMARY (200 WORDS OR LESS)

RESOLUTION: Supporting the Hache Grant Association, Inc. application to the FRTPL for the Bayou Terrebonne Trailhead Project.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

N/A

TOTAL EXPENDITURE							
N/A							
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)							
	4	<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
Jessica	/Dom	angu	æ			06/08	/2023		
Sig	nature					Date			

OFFERED BY: SECONDED BY:

RESOLUTION NO. 23-___

A resolution in support of the Hache Grant Association, Inc. application to the FRTPL for the Bayou Terrebonne Trailhead Project.

WHEREAS, the Developing a Reliable and Innovative Vision for the Economy (DRIVE) Transportation Act provides funds to the State of Louisiana for grants to federal, state, local government agencies, non-profit organizations and commercial entities to acquire, develop and/or maintain motorized and non-motorized trails; and

WHEREAS, the FHWA Recreational Trails Program for Louisiana (FRTPL) has been delegated the responsibility for the administration of the program within the state and setting up necessary procedures governing project application under the program; and

WHEREAS, these regulations require an application to have a resolution of support from the local governmental body of the jurisdiction in which the proposed project is located.

NOW, THEREFORE BE IT RESOLVED, that the Terrebonne Parish Council, on behalf of Terrebonne Parish Consolidated Government, does hereby endorse and support the application being submitted to the FRTPL by the Hache Grant Association, Inc.

THERE WAS RECORDED:

YEAS: B. Pledger, C. Harding, G. Michel, J. Amedée, J. Domangue, D. W. Guidry, Sr., D. Babin, D. J. Guidry, and S. Trosclair.

NAYS: None.

NOT VOTING: None. ABSTAINING: None. ABSENT: None.

The Chairwoman declared the resolution adopted on this the 14nd day of June 2023.

I, TAMMY E. TRIGGS, 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 Assembled Council in Regular Session on June 14th, 2023, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS 14<u>TH</u> DAY OF <u>JUNE 2023.</u>

TAMMY E. TRIGGS COUNCIL CLERK

TERREBONNE PARISH PADDLE LOOP TRAILHEAD 1: DOWNTOWN HOUMA



MAIN ST.



TRAILHEAD #1
7860 W. PARK AVE.
DOWNTOWN HOUMA

PARISH PADDLE LOOP

PRESQUILE ISLE LOOP

• POTENTIAL ACCESS POINTS

INTRACOASTAL WATERWAY

FHWA Recreational Trails Program For Louisiana

Application

\$1,517,643 Available for Trail Grants for 2023

The Recreational Trails Program (RTP) is an assistance program of the US Department of Transportation's Federal Highway Administration (FHWA) administered for the State of Louisiana by the Department of Culture Recreation and Tourism, Office of State Parks, Louisiana Recreational Trails Program with assistance from the Louisiana Department of Transportation and Development.

Submit application (one original) to:

Louisiana Department of Culture, Recreation and Tourism
Office of State Parks
Division of Outdoor Recreation
FHWA Recreational Trails Program for Louisiana
1051 North Third Street, Suite 307
Baton Rouge, LA 70802-5239
P. O. Box 44426
Baton Rouge, LA 70804-4426

mdomingue@crt.la.gov

Applications are due in our office or postmarked by July 1, 2023 (if a holiday, the first business day after). FAX or email copies will not be accepted. Please call (225) 342-4435 (before March 1, 2023) and speak to Michael for further instructions if planning to submit an application in 2023 for 2024 awards.

Recreational Trails Program Application & Application Brief

- Project must be completed within one year after the signature date of the Letter of Commitment Agreement.
- ♦ The FHWA Recreational Trails Program for Louisiana (FRTPL) is an 80/20 reimbursable (we reimburse sponsors 80% of eligible costs) matching grant program. The sponsor match can be either cash or value of documented contributions of land, material, equipment, labor or services.
- ♦ The minimum (federal share) grant is \$10,000 and the target award is \$100,000 for non-motorized projects. The minimum (federal share) grant is \$20,000 and the maximum is \$419,990 for motorized projects.
- Grant funding may be provided to non-profit, governmental or certain commercial entities.
- Grant funding can be used for the entire trail project or a component (trail tread, bridge or boardwalk, trailhead, trailside, etc.) of the trail.
- Projects will be selected based on criteria developed by the FRTPL Advisory Committee and the FRTPL Administrator in compliance with federal regulations.
- ♦ Applicants with incomplete applications, unfinished grants or a poor record of execution in previous grants, or recently funded projects in their parish, shall be penalized in the application review process.
- ◆ Projects will be funded in conformance with the 30/30/40% FHWA funding structure that requires a minimum of 30% funding of motorized trails, 30% funding of non-motorized trails and 40% to be used at the discretion of the FRTPL Administrator in accordance with federal guidelines.
- ♦ Selected projects will be included in the FRTPL submission to DOTD for environmental clearance and the FHWA for funding approval. Upon receipt of DOTD clearance and the FHWA approval and prior to the beginning of any project, a commitment agreement must be signed by the grantee/project sponsor and FRTPL and a notice to proceed letter from FRTPL will be sent to the grantee/project sponsor to explain the grantee/project sponsor responsibilities and the request for payment criteria.
- ◆ Upon receipt and approval of a fully executed commitment agreement, the grantee/project sponsor may initiate site development, procurement of materials and/or services, and all other activities to complete the project. Costs incurred by the grantee/project sponsor **prior** to receipt of a fully executed agreement and notice to proceed **will not be reimbursed.**

Recreational Trails Program

The FRTPL is a state-administered, federal aid grant program (see CFDA RTP 20.219) funded by the National Recreational Trails Fund Act (NRTFA) of 1991 and extended by the Fixing America's Surface Transportation Act, or "FAST Act", of 2015 which will provide funding for our nation's critical transportation infrastructure including for the purpose of providing and maintaining recreational trails and trails-related facilities. The program is administered at the national level by the US Department of Transportation, Federal Highway Administration (FHWA) in consultation with the US Department of the Interior and at the state level in Louisiana by the Lieutenant Governor's Office/Department of Culture, Recreation and Tourism, Office of State Parks, Division of Outdoor Recreation, Recreational Trails Program with assistance from the Louisiana Department of Transportation and Development. NRTFA was established to redirect tax revenues generated from the sale of motor fuel used for off-highway recreational purposes to both motorized and nonmotorized recreational trails and facility improvements.

This program will provide the opportunity to generate innovative solutions for issues facing motorized and nonmotorized trail users and managers in Louisiana. The program will encourage trail projects that work in partnership with trail-user groups, volunteer groups, the business community, AmeriCorps, tribal entities, and local, state, and federal agencies to develop projects that benefit the various modes of trail uses in a safe and satisfying manner with an emphasis on public health and active transportation.

Applicant Match

This is a reimbursement program. Therefore, the grant recipient must pay 100% of the cost of an eligible item before submitting a request for reimbursement for 80% of that eligible cost. For example,

\$10,000 in eligible costs submitted

X 80%
= \$8,000 reimbursed to grant recipient.

The program encourages the donation of private funds, land and/or right-of-way, materials and services at fair market value to be counted toward the match. However, donations of existing state or local government right-of-way, materials, or services cannot be credited toward the local match.

Reimbursements will be made **only for those scope items that were listed in the approved application and subsequent approved grant amendments**. Normally, requests for reimbursements are processed and funds are dispersed within two to four weeks.

FHWA Recreational Trails Program for Louisiana (FRTPL) Advisory Committee

The FRTPL Advisory Committee was first convened on September 25, 1996 to identify the major trail issues facing the state. The committee is comprised of both motorized and nonmotorized trail users as well as local, state and federal governmental and nonprofit stakeholder entities. Its structure and composition shall be determined by it in consultation with the FHWA and the FRTPL Administrator. The following groups and agencies are currently represented on the board: the FHWA, the National Park Service, the US Forest Service, the Louisiana Paddlers, the Plaquemines Parish Off Road Committee, Transportation Recreation Activities in Louisiana (T.R.A.I.L.), the LA Department of Wildlife & Fisheries, the LA Department of Culture Recreation & Tourism, the New Orleans Mountain Biking Organization, the LA Department of Transportation & Development, the South Louisiana Trailblazers, and the Louisiana Equine Council.

Trail Planning Requirement

The intent of the National Recreational Trails Fund Act states that the funds should be used for trails and trail-related projects which have been planned and developed under existing laws, policies, and administrative procedures within Louisiana. The projects should further a specific trail-related goal in the current Louisiana

Statewide Comprehensive Outdoor Recreation Plan (SCORP) or in a local/regional strategic and/or comprehensive plan. The SCORP identifies trails and trails development as one of Louisiana's top five priorities and strategies. The strategy is to develop all types of trails- urban corridor trails, multi-use trails, scenic trails, off-road vehicle trails, nature trails, dedicated use trails, levee trails, rail trails, bike and pedestrian trails, paddling trails, equine trails, etc. In general, trails provide safe methods of alternative and active transportation, connections to community recreation, opportunities for passive recreation and universal access to recreation. Specific goals are to promote exercise and physical fitness through recreation in our great outdoors and increased utilization of outdoor recreation areas.

Permitted Grant Uses:

A grant recipient may use funds received under this program on actual trail or trail-related projects such as:

- Construction of new trails on federal, state, parish, municipal or private lands (with certain requirements) where a recreational need for such construction is shown.
- Redesign, reconstruction, non-routine maintenance, or relocation of trails in order to mitigate and minimize the impact to the natural environment.
- Surveying, structural design or engineering, inspection, testing or GPS mapping when included with trail development (not to exceed 5% of grant).
- Trail development and renovation activities such as: subgrade preparation, base course installation, soil sterilization, earthwork, erosion control, revegetation, natural and hardened surfacing, and installation of culverts/drainage structures, low-water crossings, bank improvements, retaining walls, guard/hand rails and toe rails.
- Ramps, bridges and/or boardwalks constructed, repaired, or replaced to provide an integral link along a trail and to provide connections between trails.
- Development of trailside and trailhead facilities. This includes trail components or associated facilities which serve the purpose and safe use of the recreational trail, and may include, but are not limited to, the following: drainage, crossings, stabilization, parking, signage, kiosks, lighting, shelters, hitching rails, outdoor /street furniture, bike racks, access controls, gates and fencing, motorized access barriers, water and restroom facilities.
- Providing access and use of trails to persons with disabilities.
- Acquisition of easements for trails or for trail corridors identified in a trail plan.
- Acquisition of fee simple title to trail right-of-way (ROW) property from a willing seller when the objective of the acquisition cannot be accomplished by acquisition of an easement or by other means.
- Construction of new trails crossing federal or state lands where such construction is approved by the
 administering agency of the state and/or the federal agency or agencies charged with management of all
 impacted lands. Such approval to be contingent upon compliance by the federal agency with all applicable
 laws, including the National Environmental Policy Act and the Forest and Rangeland Renewable Resources
 Planning Act of 1974, and the Federal Land Policy and Management Act.

Grant Uses Not Permitted:

A grant recipient may not use monies received under this program for:

- Planning or environmental documentation.
- Condemnation of any kind of interest in property.
- Construction of new trails for motorized use on national forest land that has been recommended for wilderness designation.
- Road construction, sidewalks (on side of roads or streets) except to connect trails and trail elements, gardening/landscaping, park acquisition, playground equipment and spray parks.
- Other items may be subject to review.

Specific Recommendations for All Projects

Projects selected for funding shall:

- Plan for the needs of the widest variety of trail users and accommodate them safely.
- o Follow guidelines of the Americans with Disabilities Act (ADA) in providing for trail access and consider the needs of the elderly and families with small children.
- Further a trail-related goal in the Statewide Comprehensive Outdoor Recreation Plan (SCORP) or local/regional strategic/comprehensive plan.
- o Include a commitment for maintenance and long-term public access.
- Have written permission and support of land manager(s).
- o Include a commitment to starting and completing the project quickly and efficiently.
- o Provide for trail construction and use in a manner sensitive to the environment.
- o Include a resolution of support (see enclosed examples) from the applicant/project sponsor and/or local government where the trail is located.
- o If the applicant/project sponsor is not a local government, the applicant/project sponsor must get a resolution (in addition to their own council, board, etc. resolution) of support from the local government in which the project site is located.
- o Solicit Disadvantaged Business Enterprises (DBE) when contracting out work.

Project Number (office use only)):
Federal	

Louisiana Recreational Trails Program

Project Application

General Information:

1. Amount Requested: \$100,000.00 2. Total Cost of Trail Project: \$125,000.00
(Column A in Budget) (Column $A + B + C$ in Budget)
3. Trail Project Sponsor: Hache Grant Association, Inc.
4. Type of Sponsor:Federal AgencyState AgencyLocal AgencyxNon-profit Organization
Partnership (more than one explain) or Other:
5. Tax ID No.: 86-23222428 DUNS No.:TBD DOA Vendor Registration No.:TBD
SAM Unique Entity Identifier:TBD SAM UEI Expiration Date:TBD
6. Sponsor Address: 8043 Main Street Houma, LA Zip Code (nine-digit): 70360-4474
7. Sponsor Contact / Responsible Charge: Noah Lirette, Hache Grant Association President
Phone Number: Fax Number:
Mobile Number: 985-856-3106 Email address: noah@btdistillers.com
8. Trail Project Name: Bayou Terrebonne Trailhead
9. Parish Where Trail Is Located: Terrebonne 10. Congressional District: 1st
11. State Representative: Jerome Zeringue State Senator: Michael Fesi
12. Land Classification:x_PublicPrivateCombination (explain):
13. Ownership: (Who will own and maintain the completed project?) Terrebonne Parish Consolidated Government
14. Does this project link to or is it an integral part of any other trail(s)?x_YesNo If yes, explain: The Terrebonne Parish Paddle Loop will connect to TPCG's Downtown Fitness Trail as described in its 2023

The Terrebonne Parish Paddle Loop will connect to TPCG's Downtown Fitness Trail as described in its 2023 Main Street Corridor Master Plan, a DOTD walking trail located at Houma Heights Park, The Bayou State Trail, TPCG's Southdown Loop Bicycle Loop and link to the Marguerite Moffett Audubon Sanctuary Boardwalk.

15. Project Location * (give physical address with nine digit zip code and directions to site from nearest marked intersection):

The Terrebonne Parish Paddle Loop Trailhead is at 7860 Park Ave, Houma, LA 70360-4474 on the north bank of Bayou Terrebonne in between the Church and Roussell Street bridges.

* Application must include a Site Plan, Map (printed) precisely identifying the project location (showing nearest marked intersection) and a Vicinity Map showing the surrounding area / neighborhood.

15a. GPS Coordinat	es of entrance to proj	ect: 29.598013, -90.721477		
x Padd		Hiking/Walking ATV/Motorcycle/OHV		
Non-routine Trailside/trai Acquisition:	Maintenance: ilhead facilities: easement	of the following that appli Restoration 90ft New Trail C	(usage damage): construction: mple	
18. Application Type	e: (check only one) _x	Construction Ma	aintenance E	ducation
accomplished under section reflecting the The Hache Grant Asbank improvements HGA will work with from the Floating De Parish Paddle Loop, to all of the parish's "Louisiana's Bayou and subsequent laur deficiency, utilize na	this project and how a trail surface to be constructed to the ties of the decoration will constructed for the ties in and instructed for the decoration of the decoration of the ties of t	constructed (describe in continuous the work will be done; if a constructed): act a floating paddle dock/latell adequate street furnituresign and build. HGA will ale, LA. This site will serve a teshwater trail beginning in terminating back at the trail ne Parish offers little public ferrebonne Parish Paddle Lecreational activity, boost enter will consist of 90ft of floating the consist of 90ft of floating the consist of 90ft of floating the work will be done; if a construction work will be done with the work wi	aunch dock, undert re/shelter for public acquire the dock/lau is the trailhead of the Downtown Houma head. Although known access to paddlers. accop will remedy the conomic developme	ake the necessary e ease of use. The unch components ne Terrebonne , linking paddlers own as This trailhead, at paradoxical nt in the area and
two paddle launches	_	nk to dock, public seating o	C	- 1
20. Time Table (give Start timeframe	e a proposed timetable	e for the accomplishment of	f this work):	
	Start Date (mm/yy)	Scope of work to be accom		n)
Phase I:	06/24	Engage Contractor/Order		
Phase II:	08/24	Prepare Site/Make Bank I	_	
Phase III:	10/24	Install and Tie-In Paddle		
Phase IV:	01/24	Install Signage/Outdoor F		
Final Phase:	03/24	Bring Amenity into Public	: Use/Donate to Par	ish

21. Estimated Project Budget (Add lines as necessary. Costs not specifically detailed below will not be eligible for reimbursement.):

ie for reiliburs	sement.):			
		(A) Grant Request	(B) Sponsor Cash	(C) In-Kind Match*
	Design, Surveying, Engineering, on, Testing and/or GPS mapping:			
Project Drawings	3	\$0	\$1,250	\$0
Rental (of equip to be pu	Fools and Equipment purchase or identify specific type and model oment, and whether it is proposed rchased or rented; purchases will allowed for maintenance):			
N/A		\$0	\$0	\$0
•	Material / Supplies Costs use, material, quantity):			
Floating Dock/B	ank Improvement Material	\$52,500	\$11,875	\$0
type of hours of	Direct Labor Costs (specify work to be performed, estimated each type of work, and ted hourly rate to be paid for each work):			
N/A		\$0	\$0	\$0
(specify estimate anticipa type of for office	Administrative/Support Costs type of work to be performed, and hours of each type of labor, and ted hourly rate to be paid for each labor; specify items to be purchased re/administrative supplies, quantity item, and anticipated cost per unit):			
N/A		\$0	\$0	\$0
Eligible Item 6:	Land Acquisition (easement cost or purchase price, by parcel):			
N/A		\$0	\$0	\$0
Eligible Item 7:	Construction Services (specify work to be done, by pay item and quantities of each pay item):			
Bank Improveme	ent Construction/Dock Installation	\$47,500	\$11,875	\$0
Eligible Item 8:	Other Costs (specify individual items not covered above, and quantity and unit cost per item; should not be used as a contingency line):			

N/A	TOTALS	\$0 \$100,000	\$0 \$25,000	\$0 \$0
		(A)	(B)	(C)

A = Amount Requested (1. on page 1): not to exceed 80% of the Total Cost of the Project.

 $\mathbf{A} + \mathbf{B} + \mathbf{C} = \text{Total Cost of the Project (2. on page 1)}$

 $\mathbf{B} + \mathbf{C} = \text{Total Matching Funds } (2. -1. \text{ on page 1}): \text{ must}$ be, at least, 20% of the Total Cost of the Project.

22. Socioeconomic Issues: Will the proposed project negatively impact any of the following? (circle answer No or Yes and if Yes, explain)

a. Health/Education Facilities	<mark>No</mark>	Yes	explain:
b. Emergency Service Providers	No	Yes	explain:
c. Handicapped, Minorities, Elderly	No	Yes	explain:
d. Economic Activity	No	Yes	explain:
e. Public Utilities	No	Yes	explain:
f. Local Tax Base	No	Yes	explain:
g. Residential Areas	No	Yes	explain:
h. Environment	No	Yes	explain:

Additional Documentation Required:

Applications approved for funding may require additional documentation prior to issuance of a fully executed Letter of Commitment Agreement by the DCRT Office. It is the responsibility of the applicant to secure the required documentation, permits, etc. and submit them to the DCRT office.

Please check the appropriate ones that may apply to this project.

Work on Public Lands x____

Organizations and individuals receiving grant approval for work on public lands will be required to enter into a separate agreement with the land owner agency(s) to undertake the work. Approval by the land manager for long-term commitment of property will also be required. (See separate form.)

Work on Private Lands ____

Any grant recipient receiving approval for work on private lands must enter into an easement or other legally binding agreement that ensures public access to the recreational trail. The owner of the private land must provide

^{*}Definition of in-kind match: Value of <u>donated</u> equipment, material, services or volunteers. *Properly documented administrative staff time and overhead may be counted as in-kind services, provided that it is reflected above and approved in connection with this Project Application.*

a signed statement stipulating that they are willing to ensure public access to the trail improvements funded by the grant. (See separate form.)

Federal Requirements x____

Grant recipients receiving approval to acquire an easement or purchase land in fee simple will be required to comply with the terms of TITLE II and TITLE III of the Uniform Relocation Assistance and Real Property Acquisition Policy Act of 1970 and the applicable requirement and procedures implementing such Act and other provisions of federal laws and executive orders as identified under the project agreement and general provisions.

Documentation necessary for compliance with the National Environmental Policy Act (NEPA) and other Federal environmental laws, regulations, and executive orders must be provided prior to project approval under the Recreational Trails Program. It should be expected that most trail projects would qualify as Categorical Exclusions (CE) under NEPA. Each project, however, shall be reviewed by FHWA/DOTD to assure that is does not have a significant negative impact on the environment. A letter of approval from FHWA/DOTD shall be written before DCRT shall execute a Letter of Commitment Agreement with a project sponsor/grantee. All permits are the responsibility of the project sponsor.

Category Number: 2. Item Number: A.



Wednesday, June 14, 2023

Item Title:

Removal of Abandoned Cable and/or Phone Lines by Local Service Providers

Item Summary:

Discussion and possible action regarding the removal of abandoned cable and/or phone lines owned by local service providers, including AT&T, Comcast, and Charter Communications.

ATTACHMENTS:

Description Upload Date Type

Executive Summary 6/5/2023 Executive Summary



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Removal of Abandoned Cable and/or Phone Lines by Local Service Providers

PROJECT SUMMARY (200 WORDS OR LESS)

Discussion and possible action regarding the removal of abandoned cable and/or phone lines owned by local service providers, including AT&T, Comcast, and Charter Communications.

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
Steve T	roscli	air				06/01	/2023		
Sig	nature					Date			

Category Number: 3. Item Number: A.



Wednesday, June 14, 2023

Item Title:

Speaker Cards

Item Summary:

As per speaker cards. (In accordance with **Sec. 2-07 (e)** of the Terrebonne Parish Home Rule Charter, the public will be heard and can speak for three (3) minutes on any matter related to parish government without discussion or questions and answers on non-agenda items)



Wednesday, June 14, 2023

Item Title:

Ordinance for Lease Agreement with the Terrebonne-Men's Carnival Club, Inc. for the former Agricultural Center

Item Summary:

An ordinance to authorize the Parish President to execute on behalf of Terrebonne Parish Consolidated Government (TPCG) a lease agreement with the Terrebonne-Men's Carnival Club, Inc. for the former Agricultural Center at the Houma-Terrebonne Airport which will replace and extend the current lease of the former Agricultural Center at the Houma-Terrebonne Airport, to continue to provide for livestock and agricultural fair exhibits, rodeos, horse shows, and recreational events that are open to the public.

1. Consider the adoption of the ordinance.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	5/15/2023	Executive Summary
Ordinance	5/15/2023	Ordinance
Cooperative Endeavor Lease Agreement between TPCG and Terrebonne-Men's Carnival Club, Inc.	5/15/2023	Backup Material



EXECUTIVE SUMMARY

PROJECT TITLE

Introduce an Ordinance to Authorizing the Parish President (or Administration) to execute on behalf of Terrebonne Parish Consolidated Government (TPCG) a Lease Agreement with the Terrebonne-Men's Carnival Club, Inc. for the former Agricultural Center at the Houma-Terrebonne Airport which will Replace and Extend the Current Lease of the Former Agricultural Center at the Houma-Terrebonne Airport, to Continue to Provide for Livestock and Agricultural Fair Exhibits, Rodeos, Horse Shows, and Recreational Events that are Open to the Public; and call a Public Hearing on Wednesday, June 14, 2023 at 6:30 p.m.

PROJECT SUMMARY (200 WORDS OR LESS)

TPCG leases the premises known as the former Agricultural Center to the Terrebonne-Men's Carnival Club, Inc. (Krewe of Hercules) for local livestock and agricultural events, and its current lease expires March 1, 2024.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

TPCG believes an additional 10-year lease for the same purposes will continue to substantially benefit recreational opportunities in Terrebonne Parish and facilitate local livestock and agricultural fair exhibits, rodeos, horse shows, and recreational events that are open to the public. TPCG finds that its expenditure according to the terms of this cooperative endeavor lease agreement, taken as a whole, is not gratuitous, and that it has a demonstrable, objective, and reasonable expectation of receiving at lease equivalent value in exchange for the expenditure of its public funds.

		TO	TAL EXPENDITURE	
		AMOUNT SH	OWN ABOVE IS: (CIRC	CLE ONE)
		ACTUAL		ESTIMATED
		IS PROJECTALE	READY BUDGETED: (C	IRCLE ONE)
N/A	NO	YES	IF YES AMOUNT BUDGETED:	

	COU	NCIL D	ISTRIC	CT(S) II	MPACT	ED (CII	RCLE ON	E)	
PARISHWIDE	1	2	3	4	5	6	7	8	9

Mike Toups, Parish Manager

5 \15 \Z3

OFFERED BY:		
SECONDED BY:		
	ORDINANCE NO.	

AN ORDINANCE TO AUTHORIZE THE PARISH PRESIDENT (OR ADMINISTRATION) TO EXECUTE ON BEHALF OF TERREBONNE PARISH CONSOLIDATED GOVERNMENT (TPCG) A LEASE AGREEMENT WITH THE TERREBONNE-MEN'S CARNIVAL CLUB, INC. FOR THE FORMER AGRICULTURAL CENTER AT THE HOUMA-TERREBONNE AIRPORT WHICH WILL REPLACE AND EXTEND THE CURRENT LEASE OF THE FORMER AGRICULTURAL CENTER AT THE HOUMA-TERREBONNE AIRPORT, TO CONTINUE TO PROVIDE FOR LIVESTOCK AND AGRICULTURAL FAIR EXHIBITS, RODEOS, HORSE SHOWS, AND RECREATIONAL EVENTS THAT ARE OPEN TO THE PUBLIC.

WHEREAS, TPCG is authorized by La. R.S. 33:4552 to "dedicate and set apart for use... for other recreation purposes, any lands or buildings owned or leased by the municipality or parish, and not dedicated to another and inconsistent public use [and] provide for their equipment, maintenance and conduct... by making an appropriation therefor from any available funds";

WHEREAS, TPCG leases the premises known as the former Agricultural Center to the Terrebonne-Men's Carnival Club, Inc. (Krewe of Hercules) for local livestock and agricultural events, and its current lease expires March 1, 2024; and

WHEREAS TPCG believes an additional 10-year lease for the same purposes will continue to substantially benefit recreational opportunities in Terrebonne Parish and facilitate local livestock and agricultural fair exhibits, rodeos, horse shows, and recreational events that are open to the public; and

WHEREAS, TPCG finds that its expenditure according to the terms of this cooperative endeavor lease agreement, taken as a whole, is not gratuitous, and that it has a demonstrable, objective, and reasonable expectation of receiving at lease equivalent value in exchange for the expenditure of its public funds; and

WHEREAS, a copy of the proposed 10-year Lease Agreement is attached hereto and made a part of this Ordinance; and

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

Section I

The Parish President (or Administration) is authorized to execute on behalf of the TPCG the attached Lease Agreement for the purposes set out therein, subject to approval by the TPCG legal department.

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 separable.

Section III

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

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

THERE WAS RECORDED: YEAS:		
NAYS: ABSTAINING:		
ABSENT:		
The chairman declared the ordinance adopted on this, the_	day of	2023.
	Chairwoman	
	Terrebonne Parish C	Council
Council Clerk Terrebonne Parish Council		
Date and time delivered to Paris	sh President:	
approved Gordon E. Dove, Parish Pr Terrebonne Parish Consolidated	resident	i
Date and time return to Cour	ncil Clerk:	
I, Council Clerk for Terrebonne Parish Council, do hereby correct copy of an ordinance adopted by the assem2023, at which meeting a quorum was	abled council in reg	_
Given under my official signature and seal of this office of 2023.	on this day of _	
Council Clerk Terrebonne Parish Council		

STATE OF LOUISIANA

PARISH OF TERREBONNE

COOPERATIVE ENDEAVOR LEASE AGREEMENT BETWEEN TERREBONNE PARISH CONSOLIDATED GOVERNMENT AND TERREBONNE-MEN'S CARNIVAL CLUB, INC.

This Cooperative Endeavor Agreement ("Agreement") is entered into on the dates set forth herein by and between:

TERREBONNE PARISH CONSOLIDATED GOVERNMENT, a political subdivision of the State of Louisiana, appearing herein through its Parish President, GORDON E. DOVE, by virtue of Terrebonne Parish Resolution No. 22-188, or his duly authorized designee, Michael C. Toups, Parish Manager, by virtue of that certain Act of Designation filed for record in Terrebonne Parish Conveyance Entry No. 1627089, whose mailing address for all purposes herein is Post Office Box 2768, Houma, Louisiana 70361; (hereinafter referred to as "TPCG"); and,

TERREBONNE-MEN'S CARNIVAL CLUB, INC., a Louisiana non-profit corporation, authorized to do and doing business in Terrebonne Parish, State of Louisiana, informally known as "Krewe of Hercules," represented by its President, MARK PITRE, as per the attached Resolution of said corporation (hereinafter sometimes referred to as "KREWE" and "LESSEE")

WHEREAS, Article VII, Section 14 of the Louisiana Constitution further provides that "For a public purpose, the state and its political subdivisions or political corporations may engage in cooperative endeavors with each other, with the United States or its agencies, or with any public or private association, corporation or individual"; and,

WHEREAS Louisiana Revised Statute 33:4553 provides that local governing bodies may establish recreational systems; and,

WHEREAS TPCG maintains a Parks and Recreation Department responsible for recreational and leisure activities; and,

WHEREAS the subject property formerly operated as an Agricultural Center by the nonprofit organization known as the Terrebonne Livestock and Agricultural Association prior to the nonprofit organization known as the Terrebonne-Men's Carnival Club, Inc. leasing the property effective March 1, 2014; and,

WHEREAS TPCG and KREWE believe they can continue to substantially benefit recreational opportunities in Terrebonne Parish by entering an additional 10-year cooperative endeavor lease of the property for the purpose of conducting livestock and agricultural fair exhibits, rodeos, horse shows, and recreational events that are open to the public and which will serve a public purpose and have a public benefit commensurate with the costs; and,

NOW THEREFORE, in consideration of the mutual covenants herein contained, the TPCG and KREWE, each represented by the undersigned, duly authorized to act herein respectively, agree to the following:

Purpose

The purpose of this Cooperative Endeavor Lease Agreement between TPCG and KREWE is to set forth the terms of the lease whose purpose is to provide to the citizens of Terrebonne Parish livestock and agricultural fair exhibits, rodeos, horse shows, and similar recreational events that are open to the public.

1. LEASE

Lessor does hereby let and lease to Lessee for a period of ten (10 years), beginning on March 1, 2024, and ending on March 1, 2034, the following described property situated on the Houma-Terrebonne Airport grounds in the Parish of Terrebonne, Louisiana, to-wit:

That certain tract of land situated with the Houma-Terrebonne Airport in the Parish of Terrebonne, said tract being bounded on the North by Bayou Chauvin, on the east by a line drawn two hundred fifty (250) feet west of and parallel to Moffet Road, on the south by the property retained by the U.S. Navy, now Calloway Road, and on the west by the west boundary line of the Houma-Terrebonne Airport, LESS AND EXCEPTING, the sewerage treatment plant and right-of-way for the sewerage line to Bayou Chauvin.

2. RENTAL AND THIRD-PARTY RENTALS

Lessee shall pay to Lessor, as rental, the sum of \$120.00 per year, payable in cash annually and in advance.

The premises are herein leased for the purpose of conducting livestock and agricultural fair exhibits, rodeos, horse shows, similar recreational events and all special events which can be accommodated by the public facilities provided. The Lessee is obligated to not to use the premises for any purpose that is unlawful or tends to injure or depreciate the property.

Lessee is prohibited from making any use of the lease premises which would directly or indirectly involve or result in the discharge, deposit, injection, dumping, spilling, leaking, placing, draining, pumping, percolating, seeping, emitting, or other escaping or release of any hazardous pollutants, substance, or waste as those terms are defined by state and federal laws and regulatory provisions, including but not limited to the Louisiana Environmental Quality Act, la. R.S. 30:2001 et. seq.

All use of the facility by KREWE and third-party renters of that facility shall comply with all State and Local rules and laws including the local noise ordinance.

All third-party rental agreements shall include a provision requiring compliance with the local noise ordinance along with other standard local laws.

3. IMPROVEMENTS

Should Lessee desire to erect or modify any improvements on the property herein leased, Lessee shall first submit to Lessor all plans for structures and/or improvements to be placed on the leased premises. Lessor may approve said plans, provided they meet with standards that the Lessor is seeking to maintain in that general area, and provided they are in conformity with other structures and improvements on Lessor's property – approval shall not be as to any structural requirements or its integrity for structural purposes. All construction on the premises shall comply with all local and state regulations and obtain all necessary permits.

Except as otherwise indicated herein below, all such structures and/or improvements placed on or made to the leased premises or purchased thereon by Lessee shall remain the property of the Lessee with the right of Lessee to remove the same before the termination of this lease or any renewal thereof, provided lessee leaves the leased premises in the state in which he received it.

In the event said structures and/or improvements are abandoned by Lessee at the termination of this lease or any renewal thereof, said structures and/or improvements shall become the property of Lessor without cost to Lessor. Lessor further reserves the right to compel Lessee to remove said structures and improvements from the leased premises, and in the absence of

compliance by Lessee after 90 days' notice, Lessor may demolish and remove such at Lessee's cost.

Before the sale of any improvements on said property is made by Lessee, the said improvements shall be offered in writing to the Lessor at the sale price offered to third persons and the Lessor shall have thirty (30) days to accept or reject said offer.

4. PREMISES DISCLAIMER, RESPONSIBILITY FOR DAMAGES, AND TPCG ACCESS

TPCG AND KREWE RECOGNIZE, STIPULATE AND AGREE THAT, EXCEPT AS EXPRESSLY PROVIDED IN THIS AGREEMENT, KREWE HAS INSPECTED AND EXAMINED THE PREMISES AND HEREBY ACCEPTS THE PREMISES IN ITS CURRENT "AS IS", "WHERE IS" CONDITION AND WITH ALL FAULTS AND WITHOUT ANY WARRANTY OR REPRESENTATION, EXPRESS OR IMPLIED, CONCERNING THE CONDITION OR CHARACTERISTICS OF THE PREMISES. WITHOUT LIMITING THE FOREGOING, TPCG MAKES NO REPRESENTATION OR WARRANTY CONCERNING THE CONDITION OF THE PREMISES, THE FITNESS OF THE PREMISES FOR THE OPERATION OF KREWE'S BUSINESS, THE FITNESS OF THE PREMISES FOR A PARTICULAR PURPOSE, OR THE FITNESS OF THE PREMISES FOR ANY PURPOSE. IN ADDITION TO AND NOT AS A SUBSTITUE FOR THE PROVISIONS OF PARAGRAPH, IT IS THE INTENT OF THE PARTIES TO THIS AGREEMENT THAT KREWE SPECIFICALLY ASSUME RESPONSIBILITY FOR THE CONDITION OF THE PREMISES AND THAT TPCG SHALL NOT BE LIABLE FOR INJURY CAUSED BY ANY DEFECT IN THE PREMISES TO KREWE OR ANYONE ON THE PREMISES WHO DERIVED HIS RIGHT TO BE THEREON FROM KREWE, UNLESS THE OWNER KNEW OR SHOULD HAVE KNOWN OF THE DEFECT OR HAD RECEIVED NOTICE THEREOF AND FAILED TO REMEDY IT WITHIN A REASONABLE TIME, ALL TO THE FULLEST EXTENT ALLOWABLE UNDER THE LAW.

It is further understood and agreed that Lessee agrees to protect, defend, indemnify, save and hold harmless the TPCG, its officers, agents, servants, and employees, including volunteers and the Houma-Terrebonne Airport Commission, from and against any and all claims, demands, expense, and liability arising out of injury or death of any person or the damages, loss or destruction of any property which may occur or in any way arise out of the use and occupancy of the leased premises by license, contract or invitation of lessee. KREWE agrees to investigate, handle, and respond to any such lawsuit at its sole expense and agrees to bear all other costs and expenses related thereto, even if it is groundless, false, or fraudulent.

Without in any way limiting the effects of the hold harmless provisions in the immediately preceding paragraphs, the Lessee and Lessor agree that the Lessee assumes responsibility for the condition of the leased premises and that therefore the provisions of La. R.S. 9:3221 (or any successor Louisiana Law) shall additionally be applicable to this lease.

Lessee further agrees and obligates itself, at the termination of this lease, whether by expiration of its terms or otherwise, subject to the provisions of this lease, to surrender and return said leased premises to the Lessor in as good condition as received, acts of God, the elements, usual wear and tear, and other causes beyond Lessee's control excepted, and without the necessity of the Lessor putting Lessee in default. Lessee further agrees and obligates itself to compensate the Lessor for any damage occurring or caused from the use of said premises by Lessee and caused by the act or acts of Lessee, its agents, employees, or such other persons acting under or through its authority and direction.

Lessee shall indemnify Lessor for, and hold harmless Lessor from and against any and all fines, penalties, costs, suits, claims, demands, liabilities and actions (including without limitation, any and all costs of investigation, monitoring, testing, fencing, alternative water supplies, temporary housing, medical treatment and health monitoring, and costs of treatment and removal of any contaminants) resulting or alleged to result from any breach, violation, or nonperformance of any covenant or condition of this lease instrument or from the use of leased premises or any vice or defect therein or any violation or nonperformance of any applicable state or federal regulation.

TPCG shall have the right to enter the Premises to inspect the condition thereof at any time during the Term to determine if KREWE is performing its obligations under this Agreement, to cure any defaults of KREWE hereunder that TPCG elects to cure, or to cure any defaults by TPCG. Any access which may interrupt KREWE operations shall be scheduled at a mutually convenient time between the parties.

5. INSURANCE

The parties shall procure and maintain, for the duration of this agreement, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the parties' obligations as set forth in this agreement as follows:

A. Minimum Limits of Insurance:

Terrebonne-Men's Carnival Club, Inc. shall maintain limits no less than:

- 1. General Liability: \$1,000,000 combined single limit per occurrence with \$2,000,000 aggregate for bodily injury, personal injury, property damage, and products and completed operations.
- 2. Automobile Liability: \$500,000 combined single limits per accident, for bodily injury and property damage. If Foundation does not own automobiles, then they shall provide hired and non-owned auto liability coverage in the amount of \$500,000.00.
- 3. Workers' Compensation Insurance to meet the applicable statutory requirements and Employers' Liability Insurance with limits of not less than \$1,000,000 and shall include:
 - a. Alternate Employer Endorsement
 - b. Voluntary Compensation Endorsement
- 4. Liquor Liability; If you serve ALCOHOL at your event, you need Liquor Liability coverage with minimum limits of \$1,000,000 per occurrence and \$2,000,000 General Aggregate.
 - a. If you serve alcohol at your event and you are charging an admission fee to enter and, as part of the admission fee, you give alcohol to the attendees, it is considered selling alcohol.
 - b. TPCG is to be added as "Additional Insured" under this coverage.

B. Other Insurance Provisions:

The policies are to contain, or be endorsed to contain, the following provisions:

- 1. TPCG is to be added as "Additional Insured" as respects liability arising out of activities performed by or on behalf of the insuring party; products and completed operations of the insuring party, vehicles owned, occupied or used by the insuring party. It is understood that the business auto policy under "Who is insured" automatically provides liability coverage in favor of each party named as an "additional insured."
- 2. Any failure to comply with reporting provisions of the policy shall not affect coverage provided to each receiving party.
- 3. The receiving party's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- 4. KREWE and its insurers shall agree to waive all rights of subrogation against TPCG, its officers, officials, employees, and volunteers for losses arising from work performed by the insuring party on the required General Liability, Auto Liability, and Workers' Compensation policies.

- 5. Each insurance policy required by this article shall be endorsed to state that coverage shall not be suspended, voided, cancelled by any party, or reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to TPCG.
 - 6. All policies above endorsed to be primary coverage to any other coverage.
 - 7. Coverage should be endorsed to cover property "territory" of operations.
 - C. Workers' Compensation and Employers Liability Coverage

KREWE and its insurers shall agree to waive all rights of subrogation against each "additional insured" party, its officers, employees and volunteers for losses arising from work performed by the insuring party for each "additional insured" party.

D. Acceptability of Insurers

Insurance is to be placed with insurers authorized in Louisiana, with a Best's rating of no less than A-VI.

E. Verification of Coverage.

KREWE shall furnish to TPCG certificates of Insurance effecting coverage required by this article. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates are to be received and approved by TPCG before work commences. TPCG reserves the right to require complete, certified copies of all required policies, at any time.

F. Third Party Users/Renters

- 1. Third party users/renters of the property, which is the subject of this lease, shall be required to provide a \$500,000 special event insurance coverage when renting the pavilion and a \$1,000,000 special event policy when renting the arena which special event coverages shall name both TPCG and Livestock as additional insureds and certificate holders.
- 2. If liquor is to be sold on these premises, KREWE must secure Liquor Liability coverage with minimum limits of \$1,000,000 per occurrence and \$2,000,000 General Aggregate naming Terrebonne Parish Consolidated Government and Terrebonne Men's Carnival Club as a "Certificate Holder" and "Additional Insured".

6. ASSIGNMENT

The privileges herein shall not be assigned in whole or in part in any manner except by operation of law, and KREWE shall not have the right to assign or sublease the rights granted herein, without the consent of the TPCG obtained beforehand in writing, and in case of such assignment, sublease or succession so consented to, all of the conditions and provisions herein shall apply to such substituted party or KREWE.

7. TAX AND UTILITY CHARGES

Lessee agrees to pay punctually all charges for gas, electricity, telephone, water, and cable services, or any other utilities used or consumed at the leased premises during the term of this lease. Lessee also agrees to pay punctually all ad valorem taxes and assessments due on the leased premises during the term of this lease.

8. TERMINATION

This Agreement shall be terminated under any of the following conditions:

- a. By written mutual agreement of the parties hereto.
- b. Upon thirty days written notice of termination by either party.
- c. Should the property that is the subject of this lease become necessary for use by TPCG after a declaration of necessity by the governing authority for the parish.

9. NO WAIVER

The failure of either party to enforce any of the terms of this Agreement or to provide any of the supporting documentation in any particular instance shall not constitute a waiver of, or preclude the subsequent enforcement of, any or all of the terms or conditions of this Agreement.

10. DEFAULT

Except as otherwise provided herein, if Lessee should violate any condition of this lease, Lessor shall give Lessee fourteen (14) days written notice to correct same. If the deficiency is not corrected within the fourteen-day period (or if remediation is not begun within the 14-day period for those deficiencies which require additional time), Lessor may, at its option, terminate the lease, or remedy the deficiency at Lessee's expense. All notices required herein will be delivered through U.S. Mail to Lessee's last known address or physically delivered to the premises. Except as otherwise provided herein, if it should become necessary for the Lessor to employ an attorney for the purpose of canceling this lease because of Lessee's violation of any provision thereof or for the purpose of enforcing any provision herein, Lessee shall be obligated to pay the reasonable fees of the attorney so employed, together with all costs, charges, and expenses incurred therein.

11. OTHER LEASES

It is further agreed and understood that the lease herein shall be subject to any current or future lease, agreement, in-kind contract, or any other contracts by and between TPCG and the Houma-Terrebonne Airport Commission; the terms of this lease and the continued existence of this lease are dependent upon and subservient to any such contract or agreement (or lack thereof) by and between TPCG and the Houma-Terrebonne Airport Commission.

12. GOVERNMENTAL REGULATIONS

This lease agreement is subject to the right of the federal government pursuant to that contract dated the 9th of April 1958 recorded in COB 263, Folio 741, Entry No. 179402, Terrebonne Parish, and all supplements thereon. This lease agreement is also subject to all the terms and conditions of that certain Application for the Airport Property dated November 13, 1957.

All express or implied covenants of the lease shall be subject to all Federal and State laws and to all executive orders, rules, and regulations of State or Federal authorities, ordinances of the TPCG, that resolution stating the policy of the Houma-Terrebonne Airport Commission relative to hotels, motels, trailer parks, rooming houses, mobile home trailers, or other like facilities on the airport property and the Houma-Terrebonne Airport Operations Manual to which reference is made and which are incorporated herein as if copied *in extenso*, and the parties agreeing to be bound by such. The height of any structures placed on this property shall be subject to the approval of the Lessor so that there will be no interference with aircraft landing or

take-off. Any activity conducted at the airport which results in a bird hazard, or any other hazard to aviation, is subject to having the lease canceled or the activity changed.

The Lessee for itself, its personal representatives, successors in interest, and assigns, as part of the consideration hereof, does hereby covenant and agree as a covenant running with the land that: 1. No person on the grounds of race, color, gender, familiar status, disability, religion, age, or national origin shall be excluded from participation in, denied and the benefits of, or be otherwise subjected to discrimination in the use of said facilities, 2. That in the construction of any improvements on, over, or under such land and the furnishing of services thereon, no person on the ground of race, color, or national origin shall be excluded from participation in, denied benefits of, or otherwise be subject to discrimination, 3. That the Lessee shall use the premises in compliance with all other requirements imposed by or pursuant to 49 CFR part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation, and as said Regulations may be amended.

That in the event of breach of any of the preceding nondiscrimination covenants, the Lessor shall have the right to terminate the license, lease, and permit, and to reenter and repossess said land and the facilities hereon and hold the same as if said lease had never been made or issued.

13. MISCELLANEOUS

The Lessor shall have the right to use said buildings and property when they are not being used by the Lessee, provided that said use shall not interfere with the activities of said Lessee.

14. NOTICE

<u>Notices</u>. Each notice required or permitted to be given hereunder by one party to the other shall be in writing and given personally, sent by facsimile or electronic transmission or placed in the United States mail, postage prepaid, by United States registered or certified mail, return receipt requested, addressed to such party at the address provided for such party herein. Either party may change the address to which notices shall be delivered pursuant to this Agreement by providing the other party written notice of the change of address.

To Lessor: Terrebonne Parish Consolidated Government PO Box 2768 Houma, LA 70361 To Lessee: Terrebonne-Men's Carnival Club, Inc. PO Box 3237 Houma, LA 70361

15. CHOICE OF LAW

This agreement shall be governed by Louisiana law, and the provisions of this Agreement shall be enforced and brought in the Thirty-Second Judicial District Court, Terrebonne Parish, Louisiana.

16. LEGAL CONSTRUCTION

If any term of this Agreement or the application thereof is held invalid, such invalidity shall not affect other terms or applications which can be given effect without the invalid term or application; to this end, the terms of this Agreement are declared severable.

17. AMENDMENT

No amendment to this Agreement shall be effective unless it is in writing, signed by the duly authorized representatives of all parties.

18. COMPLIANCE WITH LAWS

The parties hereto and their employees, contractors, and agents shall comply with all applicable federal, state, and local laws and ordinances in carrying out the provisions of this agreement.

19. ADDITIONAL TERMS AND CONDITIONS

<u>No Partnership</u>. Nothing contained herein shall be deemed or construed by the parties hereto, nor by any third party, as creating a relationship between the parties hereto other than the relationship of TPCG and KREWE.

<u>Fees and Expenses</u>. If either TPCG or KREWE files any proceeding in connection with this Agreement, the prevailing party shall be entitled to obtain its attorneys' fees, accountants' fees, court cost and interest from the other party.

<u>Force Majeure</u>. Whenever a period of time is herein prescribed for action to be taken by either party hereto, such period of time shall be extended by the number of days such action is delayed due to (a) weather; (b) war or national conflicts or priorities arising therefrom; (c) strikes, lockouts, embargoes, fire, casualties, delays in transportation, shortages or unavailability of materials or labor, national emergency; (c) any other act, event or circumstance beyond such party's control and which (i) such party cannot overcome by the exercise of reasonable and diligent efforts and (ii) is not a result of the negligence or willful misconduct of such party (collectively, "Force Majeure").

<u>Entire Agreement</u>. No oral statements or prior written material not specifically incorporated herein shall be of any force or effect. Each party agrees that in entering into this Agreement, it relies solely upon the representations and agreements contained in this Agreement and no others. This Agreement, including the preambles first appearing herein and any attachments hereto and made a part hereof, constitutes the whole agreement of the parties and shall in no way be constituted, modified or supplemented, except by a written agreement executed by both TPCG and Foundation.

<u>Counterparts</u>. This Contract may be executed in counterparts and may be transmitted by facsimile copy or e-mailed PDF file, each of which when so executed and delivered shall be deemed to be an original and all of which, when taken together, shall constitute one and the same instrument. KREWE shall also deliver an ink-signed original to TPCG as soon as practicable for purposes of filing this agreement for record with the Recorder of Conveyances in Terrebonne Parish, Louisiana.

[Signature page follows]

20. SIGNATURES OF THE PARTIES

THUS done and signed on this the presence of the undersigned competafter a thorough reading of the whole.	day of 2023 before me, Notary Public, and intent witnesses in the parish of Terrebonne, State of Louisiana
WITNESSES:	TERREBONNE PARISH CONSOLIDATED GOVERNMENT
	BY: GORDON E. DOVE, Parish President Or: MICHAEL C. TOUPS, Parish Manager
	NOTARY PUBLIC
	day of 2023, before me, Notary Public, and in the parish of Terrebonne, State of Louisiana
WITNESSES:	TERREBONNE-MEN'S CARNIVAL CLUB, INC.
	BY: MARK PITRE, President
	NOTARY PUBLIC



Wednesday, June 14, 2023

Item Title:

Ordinance to Purchase the Hancock Whitney Bank Building for Office Space for Placement of Departments that Lost Their Offices Due to Hurricane Ida

Item Summary:

An ordinance authorizing the Parish President to perform due diligence inspections and acquire on behalf of Terrebonne Parish Consolidated Government (TPCG) Terrebonne Parish Parcel Nos. 20809 and 208142, situated at 7910 Main Street, Houma, LA 70360 plus the parking lot situated at the corner of Roussell and Belanger Streets currently owned by Hancock Whitney Bank; authorizing the execution of any purchase agreements, act of sales, and any other documents necessary or reasonable to facilitate same; and authorizing the Parish President to execute on behalf of TPCG an agreement and any other necessary documents with the Louisiana Office of Community Development to obtain and facilitate funding for the purchase of said immovable property.

1. Consider the adoption of the ordinance.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	5/17/2023	Executive Summary
Ordinance	5/17/2023	Ordinance
Property Information	5/17/2023	Backup Material



EXECUTIVE SUMMARY

PROJECT TITLE

Introduce an Ordinance to Authorizing the Parish President (or Administration) to Perform Due Diligence Inspections and Acquire on Behalf of Terrebonne Parish Consolidated Government (TPCG) Terrebonne Parish Parcel Nos. 20809 and 208142, Situated at 7910 Main Street, Houma, LA 70360 Plus the Parking Lot Situated at the Corner of Roussell and Belanger Streets Currently Owned by Hancock Whitney Bank; To Authorize the Execution of Any Purchase Agreements, Act of Sales, and Any Other Documents Necessary or Reasonable to Facilitate Same; and to Authorize the Parish President (or Administration) to Execute on Behalf of TPCG an Agreement and Any Other Necessary Documents with the Louisiana Office of Community Development to Obtain and Facilitate Funding for the Purchase of Said Immovable Property; and call a Public Hearing on Wednesday, June 14, 2023 at 6:30 p.m.

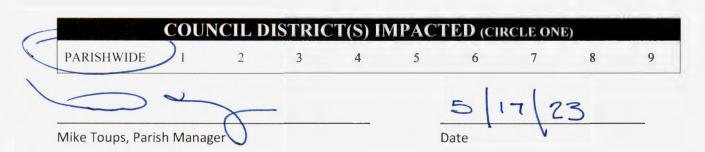
PROJECT SUMMARY (200 WORDS OR LESS)

Hurricane Ida destroyed Town Hall and the Judicial service District's building, causing the displacement of the Housing and Human Services Department and the Houma Police Department. TPCG was able to acquire a federally funded five-year lease for the temporary placement of these departments in the Shamrock Building on Highway 311, outside of the city limits, which expires in December 2026. The Hancock Whitney Bank situated at 7910 Main Street, Houma, and an adjacent parking lot situated at the corner of Roussell Street and Belanger Street is available for purchase, and the representatives of the bank have expressed an interest in selling the immovable property to TPCG. TPCG wishes to purchase the building and its adjacent parking lot to serve as permanent replacement office space for the office space TPCG lost to Hurricane Ida.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

TPCG further has an opportunity to obtain HUD grant funds through current recovery programs administered by the Louisiana Office of Community Development (OCD), and TPCG wishes to use the OCD grant to fund its purchase of the Hancock Whitney Bank building. TPCG wishes to acquire such funding to facilitate the purchase of the Hancock Whitney Bank building and adjacent parking lot and wishes to enter into an agreement with OCD for the acquisition of such funds to facilitate the operation of permanent office space in a central location of Terrebonne Parish for those parish departments displaced by Hurricane Ida, and office space for other departments or subdivisions operated or funded by TPCG.

		TO	TAL EXPENDITURE	
	A	AMOUNT SH	OWN ABOVE IS: (CIRC	LE ONE)
		ACTUAL		ESTIMATED
	IS	PROJECTALE	READY BUDGETED: (CI	RCLE ONE)
N/A	NO	YES	IF YES AMOUNT BUDGETED:	



OFFERED BY:		
SECONDED BY:		
	ORDINANCE NO	

AN ORDINANCE TO AUTHORIZE THE PARISH PRESIDENT (OR ADMINISTRATION) TO PERFORM DUE DILIGENCE INSPECTIONS AND ACQUIRE ON BEHALF OF TERREBONNE PARISH CONSOLIDATED GOVERNMENT (TPCG) TERREBONNE PARISH PARCEL NOS. 20809 AND 20812, SITUATED AT 7910 MAIN STREET, HOUMA, LA 70360 PLUS THE PARKING LOT SITUATED AT THE CORNER OF ROUSSELL AND BELANGER STREETS CURRENTLY OWNED BY HANCOCK WHITNEY BANK; TO AUTHORIZE THE EXECUTION OF ANY PURCHASE AGREEMENTS, ACT OF SALES, AND ANY OTHER DOCUMENTS NECESSARY OR REASONABLE TO FACILITATE SAME; AND TO AUTHORIZE THE PARISH PRESIDENT (OR ADMINISTRATION) TO EXECUTE ON BEHALF OF TPCG AN AGREEMENT AND ANY OTHER NECESSARY DOCUMENTS WITH THE LOUISIANA OFFICE OF COMMUNITY DEVELOPMENT TO OBTAIN AND FACILITATE FUNDING FOR THE PURCHASE OF SAID IMMOVABLE PROPERTY.

WHEREAS, Section 1-05. of the Terrebonne Parish Charter provides that "The parish government shall have and exercise such other powers, rights, privileges, immunities, authority and functions not inconsistent with this charter as may be conferred on or granted to a local governmental subdivision by the constitution and general laws of the state, and more specifically, the parish government shall have and is hereby granted the right and authority to exercise any power and perform any function necessary, requisite or proper for the management of its affairs, not denied by this charter, or by general law, or inconsistent with the constitution"; and

WHEREAS, the acquisition of immovable property by the TPCG requires approval by ordinance of the Terrebonne Parish Council; and

WHEREAS, TPCG provides parish-wide programs of social welfare through its Department of Housing and Humans Services, and it provides law enforcement services in the Houma City limits through the Houma Police Department; and

WHEREAS, the Housing and Human Resources Department and the detective division of the Houma Police Department operated out of separate buildings within the Houma City limits (respectively, Town Hall on Barrow Street and the Judicial Service District's building on Park Avenue) prior to Hurricane Ida; and

WHEREAS, Hurricane Ida destroyed Town Hall and the Judicial Service District's building, causing the displacement of the Housing and Human Services Department and the Houma Police Department; and

WHEREAS, TPCG was able to acquire a federally funded five-year lease for the temporary placement of these departments in the Shamrock Building on Highway 311, outside of the city limits, which expires in December 2026; and

WHEREAS, the Hancock Whitney Bank situated at 7910 Main Street, Houma, and an adjacent parking lot situated at the corner of Roussell Street and Belanger Street is available for purchase, and the representatives of the bank have expressed an interest in selling the immovable property to TPCG; and

WHEREAS, TPCG wishes to purchase the building and its adjacent parking lot to serve as permanent replacement office space for the office space TPCG lost to Hurricane Ida; and

WHEREAS, TPCG further has an opportunity to obtain HUD grant funds through current recovery programs administered by the Louisiana Office of Community Development (OCD), and TPCG wishes to use the OCD grant to fund its purchase of the Hancock Whitney Bank building

and its adjacent parking lot; and

WHEREAS, TPCG wishes to acquire such funding to facilitate the purchase of the Hancock Whitney Bank building and adjacent parking lot and wishes to enter into an agreement with OCD (or execute any other documents necessary and reasonable) for the acquisition of such funds to facilitate the operation of permanent office space in a central location of Terrebonne Parish for those parish departments displaced by Hurricane Ida, and office space for other departments or subdivisions operated or funded by the TPCG; and

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

Section I

The Parish President (or Administration) is authorized to perform due diligence inspections and acquire on behalf of Terrebonne Parish Consolidated Government (TPCG) Terrebonne Parish Parcel Nos. 20809 and 20812, situated at 7910 Main Street, Houma, LA 70360 plus the parking lot situated at the corner of Roussell and Belanger Streets, more fully described as follows:

Parcel ID 20809:

LOT ON MAIN STREET. BOUNDED ABOVE BY JOSEPH JACCUZZO ETALS, NOW FIRST NATIONAL BANK. BOUNDED BELOW BY DAVID PACHTER. ALSO LOT IN REAR THEREOF FACING BELANGER STREET. ALSO LOTS 4 & 5 AND PORTIONS OF LOTS 2 & 3 BLOCK 38, LESS TRIANGLE SHAPED LOT SOLD TO SIG MASUR & SONS CB 235/160. ALSO 65.63' X 185.35' LOT ON SOUTH SIDE OF EAST MAIN STREET. BOUNDED ABOVE BY PERCIVAL R. JOHNSON ETALS FORMERLY, NOW FIRST NATIONAL BANK. BOUNDED BELOW BY FIRST NATIONAL BANK. ALSO LOT 33.90 FT. ON SOUTH SIDE OF EAST MAIN STREET, BEING PORTION OF BLOCK 35. ALSO 15' STRIP IN REAR OF CHARLES DAVIDSON, ETALS (NOW FIRST NAITONAL BANK). ALSO STRIP 4 X 21' IN REAR. ALSO LOT 62.10' X DEPTH OF 178.75' ON CORNER OF EAST MAIN & ROUSSELL STREETS, BEING PORTION OF BLOCK 35. ALSO 50 X 121' LOT IN BLOCK 35 ROUSSELL ST. (LESS LOT 4 X 21' SOLD CB 209/256) ALSO LOT IN BLOCK 35 EAST OF ROUSSELL STREET BEING 47' 10" X 121'. BOUNDED NORTH BY MRS. WILLIAM BLAND, NOW FIRST NATIONAL BANK. BOUNDED EAST BY SIDNEY FABREGAS NOW OR FORMERLY. BOUNDED SOUTH BY WIDOW AND HEIRS OF LEE P. LOTTINGER, NOW FIRST NATIONAL BANK SUBJECT TO BOUNDARY AGREEMENT CB 220/223. ALSO 28 X 120' LOT ON EAST SIDE OF ROUSSELL STREET IN BLOCK 35. BOUNDED NORTH BY FIRST NATIONAL BANK OF HOUMA. BOUNDED SOUTH BY BELANGER STREET.

Parcel ID 20812:

90' 7" X 168' BEING PART OF LOT 1 BLOCK 34 ROUSSELL & BELANGER STREETS.

together with all improvements thereon, and all of the rights, ways, privileges, servitudes, appurtenances and advantages thereunto belonging or in anywise appertaining.

for a purchase price not exceeding the fair market value as established by appraisal.

Section II

The Parish President (or Administration) is authorized to execute any purchase agreements, acts of sales, and any other documents necessary or reasonable to facilitate the acquisition and purchase of the above described property, subject to the approval of the TPCG legal department.

Section III

The Parish President (or Administration) is authorized to execute on behalf of TPCG an agreement and any other documents necessary and reasonable for grant applications with the Louisiana Office of Community Development to obtain and facilitate funding for the purchase of the above-described immovable property, subject to the approval of the TPCG legal department.

Section IV

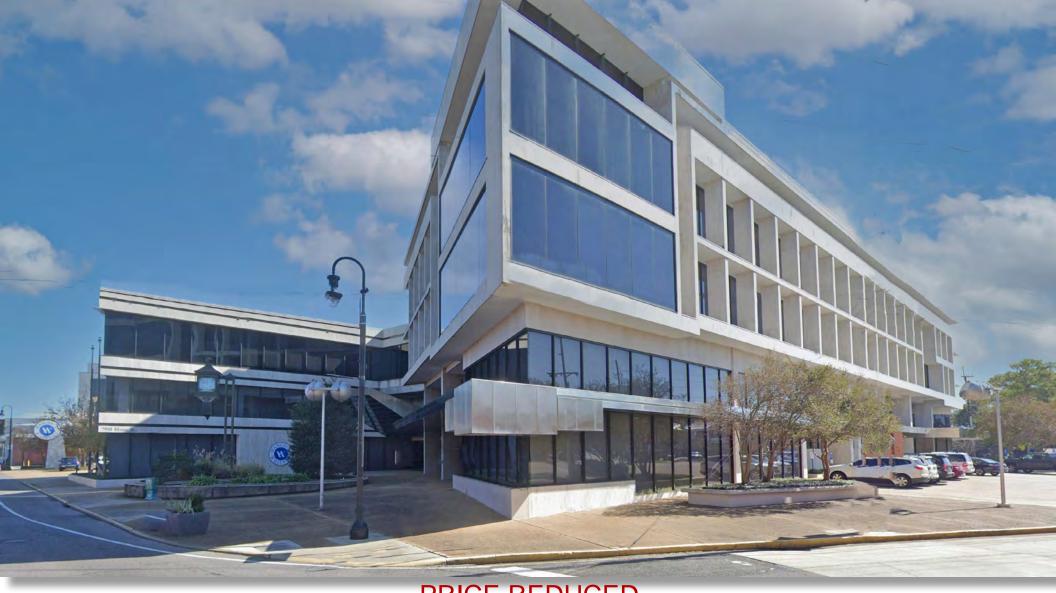
If any word, clause, phrase, section or other portion of this ordinance shall be declared null, void, invalid, illegal, or unconstitutional, the remaining words, clauses, phrases, sections and other portions of this ordinance shall remain in full force and effect, the provisions of this ordinance hereby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

Section V

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

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

THERE WAS RECORDED:		
YEAS:		
NAYS:		
ABSTAINING: ABSENT:		
ADSENT:		
The chairman declared the ordinance adopted on this, the_	day of	2023.
	Chairwoman	
	Terrebonne Par	rish Council
Council Clerk		
Terrebonne Parish Council		
Date and time delivered to Paris	sh President:	
approved	v	retoed
Gordon E. Dove, Parish Pr		
Terrebonne Parish Consolidated	Government	
Date and time return to Coun	icil Clerk:	
I, Council Clerk for Terrebonne Parish Council, do hereby correct copy of an ordinance adopted by the assem2023, at which meeting a quorum was parts.	ibled council in	
Given under my official signature and seal of this office of 2023.	on this day	of
Council Clerk		
Terrebonne Parish Council		



PRICE REDUCED
Sale / Leaseback Hancock Whitney Bank

7910 Main Street | Houma, LA 70360



FOR INFORMATION, CONTACT: Michael P Pou | mpou@talbot-realty.com (504) 525-9763 Work | (504) 915-5082 Mobile



Sale / Leaseback Hancock Whitney Bank

7910 Main Street, Houma LA

Property Offering

Hancock Whitney Bank is offering a sale/leaseback of its regional headquarters building in Houma, Louisiana. Upon the sale of the property Hancock Whitney bank will execute an approximate 9,100 square foot lease of a portion of the ground floor for a period of 10 years, with two (5-year) renewed options. Along with the Hancock Whitney Bank space, an additional approximatele 14,000 square feet is leased to other tenants for a total of approximately 21,700 square feet of leased space. See attached floor plans with area calculations. Terms of the Hancock Whitney lease, rent roll and operating expenses can be supplied to qualified purchasers upon execution of a confidentiality agreement.

Property Description

The Hancock Whitney Bank Building located at 7910 Main Street, Houma, LA 70360 is a four-story office building in the heart of the central business district of Houma, Louisiana. The building contains approximately 93,703 square feet of rentable area. A portion of the first-floor space houses Hancock Whitney Bank's regional headquarters. The property consists of three lots with surface parking of 162 spaces. The building was significantly renovated in 2021 and 2022. Improvements included roof and exterior façade repairs and replacements, mechanical and elevator upgrades. Also, interior renovations were made to the 1st, 3rd and 4th floor tenant spaces as well as the common areas and restrooms.



Sale / Leaseback Hancock Whitney Bank

7910 Main Street, Houma LA





PRICE REDUCED

Location: SEC of Main St & Roussell St in Houma, LA

Property Highlights:

- 97,901 Total Rentable Square Feet
- ±9,143 SF Hancock Whitney Bank leaseback area
- ±13.600 SF of additional leases
- Mechanical upgrades completed in 2021 and Q1 2022
- Elevator upgrades completed in Q1 2022
- Bank and Building lobby renovations completed in Q1 2022
- Restroom renovations completed in Q1 2022
- Leasable areas on the 3rd and 4th floors were renovated in 2021 and Q1 2022
- All roofs repaired or replaced in 2021
- Building facade and windows repaired and water-proofed in 2021

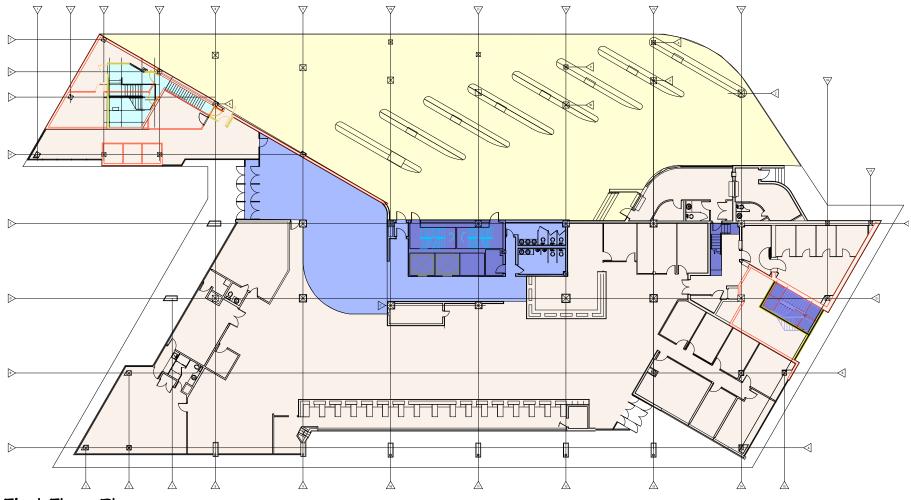
Price: \$3,900,000 \$2,950,000

Traffic Counts:

W Main St: 29,869 VPD west of site W Main St: 27,074 VPD east of site

(Kalibrate 2021)

Demographics	1 Mile	3 Miles	5 Miles	
2021 Population	12,115	50,194	71,308	
Daytime Population	16,627	49,487	70,481	
Average HH Income	\$58,663	\$73,686	\$74,637	



First Floor Plan 1/16" - 1'-0"

April 5, 2022

First Floor Plan - Area Summary					
Construction Gross Area (Including Exterior Walls) Gross Area (Excluding Exterior Walls) Vertical Penetrations Rentable Area Common Area Usable Area R/U Ratio	21,304 20,514 824 19,690 3,584 16,106 1.22	S.F. S.F. S.F. S.F. S.F. S.F.			
	Usable	X R/U =	= Rentable		
Tenant #1 (Whitney Bank)	16,106	1.22	19,649 S.F.		

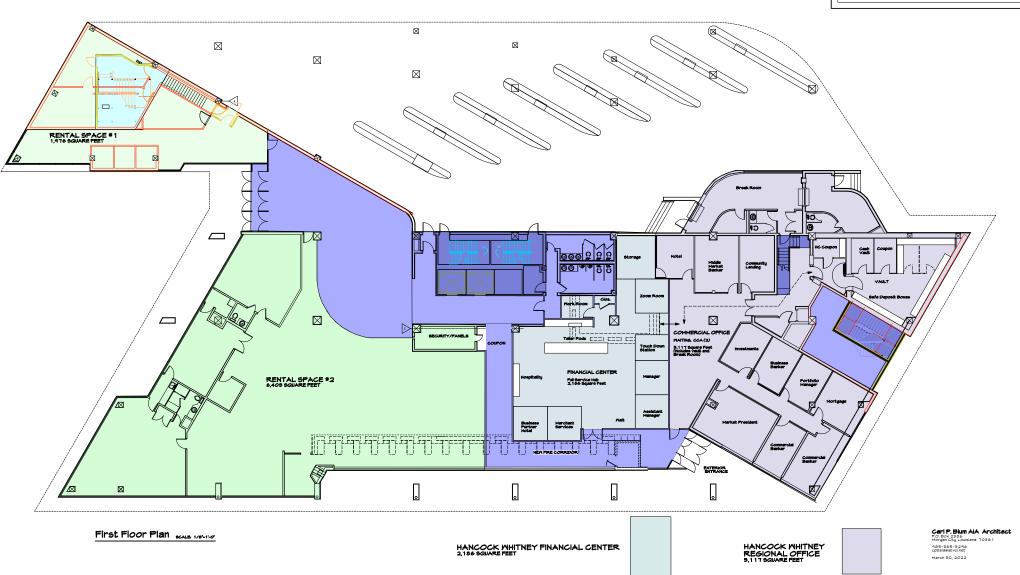
Drive Up Lanes and	l Canop	y - Area Summary	
Drive Up Lanes / Canopy Area	10,454	S.F.	

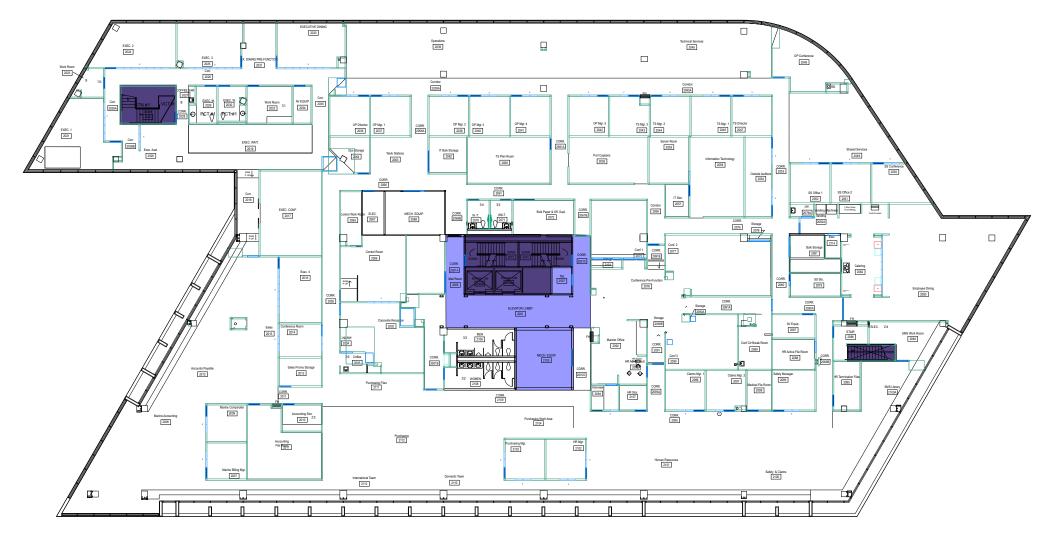
	Construction (Gross Area)	Usable Area	Rentable
1st Floor (Including Exterior W	21,304 /alls)	16,106	19,649
Mezzanine	5,148	3,290	3,882
2nd Floor	34,389	32,314	33,283
Third Floor	19,770	16,875	18,898
Fourth Floor	19,770	14,971	18,501
Penthouse	3,688	3,124	3,688
TOTAL AREA	104,069 SF	86,680 SF	97,901 S
R/U Ratio			89.0%.

SALE / LEASEBACK HANCOCK WHITNEY BANK - HOUMA, LA



Hancock Whitney Bank Houma Main Office First Floor Proposed Renovation

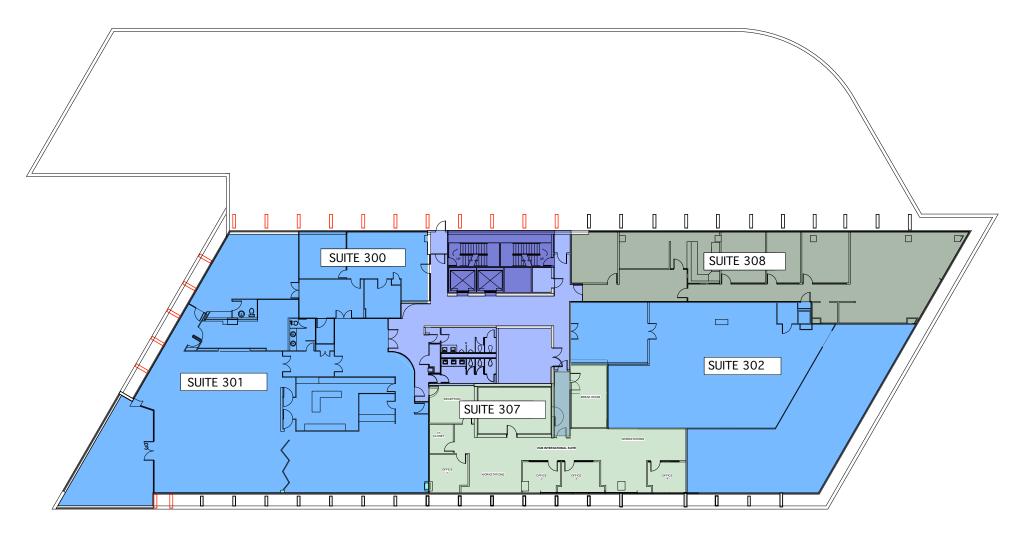




Second Floor Plan 1/16" = 1'-0"

April 5, 2022

Construction Gross Area (Including Exterior Walls) Gross Area (Excluding Exterior Walls)	34,896	S.F.
Gross Area (Excluding Exterior Walls)	34,191	S.F.
Vertical Penetrations	832	S.F.
Rentable Area	33,359	S.F.
Common Area	1,045	S.F.
Usable Area	32,314	S.F.
R/U Ratio	1.03	
	Usable	X R/U = Rentable
Tenant #1 (Seacor)	32.314	1.03 33.283 S.F.



Third Floor Plan 1/16" = 1'-0"

APRIL 5, 2022

Third Floor Plan - Area Su	mmar	y			Usable	X	R/U	 Rentable
Construction Gross Area (Including Exterior Walls) Gross Area (Excluding Exterior Walls) Vertical Penetrations Rentable Area Common Area Usable Area R/U Ratio	19,760 19,435 537 18,898 2,023 16,875 1.12	S.F. S.F. S.F. S.F. S.F. (AVG)	Suite 300 Suite 301 Suite 302 Suite 307 Suite 308	(Vacant) (Vacant) (Vacant) (Vacant) (Hub International) (Transamerica)	1,139 5,931 4,560 2,623 2,833	;	1.12 1.12 1.12 1.12 1.12	1,276 S.F. 6,642 S.F. 5,107 S.F. 2,938 S.F. 3,173 S.F. 19,136 S.F.

SALE / LEASEBACK HANCOCK WHITNEY BANK - HOUMA, LA

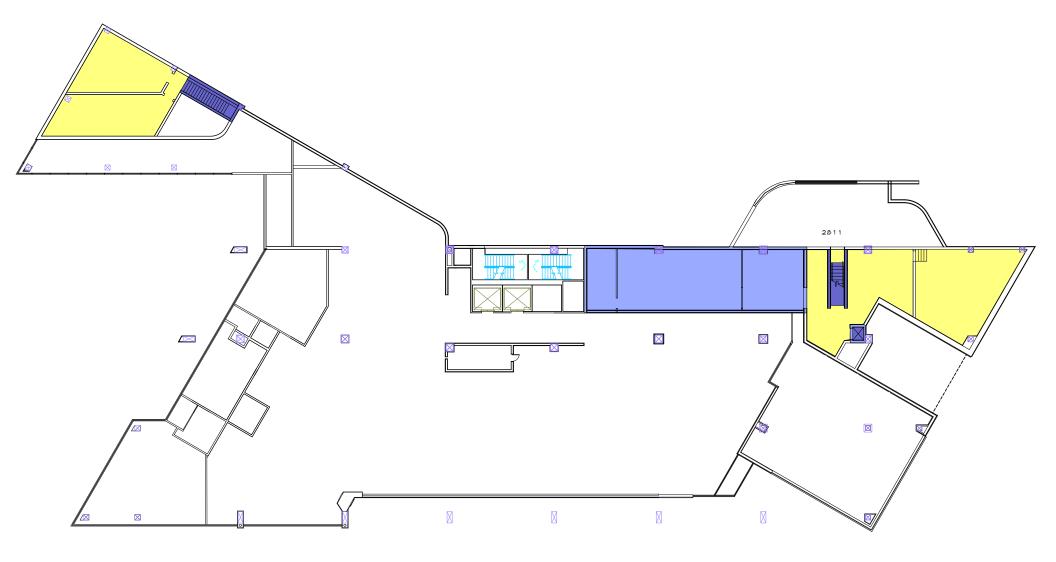




Fourth Floor Plan 1/16" = 1'-0" APRIL 5, 2022

Fourth Floor Plan - Area :	Summar	^y
Construction Gross Area (Including Exterior Walls) Gross Area (Excluding Exterior Walls) Vertical Penetrations Rentable Area Common Area Usable Area R/U Ratio	19,468 19,132 631 18,501 3,530 14,971 1.18	S.F. S.F. S.F. S.F. S.F.

Description	Usable	X R/U =	= Rentable
Suite #400 - Kopfler & Herman Suite #410 - First Circuit Court of Appeal Suite #411 - Vacant Suite #411 - Vacant Suite #412 - Vacant Suite #413 - Vacant Suite #414 - Vacant Suite #415 - Vacant Suite #416 - Vacant Suite #420 - Vacant Suite #420 - Vacant Suite #425 - Objective Medical Suite #425 - Objective Medical Suite #428 - Vacant Suite #429 - William Billiot Suite #430 - Vacant Suite #433 - Terrebonne Center for Academic Excellenc Suite #444 - Vacant Suite #446 - Vacant Suite #460 - Vacant	1,658 S. 163 S.I 220 S. 381 S. 228 S.I 313 S. 511 S.I 870 S. 497 S.I 836 S. 1,780 S. 321 S.I 1,554 S. 532 S.I 1,554 S.	F. 1.18 F. 1.18	3,472 S.F. 1,956 S.F. 192 S.F. 260 S.F. 269 S.F. 369 S.F. 603 S.F. 1,027 S.F. 986 S.F. 179 S.F. 230 S.F. 2,100 S.F. 2,100 S.F. 379 S.F. 1,833 S.F. 1,833 S.F. 1,833 S.F. 2,100 S.F. 1,833 S.F. 1,835 S.F. 1,837 S.F. 1,837 S.F.

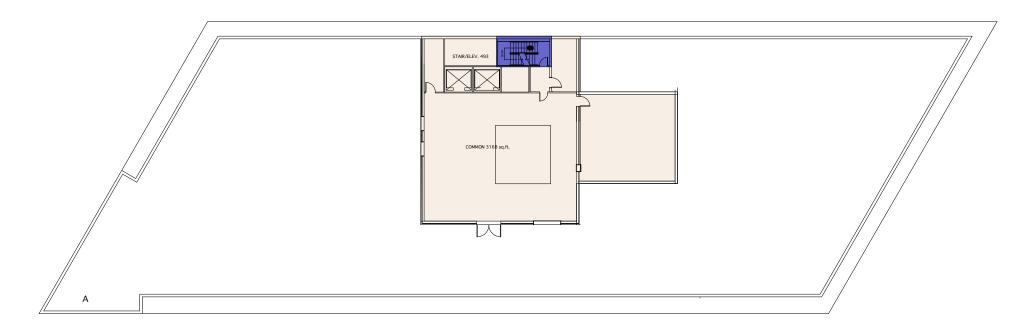


Mezzanine Floor Plan

April 5, 2022

Construction Gross Area (Including Exterior Walls)	4,004	S.F.
Gross Area (Excluding Exterior Walls)	3,545	S.F. S.F.
Vertical Penetrations	230	
Rentable Area	3,315	S.F.
Common Area	25	S. <u>F</u> .
Usable Area	3,290	S.F.
R/U Ratio	1.18	
	Usable	X R/U = Rentable

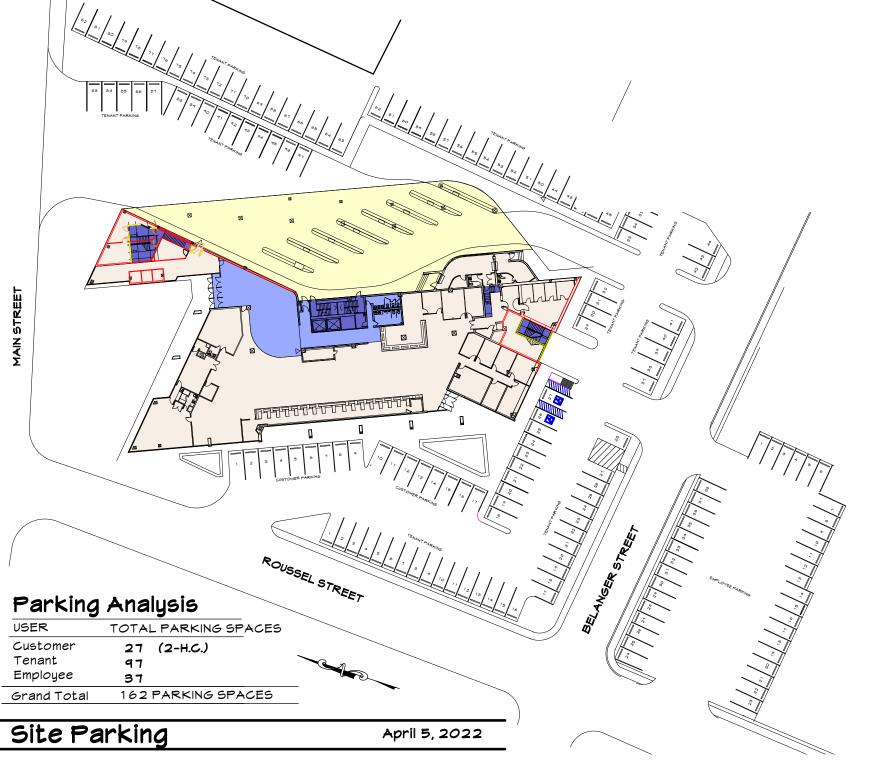




Penthouse Floor Plan 1/16" - 1'-0"

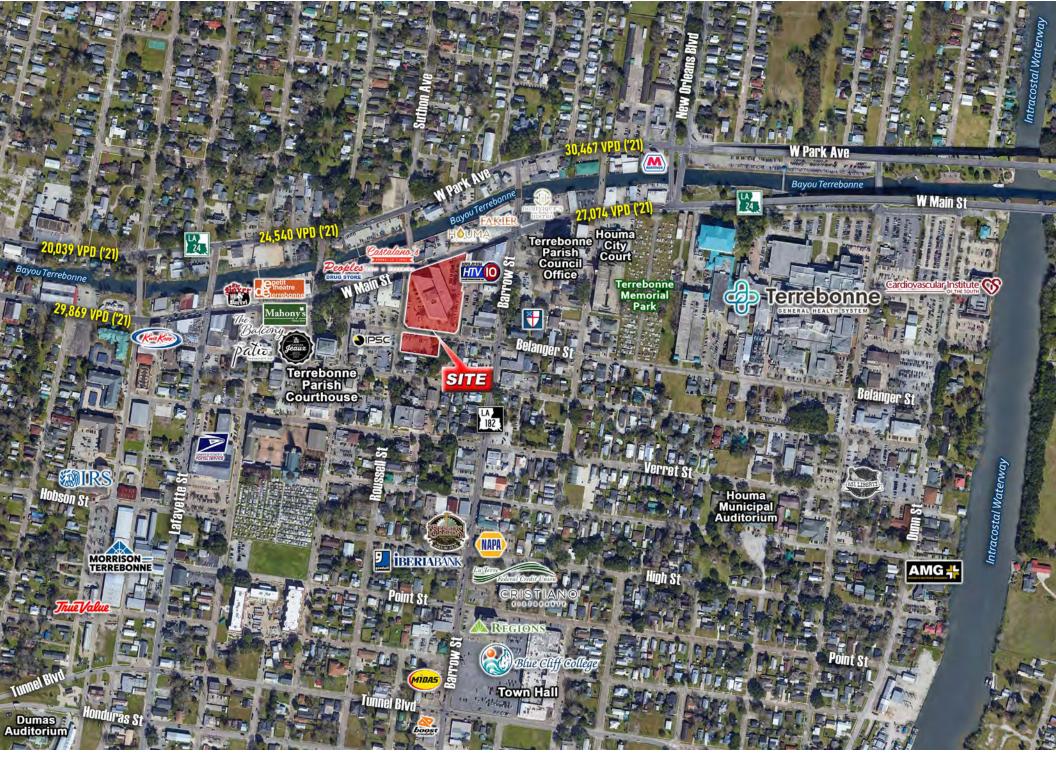
December 10, 2009

Construction Gross Area (Including Exterior Walls)	3,688	S.F.
Gross Area (Excluding Exterior Walls)	3,448	S.F.
Vertical Penetrations	160	S.F.
Rentable Area	3,288	S.F. S.F.
Common Area Usable Area	0 3.288	S.F. S.F.
R/U Ratio	3,266 1.0	3.F.
n/O nalio	1.0	
	Usable	X R/U = Rentable

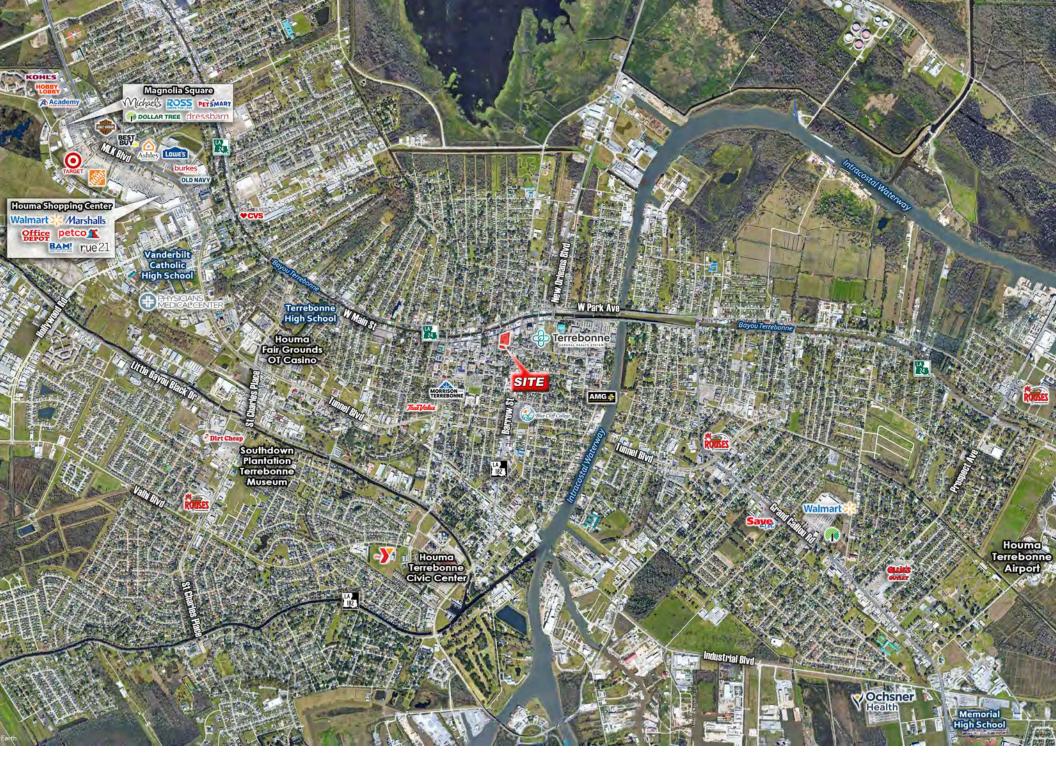








Talbot Realty Group | 747 Magazine Street, Suite 7, New Orleans, LA 70130 | www.talbot-realty.com



SALE / LEASEBACK HANCOCK WHITNEY BANK - HOUMA, LA



About Hancock Whitney Bank

Nasdaq: HWC

Website: http://www.hancockwhitney.com/

Headquarters: Gulfport, MS

of Branches: 237 branches in Mississippi, Alabama, Florida, Louisiana, and Texas

Total Assets: 30.6 billion USD (2019)

Revenue: 1.442 billion USD (2019)

of Employees: 3,887 (2017)

In the late 1800s, the Gulf Coast and two new banks were booming. South Mississippians looked to Hancock Bank to help manage prosperity created by agriculture, seafood, timber and tourism. Sixty miles to the west, New Orleans and Whitney Bank thrived in the wake of the World Cotton Expo.

For more than 100 years, Hancock and Whitney grew with and because of the people and places of the Gulf South. As the banks expanded into new towns and cities, they quickly became trusted, reliable business and community partners. Many smaller regional banks became part of Hancock and Whitney over the years.

Hancock and Whitney came together in 2011; but that merger simply brought historical and community connections between the two banks full-circle—the consummation of a relationship which started 100 years earlier.

The two banks were neighbors, sharing similar history, geography and values. Early Hancock and Whitney leaders were business and social contemporaries. The first business transaction between the two banks occurred in 1918, when Hancock sold the Bank of Orleans to Whitney.

In the 1930s, Hancock and Whitney pledged mutual support between their banks, vowing to help each other in times of need and never allow either organization to suffer the fate of hundreds of other banks which closed during the Depression, leaving depositors in despair.



SALE / LEASEBACK HANCOCK WHITNEY BANK - HOUMA, LA



About Houma:

Houma is the largest city in, and the parish seat of, Terrebonne Parish in the state of Louisiana. It is also the largest principal city of the Houma–Bayou Cane–Thibodaux metropolitan statistical area. Just 55 miles from New Orleans, Louisiana's Bayou Country contains over 2500 sq. miles of mysterious swamps and vast wetlands.



Downtown Houma has been designated as an historic district and is listed on the National Register of Historic Places. It offers a downtown walking tour and attractions such as the Bayou Terrebonne Waterlife

Museum, the Folklife Culture Center, the Regional Military Museum, Southdown Plantation, the Houma-Terrebonne Civic Center, monuments to local armed forces, and local eateries. Although Houma is quickly changing, many residents in the surrounding communities continue to make their living from the Gulf as their ancestors did. They harvest shrimp, oyster, crab, fish, and engage in trapping, although more have shifted to work in occupations of the oil industry and shipbuilding. According to the United States Government Patent and Trademark Office, Houma, Louisiana was the site of the deepest oil well in Terrebonne Parish.

ECONOMIC DEVELOPMENT

The economy of Houma-Terrebonne and this region is strong and poised for continued expansion. We are recognized as a great place to do business and to find a job. From oil service to retail and from shipyards to seafood, Terrebonne has tremendous opportunities for those ready to work and prosper in our growing economy.

Houma, Louisiana is strategically located centrally to New Orleans, Baton Rouge, and Lafayette. Within an hour's drive, our residents can rendezvous in the historic French Quarter for dinner, spend the weekend entertaining business prospects on an offshore charter excursion or enjoy one of many airboats, swamp, or plantation tours.

The Parish of Terrebonne consists of approximately 108,690 people but also draws its highly skilled workforce and business from a four-parish region which consists of approximately 276,417 people. The City of Houma, the hub for the parishes' consolidated government and financial epicenter.

Houma-Terrebonne is also located at the intersections of the Gulf Intracoastal Waterway and the Houma Navigation Canal, which is a straight twenty-six-mile voyage to the Gulf of Mexico. The convergence of these two water superhighways is adjacent to the medium draft Port of Terrebonne, which is currently leasing land with channel access.

The Houma-Terrebonne Airport and Industrial Park have over 1,812 total acres, including 800 acres for aircraft servicing and operation, and 1,000 leasable acres within its industrial park. With its four FBO's, NAV aids, AWOS system, two concrete, intersecting runways, a tower which operates seven days a week, and the southern-most latitude general aviation facility in the country, Houma-Terrebonne Airport provides easy access to the Gulf and booming Central and South American markets.

https://www.tpeda.org/



Wednesday, June 14, 2023

Item Title:

ORDINANCE: Ad Valorem Tax Exemption for Alexander Ryan Marine and Safety, LLC.

Item Summary:

An ordinance to approve an ad valorem tax exemption for Alexander Ryan Marine and Safety, LLC, Application No. 20200524-ITE.

1. Consider the adoption of the ordinance.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	5/19/2023	Executive Summary
Ordinance	5/16/2023	Ordinance
Backup Material	5/16/2023	Backup Material
Exhibit A	5/16/2023	Exhibit



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

ORDINANCE: Ad Valorem Tax Exemption for Alexander Ryan Marine and Safety, LLC.

PROJECT SUMMARY (200 WORDS OR LESS)

Introduce an ordinance to approve an ad valorem tax exemption for Alexander Ryan Marine and Safety, LLC, Application No. 20200524-ITE, and call a public hearing on said matter on Wednesday, June 14, 2023, at 6:30 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	
PARIS	н сог	INCIL				05/15	/2023			
Signature						Date				

SECONDED BY:	
	ORDINANCE NO

AN ORDINANCE TO CERTIFY AND APPROVE AN AD VALOREM TAX EXEMPTION IN ACCORDANCE WITH LA. CONST. ART. VII, SEC. 21(F) FOR MACHINERY, EQUIPMENT, AND OTHER CAPITAL IMPROVEMENTS TO BE ASSESSED AT 205 E. WOODLAWN RANCH ROAD, HOUMA LA, 70363, OWNED BY ALEXANDER RYAN MARINE & SAFETY, LLC, IN REGARDS ITS INDUSTRIAL AD VALOREM TAX EXEMPTION APPLICATION (NO. 20200524-ITE).

WHEREAS, the Industrial Ad Valorem Tax Exemption Program is regulated under the Louisiana Administrative Code Title 13, Part I, Chapter 5, promulgated in accordance with Article VII, Part 2, Section 21(F) of the Louisiana Constitution of 1974, with the intent to incentivize job creation and job retention by offering manufacturers ad valorem tax exemptions under application to the Louisiana Department of Economic Development for up to two terms of five years each; and

WHEREAS, Alexander Ryan Marine & Safety, LLC submitted its initial application for the Program through the Louisiana Department of Economic Development on the machinery and equipment and other capital improvements it owns and will be assessed for ad valorem taxes at 205 E. Woodlawn Ranch Road, Houma, LA 70363; and

WHEREAS, Alexander Ryan Marine & Safety's application was approved by the Louisiana Department of Economic Development and they entered into that certain Contract for Exemption of Ad Valorem Taxes, a copy of which is attached hereto and made a part of this Ordinance; and

WHEREAS, in accordance with LAC 13:I. 503(H), the Louisiana Department of Economic Development notified the TPCG, through the Terrebonne Economic Development Authority, of the approved application, and the Terrebonne Parish Council is now afforded an opportunity to identify the application on the agenda of its public meeting notice and to conduct a public meeting for the purposes of approving or rejecting the application;

WHEREAS, should the Terrebonne Parish Council fail to take timely action, then the application will be deemed approved by this governing body in accordance with LAC 13:I. 503(H)(1); and

WHEREAS, the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government finds that support of these types of exemptions play a vital role in incentivizing the creation and retention of jobs in Terrebonne Parish; and

WHEREAS, the Terrebonne Parish Council has reviewed the application and approves the exemption;

NOW, THEREFORE, BE IT ORDAINED that:

SECTION I

The Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, hereby approves the initial application by Alexander Ryan Marine & Safety, LLC for an ad valorem tax exemption on machinery, equipment, and other capital improvements made to property located at 205 E. Woodlawn Ranch Road, Houma, LA 70363, and to be assessed for ad valorem taxes in Terrebonne Parish.

SECTION II

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

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

ionows.		
	THERE WAS RECORDED:	
	YEAS:	
	NAYS:	
	NOT VOTING:	
	ABSENT:	
The Chairman	declared the resolution adopted	this 14 TH day of June, 2023.
	***	*****
		JESSICA DOMANGUE, CHAIRWOMAN TERREBONNE PARISH COUNCIL
TAMMY E. TI COUNCIL CL TERREBONN		
	***	*****
	Date and Time Deliv	vered to Parish President:
	Approved	Vetoed
		ve, Parish President
		Consolidated Government
	Date and Time Ret	urned to Council Clerk:
	***	*****
the foregoing is		e Terrebonne Parish Council, do hereby certify that Ordinance adopted by the Assembled Council in eeting a quorum was present.
GIVEN UNDI JUNE, 2023.	ER MY OFICIAL SIGNATUR	E AND SEAL OF OFFICE THIS DAY OF
		TAMMY E. TRIGGS COUNCIL CLERK TERREBONNE PARISH COUNCIL



May 9, 2023

Recommendation for ITEP Application #20200524-ITE

Industrial Tax Exemption Program

The Industrial Tax Exemption Program (ITEP) incentivizes industrial development throughout Louisiana. The program abates 80 percent of ad valorem taxes on certain capital expenditures for up to 10 years (5-year contract with 5-year renewal).

Notably, no taxes are removed from the tax rolls using this program. The existing property taxes are paid at the current levels plus 20 percent of the additional assessed value.

Recommendation for Approval

The project is the establishment in Houma of Alexander Ryan Marine & Safety LLC of Louisiana, a company which two years ago began rehabilitating and subsequently moved into an East Woodlawn Ranch Road facility that had been idle for eight years. Alexander Ryan manufactures safety signage primarily for marine vessel and related applications, does final assembly and two-year service interval restoration of personnel transfer baskets, manufactures/does final assembly of life rafts, and assembly of fire hoses and related couplings/connections. It also is working to bring its assembly and refurbishment of hard-side life boats to the Houma facility, which also serves as its international warehousing/shipping facility.

These types of investments are significant for the health of the parish's economy. Specifically, incentivizing investment in manufacturing and the return of a 10-acre facility to commerce has a positive return on investment for Terrebonne Parish.

This ITEP contract represents an investment of \$1,387,120 along with the addition of 5 jobs with an annual payroll of \$240,000.

Per the available renewal application and staff discussions, it is the judgment of the Terrebonne Economic Development Authority that this application meets the criteria of the program and should be approved.

CONTRACT FOR EXEMPTION OF AD VALOREM TAXES

(Advance Notification #20200524)

EXHIBIT "A"

AGREEMENT

among

LOUISIANA DEPARTMENT OF ECONOMIC DEVELOPMENT

and

ALEXANDER/RYAN MARINE & SAFETY L.L.C. OF LOUISIANA

EXHIBIT "A" AGREEMENT

This Agreement, as of the Effective Date, defined herein, is made between:

LOUISIANA DEPARTMENT OF ECONOMIC DEVELOPMENT ("LED"), an agency of the State, represented herein by the Secretary of the Department ("Secretary"); and

ALEXANDER/RYAN MARINE & SAFETY L.L.C. OF LOUISIANA ("Company"), a Louisiana limited liability company in good standing, and authorized to do business in the State, represented herein by the undersigned duly authorized officer.

(The above are collectively referred to as "Parties" and singularly referred to as "Party.")

WHEREAS, Article VII, Section 21 (F) of the Louisiana Constitution of 1974 provides that the Louisiana Board of Commerce and Industry ("Board"), with the approval of the Governor of the State of Louisiana ("Governor"), may enter into contracts for the exemption from ad valorem taxes of a new manufacturing establishment or an addition to an existing manufacturing establishment on such terms and conditions as the Board, with the approval of the Governor, deems is in the best interest of the State; and

WHEREAS, the Governor has provided the terms and conditions pursuant to which he will approve contracts for the Industrial Tax Exemption ("Exemption"); and the Board has promulgated Rules pursuant to which it will approve contracts, all in accordance with Article VII, Section 21(F); and

WHEREAS, Company expanded the ARMS' U.S. maritime assembly Manufacturing Establishment located in Terrebonne Parish with the restructuring of existing buildings that include the installation of a new wall, roof, insulation that will prevent humidity, air lines pipes, fireproof glass, office in lifeboat building and an exit door that will support the Company's manufacturing process (the "Project"), and new direct jobs and payroll as hereinafter provided will result from the Company's investment in the Project; and

WHEREAS, Company has filed an Advance Notification for the Project in accordance with the Rules of the Board in order to obtain an exemption from ad valorem taxes in Terrebonne Parish; and

WHEREAS, the Company anticipates that the Project will be constructed in Phases spanning one or more years prior to the Company's commencement of Operation; and

WHEREAS, in exchange for the Exemption, Company agrees to create or maintain such Jobs and Payroll (defined herein-below) and to the other terms and conditions of this Agreement; and

WHEREAS, in accordance with the Board Rules, this Agreement shall be Exhibit A to the Exemption Contract(s) and shall include the number of jobs and payroll to be created and/or retained at the Manufacturing Establishment and the term of the Exemption; and

WHEREAS, the Secretary projects that the return on investment to the State and Local Governmental Entities from the Manufacturing Establishment will exceed the benefit of the

Exemption as set forth in the terms hereinafter provided, considering a multitude of factors, including but not limited to the following: capital expenditure, direct payroll tax revenue, indirect payroll tax revenue, and additional indirect tax revenue streams such as property tax, sales tax, other payroll tax, and other local taxes associated with jobs supporting the Project; and

WHEREAS, this Agreement serves a public purpose and is in the public interest of the State and its citizens;

THEREFORE, IT IS AGREED:

ARTICLE I. DEFINITIONS

Section 1.01 <u>Definitions</u>

- "Advance Notification" means the notification of intent to apply for the Exemption filed in accordance with Section 503 of the Rules.
- "Agreement" means this Exhibit "A" agreement, and any amendments or modifications thereto.
- "Assignment" means to transfer or assign this Agreement, transfer or assign any of a Party's rights hereunder, or delegate any of a Party's duties hereunder, and "Assignee" means the entity to which such transfer or assignment is made in accordance with this Agreement.
- "Basic Health Benefits Plan" means a basic health benefits plan for the individuals employed in new direct Jobs in this State which shall be determined by LED to be in compliance with federally mandated healthcare requirements or, if no federally mandated healthcare requirements exist, shall provide coverage for comprehensive healthcare coverage including basic hospital and physician care.
- "Board" means the Louisiana Board of Commerce and Industry.
- "Capital Expenditures" means the cost associated with a new manufacturing establishment or an addition to an existing manufacturing establishment, including purchasing or improving real property and tangible personal property, whose useful life exceeds one year and which are used in the conduct of business.
- "Cessation of Operation" means failure of the Manufacturing Establishment to engage in manufacturing and provide finished product(s) into the stream of commerce, except that the Secretary shall have the discretion to determine whether and the duration for which a temporary suspension of Operation due to maintenance, equipment breakdowns, or turnarounds does not constitute a Cessation of Operation.
- "Certification of Compliance" means a sworn verification of compliance with the Company Objectives under this Agreement, signed by a key employee of the Company (executive or senior level officer, project site manager, or equivalent rank.).
- "Company" means Alexander/Ryan Marine & Safety L.L.C. of Louisiana, a Louisiana limited

liability company duly authorized to do and doing business in Louisiana, and its successors and permitted assigns.

- "Company Affiliate" means any business entity that controls or is controlled by the Company or by another business entity that controls the Company, including a parent or subsidiary of the Company, or another subsidiary of a parent of the Company. Control means exercising authority over the management, business policies, and operations of the business entity.
- "Company Default" is defined in Section 6.01(B).
- "Company Objectives" means (1) the acquisition, expansion, construction, equipping, and Operation of the Manufacturing Establishment, (2) the making of anticipated Capital Expenditures; (3) the creation and maintaining of Required Annual Jobs and (4) the payment of Required Annual Payroll.
- "Contract Monitor" is defined in Section 7.01(A).
- "Default" has the meaning set forth in Article VI.
- "Default Payment" means the amount of money, if any, paid by Company to the Local Governmental Entities in the event of a Default as provided in Article VI.
- "Effective Date" is the date of execution of this Agreement by the Secretary.
- **"Exemption"** means the exemption from ad valorem taxation provided for manufacturing establishments in <u>Article VII</u>, Section 21(F) of the Louisiana Constitution of 1974 with specific regard to the Project, which may occur in and is inclusive of Phases.
- "Exemption Contract(s)" means the contract(s) entered into by the Board, the Company, and approved by the Governor memorializing the Exemption for the Project, including each Phase of the Project and specifying the terms thereof and to which this Agreement shall be Exhibit A to each such contract.
- "Exemption Period(s)" means, for each Phase of the Project, the number of years of Exemption provided in accordance with the Rules and further set forth in Section 4.01(C), with each Exemption Period beginning on January 1 of the first Project Year after which each Phase becomes Operational or completes construction. The Exemption Period for any Phase of the Project shall not be longer than 10 years—no more than 5 years initially and an additional 5 years if the Exemption is renewed.
- "Force Majeure" means: (1) an act of God, an act of war, strike, or a natural disaster due to earthquake, landslide, fire, flood, tornado, tropical storm, or hurricane; (2) which is beyond the reasonable control of a Party to this Agreement; and (3) prevents the Party from performing its obligations hereunder.
- "Governor" means the Governor of the State of Louisiana.
- "ITEP" means the Industrial Ad Valorem Tax Exemption Program administered by LED to

implement the exemption from ad valorem taxation provided for in <u>Article VII</u>, Section 21(F) of the Louisiana Constitution of 1974.

"Jobs" means positions of employment that are:

- (1) new (not previously existing in the State);
- (2) permanent (without specific term);
- (3) full-time (working a minimum of 30 hours or more per week);
- (4) employed directly by the Company, a Company Affiliate, or a Qualified Contractor;
- (5) based at the Manufacturing Establishment; and
- (6) filled by a United States citizen who is domiciled in Louisiana or who becomes domiciled in Louisiana within 60 days of employment; and
- (7) offering a Basic Health Care Benefits Plan.

Jobs shall not include:

- (1) jobs transferred to the Manufacturing Establishment from within the State by the Company, a Company Affiliate, or a Qualified Contractor, unless back-filled to result in a net job gain within the State;
- (2) jobs transferred from other Louisiana-based employment as a result of the Company, a Company Affiliate, or a Qualified Contractor acquiring a business operation or substantially all of its assets, unless back-filled to result in a net job gain within the State; or
- (3) jobs performing contract services for the State of Louisiana or any of its agencies.

"LED" means Louisiana Department of Economic Development.

"Legislature" means the Legislature of the State of Louisiana.

- "Local Governmental Entities" with regard to Terrebonne Parish, means the parish governing authority, school board, and sheriff, as well as any municipality in which the Manufacturing Establishment is or will be located.
- "Manufacturing Establishment" means the location for the Project, as described in the ITEP application for the Project, for the manufacturing of finished product(s) to be placed by Company into the stream of commerce.
- "Operation" or "Operational" means the commercial utilization of the Manufacturing Establishment, if new, or of the addition, rehabilitation or restoration of the Manufacturing Establishment for which the Exemption is granted.
- "Payroll" means payment by the Company, a Company Affiliate or Qualified Contractor to its employees for Jobs, exclusive of benefits and defined as wages under Louisiana Employment Security Law (La. R.S. 23:1472(20)), during a Project Year, except that with regard to Jobs employed directly by a Qualified Contractor, Payroll shall not include any fees, mark-up, profit margins or similar payments by the Company or a Company Affiliate to a Qualified Contractor.
- "Phase" means that portion of the Project that becomes Operational or completes construction for which Capital Expenditures are made and, in the following Project Year, becomes subject to the

Exemption provided by an Exemption Contract to which this Agreement is attached as Exhibit A.

- "Project" means Company's acquisition or expansion, construction, improvement, equipping and Operation of the Manufacturing Establishment as further described in the Recitals, which may occur in Phases.
- "Project Year" means each twelve-month period, beginning on January 1 and ending on December 31, or, if the Project is located in Orleans Parish, beginning on August 1 and ending on July 31, of each year identified in Section 4.02(B).
- "Qualified Contractor" means a business entity other than Company or Company Affiliate, acting pursuant to an agreement with the Company or Company Affiliate regarding the Project.
- "Required Annual Jobs" is the number of Jobs required to be met by the Company pursuant to Section 4.02, during a Project Year.
- "Required Annual Jobs and Payroll" refers, collectively, to Required Annual Jobs and Required Annual Payroll.
- "Required Annual Payroll" is the amount of Payroll required to be met by the Company pursuant to Section 4.02 for Jobs.
- "Rule(s)" mean the rules promulgated by the Board as Chapter 5 of Title 13 of the Louisiana Administrative Code.
- "Secretary" means the Secretary of the Louisiana Department of Economic Development.
- "State" means the State of Louisiana.

ARTICLE II. AUTHORITY

Section 2.01 LED Authority

LED is granted authority under the provisions cited above to enter into agreements with public and private associations or corporations for a public purpose.

Section 2.02 Company Authority

A duly executed resolution or other evidence of the authority of the Company to enter into this Agreement and to carry out the commitments made herein, and the authority of the undersigned representative to execute this Agreement and any other documents required thereby on behalf of the Company, certified by the secretary or other authorized representative of the Company, is attached hereto as Exhibit 1.

Section 2.03 Other Approvals

This Agreement is not effective until signed by all Parties.

ARTICLE III. REPRESENTATIONS

The Parties have all the requisite power and authority to enter into this Agreement and to carry out the terms hereof; and the persons signing this Agreement have the authority to execute this Agreement as authorized representatives, and to bind the Parties to all the terms of this Agreement.

This Agreement has been duly authorized, executed, and delivered by the Parties and upon receipt of the approvals described herein will constitute a legal, valid, and binding obligation of the Parties, enforceable in accordance with its terms.

Parties have taken or will take all necessary and proper action to authorize the execution, issuance, and delivery of this Agreement and any other documents required by this Agreement, and the performance of its obligations under this Agreement.

The execution of this Agreement and any other documents required by this Agreement as well as the performance by the Parties of their respective obligations hereunder are within the Parties respective powers and will not violate any provisions of any law, regulation, decree, or governmental authorization applicable to them.

ARTICLE IV. OBLIGATIONS

Section 4.01 <u>LED Obligations</u>

- (A) LED enters into this Agreement for the purposes of providing the terms and conditions for Company's receipt of the Exemption in the manner and for the purposes provided for by the Board and the Governor.
- (B) Upon execution of this Agreement, LED will recommend to the Board that the Company receive the Exemption for the Project under the terms and conditions hereinafter set forth as required by the Rules, and this Agreement shall be Exhibit A to each Exemption Contract among the Board and Company upon approval by the Governor.
- (C) LED will make the following recommendation for the Exemption to the Board for the Company, subject to the Company's adherence to its objectives hereunder and in accordance with the terms and conditions of this Agreement and ITEP Rules with respect to the limitation or cancellation of an Exemption Contract in the event of the Company's non-performance of its objectives hereunder: (1) an 80% exemption from ad valorem taxes for the initial Exemption Contract of 5 years for each Phase and (2) an 80% exemption from ad valorem taxes for the renewal Exemption Contract of 5 years for each Phase with the express understanding that Company's compliance with and performance of the Company's Objectives hereunder shall be a consideration as to the renewal of the Exemption.

Section 4.02 Company Objectives

(A) <u>Commencement of Operation</u>. The Company has proceeded with commercially reasonable due diligence to expand the Manufacturing Establishment and commence Operation by September

- 30, 2022 as described in the ITEP application form filed or to be filed for this Project. During the construction period, which Company anticipates will span multiple years, Company projects that it expended approximately \$1,387,120.00 in Capital Expenditures and that the Project provided approximately 10 full time equivalent construction jobs as well as the creation of 5 Jobs having an annual Payroll of at least \$240,000.00, including 0 Jobs by a Qualified Contractor. Upon commencement of Operation and fulfillment of the foregoing representations, Company shall provide the Required Annual Jobs and Payroll as set forth in Section 4.02(B).
- (B) Operation of the Manufacturing Establishment: Required Annual Jobs and Payroll. During each Project Year thereof, the Company anticipates creating and, thereafter, maintaining Required Annual Jobs and Payroll at the Manufacturing Establishment as follows:

Project Year	Required Annual Jobs	Required Annual Payroll
2023	5	\$240,000.00
2024	5	\$240,000.00
2025	5	\$240,000.00
2026	5	\$240,000.00
2027	5	\$240,000.00
2028	5	\$240,000.00
2029	5	\$240,000.00
2030	5	\$240,000.00
2031	5	\$240,000.00
2032	5	\$240,000.00
2033	5	\$240,000.00

- (C) <u>Jobs and Payroll Creation</u>. Any Jobs and corresponding Payroll created by Company after it files the Advance Notification for the Project shall be considered as having been created during the first Project Year.
- (D) <u>Project Year Adjustment</u>. To the extent Company does not commence Operation on or before the anticipated date identified in Section 4.02(A), Project Years will adjust accordingly, but for no more than two years.
- (E) Other State Incentives. To the extent that Company may receive any other incentives administered by LED directly for any Required Annual Jobs or Payroll, it shall have no bearing on this Agreement.
- (F) <u>Louisiana Preference</u>. To the extent allowed by law, and insofar as is feasible and practicable, the Company agrees to use reasonable commercial efforts to give preference to Louisiana manufacturers, suppliers, vendors, contractors, and subcontractors in connection with equipping the Manufacturing Establishment and purchasing material and supplies to support Operation, provided such entities are competitive in price, quality, and delivery.

ARTICLE V. ASSIGNMENT AND TRANSFER

Assignment or Transfer of the Manufacturing Establishment or any part of an Exemption Contract shall be governed by Section 535 of the Rules pertaining to the "Sale or Transfer of Exempted Manufacturing Establishment."

ARTICLE VI. DEFAULT AND RENEWAL CONSIDERATION

Section 6.01 Default

- (A) <u>State Default</u>. The failure by the Board, the Local Governmental Entities or the Governor, to approve the Exemption for the Company in the manner provided by the Rules, constitutes a default under this Agreement. Upon the occurrence of such default, Company is relieved of all obligations hereunder and this Agreement shall automatically terminate without any further remedy to or obligation imposed upon Company.
- **(B)** <u>Company Default</u>. The occurrence of any of the following actions during the term of any Exemption Contract shall constitute a Company Default with a corresponding remedy:
 - (1) Operation does not commence within a 2-year period beginning on the date identified in Section 4.02(A), in which case the Board may terminate or otherwise modify the Exemption Contract(s) as provided in the Rules.
 - (2) Cessation of Operation, in which case the Board may terminate or otherwise modify the Exemption Contract(s) as provided in the Rules;
 - (3) Assignment of this Agreement, or transfer of ownership of or controlling interest in the Manufacturing Establishment, the Company, or substantially all of its assets, other than as permitted under Article V, in which case the Board may terminate or otherwise modify the Exemption Contract(s) as provided in the Rules;
 - (4) Failure to satisfy 90% of either or both of the Company's Required Annual Jobs and Payroll under Section 4.02 of this Agreement upon which LED shall give notification to the Company and the Local Governmental Entities, which entities will make a recommendation to the Board on whether to terminate the Exemption Contract for the Company or otherwise alter the terms of the Exemption, including the length of the exemption period and/or the percentage of the exemption. The recommendation of the Local Governmental Entities shall then be submitted to the Board for consideration and/or action. This provision shall be applicable for each Project Year in which the Company fails to satisfy the requirements of this paragraph as provided herein irrespective of any prior decision of the Board to continue the Exemption Contract(s) under the terms provided.

Alternatively, the Local Governmental Entities and the Company may forego the recommendation to the Board required by this section if the Local Governmental Entities agree that the Company shall pay and the Company actually makes a Default Payment to each of the Local Governmental Entities in an amount agreeable to both the Local

Governmental Entities and the Company, in which case the terms of the Exemption Contract(s) shall remain the same.

(C) <u>Renewal Consideration.</u> Upon Company's application for a renewal of the Exemption, Company's non-performance of this Agreement shall be considered by the Board in the manner provided by the Rules.

Section 6.02 Delay or Omission

B

No delay or omission in the exercise of any right or remedy accruing to any Party upon any breach of this Agreement by any other Party shall impair such right or remedy or be construed as a waiver of any breach theretofore or thereafter occurring. The waiver of any condition or the breach of any term, covenant, or condition herein or therein contained shall not be deemed to be a waiver of any other condition or of any subsequent breach of the same or any other term, covenant, or condition herein or therein contained.

Section 6.03 Force Majeure

- (A) Upon occurrence of an event of Force Majeure, the affected Party shall have the right, but not the obligation, to declare a Force Majeure period, by giving written notice of such event and declaration to the other Parties within 30 days of such occurrence. Time being of the essence, the affected Party shall make every reasonable effort to give such notice as soon as possible, but in any event notice must be given within 30 days of the occurrence.
- (B) The Force Majeure period shall continue from the date of such notice until the effects of such Force Majeure are removed, remedied, repaired, or otherwise no longer prevent performance of a Party's obligations hereunder. During the Force Majeure period, the obligations of the Parties under this Agreement shall be suspended, and the relevant deadlines and time periods under this Agreement shall be extended to the extent of such suspension. In any event, no Force Majeure period arising from a single event of Force Majeure shall be deemed to exist for longer than 2 years from the date of such notice, and the aggregate Force Majeure period during the term of this Agreement shall not exceed two years.
- (C) The affected Party must proceed with due diligence to effect repairs or undertake efforts to remedy or mitigate the effects of a Force Majeure event, and within 60 days of the occurrence of the event of Force Majeure shall provide the other Parties a report showing the efforts made and to be made to remedy or mitigate the effects as well as a timetable to return to full performance.

Section 6.04 No Other Damages

No party shall have the right to recovery against any other party of any damages of whatever nature, including compensatory, consequential, punitive, or otherwise, arising from or relating to any act or omission deemed to be a breach of this Agreement or fault of any party other than the remedies expressly set forth in this Article.

ARTICLE VII. REPORTS; AUDIT

Section 7.01 Contract Monitoring

The Secretary of LED or his designee will designate, and may change from time to time, one or more persons on his staff to act as Contract Monitor for the Project, to act as LED's representative and liaison between LED and the Company, and to monitor the achievement of the Company Objectives.

Section 7.02 Annual Certification of Compliance

By the last day of the fourth month following the end of each Project Year ("Deadline"), and subject to one request by the Company for a reasonable extension of time of no more than 60 days if made, in writing, before the Deadline, the Company shall deliver to LED a Certification of Compliance with the Company Objectives under this Agreement, including specific verification of the creation and maintenance of Required Annual Jobs and Payroll. The Certificate of Compliance shall be in the general form of Exhibit 2 attached hereto and shall be accompanied by the additional materials referenced therein. All original documentation supporting the Certification of Compliance shall be maintained by the Company as required by the Rules. Failure to timely submit the annual Certification of Compliance may result in LED reporting to the Local Governmental Entities a failure to satisfy Required Annual Jobs and Payroll per Section 6.01(B)(4).

With regard only to the first Project Year referenced in Section 4.02(B), the Company shall deliver to LED the Certification of Compliance either within the time delay referenced in the prior paragraph or 90 days following the date that LED submits the Exemption Contract to the Company for execution, whichever is later.

Section 7.03 Audit

LED shall have such rights to compel an investigation at any time during the effectiveness of this Agreement as provided in Section 531 of the Rules pertaining to inspections.

Section 7.04 Reporting Rules Applicable

Nothing provided in this Section shall relieve Company of any additional reporting requirements provided by the Rules.

ARTICLE VIII. TERM

The Term of this agreement shall extend from the Effective Date until the end of the last Exemption Period for the Project.

ARTICLE IX. MISCELLANEOUS

Section 9.01 Non Discrimination

Company agrees to abide by the requirements of the following laws, as amended and as applicable: Title VI of the Civil Rights Act of 1964 and Title VII of the Civil Rights Act of 1964, the Equal Employment Opportunity Act of 1972; Federal Executive Order 11246; the Rehabilitation Act of 1973; the Vietnam Era Veteran's Readjustment Assistance Act of 1974; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; the Fair Housing Act of 1968; and the Americans with Disabilities Act of 1990. Company agrees not to discriminate in their employment practices in Louisiana, and, to the extent required by law and Executive Order, will render services in Louisiana without discrimination on the basis of race, color, religion, sex, sexual orientation, national origin, veteran status, political affiliation, disability, or age in any matter relating to employment.

Section 9.02 Captions

The captions or headings in this Agreement are for convenience only and do not define or limit the scope or extent of this Agreement.

Section 9.03 Counterpart

This Agreement may be executed in several counterparts, each of which shall be deemed an original and all of which, when taken together, shall be deemed one and the same Agreement.

Section 9.04 Choice of Law

This Agreement shall be construed in accordance with and governed by the laws of the State of Louisiana.

Section 9.05 Jurisdiction and Venue

The 19th Judicial District Court in the Parish of East Baton Rouge, State of Louisiana, shall be deemed to be the exclusive court of jurisdiction and venue for any litigation, special proceeding or other proceeding as between the Parties that may be brought, or arise out of, in connection with, or by reason of this Agreement; and the Parties hereto submit themselves to the jurisdiction of said court in the event of any legal proceedings in connection with this Agreement.

Section 9.06 Further Assurances

From time to time hereafter, the Parties shall execute and deliver such additional instruments, certificates, or documents and take all such actions as another Party may reasonably request for the purpose of fulfilling the Parties' obligations hereunder.

Section 9.07 Notices

Any notice required or permitted to be given under or in connection with this Agreement shall be

in writing and shall be delivered to the address(es) set forth below, or to such other address as may be designated by such Party in written notice to the other Party.

To LED:

Don Pierson, Secretary

Louisiana Department of Economic Development

P. O. Box 94185; Baton Rouge, LA 70804-9185 (USPS Mail)

11th Floor, 617 North 3rd Street, Baton Rouge, LA 70802-5239 (Delivery)

Telephone: (225) 342-3000

To the Company:

Thomas Jelson

Alexander/Ryan Marine & Safety L.L.C. of Louisiana

P.O. Box 9363, Houston, TX 77261 (USPS Mail)

2000 Wayside Drive, Houston, TX 77011 (Delivery)

Telephone: (713) 923-1671

Section 9.08 Amendment

This Agreement may be amended only upon the written consent and approval of all Parties.

Section 9.09 Rules Prevail

To the extent any provision of this Agreement, after reasonable construction so as to give meaning to all provisions of this Agreement and the Rules, conflicts with the Rules promulgated by the Board, the Rules of the Board prevail.

Section 9.10 Electronic Transaction; Electronic Signatures

In accordance with LA. R.S. 9:2605B(1)&(2), the Parties hereto each agree that this transaction may be conducted by electronic means; and electronic signatures of the Parties to this Agreement and any Amendments hereto shall be acceptable and satisfactory for all legal purposes; as authorized by the "Louisiana Uniform Electronic Transactions Act", LA. R.S. 9:2601 through 9:2621.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, this Agreement has been signed by the undersigned duly authorized representatives on the dates indicated below.

	ALEXANDER/RYAN MARINE & SAFETY L.L.C. OF LOUISIANA
	By:
	Signature
	Tom Jelson
	Printed Name
	Title: Compliance Manager
	Date: 03/29/2023
	LOUISIANA DEPARTMENT OF ECONOMIC DEVELOPMENT
LED CONTRACT MONITOR	
Kristin Cheng Kristin Cheng (Apr 18, 2023 14:30 CDT)	By: Anne Villa (Apr 18, 2023 14:51 CDT)
Signature	Don Pierson, Secretary
Kristin Cheng	04/19/2022
Printed Name	- _{Date:} 04/18/2023

CORPORATE MINUTES OF ALEXANDER /RYAN MARINE & SAFETY L.C.C OF LA

The managers of Alexander/Ryan Marine & Safety L.L.C. held a meeting on 03/23/2023

The following, managers of Alexander/Ryan Marine & Safety L.L C were present at the meeting

- 1. THOMAS JELSON
- 2. STAVROS LALIZAS
- 3. PHILLIP KLEINOT

RESOLVED, that the following manager and individual of the Corporation is authorized to agree the terms and sign The contract for Exemption of AD Valorem Taxes, between the corporation and the Louisiana Department Of Economic Development.

THOMAS JELSON

RESOLVED FURTHER, that the Officer of this Corporation are authorized and directed to take any action necessary to effectuate the foregoing resolution;

Date 03/23/2023

THOMAS JELSON MANAGER

mes belson

PHILLIP GIDEON KLEINOT

MANAGER

STAVROS LALIZAS

MANAGER

State of Louisiana Secretary of State



COMMERCIAL DIVISION 225.925.4704

<u>Fax Numbers</u> 225.932.5317 (Admin. Services) 225.932.5314 (Corporations) 225.932.5318 (UCC)

 Name
 Type
 City
 Status

 ALEXANDER/RYAN MARINE & SAFETY L.L.C. OF LOUISIANA
 Limited Liability Company
 HOUMA
 Active

Previous Names

ALEXANDER/RYAN MARINE & SAFETY CO. OF LOUISIANA (Changed: 1/30/2013)

Business:

ALEXANDER/RYAN MARINE & SAFETY L.L.C. OF LOUISIANA

Charter Number:

34480111K

Registration Date:

12/12/1994

Domicile Address

205 E WOODLAWN RANCH ROAD

HOUMA, LA 70363

Mailing Address

PO BOX 9363

HOUSTON, TX 77261

Status

Status:

Active

Annual Report Status: In Good Standing

File Date:

12/12/1994

Last Report Filed:

1/27/2023

Type:

Limited Liability Company

Registered Agent(s)

Agent:

C T CORPORATION SYSTEM

Address 1: City, State, Zip:

3867 PLAZA TOWER DR. BATON ROUGE, LA 70816

Appointment

Date:

2/4/2013

Officer(s)

THOMAS JELSON

Officer: Title:

Manager

Address 1:

2000 WAYSIDE DR.

City, State, Zip: HOUSTON, TX 77011

Officer:

STAVROS LALIZAS

Title:

Manager

Address 1:

2000 WAYSIDE DR.

City, State, Zip:

HOUSTON, TX 77011

Officer:

PHILLIP GIDEON KLEINOT

Title:

Manager

Address 1: City, State, Zip:

2000 WAYSIDE DR. HOUSTON, TX 77011

Additional Officers: No

Mergers (1)

Filed Date	Effective Date:	Туре	Charter#	Chater Name	Role
8/31/2021	8/31/2021	MERGE	34480111K	ALEXANDER/RYAN MARINE & SAFETY L.L.C. OF LOUISIANA	SURVIVOR

Amendments on File (11)

Description	Date
Name Change	1/30/2013
Conversion	1/30/2013
Domestic LLC Agent/Domicile Change	2/4/2013
Domestic LLC Agent/Domicile Change	8/17/2015
Domestic LLC Agent/Domicile Change	10/18/2015
Revoked	2/15/2018
Reinstatement	3/12/2018
Appointing, Change, or Resign of Officer	7/23/2018
Appointing, Change, or Resign of Officer	7/8/2021
Merger	8/31/2021
Domestic LLC Agent/Domicile Change	10/12/2021

Print

EXHIBIT 2 CERTIFICATION OF COMPLIANCE

Co	ntr	act Number for the Project: Reporting Period:
Co	mp	any Name:
Pr	ojec	t Physical Address:
		s the contract for this project/phase been fully executed? a. Complied with Article IV: Project Completion Report (PCR)? Yes □ No □ b. Complied with Article VI: Affidavit of Final Cost (AFC)? Yes □ No □ nswer to any of the above is "No", please explain:
		eration of the assets related to this project/phase: Commenced, as of and continues to date. Has not commenced or has ceased Operation pany has ceased Operation, please explain:
3.	Ca	pital Expenditures for this project/phase made as of: <u>\$</u> (Amount - from AFC)
		quired Annual Jobs (per Exhibit A, Section 4.02 (B)): a. Actual number of Jobs (total provided on NJCS or PSEBS (if retention only) tabs on the ITE-ACR):
5.	Re	quired Annual Payroll (per Exhibit A, Section 4.02 (B)): \$ a. Actual annual Payroll (total provided on NJCS or PSEBS (if retention only) tabs on the ITE-ACR): \$
6.	На	s the Company offered a Basic Health Benefits Plan for this Project Year for Jobs? Yes No No
7.	Ar	e any Jobs at the Manufacturing Establishment attributable to:
	a.	Jobs transferred from any other location within the state by the Company, Company Affiliate or a Qualified Contractor? Yes \square No \square
	b.	Jobs transferred from any other Louisiana-based employment as a result of the Company, Affiliate, or a Qualified Contractor acquiring a business operation or substantially all of its assets?
	c.	$\begin{array}{c ccccccccccccccccccccccccccccccccccc$
If t	he a	nswer to 7.c. is "No", please explain:

- 8. Upload this Certification of Compliance with original signatures via Fastlane. The following additional materials must accompany this certification. Use the most current updated prescribed forms and spreadsheets found on the Fastlane Document Checklist:
 - ITE Employment Baseline Calculation Worksheet (only required the first year of reporting).
 - A sortable and unlocked version of the ITE Annual Compliance Report (ITE ACR).
 - Copies of all quarterly wage reports (ES-4's/SUTA) and Multi Worksite Reports (if applicable) filed with the LA Workforce Commission for the same filing period.

f		de to the Local		e documentation is attached as a separate document tities & the Board of Commerce & Industry for
CON	TACT TYPE (se	elect one):	Business	Consultant □
	ct Information:			
Title:				
Mailir	ng Address:			
	Number:		Extension:	

CERTIFICATION

(The electronic version of this document is available via Fastlane NextGen. In order to submit each Project Year, the form must be added to the existing project, signed, paid, and submitted electronically via Fastlane NextGen along with the additional materials referenced in the Document Checklist section of the form).

Exhibit A -Alexander Ryan Marine Safety LLC of Louisiana #20200524

Final Audit Report

2023-04-18

Created:

2023-03-28

By:

Christina Ocmand (Christina.Ocmand@la.gov)

Status:

Signed

Transaction ID:

CBJCHBCAABAAxkclkGscyF-ePgO_Q3vX5fS7FtDgaWeV

"Exhibit A -Alexander Ryan Marine Safety LLC of Louisiana #20 200524" History

- Document created by Christina Ocmand (Christina.Ocmand@la.gov) 2023-03-28 4:57:50 PM GMT- IP address: 159.39.101.2
- Document emailed to Tom Jelson (tjelson@alexanderryan.com) for signature 2023-03-28 5:10:14 PM GMT
- Email viewed by Tom Jelson (tjelson@alexanderryan.com) 2023-03-28 5:24:23 PM GMT- IP address: 73.115.166.62
- Document e-signed by Tom Jelson (tjelson@alexanderryan.com)

 Signature Date: 2023-03-29 1:37:01 PM GMT Time Source: server- IP address: 73.115.166.62
- Document emailed to kristin.cheng@la.gov for signature 2023-03-29 1:37:03 PM GMT
- Email viewed by kristin.cheng@la.gov 2023-03-29 - 5:42:30 PM GMT- IP address: 172.226.168.2
- Christina Ocmand (Christina.Ocmand@la.gov) replaced signer don.pierson@la.gov with Anne Villa (anne.villa@la.gov)

2023-04-18 - 4:19:45 PM GMT- IP address: 159.39.101.2

- Signer kristin.cheng@la.gov entered name at signing as Kristin Cheng 2023-04-18 7:30:32 PM GMT- IP address: 159.39.101.2
- Document e-signed by Kristin Cheng (kristin.cheng@la.gov)
 Signature Date: 2023-04-18 7:30:34 PM GMT Time Source: server- IP address: 159.39.101.2

- Document emailed to Anne Villa (anne.villa@la.gov) for signature 2023-04-18 7:30:36 PM GMT
- Email viewed by Anne Villa (anne.villa@la.gov) 2023-04-18 7:50:49 PM GMT- IP address: 159.39.101.2
- Document e-signed by Anne Villa (anne.villa@la.gov)

 Signature Date: 2023-04-18 7:51:25 PM GMT Time Source: server- IP address: 159.39.101.2
- Agreement completed. 2023-04-18 - 7:51:25 PM GMT

Names and email addresses are entered into the Acrobat Sign service by Acrobat Sign users and are unverified unless otherwise noted.



John Bel Edwards Governor Don Pierson Secretary

April 26, 2023

via e-mail

Parish President Gordon Dove Attn: Ms. Tammy Triggs, Council Clerk Terrebonne Parish Council P.O. Box 2768 Houma, LA 70361

RE: Alexander/Ryan Marine & Safety L.L.C. of Louisiana

Board of Commerce and Industry Approval Notice ("Notice") Tax Exemption Application #20200524-ITE - \$1,387,120.00

Dear Parish President Dove:

This Notice is being provided to you pursuant to the Rules of the Board of Commerce and Industry ("Board"), effective August 20, 2018, specifically Title 13 of the Louisiana Administrative Code, §503(H)(1) ("Rule").

Pursuant to this Rule, the Notice is hereby given that the above-referenced Tax Exemption Application for Alexander/Ryan Marine & Safety L.L.C. of Louisiana, attached hereto along with the corresponding Exhibit A, was approved by the Board on Wednesday, April 26, 2023. Local governmental entities have thirty days from the date notice of the Board's approval is posted on LED's website to determine whether to take further action on the approval in accordance with the Rule and may provide the necessary notice to LED, timely, using the attached Notice of Action. Any local governmental entity that timely notifies LED that the above-referenced application has been placed on the agenda of a public meeting will have an additional thirty days to make a final determination in accordance with the Rule. If the local governmental entity takes no action or does not provide timely notice of action to LED within the delays provided by the Rule, then the application shall be deemed approved by that entity.

Sincerely.

Kristin Cheng

Program Administrator

Industrial Tax Exemption Program

(225) 342-2083

ITEP@la.gov

c: Assessor, Terrebonne Parish

Industrial Tax Exemption Program Application - (Post Executive Order 2018)

** Any changes made to the information provided after the initial submission of this Application, whether requested by the Company or by LED, may result in a delay in Application processing time and/or Board of Commerce & Industry consideration. **

Project ID: 20200524-ITE **Date Received:** 12/16/2022

PROJECT INFORMATION

Company:

Alexander/Ryan Marine & Safety L.L.C. of Louisiana

Project Name:

Houma

Project Location:

205 E. Woodlawn Ranch Road, Houma, LA, 70363

Parish:

Terrebonne

City Limits?:

--

COMPANY INFORMATION

Product Manufactured:

 ${\sf Alexander/Ryan\ Marine\ \&\ Safety\ (ARMS)\ manufactures\ and\ services\ customized\ safety}$

solutions in the maritime industry (lifeboat systems, Sea Jet submersible pump

systems, liferafts and personnel baskets).

Manufacturing Process/Activities:

The Houma facility has establish itself as ARMS' U.S. assembly, manufacturing, refurbishment, and service operations, plus associated warehouse and distribution of inventory to customers across the U.S. and internationally. Manufactures IMO signs in the new IMO signs department. Assemble, refurbish and restore rescue boats and x-

904s as well as liferafts, so that they are coast guard compliant.

GAMING

Has the applicant or any affiliates received, applied for, or considered applying for a license to conduct Yes • No gaming activities?

If yes, please give a detailed explanation including the name of the entity receiving or applying for the license, the relationship to the business if an affiliate, the location and the type of gaming activities:



PROJECT DETAILS

336611 NAICS:

Addition Project Type: 5/3/2021 Project Start Date (beginning of construction and/or installation):

Project End Date (ending of construction and/or installation): Anticipated date for the commencement of operations of this project: 9/30/2022

Project Description:

Alexander/Ryan Marine & Safety (ARMS) manufactures and services customized safety solutions in the maritime industry (lifeboat systems, Sea Jet submersible pump systems, liferafts and personnel baskets). The company has facilities in Texas (Houston) and Louisiana (Houma). It is expanding capabilities in Houma. The Houma facility will establish itself as ARMS' U.S. assembly, manufacturing, refurbishment, and service operations, plus associated warehouse and distribution of inventory to customers across the U.S. and internationally. Building restructure for supporting company's manufacturing Process: Install new wall, roof and insulation to prevent humidity. Install air lines pipes, create office in lifeboat building, install fireproof glass, remove the Fans, add an exit door (for both manufacturing managers and production staff offices). Removal of windows and air vends, in order to create a controlled environment (temperature controlled).

Will any portion of this project become operational/usable prior to the overall project's completion (i.e. Yes ← No application filled in phases)?

2022 Calendar Years:

ESTIMATED INVESTMENTS

Building & Materials: \$309,365.00 \$219,505.00 Machinery & Equipment:

Labor & Engineering: \$858,250.00 Estimated Total Investment Amount: \$1,387,120.00

Less: Restricted Amount: \$0.00

Total Estimated Investments: \$1,387,120.00

ESTIMATED JOBS

Existing Jobs at Project Site: 0 **Existing Jobs Statewide:** 12

Will this project create new jobs? Yes ← No

5 New Direct Jobs:

Contract Jobs:

Will new jobs be created in phases?

The company now has 2 facilities: In Houston Texas and Houma Louisiana. We relocated most of our business from Houston to Houma **Explain:** where the company can better serve the industry. We currently we employ 17 employees, (from 12 that we had), and within the next months we intend to open an FSR department in Houma and further expand the warehouse operations (and staffing). We plan to start the

FSR (Fire Safety and Rescue) Department, once we find and hire the right candidates.

9/30/2023

Construction Jobs: 10 Total Estimated Jobs: 15

New Jobs for this phase:

0

If no new jobs are being created with this project, will existing jobs be retained?

If yes, provide a compelling reason(s) for retention:

Yes No



ESTIMATED PAYROLL

Existing Jobs Payroll: \$0.00

Existing Jobs Statewide Payroll: \$638,357.00 **New Direcy Jobs Payroll:** \$240,000.00

Contract Jobs Payroll: \$0.00

Construction Jobs Payroll: \$822,657.00 **Total Estimated Payroll:** \$1,062,657.00

New payroll for current phase: \$0.00

PROPERTY TAX

Millage Rate for this property. Use the millage rate obtained from the parish assessor to calculate the fee.

O.0932

This is usually a whole number (i.e., 115.47 or 92.665. A millage rate is expressed in 1/1000ths of a dollar (known as one mill). Convert the whole number millage rate by dividing by 1000 to a decimal number (i.e., the whole numbers converted to 1/1000ths would be .1154 or .0927 when rounded to four digits.)

Note: <u>Proof of Millage/Location form</u> must be completed by the parish assessor and uploaded to the attachments of this application.

Total Property Taxes paid (most recent year 29893.00

for this site):

BUSINESS LEGAL STRUCTURE

Is this company an LLC?

Yes ∩ No

If an LLC members or pass through entity, list below the names and the LA Dept. of Revenue tax identification number or social security number for all.

LLC Members

Legal Name

Alexander/Lalizas, LLC

ESTIMATED BENEFIT

Investment Amount: \$1,387,120.00

x Assessment Percentage: 0.15

x Millage Rate: 0.0932

=Annual Exemption \$19,387.78

Annual Exemption * 5 years at 80% \$77,551.10

+ Annual Exemption * 5 years at 80% \$77,551.10



FEE CALCULATION

Estimated Ten Year Property Tax Exemption:

\$155,102.20

x Rate

0.005

= Assessed Fee (\$500.00 Minimum-\$15000.00

\$775.51

Maximum)

Amount Paid:

\$775.56

Amount Due:

\$0.00

ATTACHMENTS

Document Type	Document Name	Date
Proof of Millage	AlexanderRyan Marine & Safety.pdf	12/16/2022
Other	Employer's Quarterly Wage and Tax Report (Q1).pdf	12/16/2022
Other	Employer's Quarterly Wage and Tax Report (Q2).pdf	12/16/2022
Notarized Affidavit	2. ITEPContractAffidavit-Revised-08-15-2022 signed.pdf	12/21/2022
Baseline Calculation Worksheet	02. ITEEmploymentBaselineCalculationWorksheet(Fillable) signed (3).pdf	1/13/2023
Breakdown of Purchases	02. ITEBreakdownofPurchases (2022.01.13).xlsx	1/13/2023
Other	RE NAICS Code 336612 .msg	1/18/2023

PAYMENTS

Fee Type	Amount Paid	Date Received	Confirmation #	Transaction Type
APPLICATION	\$775.56	12/16/2022	OP82PWTGJR	visa_credit

PROJECT CONTACTS

Contact First

Contact

Name N

Last Name

Email Address

Company Name

Mailing Address Phone Number

Contact Type



Contact First Name	Contact Last Name	Email Address	Company Name	Mailing Address	Phone Number	Contact Type
Tom	Jelson	tjelson@alexanderryan.com	Alexander/Ryan	2000 Wayside	(281)	Business

CONTRACT SIGNATORY

The contract signatory will be used when signing contracts. The contracts will be signed online and will take place after the board approves a form.

Title: Manager - Compliance and Commercial

First Name: Tom

Last Name: Jelson

Email Address: tjelson@alexanderryan.com

CERTIFICATION STATEMENT

F I hereby certify that this project meets all Constitutional, statutory and regulatory provisions applicable to this program. I hereby certify that the information provided in this document and additional materials is true and correct and that I am aware that my submission of any false information or omission of any pertinent information resulting in the false representation of a material fact may subject me to civil and/or criminal penalties for filing false public records (R.S. 14:133) and/or forfeiture of any tax benefits approved under this program. I understand that the application and information submitted shall not be returnable to the applicant.

FORM SIGNATURE

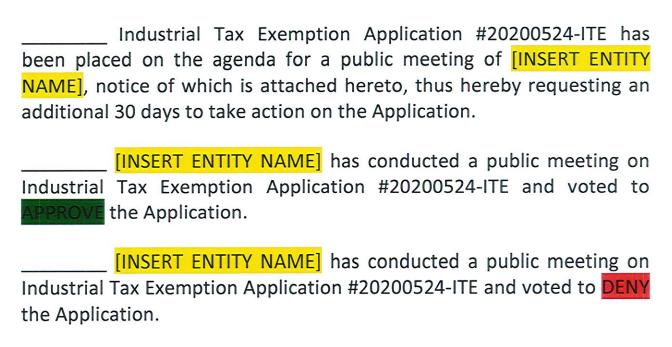
I, TOM JELSON

, approve the above information.



NOTICE OF ACTION

Notice is hereby given to the Louisiana Department of Economic Development ("Department") of the following action by [INSERT ENTITY NAME] pursuant to §503(H)(1) of the Industrial Tax Exemption Program Rules:



NOTICE OF THIS ACTION MUST BE GIVEN TO THE DEPARTMENT WITHIN THREE BUSINESS DAYS

Recommended methods of sending notice:

- 1. Via email to ITEP@la.gov
- 2. Via facsimile transmission to (225) 342-0142; Attn: Kristin Cheng
- 3. Via overnight delivery with tracking to:

Louisiana Economic Development c/o Kristin Cheng 617 N. 3rd St. 11th Floor Baton Rouge, LA 70802

Category Number: Item Number: D.



Wednesday, June 14, 2023

Item Title:

TCOA Budget

Item Summary:

An ordinance to appropriate funds relative to and for the adoption of the operating and capital budgets for the Terrebonne Council on Aging, Inc.

1. Consider the adoption of the ordinance.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	5/17/2023	Executive Summary
Ordinance	5/17/2023	Ordinance
Backup	5/17/2023	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

An ordinance to appropriate funds relative to and for adoption of the operating and capital budgets for the Terrebonne Council on Aging, Inc.

PROJECT SUMMARY (200 WORDS OR LESS)

Section 2-11 of the Terrebonne Parish Home Rule Charter requires an ordinance to Appropriate funds and/or adopt the Operating and Capital Budgets for the parish government. Terrebonne Council on Aging, Inc. (TCOA) entered into a Cooperative Endeavor Agreement (CEA) with Terrebonne Parish Consolidated Government (TPCG)and in accordance with the CEA, TCOA must submit budgets subject to the Terrebonne Parish Council approval

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

See Above

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

s/Kandace M. Mauldin, CFO	5/17/2023
Signature	Date

OFFERED BY:		
SECONDED BY:		

ORDINANCE	NO
------------------	----

AN ORDINANCE TO APPROPRIATE FUNDS RELATIVE TO AND FOR ADOPTION OF THE OPERATING AND CAPITAL BUDGETS FOR THE TERREBONNE COUNCIL ON AGING, INC.

WHEREAS, Section 2-11 of the Terrebonne Parish Home Rule Charter requires an ordinance to Appropriate funds and/or adopt the Operating and Capital Budgets for the parish government; and

WHEREAS, the Terrebonne Council on Aging, Inc. (TCOA) entered into a Cooperative Endeavor Agreement (CEA) with Terrebonne Parish Consolidated Government (TPCG), recorded on June 14, 2021, file No. 1628800; and

WHEREAS, in accordance with the CEA, TCOA must submit budgets subject to the Terrebonne Parish Council approval as required by the CEA, State law and TPCG Charter- See La RS 33:1415; 39:1305 and TPCG Charter Article V- Financial Procedures; and

WHEREAS, TCOA has submitted its Operating and Capital budgets for the year of 2024 for review and approval to TPCG; and

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

SECTION I

- A) TCOA's Operating and Capital Budgets for the year 2024 have been presented to the Terrebonne Parish Council and is attached hereto and incorporated herein as Exhibit A.
- B) The Terrebonne Parish Council approves Terrebonne Council on Aging, Inc.'s Capital Budget for the year of 2024 in the amount of \$1,015,000.
- C) If capital projects are not put out for bid and accepted by TCOA in twelve (12) months after approval, the money shall be returned to TPCG or credited against future Terrebonne Council on Aging, Inc. budgets.
- D) The Terrebonne Parish Council approves Terrebonne Council on Aging, Inc.'s Operating Budget for the year of 2023 in the amount of \$8,610,899.
- E) TPCG will supplement TCOA's budget with \$7,300,000 from the elderly millage.
- F) TCOA and TPCG will keep a surplus in fund balance equal to the average of the last three years audited operating expenses in the amount of \$5,718,188.
- G) TCOA cannot make approved budget changes for the year 2024 without the written approval of TPCG's Chief Financial Officer.

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:

Account Code	Account Title	TPCG Approved Org FY 23 Budget	TCOA Am. FY 23 Submission	TCOA Original FY 24 Submission
401	Ad Valorem Taxes	3,800,000.00	3,800,000.00	7,300,000.00
40103	TPCG Rural Transit Revenue	297,566.00	420,000.00	450,000.00
40105	TCOA Elderly Housing, Inc.	100,000.00	135,000.00	180,000.00
403	Office of Elderly Affairs		·	
403/40305	,	6,000.00	6,000.00	6,000.00
403/40305		224,053.00	224,053.00	215,099.00
403/40305		151,156.50	151,156.50	147,056.20
403/40305		151,156.50	151,156.50	150,373.80
403/40305		6,746.00	6,746.00	6,636.00
403/40305		56,168.00	56,168.00	54,921.00
403/40305	<u> </u>	136,795.00	136,795.00	136,795.00
403/40305		100,000.00	100,000.00	100,000.00
403/40305		75,627.00	75,627.00	75,887.00
403/40305	-	103,731.00	103,731.00	149,876.00
403/40305		0.00	0.00	0.00
403/40305		10,085.00	10,085.00	21,400.00
403/40305		0.00	0.00	0.00
	GOEA - STPH	0.00	27,000.00	
403/40303	GOEA Supplemental	10,912.50	10,912.50	27,000.00 10,912.50
	· ·	·		
40304	GOEA Cares ADRC per email GOEA dated		24,076.00	0.00
40306	OEA American Recovery 3A	17,577.00	17,577.00	
40306	OEA American Recovery 3B	57,161.00	57,161.00	
40306	OEA American Recovery 3C1	37,945.00	37,945.00	
40306	OEA American Recovery 3C2	37,946.00	37,946.00	
40306	OEA American Recovery 3D	3,626.00	3,626.00	
40306	OEA American Recovery 3E	8,619.00	8,619.00	
40703	Trips	0.00	0.00	0.00
408	United Way	375.00	50.00	100.00
409	Contributions/Project Income	80,000.00	75,000.00	90,000.00
40902	Copies Project Income	200.00	15.00	25.00
40905	Contributions -Special Project	3,500.00	2,625.00	3,500.00
410	donations - equipment	121,173.12	0.00	0.00
411	Sale of meals - Guest	0.00	0.00	0.00
413	City of Houma	1,155.00	0.00	0.00
41701	Building Fund Revenue	0.00	0.00	0.00
418	Program Service fee Income	850.00	2,200.00	3,000.00
420	Membership/Sponsorship	0.00	0.00	0.00
421	Ticket Sales	0.00	2,000.00	3,000.00
425	Sales	100.00	50.00	100.00
42501	Ceramic Sales	0.00	30.00	50.00
42502	Art Sales	0.00	0.00	0.00
42503	Craft Sales	0.00	0.00	0.00
43001	Vending machine income	250.00	1,200.00	1,500.00
43003	Miscellaneous	10,000.00	10,000.00	12,500.00
43004	Interest Income/Dividened	43,000.00	70,000.00	100,000.00
43005	Insurance Claims	0.00	231,000.00	0.00
440	Other grant awards	3,720.00	0.00	60,000.00
450	Bequests/Memorials	0.00	0.00	0.00
460	Raffle	0.00	2,000.00	4,000.00
480	Sale of Vans	0.00	1.00	0.00

Account Code	Account Title	TPCG Approved Org FY 23 Budget	TCOA Am. FY 23 Submission	TCOA Original FY 24 Submission
	TOTAL REVENUE	5,657,193.62	5,997,551.50	9,309,731.50
501	Salaries & Wages	2,683,177.69	3,000,000.00	3,500,000.00
502	Salaries & Wages - Overtime	60,000.00	50,000.00	50,000.00
521	Empoyer FICA expense	183,991.99	210,000.00	260,000.00
540	Unemployment taxes	5,600.00	5,600.00	6,000.00
541	Workers' Compensation Insuranc	50,000.00	50,000.00	60,000.00
54101	W. C Illness/Injury COA Paid	5,000.00	3,000.00	5,000.00
542	Group Health Insurance	400,000.00	290,000.00	360,000.00
54201	Cobra Payments	0.00	0.00	0.00
54202	Retirement Health Insurance Expense	30,000.00	58,000.00	60,000.00
54301	MOA/Mass Mutual	93,000.00	135,000.00	150,000.00
551	Travel - In State	13,500.00	17,000.00	20,000.00
553	Travel out of State	0.00	0.00	0.00
554	Hotel	0.00	1,000.00	1,000.00
556	Per Diem - Meals	105.00	150.00	150.00
557	Car Allowance	6,000.00	0.00	0.00
601	Duplicating & Printing	1,000.00	0.00	0.00
60201	Dues	2,322.00	2,300.00	5,000.00
60202	Subscriptions	1,100.00	500.00	500.00
60203	REFERENCE BOOKS/MATERIALS	25.00	20.00	25.00
603	Utilities	65,000.00	80,000.00	95,000.00
604	Telephone	75,000.00	60,000.00	75,000.00
605	Postage	4,800.00	4,300.00	5,500.00
60601	Building Maintenance - General	80,000.00	175,000.00	200,000.00
60603	Maintenance/Repairs - Equipmen	30,000.00	20,000.00	25,000.00
607	Advertising	2,500.00	1,000.00	1,500.00
608	Accounting Services	15,000.00	18,000.00	15,000.00
609	Legal Fees	21,000.00	500.00	2,000.00
60902	Settlement/Litigation	50,000.00	50,000.00	50,000.00
610	Insurance	200,000.00	785,000.00	500,000.00
611	Drug Testing	3,723.00	3,000.00	4,000.00
61101	Emp. Health - Vaccine	145.00	75.00	150.00
612	Service Agreements	68,243.00	70,000.00	75,000.00
614	Labor	75,000.00	47,000.00	20,000.00
61401	Contract Dietitian	1,725.00	800.00	1,500.00
61402	Training	4,884.00	3,500.00	6,000.00
615	Guest Speaker/Entertainment	2,230.00	3,500.00	3,000.00
616	Audit services	51,000.00	42,400.00	55,000.00
617	Computer consultant	24,000.00	16,000.00	16,000.00
61701	Bank/Credit Card/Machine Charges	0.00	0.00	0.00
618	Professional Fees	62,024.00	50,000.00	50,000.00
619	Building rental	11,000.00	3,500.00	3,800.00
620	Building Clean Up	0.00	0.00	0.00
64101	Employee	0.00	0.00	0.00
64102	Employee Flowers (ill/death)	150.00	50.00	1,000.00
65001	SHELTER - Assistance	0.00	0.00	0.00
651	Office supplies	32,000.00	50,000.00	50,000.00
65101	Drinking Water	4,600.00	6,000.00	7,000.00

Account Code	Account Title	TPCG Approved Org FY 23 Budget	TCOA Am. FY 23 Submission	TCOA Original FY 24 Submission
652	Computer supplies	5,700.00	15,000.00	12,000.00
653	Janitorial supplies	5,000.00	6,500.00	8,000.00
654	Recreational supplies	4,000.00	3,200.00	5,000.00
65401	Ceramic Supplies	0.00	0.00	0.00
65402	Art Supplies	250.00	1,500.00	1,500.00
65403	CRAFT SUPPLIES	0.00	0.00	0.00
65502	Other supplies - Vending	1,000.00	1,500.00	2,000.00
65503	Other supplies - Project trips	0.00	0.00	0.00
65504	Other supplies - Food	14,436.00	9,000.00	15,000.00
65506	Other supplies - Sr. Olympics	0.00	0.00	0.00
65507	Other supplies - Commodities	0.00	0.00	0.00
65508	Other supplies - Other projcts	11,000.00	1,000.00	15,000.00
65509	OTHER SUPPLIES-EDUCATIONAL	64.00	10.00	0.00
656	Nutrition Supplies	30,000.00	40,000.00	40,000.00
65601	Kitchen Supplies	0.00	0.00	0.00
65702	Caterer - Labor 3C1	60,000.00	82,000.00	100,000.00
65703	Caterer - Labor 3C2	560,000.00	425,000.00	450,000.00
			,	·
65711	Caterer - Raw Food C-1	5,250.00	10,700.00	12,000.00
65712	Caterer - Raw Food C-2	49,000.00	48,000.00	55,000.00
660	Containers-Meals	0.00		
668	T-Shirts - Hats - Uniforms Supplies	10,000.00	11,000.00	15,000.00
67002	Charitable - Assistance	1,200.00	55,000.00	
67004	Patriotic - Assistance	0.00	0.00	0.00
67005	Other Public Spirit - Assistan	372.00	200.00	300.00
67006	Raffle Prize/Bingo	0.00	10,000.00	12,000.00
69001	Ad Valorem Deductions	0.00	0.00	
69002	Ad Valorem Adjustments	0.00	0.00	0.00
701	Van insurance	228,862.00	455,000.00	250,000.00
702	Gas & oil	250,000.00	250,000.00	300,000.00
703	Vehicle Maintenance	172,196.00	240,000.00	250,000.00
704	van license	700.00	400.00	700.00
705	Van Rental	0.00	0.00	0.00
70502	Equipment Rental/Supply Rental	21,200.00	20,000.00	21,000.00
757	Miscellaneous	1,000.00	20.00	1,000.00
75702	Emergerncy Expenses	0.00	0.00	0.00
760	Medical expense	68,978.00	140,000.00	150,000.00
76001	PRESCRIPTION/MEDICATION	0.00	0.00	0.00
775	Electric - H.H.	58,316.00	100,000.00	100,000.00
77501	Electric - H.H. Under 60	0.00	5,000.00	5,000.00
776	Gas - H.H. After budget & finance meeting	0.00	0.00	0.00
80001	Sub-contract - Legal	5,514.00	5,514.00	5,514.00
80002	Sub-contract - Homemaker	179,684.00	179,684.00	286,250.00
80003	Sub-contract - Personnal Care/Repsite/Care		481,115.00	
80005	Sub-contract - Counseling		27,000.00	27,000.00
852	Capital outlay - Equipment	247,689.00	90,000.00	
854	Capital Projects	1,655,249.00	1,200,000.00	
	TOTAL EXPENDITURES	8,546,412.99	9,225,538.00	9,625,889.00
	Revenues in excess (deficit) expenses	(2,889,219.37)	(3,227,986.50)	(316,157.50)



Wednesday, June 14, 2023

Item Title:

2023 Various Items for Budget Amendment

Item Summary:

An ordinance to amend the 2023 Adopted Operating Budget of the Terrebonne Parish Consolidated Government for the following items and to provide for related matters:

- I. Houma Police Dept., \$29,947
- II. Houma Police Dept., \$495
- III. Houma Fire Department, \$12,000
- IV. Parish Transportation Fund, \$200,000
- V. Section 8 Vouchers, \$1,268,784
- VI. HUD CDBG Recovery, \$358,000
- VII. American Rescue Plan-FLOCK Cameras, \$250,000
- VIII. General Fund-Bisland Public Cemetery, \$52,400
- 1. Consider the adoption of the ordinance.

ATTACHMENTS:

Description	Upload Date	Туре
2023 Various Items for Budget Amendment	5/18/2023	Executive Summary
2023 Various Items for Budget Amendment	5/18/2023	Ordinance
2023 Various Items for Budget Amendment	5/18/2023	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Ordinance for a Budget Amendment

	PROJECT SUMMARY (200 WORDS OR LESS)
ORDINANCE NO	
TERREBONNE PA	TO AMEND THE 2023 ADOPTED OPERATING BUDGET OF THE RISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING OVIDE FOR RELATED MATTERS.
I. II. IV. V. VI. VII. VIII.	Houma Police Dept., \$29,947 Houma Police Dept., \$495 Houma Fire Department, \$12,000 Parish Transportation Fund, \$200,000 Section 8 Vouchers, \$1,268,784 HUD CDBG Recovery, \$358,000 American Rescue Plan-FLOCK Cameras, \$250,000 General Fund-Bisland Public Cemetery, \$52,400

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

See above

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

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)									
<u>PARISHWIDE</u> 1 2 3 4 5 6 7 8 9									
/s/ Kayla Dupre May 18, 2023									
Signature Date									

ORDINANCE NO.

AN ORDINANCE TO AMEND THE 2023 ADOPTED OPERATING BUDGET OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS.

- I. Houma Police Dept., \$29,947
- II. Houma Police Dept., \$495
- III. Houma Fire Department, \$12,000
- IV. Parish Transportation Fund, \$200,000
- V. Section 8 Vouchers, \$1,268,784
- VI. HUD CDBG Recovery, \$358,000
- VII. American Rescue Plan-FLOCK Cameras, \$250,000
- VIII. General Fund-Bisland Public Cemetery, \$52,400

SECTION I

WHEREAS, the Houma Police Department received \$29,947 reimbursement for damages that occurred to Unit #380, and

WHEREAS, this reimbursement needs to be reflected in the Motor Vehicles account.

NOW, THEREFORE BE IT ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended for the Houma Police Department. (Attachment A)

SECTION II

WHEREAS, the Houma Police Department received \$495 reimbursement for damages that occurred to Unit #378, and

WHEREAS, this reimbursement needs to be reflected in the Motor Vehicles account.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended for the Houma Police Department. (Attachment B)

SECTION III

WHEREAS, the Houma Fire Department surplused a bus for \$12,000, and

WHEREAS, the revenue from the sale will be put in the Machinery & Equipment account.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended for the Houma Fire Department. (Attachment C)

SECTION IV

WHEREAS, Administration is requesting transferring funds to the Parish Transportation Fund for the Pavement Marking Project in the amount of \$200,000, and

WHEREAS, the funding source is from the Road & Bridge Fund.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended for the Pavement Marking Project. (Attachment D)

SECTION V

WHEREAS, the Department of Housing and Urban Development has provided funding to Section 8 for Sunset Vouchers in the amount of \$1,268,784 and

WHEREAS, the funding will be put into the Sunset Vouchers account.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended for the Sunset Vouchers. (Attachment E)

SECTION VI

WHEREAS, the Louisiana Office of Community Development, Disaster Recovery Unit has increased the contract for affordable housing programs in the amount of \$358,000 and

WHEREAS, the funding will be put into the Affordable Rental Infill Housing account.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended for the Affordable Housing Program. (Attachment F)

SECTION VII

WHEREAS, Administration is requesting funding for FLOCK cameras to be used by Houma Police Department in the amount of \$250,000, and

WHEREAS, this is for five (5) years at \$50,000 each, and

WHEREAS, the funding source is from the American Rescue Plan fund balance.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended for the FLOCK cameras. (Attachment G)

SECTION VIII

WHEREAS, Administration is requesting funding to purchase property to add to the Bisland Public Cemetery in the amount of \$52,400, and

WHEREAS, the funding source is from the General Fund, fund balance.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended for the Bisland Public Cemetery. (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: 2023-Various Items – H Date Prepared: 5/17/23 BA #8

ATTACHMENT A - Houma Police Dept.

		2023	
	Adopted	Change	Amended
Compensation Property Damange	-	(29,947)	(29,947)
Motor Vehicles	1,298,398	29,947	1,328,345

<u>ATTACHMENT B - Houma Police Dept.</u>

	2023			
	Adopted	Change	Amended	
Compensation Property Damange	(29,947)	(495)	(30,442)	
Motor Vehicles	1,328,345	495	1,328,840	

ATTACHMENT C - Houma Fire Department

		2023				
	Adopted	Change	Amended			
Sale of General Fixed Assets	-	(12,000)	(12,000)			
Machinery & Equipment	32,338	12,000	44,338			

ATTACHMENT D - Parish Transportation

	2023			
	Adopted	Change	Amended	
Street Repairs	2,353,297	200,000	2,553,297	
Transfer from Road & Bridge		(200,000)	(200,000)	
Transfer to Transportation Fund		200,000	200,000	
Pavement Markings	200,000	(200,000)	-	

ATTACHMENT E - Section 8 Vouchers

	2023			
	Adopted	Change	Amended	
Sunset Vouchers	-	1,268,784	1,268,784	
Sunset Vouchers		(1,268,784)	(1,268,784)	

ATTACHMENT F-HUD CDBG Recovery

		2023	
	Adopted	Change	Amended
Affordable Rental Infill Housing	117,462	358,000	475,462
CDBG Recovery Grant	(5,074)	(358,000)	(363,074)

ATTACHMENT G - American Rescue Plan

		2023			
	Adopted	Change	Amended		
FLOCK Cameras		50,000	50,000		
Fund Balance (decrease)	n/a	(50,000)	n/a		

ATTACHMENT H - General Fund

		2023			
	Adopted	Change	Amended		
Land Purchase		52,400	52,400		
Fund Balance (decrease)	n/a	(52,400)	n/a		





Hebert & Marceaux, L.L.C.

Attorneys and Counselors at Law (A Limited Liability Co. of Professional Law Corporations) Phone: (985) 876-4324 Fax: (985) 876-4325 www.hmlawfirm.com

- * Julius P. Hebert, Jr.
- * # Brian J. Marceaux
- * A Professional Law Corporation
- # Also Admitted in Texas

April 10, 2023

Derick A Bercegeay

Hand Delivered

J. Dana Ortego Risk Management Terrebonne Parish Consolidated Government 8026 Main Street Houma, Louisiana 70360

Terrebonne Parish Consolidated Government

Vs. No. 186743(E) Callie Seago Thiac, et al

Dear Dana:

Enclosed are the following checks issued by Southern Farm Bureau:

Re:

- Check No. 5370257186 in the amount of \$4,239.22. This represents reimbursement for our expert witness fees for Dean Tekell's testimony in court.
- Check No. 5370189178 in the amount of \$21,135.14. This represents full and final settlement of satisfaction of the judgment.
- Check No. 5370189168 in the amount of \$4,573.08. This represents additional payment in satisfaction of judgment.

Should you have any questions, do not hesitate to call.

With kindest regards, I remain

Yours very truly,

Brian J. Margeaux

BJM:jmb Enclosures



HOUMA, LOUISIANA 70361 985-868 5050



HOUMA, LOUISIANA 70361 985-868-3000

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

RISK MANAGEMENT

Memorandum

TO:

Customer Service

FROM:

LouEllen Pellegrin

Insurance Technician /Risk Management

DATE:

April 13, 2023

SUBJECT:

Reimbursement for our expert witness fees for Dean Tekell's testimony in

court.

Attached, please find check #5370257186, in the amount of \$4,239.22 made payable to Terrebonne Parish Consolidated Government for reimbursement of our expert witness fees for Dean Tekell's testimony in court.

Please deposit this check into the proper account for Houma Police Dept.

(Account #204-000-6912-00).

If you have any questions regarding the above, please call at (985) 873-6470.

Thanks for your time and help. Have a wonderful day.

Attachment(s)

CC (Hard Copy):

Claim File

Subrogation Recovery File

CC (Electronically): Kayla Dupre, Accounting

Kandace Mauldin, Finance Donna Wedgeworth, HPD

Bobby O'Bryan, HPD

/ltp



TERREBONNE PARISH CONSOLIDATED GOVERNMENT CUSTOMER SERVICE DIVISION

8026 Main Street (Lobby) - Houma, Louisiana 70360

OFFICIAL RECEIPT

CUSTOMER COPY Phone (985) 873-6462

Receipt No.	0131300

Date 04/17/2023 11:04 AM

Name/Address		or totalestate or totales		REFERENCE	NUMBERS
SOUTHERN FARM B	UREAU CAS	SUALTY INSURANC	E COMPANY	U/B Account No.	
PO BOX 95008			######################################	A/R Invoice No.	
BATON ROUGE, LA 708	95-9005			License/Registration	No.
Reference					
REIMBURSEMENT FOR	OUR EXPERT	WITNESS FEES FOR	DEAN TEKELL'S	TESTIMONY IN	
COURT			·		
	2 2	FEES AND PA	YMENTS .		(Marian 1)
Description	· · · · · · · · · · · · · · · · · · ·	G/L Account	Fees	Electronic Pmt.	Regular Pmt.
COMPENSATION PROPERTY	Y DAMAGE	204-000-6912-00	4,239.22		
CHECK #57186					4,239.22
		Unit 2	80		
			2. va.		
Total		Congress and	4,239.22	.00	4,239.22
		FOR INTERNAL L	ISE ONLY		
Received by LNGUYEN Amt. Rec'd. S*****4,23	9.22 Notes (0T) 1	64,239.22 CK #57186			



TERREBONNE PARISH CONSOLIDATED GOVERNMENT CUSTOMER SERVICE DIVISION

8026 Main Street (Lobby) - Houma, Louisiana 70360

OFFICIAL RECEIPT

ACCOUNTING COPY

Phone (985) 873-6462

Receipt No.	0	1	3	1	2	9	8
Receipt No.	0	1	3	1	2	9	8

Date 04/17/2023 10:55 AM

Name/Address SOUTHERN FARM BUREAU CASUALTY INSURANCE COMPANY PO BOX 95005 BATON ROUGE, LA 70895-9005			REFERENCE NUMBERS U/B Account No. A/R Invoice No. License/Registration No.		
Reference PROPERTY DAMAGE TO HPD UNIT	#380				
	FEES AND PAY	MENTS			
Description	G/L Account	Fees	Electronic Pmt.	Regular Pmt.	
COMPENSATION PROPERTY DAMAGE	204-000-6912-00	21,135.14		the programming supported to the control of the second	
CHECK #8918	x04-x11-8	914-01		21,135.14	
Received by LNGUYEN Notes	FOR INTERNAL USI 21,135.14 CK #08918	21,135.14	.00	-	



HOUMA, LOUISIANA 70361 985-868-5050



HOUMA, LOUISIANA 70361 985-868-3000

TERREBONINE PARISH CONSOLIDATED GOVERNMENT

RISK MANAGEMENT

Memorandum

TO:

Customer Service

FROM:

LouEllen Pellegrin

Insurance Technician /Risk Management

DATE:

April 13, 2023

SUBJECT: Property damage to HPD unit #380

Attached, please find check #5370189178, in the amount of \$21,135.14 made payable to Terrebonne Parish Consolidated Government for recovery of property damage to HPD unit #380.

Please deposit this check into the proper account for Houma Police Dept.

(Account #204-000-6912-00).

If you have any questions regarding the above, please call at (985) 873-6470.

Thanks for your time and help. Have a wonderful day.

Attachment(s)

CC (Hard Copy):

Claim File

Subrogation Recovery File

CC (Electronically): Kayla Dupre, Accounting

Kandace Mauldin, Finance Donna Wedgeworth, HPD Bobby O'Bryan, HPD

/ltp



HOUMA, LOUISIANA 70361 985-868-5050



HOUMA, LOUISIANA 70361 985-868-3000

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

RISK MANAGEMENT

Memorandum

TO:

Customer Service

FROM:

LouEllen Pellegrin

Insurance Technician /Risk Management

DATE:

April 13, 2023

SUBJECT:

Additional payment in satisfaction of judgement

Attached, please find check #5370189168, in the amount of \$4,573.08 made payable to Terrebonne Parish Consolidated Government for additional payment in satisfaction of judgement.

Please deposit this check into the proper account for Houma Police Dept.

(Account #204-000-6912-00).

If you have any questions regarding the above, please call at (985) 873-6470.

Thanks for your time and help. Have a wonderful day.

Attachment(s)

CC (Hard Copy):

Claim File

Subrogation Recovery File

CC (Electronically): Kayla Dupre, Accounting Kandace Mauldin, Finance

Donna Wedgeworth, HPD Bobby O'Bryan, HPD

/ltp



PO Box 95005 Baton Rouge, LA 70895-9005

Real Service. Real People.

Hebert & Marceaux LLC 4752 Hwy 311 Suite 114 Houma, LA 70360

Date of Loss

03/08/2019

Payment Date

12/06/2022

Payment ID

ccprod:3455987

Payment Amount

4,573.08

Payee(s)

Hebert & Marceaux LLC

and TERREBONNE PARISH CONSOLIDATED GOVERNMENT

Claim Number

17A00905182

Policy Number

A X21649 .

Reason for Payment

Collision with motor vehicle

Claimant

Siedra Adams

Insured

Callie S Thiac Jay Lagarde

Adjuster Memo

Full payment for satisfaction of judgment.

Payment is

coverages

made under the following

Liability - Bodily Injury



Southern Farm Bureau Casualty Insurance Company

PO Box 95005

Baton Rouge, LA, 70895-9005

The Bancorp Bank Check No: 5370189168

Date: 12/06/2022

Four Thousand Five Hundred Seventy-Three Dollars and Eight Cents

Pay To The Hebert & Marceaux LLC

Order Of and TERREBONNE PARISH CONSOLIDATED GOVERNMENT

Pay Full Amount

Kri-hi

\$4,573.08

Memo Full payment for satisfaction of judgment.

#5370189158# #031101114#

8351000059#

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY APRIL 30, 2023 - MONTH LAST CLOSED

5/16/23

ACCT: 204-000-6912-00

PUBLIC SAFETY FUND

NO DEPARTMENT NAME

COMPENSATION PROPERTY DAMAGE

BUDGET	ACTUAL	ENCUMBERED	VARIANCE		
44,432	49,457.24-	0	5,025		
0	32,861.39-	0			
			,		
42,175	42,174.55-	N/A	0		
56,348	48,611.37-	N/A	7,737-		
12,970	17,309.08-	N/A	4,339		
1,566	20,953.28-	N/A	19,387		
11,474	24,434.58-	N/A	12,961		
9,293	12,698.61-	N/A	3,406		
ENTER = CONTINUE CF04 = DSP DETAIL CF05 = DSP INV JE					
	44,432 0 42,175 56,348 12,970 1,566 11,474 9,293	44,432 49,457.24- 0 32,861.39- 42,175 42,174.55- 56,348 48,611.37- 12,970 17,309.08- 1,566 20,953.28- 11,474 24,434.58- 9,293 12,698.61-	44,432 49,457.24- 0 0 32,861.39- 0 42,175 42,174.55- N/A 56,348 48,611.37- N/A 12,970 17,309.08- N/A 1,566 20,953.28- N/A 11,474 24,434.58- N/A 9,293 12,698.61- N/A	44,432	

OPEN:

FD171GG GENERAL LEDGER/BUDGET ACCOUNT INQUIRY APRIL 30, 2023 - MONTH LAST CLOSED

BUDGET ACTUAL ENCUMBERED VARIANCE

5/16/23

ACCT: 204-211-8914-01

PUBLIC SAFETY FUND

POLICE

MOTOR VEHICLES

2022 2023	1,849,461 1,298,398	554,361.89 647,287.65	0 399,104	1,295,099 252,006	
CLOSED:					
2016	517,117	472,426.94	N/A	44,690	
2017	154,536	109,755.26	N/A	44,781	
2018	781	.00	N/A	781	
2019	39,696	.00	N/A	39,696	
2020	332,715	301,984.95	N/A	30,730	
2021	53,230	68,037.93	N/A	14,808-	
ENTER = CON		CF04	= DSP DETAIL = DSP ENCUMBRANC		P INV JE
	- 0102 IN	TOI DON CEUG	- DSF ENCOMBRANC	$E ext{ } CF08 = PR$	T DETAIL



Kayla Dupre

From:

Louellen Pellegrin

Sent:

Wednesday, May 10, 2023 4:21 PM

To:

Kayla Dupre; Kandace Mauldin

Cc:

J. Dana Ortego; Donna Wedgeworth

Subject:

Recovery of damages to HPD unit #378

Attachments:

Untitled.PDF - Adobe Acrobat Pro.pdf

Please see attached memo and copy of check for recovery of damages to HPD unit #378. The check will be deposited into HPD account.

Thank you and have a great day,

LouEllen Pellegrin

Insurance Technician/Risk Management Department Terrebonne Parish Consolidated Government 985-873-6470 Office 985-873-6473 Fax lpellegrin@tpcg.org

Go Green 🐴 Flease consider the environment before printing this email.



Saltwater Fishing Capital of the World

NOTICE: This e-mail is confidential, parts or all of it may be legally privileged, and is for the intended recipient(s) only. Any disclosure, copying, distribution, or reliance on any of it by anyone else is strictly prohibited and may be a criminal offense. If you have received this message in error, or are not the intended recipient(s) please delete and e-mail confirmation to the sender.







985-868-3000

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

RISK MANAGEMENT

Memorandum

TO:

Customer Service Department

FROM:

LouEllen Pellegrin, Risk Management Department

DATE:

May 10, 2023

RE:

Claimant:

Daniel Belanger

DOL: Dept.: 12/3/2022 HPD (204/211)

Claim #:

11925-001

Policy #:

22ALN1A2RL000005105

X

Please deposit the attached <u>\$494.55</u> check <u>#0410219140</u> into account no. <u>204-000-6912-00</u> for <u>Houma Police Department</u> for damage to HPD unit #378.

Should you have any questions or need additional information, please contact me at 873-6470.

/ltp

Attachment

CC (Hard Copy):

Claim File

AL Recovery File

CC (Electronically):

Kayla Dupre, Accounting

Kandace Mauldin, CPA Finance

J. Dana Ortego, Human Resources & Risk Management

Donna Wedgeworth, HPD

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY APRIL 30, 2023 - MONTH LAST CLOSED

5/16/23

ACCT: 204-000-6912-00

PUBLIC SAFETY FUND NO DEPARTMENT NAME

COMPENSATION PROPERTY DAMAGE

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				31
2022	44,432	49,457.24-	0	5,025
2023	0	32,861.39-	0	32,861
CLOSED:				
2016	42,175	42,174.55-	N/A	0
2017	56,348	48,611.37-	N/A	7,737-
2018	12,970	17,309.08-	N/A	4,339
2019	1,566	20,953.28-	N/A	19,387
2020	11,474	24,434.58-	N/A	12,961
2021	9,293	12,698.61-	N/A	3,406

OPEN:

FD171GG GENERAL LEDGER/BUDGET ACCOUNT INQUIRY APRIL 30, 2023 - MONTH LAST CLOSED

BUDGET ACTUAL ENCUMBERED VARIANCE

5/16/23

ACCT: 204-211-8914-01

PUBLIC SAFETY FUND

POLICE

MOTOR VEHICLES

2022 2023	1,849,461 1,298,398	554,361.89 647,287.65	0 399,104	1,295,099 252,006	
CLOSED:					
2016	517,117	472,426.94	N/A	44,690	
2017	154,536	109,755.26	N/A	44,781	
2018	781	.00	N/A	781	
2019	39,696	.00	N/A	39,696	
2020	332,715	301,984.95	N/A	30,730	
2021	53,230	68,037.93	N/A	14,808-	
	NTINUE		SP DETAIL	CF05 = DSP	INV JE
CF01 = EXI	T $CF02 = IN$	PUT SCR CF06 = DS	SP ENCUMBRANCE	CF08 = PRT	DETAIL

Soction III

Per our conversation yesterday. In November of 2022 we surplused equipment to Grand Caillou Fire Dept. for \$3,130. I'm looking to purchase multiple pieces of equipment with the money. Can that money be added to account 204-222-8241-01? In March we surplused our bus for \$12,000. I would like to use that money in conjunction with the fire hose we sold to Grand Caillou Fire Dept. to purchase new fire hose. Can that money be added to account 204-222-8915-06?

Let me know if you have any questions.

691100

Thanks,

Corey Henry

Fire Chief
City of Houma Fire Department
600 Wood St.
Houma, La 70364
(985) 873-6391 - phone
chenry@tpcg.org

<image001.png>

olready done on Ord 9454, and put into small tools 4 instruments

Kayla Dupre

From:

Kandace Mauldin

Sent:

Thursday, May 11, 2023 12:55 PM

To:

Kayla Dupre

Subject:

Re: Surplus money

Yes I have a journal entry on my desk to move it. Deposited into 151 and didn't do the entry to move.

Sent from my iPhone

On May 11, 2023, at 12:39 PM, Kayla Dupre <kdupre@tpcg.org> wrote:

I do not see anything for \$12,000. Do you know where the funds were deposited?

Thanks,

Kayla Dupre

Comptroller

Terrebonne Parísh Consolidated Government 8026 Main St., Suite 300, Houma, LA 70360 Phone: (985) 873-6452 fax: (985) 873-6457

kdupre@tpcg.org

From: Kandace Mauldin kmauldin@tpcg.org Sent: Wednesday, May 10, 2023 6:39 PM
To: Corey Henry khenry@tpcg.org Cc: Kayla Dupre khunre@tpcg.org

Subject: RE: Surplus money

Chief,

Yes we can do budget amendments to recognize the funding sources.

Kayla - please prepare the budget amendment for the next round of meetings.

Thanks

From: Corey Henry < chenry@tpcg.org Sent: Tuesday, April 25, 2023 1:00 PM
To: Kandace Mauldin kmauldin@tpcg.org

Subject: Surplus money

Kandace,

FD171GG GENERAL LEDGER/BUDGET ACCOUNT INQUIRY APRIL 30, 2023 - MONTH LAST CLOSED

ACCT: 204-000-6911-00

PUBLIC SAFETY FUND NO DEPARTMENT NAME

SALE OF GENERAL FIXED ASSETS

	BUDGET	ACTUAL	_ENCUMBERED	VARIANCE
OPEN:				
2022	0	38,521.50-	0	38,522
2023	0	12,000.00-	0	12,000
CLOSED:				
2016	0	2,065.00-	N/A	2,065
2017	0	15,164.53-	N/A	15,165
2018	0	.00	N/A	0
2019	0	27,894.08-	N/A	27,894
2020	15,000	15,000.00-	N/A	0
2021	0	560.00-	N/A	560

ENTER = CONTINUE

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY 5/16/23 APRIL 30, 2023 - MONTH LAST CLOSED

ACCT: 204-222-8915-06

PUBLIC SAFETY FUND

FIRE - URBAN

MACHINERY & EQUIPMENT

	BUDGET	ACTUAL	_ENCUMBERED	VARIANCE	
OPEN:					
2022	32,354	.00	0	32,354	
2023	32,338	4,253.65	0	28,084	
CLOSED:					
2016	41,707	32,748.31	N/A	8,959	
2017	8,959	7,760.00	N/A	1,199	
2018	5,018	5,018.00	N/A	0	
2019	0	.00	N/A	0	
2020	377,500	112,795.62	N/A	264,704	
2021	370,506	363,612.26	N/A	6,894	
ENIMED	SOME TARKE				
ENTER = (CONTINUE	CF04 =	DSP DETAIL	CF05 = DS	P INV JE

Section IV

Felicia Aubert

From:

Jeanne Bray

Sent:

Thursday, May 4, 2023 11:51 AM

To:

Felicia Aubert

Cc:

Madeleine Bodin; Brooke Domangue; Joan Schexnayder

Subject:

FW: Pavement Marking Project

Felicia,

This is for Parish Project No. 20-ROAD-54. Please start charging this project to Account No. 251-310-8431-98.

Jeanne P. Bray

Capital Projects Administrator

Terrebonne Parish Consolidated Government

Phone: (985) 873-6720 Email: jbray@tpcg.org



344,429 if possible

From: David Rome <drome@tpcg.org> Sent: Thursday, May 4, 2023 9:34 AM

To: Jeanne Bray <jbray@tpcg.org>; Madeleine Bodin <mbodin@tpcg.org>

Cc: Laura Benoit < lbenoit@tpcg.org> Subject: Pavement Marking Project

Jeanne,

Initially we were going to use the Transportation Trust Fund to fund the Pavement Marking Project. However, I fund some allocated funds through R&B I would like to use up first. This account is 251-310-8431-98. Please let me know if you have any questions.

Thank you,

David V. Rome, Jr. **DIRECTOR OF PUBLIC WORKS**

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

Budget Umendment 251 to 250



FD171GG GENERAL LEDGER/BUDGET ACCOUNT INQUIRY APRIL 30, 2023 - MONTH LAST CLOSED

5/16/23

ACCT: 250-310-8431-01

PARISH TRANSPORTATION

ROADS & BRIDGES STREET REPAIRS

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				
2022	2,339,351	976,556.49	0	1,362,795
2023	2,353,297	105.00	0	2,353,192
CLOSED:				
2016	1,046,893	.00	N/A	1,046,893
2017	1,972,254	131,310.03	N/A	1,840,944
2018	2,440,944	627,861.55	N/A	1,813,082
2019	2,413,082	1,103,762.39	N/A	1,309,320
2020	2,909,320	1,098,282.57	N/A	1,811,037
2021	2,418,027	885,351.54	N/A	1,532,675

ENTER = CONTINUE CF04 = DSP DETAIL CF05 = DSP INV JE

FD171GG GENERAL LEDGER/BUDGET ACCOUNT INQUIRY APRIL 30, 2023 - MONTH LAST CLOSED

5/16/23

ACCT: 251-310-8431-98

ROAD AND BRIDGE FUND

ROADS & BRIDGES PAVEMENT MARKINGS

	BUDGET AC	CTUAL I	ENCUMBERED	VARIANCE
OPEN:				
2022	0	.00	0	0
2023	200,000	.00	0	200,000
GI 0 0 0 0 0				
CLOSED:				
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
2021	0	.00	N/A	0
ENTER = 0	CONTINUE	CF04 = DS	SP DETAIL	CF05 = DSP INV JE
CF01 = EX	XIT $CF02 = INPUT SC$	$R ext{ CF06} = DS$	P ENCUMBRANCE	CF08 = PRT DETAIL

SectionI

Terrebonne Parish Consolidated Government 2023 Budget Amendment Section 8 Sunset Vouchers Program

sept of theined wan sev.

This amendment is to incorporate a \$1,268,784 funds received from HUD for our Section 8 Sunset Vouchers Program.

		Current	Change	Revised
219-602-8353-23 219-000-6315-06	SUNSET VOUCHERS SUNSET VOUCHERS	0	1,268,784 (1,268,784)	1,268,784 (1,268,784)

Section VI

Terrebonne Parish Consolidated Government 2023 Budget Amendment CDBG Disaster Recovery Allocation

This amendment is to add additional funding of \$358,000 from Louisiana Office of Community Development with the funds to be used to provide additional services for affordable housing programs.

		Current	Change	Revised
241-618-8359-01	Affordable Rental Infill Housing CDBG Recovery Grant	117,462	358,000	475,462
241-000-6348-05		(5,074)	(358,000)	(363,074)

Office of Community Development

Disaster Recovery Unit State of Louisiana Division of Administration

JOHN BEL EDWARDS
GOVERNOR



JAY DARDENNE
COMMISSIONER OF ADMINISTRATION

January 18, 2023

Jennifer Gerbasi, Recovery Planner Terrebonne Parish Consolidated Government 8026 Main Street, 7th floor Houma, Louisiana 70360

Re: Approved Amendment #4 to Terrebonne Parish; CFMS 734525 PO# 2000112854, is to increase contract by \$358,000 for a new total of \$146,499,695.40 to provide additional services for affordable housing programs.

Dear Ms. Gerbasi:

Enclosed you will find an approved executed original of the contract amendment for the above-captioned contractor for your records.

If you have any questions, contact Kelvin Hill, Housing Director, Louisiana Office of Community Development at 225-219-9600 or via email at Kelvin.Hill@la.gov.

Sincerely,

Delreese Hector Contract Specialist

CC: Kelvin Hill, Housing Director

Enclosure

FD171GG

OPEN: 2022

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY APRIL 30, 2023 - MONTH LAST CLOSED

5/16/23

ACCT: 241-618-8359-01

HUD CDBG RECOVERY

117,462

CDBG PROJECTS

AFFORD RENTAL INFILL HOUSING

2023	117,462	233,056.00		0	1	15,594-	
CLOSED:							
2016	581,900	546.35		N/A	5	81,354	*
2017	696,450	430,153.79		N/A	2	66,296	
2018	266,296	133,109.82		N/A	13	33,186	
2019	571,214	150,359.88		N/A	42	20,854	
2020	420,854	303,318.20		N/A	1:	17,536	
2021	117,536	105.00		N/A	1:	17,431	
				ACCOUNT	EXCEEDS	BUDGET AM	TOUNT
ENTER = CONT	INUE	CF04	= DSP	DETAIL		CF05 = DS	SP INV JE
CF01 = EXTT	CEO2 - INDI	TH CCD CEOC	Dan	ENTOTING D		TO IT INVO SE SECULOS SECU	

BUDGET ACTUAL ENCUMBERED VARIANCE

0

117,462

.00

FD171GG GENERAL LEDGER/BUDGET ACCOUNT INQUIRY APRIL 30, 2023 - MONTH LAST CLOSED

5/16/23

ACCT: 241-000-6348-05

HUD CDBG RECOVERY NO DEPARTMENT NAME CDBG RECOVERY GRANT

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				
2022	5,074	.00	0	5,074-
2023	5,074	.00	0	5,074-
CLOSED:				
2016	15,239,373	11,704,499.53-	N/A	3,534,873-
2017	4,932,344	2,482,827.74-	N/A	2,449,516-
2018	2,449,517	2,254,712.23-	N/A	194,805-
2019	571,480	146,624.88-	N/A	424,855-
2020	424,855	304,248.09-	N/A	120,607-
2021	7,096	2,021.60-	N/A	5,074-

ENTER = CONTINUE CF04 = DSP DETAIL CF05 = DSP INV JE

Section VII

Kayla Dupre

From:

Kandace Mauldin

Sent:

Wednesday, May 17, 2023 7:44 AM

To:

Kayla Dupre

Subject:

Budget Amendment

We need to do a budget amendment in fund 201 for FLOCK cameras to be used by HPD. I have added the account 201-206-8361-02 that can be used. It is for \$250,000 (five years at \$50,000 each) and the funding is from the fund balance.

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







Saltwater Fishing Capital of the World



Kayla Dupre

From: Kandace Mauldin

Sent: Wednesday, May 17, 2023 11:59 AM

To: Kayla Dupre

Subject: FW: TPCG-Irvin Pellegrin-BUTTS- Appraisal /Invoice of 366 Lower Country Dr - Bisland

Public Cemetery Addition----A/C/P

Attachments: 366 L Country Dr - Bisland Inv .pdf; 366 L Country Dr - Bisland App.pdf

Need to do a budget amendment for \$52,400 to purchase property to add to the Bisland Public Cemetery. The funding is from General Fund, fund balance. 151-194-991-01

From: Christopher Pulaski <cpulaski@tpcg.org> Sent: Wednesday, May 17, 2023 8:59 AM To: Kandace Mauldin kmauldin@tpcg.org>

Subject: FW: TPCG-Irvin Pellegrin-BUTTS- Appraisal /Invoice of 366 Lower Country Dr - Bisland Public Cemetery Addition-

---A/C/P

For the BA

Christopher M. Pulaski, PLA
Terrebonne Parish Planning & Zoning
(985) 873-6569
cpulaski@tpcg.org
"Saltwater Fishing Capital of the World"

From: Jules Hebert < juleshebert@hmlawfirm.com>

Sent: Thursday, April 27, 2023 6:21 PM

To: Gordon Dove <gdove@tpcg.org>; Gordon Dove <gdove5@yahoo.com>; Christopher Pulaski <cpulaski@tpcg.org>;

Steve Trosclair <strosclair@tpcg.org>; Kandace Mauldin <kmauldin@tpcg.org>

Subject: TPCG-Irvin Pellegrin-BUTTS- Appraisal /Invoice of 366 Lower Country Dr - Bisland Public Cemetery Addition----

A/C/P

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.

Gordy, Steve, Chris, Kandace;

Attached is:

- 1.Appraisal for the 3.34 acres for \$52,400.00.This acreage is platted right behind the cemetery by Ken Rembert years ago.
- 2. Please advise if you want me set up meeting with Mr. Pellegrin, to make an offer.

3. Kandace please pay Mr. Butts attached invoice -his appraisal fee. This appraisal was requested by Gordy and Chris.

Julius P. Hebert, Jr
Hebert & Marceaux,LLC
4752 Hwy. 311, Ste. 114
Houma, LA 70360
PARISH ATTORNEY
985-876-4324 (office)
985-876-4325 (fax)
juleshebert@hmlawfirm.com

Confidentiality Statement

This e-mail contains information from the law firm of Hebert & Marceaux, LLC, 4752 Hwy. 311, Ste. 114, Houma, LA 70360. It is confidential, privileged, attorney work product, and/or exempt from disclosure under applicable law. The information is intended for use by the individual or entity named above. If you are not the intended recipient, be aware that any disclosure, copying, distribution, or use of the contents of this information is prohibited. If you have received this e-mail in error, please notify us by return e-mail or call us at the phone number listed above. Thereafter, please delete this e-mail from your computer. Receipt by anyone other that the proper recipient is not a waiver of any attorney/client, work product, or other applicable privilege. Thank you.

CHARLES W BUTTS REAL ESTATE APPRAISAL SERVICE, INC 114 NOTTOWAY DRIVE HOUMA, LOUISIANA 70360

Phone 985-876-2110 Email charleswbutts47@gmail.com Fax 985-879-3682

April 24, 2023

Terrebonne Parish Cons. Gov. C/O Hebert & Marceaux Jules Hebert 4752 Highway 311 Houma, LA 70360

Re: Bisland Cemetary Expansion 3.34 Acre Tract Bourg, Louisiana 70343

Dear Mr. Hebert,

In accordance with your request, I have visited and appraised the above captioned property for the purpose of establishing Fee Simple Market Value of the subject tract, no improvements included. The concluded value is based on the assumptions and limiting conditions included in this report. Please see the definitions of value in the body of this report.

The property has been appraised in Fee Simple Interest, less minerals, subject to valid restrictions and servitudes of record plus restrictions to the use of the property.

I have inspected the site from the street, walking the property, maps and aerial photos. No improvements were noted. The appraiser is not aware of hazardous materials in, on, or near the property. The appraiser is not an expert in these matters. I urge the reader of this report to engage an expert in these fields for farther verification of non-existence of the same.

This report contains data, analysis and a concluded Market Value estimate of \$52,400.

FIFTY TWO THOUSAND FOUR HUNDRED DOLLARS

This is an Appraisal Report under the Guidelines of the Uniform Standards of Professional Appraisal Practice. Please see Scope of Work.

I appreciate the opportunity to serve you. If you have any questions or comments, please feel free to contact me.

Sincerely,

Charles W. Butts

Louisiana State Certified

General Real Estate Appraiser, G207

Category Number: Item Number: F.



Wednesday, June 14, 2023

Item Title:

Benjamin Estates, Phase 1

Item Summary:

An Ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, and rights-of-way for "Benjamin Estates, Phase 1;" energize and accept the streetlights and to incorporate "Benjamin Drive" and the extensions of "Calumet Street" and "Oakley Avenue" into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.

1. Consider the adoption of the ordinance.

ATTACHMENTS:

Description	Upload Date	Type
Benjamin Estates, Phase 1	5/15/2023	Executive Summary
Benjamin Estates, Phase 1	5/15/2023	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Benjamin Estates, Phase 1

PROJECT SUMMARY (200 WORDS OR LESS)

Dedication and acceptance of the maintenance/operation of the street(s), drainage servitudes, and rights-of-way; energize and accept the streetlights; and the incorporation of "Benjamin Drive" and the extensions of "Calumet Street" and "Oakley Avenue"

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

A Resolution giving Notice of Intent to adopt an Ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, and rights-of-way for "Benjamin Estates, Phase 1;" energize and accept the streetlights and to incorporate "Benjamin Drive" and the extensions of "Calumet Street" and "Oakley Avenue" into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.

		TO	TAL EXPENDITURE	图 图 图 图 图 图 图 图 图 图 图 图 图 图 图 图 图 图 图
n/a				
		AMOUNT SH	OWN ABOVE IS: (CIRCLE	ONE)
		ACTUAL	ES	STIMATED
	I	S PROJECTALE	READY BUDGETED: (CIRC	LE ONE)
N/A	NO	YES	IF YES AMOUNT BUDGETED:	

	COU	NCIL D	ISTR	ICT(S) IV	IPACT	ΓED (CI	RCLE ON	E)	
PARISHWIDE	1	2	3	4	5	6	7	8	9
<u> </u>	000							<u> </u>	

Signature

Date



TERREBONNE PARISH CONSOLIDATED GOVERNMENT





Department of Planning & Zoning

May 15, 2023

MEMO TO:

Mike Toups, Parish Manager

TPCG Administration

FROM:

Becky M. Becnel, Minute Clerk

Houma-Terrebonne Regional Planning Commission

THRU:

Christopher M. Pulaski, PLA, Director

TPCG Planning & Zoning Department

SUBJECT:

Benjamin Estates, Phase 1

Dedication and acceptance of the maintenance/operation of the street(s), drainage servitudes, and rights-of-way; energize and accept the streetlights; and the incorporation of

the street(s); Duplantis Design Group, PC

Please be advised that the attached Resolution and Ordinance are being sent to the Parish Council for their review for approval or denial for the above referenced subdivision.

Should you have any questions or require more information, please advise.

/bmb

Attachments

cc:

Councilwoman Jessica Domangue, Council Chairwoman

Councilman John Amedée, *District 4* Tammy E. Triggs, *Council Clerk*

Council Reading File Correspondence File

OFFERED BY:
SECONDED BY:

A Resolution giving Notice of Intent to adopt an Ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, and rights-of-way for "Benjamin Estates, Phase 1;" energize and accept the streetlights and to incorporate "Benjamin Drive" and the extensions of "Calumet Street" and "Oakley Avenue" into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.

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 dedicate and accept the maintenance/operation of the street(s), drainage servitudes, and rights-of-way for "Benjamin Estates, Phase 1;" energize and accept the streetlights; and to incorporate "Benjamin Drive" and the extensions of "Calumet Street" and "Oakley Avenue" into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.

BE IT FURTHER RESOLVED that a public hearing on said ordinance be called for Wednesday, June 14, 2023 at 6:30 p.m.

THERE WAS RECORDED:	
YEAS:	
NAYS:	
ABSTAINING:	
ABSENT:	
The Chairwoman declared this resolution AD day of, 2023	,
	JESSICA DOMANGUE, CHAIRWOMAN TERREBONNE PARISH COUNCIL
	Terrebonne Parish Council, do hereby certify of a resolution adopted by the Community

TAMMY E. TRIGGS, COUNCIL CLERK TERREBONNE PARISH COUNCIL

OFFERED BY:	
SECONDED BY:	

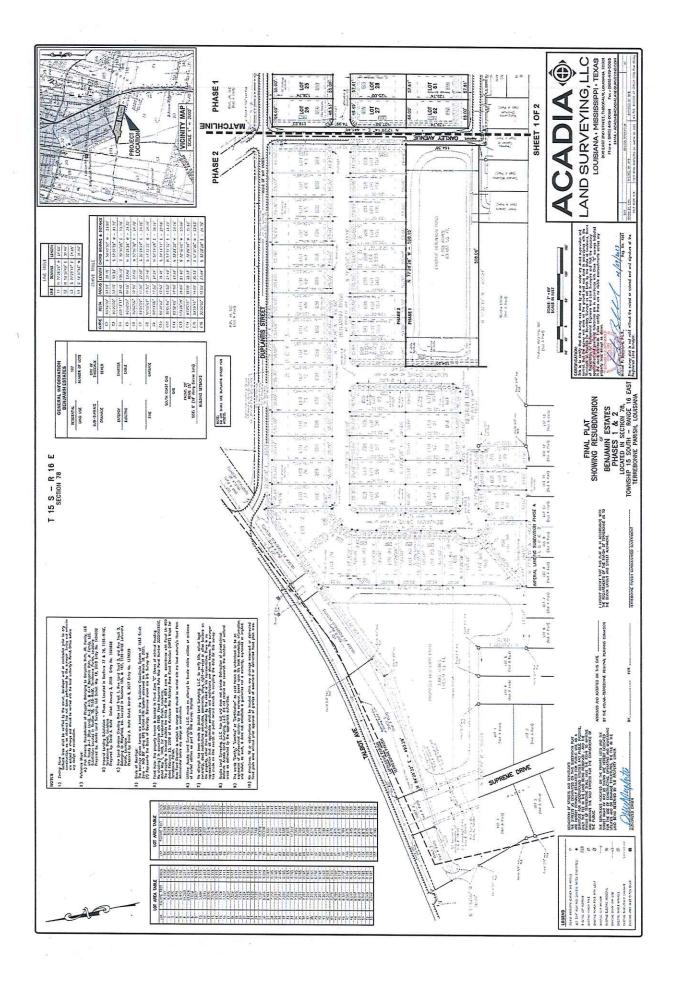
THERE WAS RECORDED:

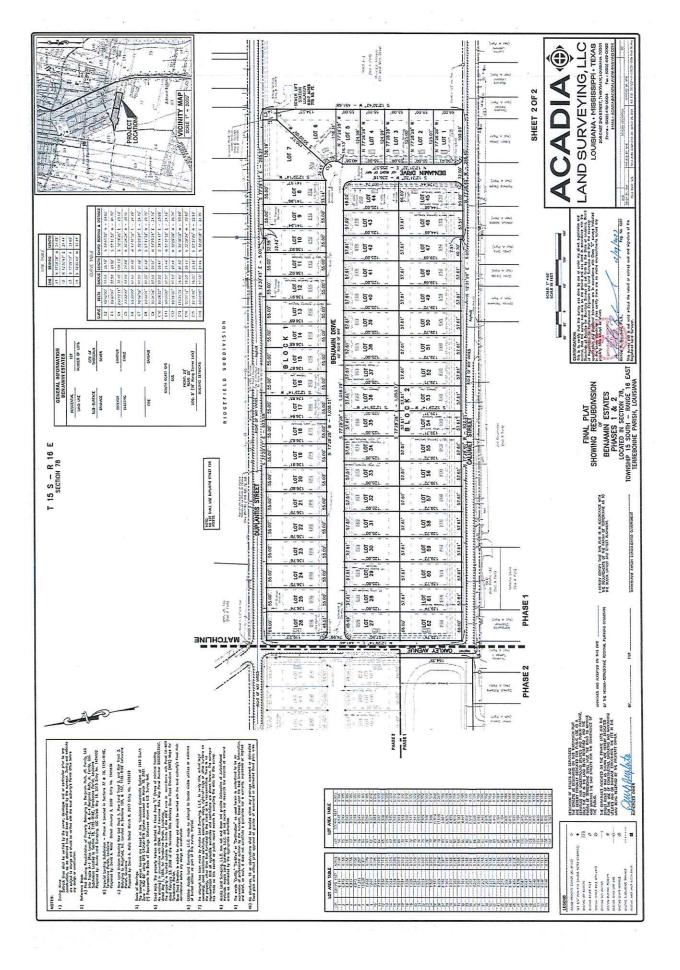
YEAS:

NAYS:____

ORDINANCE NO
AN ORDINANCE DEDICATING AND ACCEPTING THE MAINTENANCE/OPERATION OF THE STREET(S), DRAINAGE SERVITUDES, AND RIGHTS-OF-WAY FOR "BENJAMIN ESTATES, PHASE 1;" ENERGIZE AND ACCEPT THE STREETLIGHTS; AND TO INCORPORATE "BENJAMIN DRIVE" AND THE EXTENSIONS OF "CALUMET STREET" AND "OAKLEY AVENUE" INTO THE ENHANCED 911 EMERGENCY RESPONSE SYSTEM FOR THE PURPOSE OF PROVIDING A BETTER MEANS OF LOCATING ADDRESSES; AND TO SET FORTH AN EFFECTIVE DATE FOR THE INCORPORATION OF STREET NAME(S), TO INFORM THE PROPER AGENCIES OF THE STREET NAME(S), AND TO AUTHORIZE THE INSTALLATION OF THE APPROPRIATE STREET SIGN(S), AND TO ADDRESS OTHER MATTERS RELATIVE THERETO.
SECTION I
BE IT ORDAINED that the Terrebonne Parish Council, on behalf of Terrebonne Parish Consolidated Government, dedicates and accepts the maintenance/operation of the street(s), drainage servitudes, and rights-of-way; and energize and accept the streetlights as depicted on a plat, prepared on March 18, 2021, by Duplantis Design Group, PC titled "Benjamin Estates, Phase 1," a copy of which is attached hereto and made a part hereof;
BE IT FURTHER ORDAINED effective on the day of, 2023, that "Benjamin Drive" and the extensions of "Calumet Street" and "Oakley Avenue" be incorporated into the Enhanced 911 Emergency Response System;
BE IT FURTHER ORDAINED that a copy of this ordinance be submitted to the Terrebonne Parish Communications Board, local U.S. Postal Services, fire districts, Acadian Ambulance, Terrebonne Parish Sheriff's Office, and any other appropriate agency; and
BE IT FURTHER ORDAINED that the Parish Forces be directed to install the proper street sign on the appropriate street, and that any other actions relative thereto be addressed.
SECTION II
If any word, clause, phrase, section or other portion of this ordinance shall be declared null, void, invalid, illegal, or unconstitutional, the remaining words, clauses phrases, sections or other portions of this ordinance shall remain in full force and effect the provisions of this section hereby being declared to be severable.
This ordinance, having been introduced and laid on the table for at least two weeks, was voted upon as follows:

ABSTAINING:			
ABSENT:			10000
	ared the ordinance AD, 2023	OPTED/NOT ADOPTE	D on this, the
		JESSICA DOMANGUE TERREBONNE PARIS	•
TAMMY E. TRIGGS TERREBONNE PAR	•		
	* * * * *	* * * * *	
	Date and Time Deliver	red to Parish President:	
Approved		, Parish President	_ Vetoed
		ned to Council Clerk:	
	***:	* * * *	
that the foregoing is	a true and correct copy	Terrebonne Parish Cour of an Ordinance adopte , 2023, at which	ed by the Assembled
	ER MY OFFICIAL SI	GNATURE AND SEAL 2023.	L OF OFFICE THIS
		TAMMY E. TRIGGS, OTERREBONNE PARIS	





Terrebonne Parish Consolidated Government Infrastructure Warranty

- A. For a period of three hundred and sixty-five (365) days from the acceptance date by the Terrebonne Parish Council; developer/subdivider warrants that all public streets and all dedicated infrastructure shall remain free of defective materials and workmanship; shall remain completed in accordance with the plans and specifications of the project; and shall comply with all state and local laws.
- B. If within one year after the date of Council acceptance any work is found to be defective or not in compliance as set out above, developer/subdivider shall within 50 days of notification, without cost to Parish, and in accordance with Parish's written instructions make all required repairs or corrections.

If placed on notice by TPCG pursuant to this part, the parish engineering department will re-inspect for warranty release only after receiving certification from the developer's engineer that the work has been accomplished.

- C. The defects not cured to the satisfaction of TPCG within fifty days of notification will be turned over the Terrebonne Parish Consolidated Government legal department for resolution.
- D. Contractor's obligations under this warranty are in addition to any other obligation or warranty. The provisions of this warranty shall not be construed as a substitute for or a waiver of the provisions of any applicable statute of limitation.

BENJAMIN ESTATES, Phase | Name of Subdivision

Date of Council Acceptance

Developer Signature

Benjamin Estates Subdivision Phase 1
Construction Cost for Infrastructure Warranty

Item No.	Description	Bid Qty	Unit	Unit Bid	Amount
04E	Rip Rap w/Grout	80	SY	130	\$10,400.00
17	15" HP Storm Drain	145.00	LF	\$53.00	\$7,685.00
18	18" HP Storm Drain	696.00	LF	\$61.00	\$42,456.00
19	18" CMP	26.00	LF	\$108.00	\$2,808.00
20	18" RCP	34.00	LF	\$93.00	\$3,162.00
21	24" HP Storm Drain	1209.00	LF	\$80.00	\$96,720.00
22	30" HP Storm Drain	402.00	LF	\$105.00	\$42,210.00
23	30" RCP	39.00	LF	\$151.00	\$5,889.00
24	36" HP Storm Drain	154.00	LF	\$123.00	\$18,942.00
25	36" A2000	44.00	LF	\$135.00	\$5,940.00
26	36" RCP	70.00	LF	\$163.00	
27	36" RCPA	79.00	LF	\$168.00	
28	R-CB-11 Manhole	7.00	EA	\$4,200.00	
29	CB-01	15.00	EA	\$4,000.00	
30	Inline Drain	15.00	EA	\$2,500.00	
31	12" Thick Compacted Granular Fill	1555.00	CYNS	\$26.00	
32	Concrete Pavement (7" Thick)	4330.00	SY	\$56.00	\$242,480.00
33	Concrete Curb (Mountable)	2860.00	LF	\$8.00	\$22,880.00
34	Concrete Around Catch Basins	8.00	EA	\$350.00	\$2,800.00
35	8" Waterline	1509.00	LF	\$40.00	
36	Jack and Bore	1.00	EA	\$10,000.00	\$10,000.00
37	Gate Valve Assembly	3.00	EA	\$1,300.00	\$3,900.00
38	Water Fittings	1.00	LS	\$5,000.00	\$5,000.00
39	Fire Hydrants	4.00	EA	\$6,000.00	
41	Tie-In to Existing Water Main	1.00	EA	\$5,000.00	
42	Light Poles	6.00	EA	\$6,500.00	
43	Signs	1.00	LS	\$5,000.00	
44	Asphalt Patching	106.15	SY	\$180.00	
		Estimated In	frastru	<u> </u>	
	<u> </u>	Construction	Cost:	,	\$867,751.00





314 East Bayou Road Thibodaux, LA 70301



985.447.0090



www.ddgpc.com

February 24, 2023

Terrebonne Parish Planning Commission 7836 Park Avenue Houma, LA 70360

Re:

Benjamin Estates Single Family Residential Development - Phase 1

Engineer Certification DDG Project #21-224

Board Members:

Construction for Benjamin Estates Single Family Residential Development – Phase 1 has been completed by TD Construction Group, LLC, a contractor licensed in the State of Louisiana. Adequate reviews and inspections were done to protect the interests of the parish. Minor changes to the plans, which were approved, are reflected in the record drawings. A final inspection of the project was conducted, and construction was found to be in substantial conformance with the plans and specifications. Electrical transformers have not been installed as of February 24, 2023. The contractor is diligently working with Entergy to have the transformers delivered and installed. I hereby certify that with the best of my knowledge and belief, these facilities were constructed in accordance with the approved plans, approved minor changes during construction, and Terrebonne Parish requirements.

Respectfully, **DUPLANTIS DESIGN GROUP, PC**

Heather Klingman, P.E.

Slowher 2 Dengman

Category Number: Item Number: G.



Wednesday, June 14, 2023

Item Title:

Adley Oaks Subdivision, Phase B

Item Summary:

An Ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, sewer, and rights-of-way for "Adley Oaks Subdivision, Phase B;" energize and accept the streetlights and to incorporate "Goldfinch Drive" and "Owl Drive" and the extensions of "Adley Avenue," "Oriole Street," and "Kingfisher Drive" into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.

1. Consider the adoption of the ordinance.

ATTACHMENTS:

Description	Upload Date	Type
Adley Oaks Subdivision, Phase B	5/16/2023	Executive Summary
Adley Oaks Subdivision, Phase B	5/16/2023	Backup Material
Additional Backup	6/8/2023	Cover Memo



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Adley Oaks Subdivision, Phase B

PROJECT SUMMARY (200 WORDS OR LESS)

Dedication and acceptance of the maintenance/operation of the street(s), drainage servitudes, sewer, and rights-of-way; energize and accept the streetlights; and the incorporation of "Goldfinch Drive" and "Owl Drive" and the extensions of "Adley Avenue," "Oriole Street," and "Kingfisher Drive"

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

A Resolution giving Notice of Intent to adopt an Ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, sewer, and rights-of-way for "Adley Oaks Subdivision, Phase B;" energize and accept the streetlights and to incorporate "Goldfinch Drive" and "Owl Drive" and the extensions of "Adley Avenue," "Oriole Street," and "Kingfisher Drive" into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.

		TO	ΓAL EXPENDITURE	PASSAGE AND THE
n/a				
		AMOUNT SH	OWN ABOVE IS: (CIRCLE ON	E)
		ACTUAL	ESTIM	IATED
	IS	PROJECTALI	READY BUDGETED: (CIRCLE	ONE)
N/A	NO	YES	IF YES AMOUNT BUDGETED:	

	COU	NCIL D	ISTRIC	CT(S) II	MPACT	TED (CII	RCLE ON	E)	77.42
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

May 15, 2023

MEMO TO:

Mike Toups, Parish Manager

TPCG Administration

FROM:

Becky M. Becnel, Minute Clerk

Houma-Terrebonne Regional Planning Commission

THRU:

Christopher M. Pulaski, PLA, Director

TPCG Planning & Zoning Department

SUBJECT:

Adley Oaks Subdivision, Phase B

Dedication and acceptance of the maintenance/operation of the street(s), drainage servitudes, sewer, and rights-of-way; energize and accept the streetlights; and the

incorporation of the street(s); Quality Engineering & Surveying, LLC

Please be advised that the attached Resolution and Ordinance are being sent to the Parish Council for their review for approval or denial for the above referenced subdivision.

Should you have any questions or require more information, please advise.

/bmb

Attachments

cc:

Councilwoman Jessica Domangue, Council Chairwoman

Councilman John Amedée, *District 4* Tammy E. Triggs, *Council Clerk*

Council Reading File Correspondence File

OFFERED BY:
SECONDED BY:

RESOLUTION NO.

A Resolution giving Notice of Intent to adopt an Ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, sewer, and rights-of-way for "Adley Oaks Subdivision, Phase B;" energize and accept the streetlights and to incorporate "Goldfinch Drive" and "Owl Drive" and the extensions of "Adley Avenue," "Oriole Street," and "Kingfisher Drive" into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.

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 dedicate and accept the maintenance/operation of the street(s), drainage servitudes, sewer, and rights-of-way for "Adley Oaks Subdivision, Phase B;" energize and accept the streetlights; and to incorporate "Goldfinch Drive" and "Owl Drive" and the extensions of "Adley Avenue," "Oriole Street," and "Kingfisher Drive" into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.

BE IT FURTHER RESOLVED that a public hearing on said ordinance be called for Wednesday, June 14, 2023 at 6:30 p.m.

THERE WAS RECORDED:	
YEAS:	
	· · · · · · · · · · · · · · · · · · ·
NAYS:	
ABSTAINING:	
The Chairwoman declared this resolution a day of, 20	
	JESSICA DOMANGUE, CHAIRWOMAN TERREBONNE PARISH COUNCIL
* * * *	* * * * * * *
that the foregoing is a true and correct co	he Terrebonne Parish Council, do hereby certify opy of a resolution adopted by the Community
	TAMMY E. TRIGGS, COUNCIL CLERK

TERREBONNE PARISH COUNCIL

OFFERED BY:
SECONDED BY:

ORDIN	ANCE NO.	
OIOJII		

AN ORDINANCE DEDICATING AND ACCEPTING MAINTENANCE/OPERATION OF THE STREET(S), DRAINAGE SERVITUDES, SEWER, AND RIGHTS-OF-WAY FOR "ADLEY OAKS SUBDIVISION, PHASE B;" ENERGIZE AND ACCEPT THE STREETLIGHTS; AND TO INCORPORATE "GOLDFINCH DRIVE" AND "OWL DRIVE" AND THE EXTENSIONS OF "ADLEY AVENUE," "ORIOLE STREET," AND "KINGFISHER DRIVE" INTO THE ENHANCED 911 EMERGENCY RESPONSE SYSTEM FOR THE PURPOSE OF PROVIDING A BETTER MEANS OF LOCATING ADDRESSES; AND TO SET FORTH AN EFFECTIVE DATE FOR THE INCORPORATION OF STREET NAME(S), TO INFORM THE PROPER AGENCIES OF THE STREET NAME(S), AND TO AUTHORIZE THE INSTALLATION OF THE APPROPRIATE STREET SIGN(S), AND TO ADDRESS OTHER MATTERS RELATIVE THERETO.

SECTION I

BE IT ORDAINED that the Terrebonne Parish Council, on behalf of Terrebonne Parish Consolidated Government, dedicates and accepts the maintenance/operation of the street(s), drainage servitudes, sewer, and rights-of-way; and energize and accept the streetlights as depicted on a plat, dated May 15, 2023, by Quality Engineering & Surveying, LLC titled "Adley Oaks Subdivision, Phase B," a copy of which is attached hereto and made a part hereof;

BE IT FURTHER ORDAINED effective on the ______ day of ______, 2023, that "Goldfinch Drive" and "Owl Drive" and the extensions of "Adley Avenue," "Oriole Street," and "Kingfisher Drive" be incorporated into the Enhanced 911 Emergency Response System;

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

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

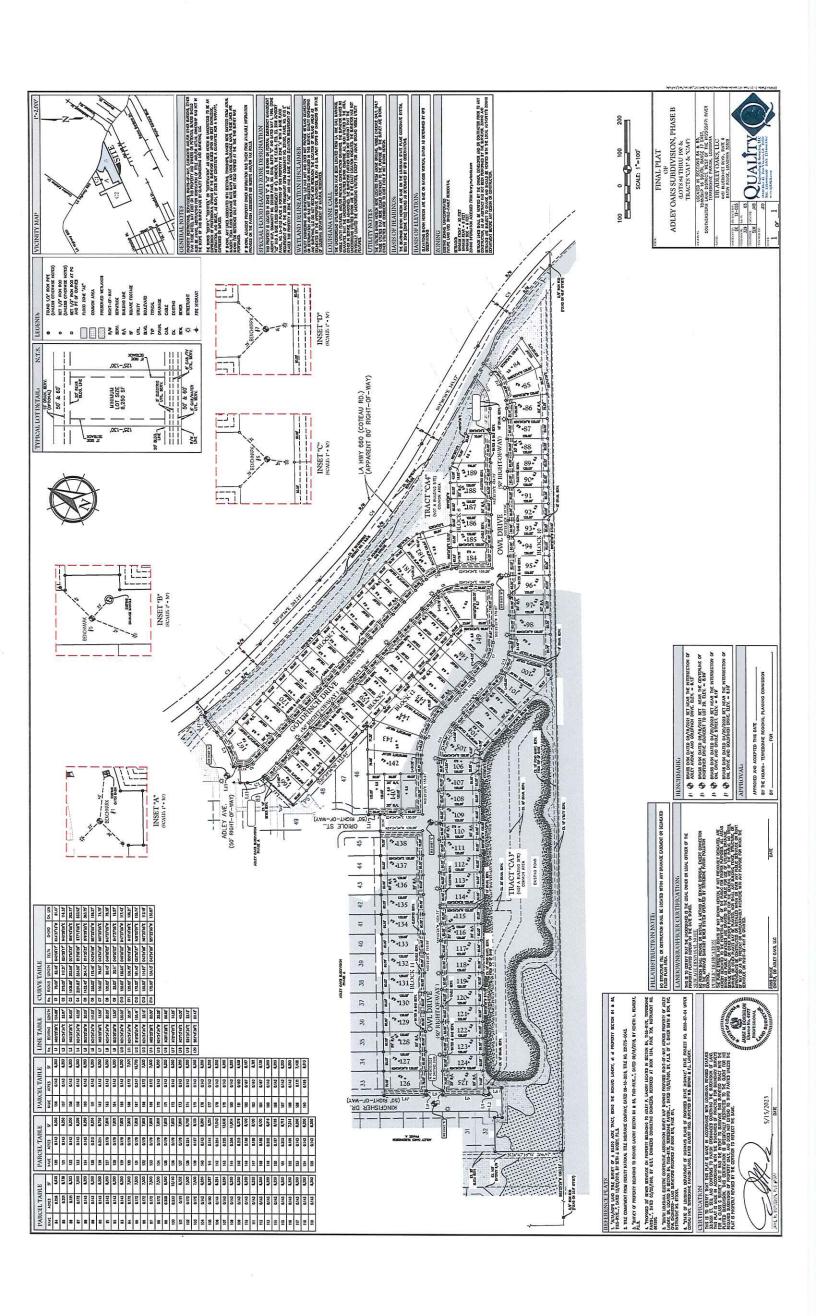
SECTION II

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

the provisions of this section hereby being declared to be severable.
This ordinance, having been introduced and laid on the table for at least two weeks, was voted upon as follows:
THERE WAS RECORDED: YEAS:
NAYS:

BSTAINING:	
	lared the ordinance ADOPTED/NOT ADOPTED on this, the, 2023.
	JESSICA DOMANGUE, CHAIRWOMAN TERREBONNE PARISH COUNCIL
ΓΑΜΜΥ E. TRIGGS ΓERREBONNE PAR	, COUNCIL CLERK ISH 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:
	* * * * * * * *
that the foregoing is	TRIGGS, Clerk of the Terrebonne Parish Council, do hereby certify a true and correct copy of an Ordinance adopted by the Assembled ession on, 2023, at which meeting a quorum
	ER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS, 2023.
	TAMMY E. TRIGGS, COUNCIL CLERK TERREBONNE PARISH COUNCIL

.



Terrebonne Parish Consolidated Government Infrastructure Warranty

- A. For a period of three hundred sixty-five (365) days from the acceptance date by the Terrebonne Parish Council; developer/subdivider warrants that all public streets and all dedicated infrastructure shall remain free of defective materials and workmanship; shall remain completed in accordance with the plans and specifications of the project; and shall comply with all state and local laws.
- B. If within one year after the date of Council acceptance any work is found to be defective or not in compliance as set out above, developer/subdivider shall within 50 days of notification, without cost to Parish, and in accordance with Parish's written instructions make all required repairs or corrections.

If placed on notice by TPCG pursuant to this part, the parish engineering department will re-inspect for warranty release only aft er receiving certification from the developer's engineer that the work has been accomplished.

- C. The defects not cured to the satisfaction of TPCG within fifty days of notification will be turned over the Terrebonne Parish Consolidated Government legal department for resolution.
- D. Contractor's obligations under this warranty are in additional to any other obligation or warranty. The provisions of this warranty shall not be construed as a substitute for or a waiver of the provisions of any applicable statute of limitation.

Adley Oaks Subdivision Phase B

Name of Subdivision Date of Council Acceptance

Developer Signature

RECEIVED NOV 2 2 2022 BET #22013 - ADLEY OAKS, PHASE B

9

CODE JIOD CODE 37915 APPROVED Job Name NOV 2 2 2022

Invoice: 22013 - 6

\$ 6333.95

AMT AMI O DATE For period ending: 11/30/22

DATE

P.O. Box 5658, Thibodaux, LA 7030AppROVED

Byron E. Talbot Contractor, Inc.

100.00% 0.00% 100.00% 100.00% 95.61% 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% COMPLETE 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% PERCENT 600.00 200.00 750.00 675.00 75,130.00 2,500.00 3,000.00 750.00 2,200.00 2,200.00 15,853.50 57,645.50 644,627.50 1,323.00 3,125.00 105,600.00 18,000.00 51,700.00 4,875.00 18,850.00 76,718.00 10,080,00 128,639.00 37,051.00 10,614.00 52,976.00 120,620.00 8,820.00 30,030,00 12,128.00 CONTRACT AMOUNT 6 s s G (A) (A) 69 G9 COST CODE 1302 1105 1350 2210 2220 3000 2240 3010 3015 3024 1320 1120 2106 2206 4208 4212 3018 3218 3030 3136 4211 1301 750.00 675.00 644,627.50 18,000.00 57,645.50 200.00 2,200.00 128,639.00 15,853.50 12,128.00 600.00 71,830.00 2,500.00 1,323.00 3,000.00 3,125.00 2,200.00 105,600.00 4,875.00 18,850.00 37,051.00 10,614.00 76,718.00 52,976.00 120,620.00 8,820.00 30,030.00 10,080.00 TAMOUNT OF THE TOTAL 750.00 \$ 60.50 \$ 269,830.00 11.50 \$ -3,125.00 6,561.00 675.00 71,830.00 2,500.00 1,323.00 1,000.00 CURRENT AMOUNT BILLED 10.00 \$ 15.00 \$ 69 63 6 200.00 4.50 5.50 25.00 1,000.00 750.00 185.00 125.00 4,875.00 122,00 89.00 112.00 210.00 210.00 200.00 21.00 2,200.00 4,800.00 67.00 2,200.00 9,000.00 4,700.00 LIND 1.00 \$ 10,481.00 \$ 11,186.00 \$ 1.00 \$ 22.00 \$ 3,523.00 \$ 75.00.\$ 10,655.00 \$ 3.00 \$ 25.00 \$ 3.00 \$ 0.00 2.00 \$ 473.00 \$ 42.00 \$ 45.00 8 325.00 862.00 652.00 42.00 143.00 6,530,00 100.00 63.00 87.00 1,516.00 553.00 PREVIOUS CURRENT QUANTITY ESTIMATE ESTIMATE BILLED 1,458.00 0.00 45.00 0.00 63.00 1.00 0.00 0.00 0.00 0.00 0.00 0.00 4,460.00 100.00 6,530.00 2,065.00 0.00 2.00 325.00 553.00 862.00 473.00 652.00 10,481.00 6,195.00 143.00 0.00 42,00 42.00 1,516.00 11,186.00 10,481,000 CYNS LNS SADS SYDS 11,186.000 SYDS EACH LF EACH EACH 3.000 EACH 25.000 SYDS 22,000 EACH 11,000 EACH 1.000 EACH 出 出出 느 E E 3.000 1.000 75,000 45.000 1,000 1.000 2.000 1.000 553,000 10,655.000 87.000 1,516.000 6,830,000 100,000 63,000 652,000 42,000 3,523.000 325.000 862,000 473,000 143,000 **QUANTITY** CONTRACT I' MOUNTABLE TYPE INTEGRAL CONCRETE CURB TIE IN EXISTING DRAIN PIPE TO PROPOSED R-CB-CONCRETE MEDIAN PER DOTD DETAIL CP01 TIE IN EXISTING DRAIN PIPE TO PROPOSED DRAIN PIPE (C5.0.1) REMOVE EXISTING CONCRETE PAVEMENT 12" PUMPED MISSISSIPPI SAND - CO6 +531 REMOVE TEMP, DEAD END SIGNAGE REMOVE EXISTING T-TURN AROUND COMMON EXCAVATION - CO6 +531 PER DOTD STANDARD PLAN CP-01 SAWCUT CONCRETE PAVEMEMT MUCK AND FILL EXISTING TEMP. TIE INTO EXISTING PAVEMENT FINE GRADING OF ROADWAY 2' CONCRETE BAND 2 FT BARRIER CURB RCB11 GRATE INLET SWALES/DITCHES 2 FT STOP BARS DESCRIPTION 6" PCCP R-CB-11 18" CMP 36" CMP 15" PVC 18" PVC 24" PVC 30" PVC 36" RCP 42" CMP 36" PVC 11 (TA) CB-08

> 2 5 4 5 16 17

XII	30
Inc.	7030
Byron E. Talbot Contractor,	P.O. Box 5658. Thibodaux. LA

				N.		TOTAL		SUS	CURRENT	TOTAL					
LEM		CONTRACT		PREVIOUS CURRENT QUANTITY	CURRENT (SUANTITY	LIND	AM	AMOUNT	AMOUNT		COST	CONTRACT	PERCENT	
ġ.	DESCRIPTION	QUANTITY	LIND	ESTIMATE ESTIMATE	STIMATE	BILLED	PRICE	B	BILLED	BILLED		CODE	AMOUNT	COMPLETE	
1	LIMESTONE CONSTRUCTION ENTRANCE (12"														
40	THICK)	1.000	EACH	1.00	0.00	1.00 \$	5,000.00	S	à	\$ 5,00	5,000.00 12	1202 \$	5,000.00	100.00%	
55	18" 30# RIP RAP OVER 7 OZ GEO FABRIC	183.000	SYDS	0.00	0.00	0.00	80.00	69	•	(A)	1	1230 \$	14,640.00	%00.0	
56	INLET PROTECTION	27.000	EACH	17.00	10.00	27.00 \$	180.00	S	,800.00	\$ 4,86	4,860.00 12	1240 \$	4,860.00	100.00%	
21	SILT FENCE	7,807.000	4	0.00	0.00	0.00	3,25	63	•	(A	-	1250 \$	25,372.75	%00'0	
58	HYDROMULCHING	5,400	AC	0.00	0.00	\$ 00.0	3,300.00	G	,	t A	- 12	1260 \$	17,820.00	0.00%	
	DOUBLE NET STRAW EROSION CONTROL		1									12	E		
99	BLANKET	3,564,000	SDYS	00.0	3,564.00	3,564.00 \$	2,15	4	7,662.60	\$ 7,66	7,662.60 12	1270 \$	7,662.60	100.00%	
09	STREET SIGN (2 PLATES)	5,000	EACH	00.00	0.00	0.00	375.00	69		(A)	- 26	2600 \$	1,875.00	0.00%	
61	REGULATORY SIGNS	15.000	EACH	0.00	0.00	0.00	275.00	(A)		ė	- 26	2604 \$	4,125.00	%00.0	
6	UTILITY LOCATION AND COORDINATION WITH														
20	UTILITY COMPANIES	1.000	rs	0.50	0.25	0.75 \$	6,500.00	8	,625.00	\$ 4,87	4,875.00 26	2610 \$	6,500.00	75.00%	
OR1	ADDITIONAL SEWER MANHOLE	1.000	ĽS	1.00	0.00	1.00 \$	7,200.00	G	ı	5 7,20	7,200.00 80	\$ 0008	7,200.00	100.00%	
	TOTAL AMOLINT BILLED TO DATE	11						\$ 603	\$ 603,681.60	\$ 2.197.811.10	1.10	es	\$ 2.327.118.85		
	LESS: Retainage (5%)							\$ 30		\$ 109,890.56	0.56				
	LESS: Previous Payments				3			S		\$ 1,514,423.03	3.03	8	% COMPLETE		
	LESS: Previous Request(s) Unpaid	79					7	S	1	(6)	(0.01)		94.44%	One or	
	TOTAL AMOUNT DUE						li e	\$ 573	\$ 573,497.52	\$ 573,497.52	7.52			. 65	



INVOICE

CUST.#:

8131

SHIP TO:

SOUTH LOUISIANA ELECTRIC COOP 2028 COTEAU ROAD HOUMA, LA 70364

BILL TO:

SOUTH LOUISIANA ELECTRIC PO BOX 4037 HOUMA, LA 70361-4037

INVOICE DATE SHIPPED ORDER NO. 05/04/21 05/04/21 4055466-00 PAGE# TERMS 105442 1 NET 30 DAYS INSTRUCTIONS SHIP POINT SHIP VIA Techline Alexandria TECHLINE

Please remit all payments to:
Techline, Inc.
P.O. Box 674005
Dallas, TX 75267-4005
Ph: (512) 833-5410
Please remit overnight payments to:
Techline, Inc.
Attn. Lockbox 674005
300 N. Coit, 4th Floor
Richardson, TX 75080
(972) 705-4267

*** DUPLICATE ***

LINE NO.	QUANTITY ORDERED	QUANTITY B.O.	PRODUCT AND DESCRIPTION	QTY. SHIPPED	QTY. U/M	UNIT PRICE	AMOUNT (NET)
1	17	0	B022-10U2BE08 Pole, FG 22 FT Gray	17	EA	569.00	9673.00
2	17	0	OPAR-6 Arm, Mast Aluminum	17	EA	162.35	2759.95
3	17	0	WL1BPRMD5MPTLPW5PCLL Head, LED 120-277V w/PC Nema	17 5	EA	100.00	1700.00
3	Lines Total		Qty Shipped Total	51		Total Invoice Total	14132.95 14132.95
The second Republic Control of the second se				Company_ Job Name_ CODE_ CODE_ APPROVED APPROVED)	Alley Cours Dolley Cours DO AMT \$14, AMT_ DATE DATE SLECA	
		>-					
.ast	Page						

Past due invoices will accrue interest at the rate of one and one-half percent (1.5%) per month (18% per year).

ENGINEER'S CERTIFICATION FOR ADLEY OAKS SUBDIVISION PHASE B

I, the undersigned Professional Engineer, hereby certify to the best of my knowledge and belief that the public street, storm drainage and sanitary sewer improvements were constructed in accordance with the approved construction plans prepared by this firm.

This certification is based on 1. Certificates of compliance furnished by manufacturers, 2. Record and shop drawings provided by the contractor, and 3. Tests of materials of construction by an approved laboratory.

QUALITY ENGINEERING & SURVEYING, L.L.C.

William H. Purser, P.E.

Engineering Manager

February 27, 2023

WILLIAM H. PURSER
License No. 29357
PROFESSIONAL ENGINEER
IN

(Professional Engineer's Seal)

Ada't Backup - Review Linework (FEMA)
Pec'd on 06.08.23@11:52.am from Planning Agley Oaks CERTIFICATION

DES DE CORPT POUT ROS PAIL SEAUS IN ACCIDENCE SENT LOSS ON REPOST STRUKS.

DES DE CORPT POUT ROS PAIL SEAUS IN ACCIDENCE SENT LOS ON REPOST STRUKS.

DES ALLS SEAUS ALLO COMPANION SENT SENT DE SEAUS ACCIDENCE SENT DE SEAUS ACCIDENCES ON DEFECULT MISSION DE SEAUS ALLO SENT DE SEAUS AL 4 Yours Lossam Letters container associates sent use some persods ent-of-tent access property of altry lawer, as located in section as, reliabling tenters, and to property entire the property of altry lawer, as located in section as, reliabling tenters, and to property entire the property of altry one between the lawer entire that the property of the property o A PROPOSO 25 SERS SENTING ON PROPERT BELONGS TO AGET F. UNDIT LOCATED IN SCHOOL BY INS-RITE, ERREDONE AND OL/ZI/1998, BY 6.51. DONERS CONALING DIRECTS. BEDOED AT BOX 1244, PAZ TOK, INSTRUMENT AND BRIBES. REFERENCE PLATS

REFERENCE PLATS

IN THIS SHOT THE SERVEY OF A \$1850 ACC TRACT, EDGS THE BOARD LINGUITY, HIS PROPERTY SECTION 64 & 85, 15 YEARS, AND THE SECTION 65 YEARS, AND T 8. "SIATE OF LOUSIAN DEPARTMENT OF HEARINTS PLANS OF PROPOSED SIATE HEARIN". STATE PROJECT NO. 8550-07-04. RAME TO THE TOTAL 1. SURVEY OF PROPERTY BELONGING TO RIGHARD LANGEY SECTION OF & 85, THS-RIFE.", DATED 09/14/2016, BY KIDETH L. REMORET PLS. JAME M. BORDELON, PLS #4977 . THE COMMINENT FROM FIDELITY NATIONAL THE INSURANCE COMPANY, DATED 09-10-2019, THE NO. 221775-0043. PREJANARY DOCUMENT FOR REVEW ONLY this document is not to be used for construction, bidding, recordation consequence, adies, or as this basis for the issuance of a permit. 0 141 9 4255

6.230

7.250

7.250

6.250

6.250

6.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7.250

7 0.113 1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250
1,250 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 1988 | 971 6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250
6,250 34 35 OWL DRIVE MESSING 36 37 | BAGAS | LIMPRIN | PAGOS | SLASS | Sl NO STRUCTURE FILL OR DESTRUCTION SHALL BE LOCATED WHEN ANY DRAINING EASEMENT OR DEJACATED FLORD FLORI AREA. 38 THE CENTRAL PROPERTY OF THE PR THIS IS TO CERTAY THAT THE UNDERSOUED IS THE LEGAL OWNER ON LEGAL OFFICER OF THE PROPERTY PLATTED MERCON ON THE DATE SOUED. FILL/OBSTRUCTION NOTE: SEWAGE DISPOSAL NOTE
NO PROSON SHUL PROVOE OR INSTILL A METHOD OF SERVICE OSPOSAL, DOCOT CONVERTOR TO THE APPROVED SANTIARY SERVER SYSTEM OPENIED BY TEXPERIME PARENT POLIUTION CONTROL. LANDOWNER/OFFICER CERTIFICATION: 39 40 41 +E I+ 08 US W \$1.4" E 93.25 SEI+ 4. 8 42 TRACT CA3 - CX 30 DRAW SIN - EII 981 28 43 SOUTH THE THE THE THE TOWN 44 A BRASS DISK DATED OB/15/2021 SET NEAR THE INTERSECTION OF JOSEY AND NEW AND COLDENICH DRIVE. ELEV. - 6.13 P BRASS DISK DATED 04/20/2023 SET NEAR THE INTERSECTION OF DRIVE LEEV. = 8.10" BRASS DISK DATED 08/16/2021 SET NEAR THE CENTERLINE OF KINGTISHER DRIVE ADJACENT TO LOT 29: ELEY = 5.99 6 ONL DRIVE AND DRIOLE STREET, ELEV. - 6.19 BENCHMARK PPROVED AND ACCEPTED THIS DATE 77 I * ** TERREBONNE REGIONAL PLANNING COMMISSION (SCALE, I' · 30) THOUSE MONEY THE STATE OF (APPARENT 80' RIGHT-OF-WAY) INSET "C" INPICAL LOT DETAIL 50' & 60' (SCALE, I'- 30) ◆ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ DMMON AREA ESS OTHERMSE NOTED) GENERAL NOTES

PRIMIT RESIDAN, SPRINTA, BRIT-17-NI, USEN II MODE 1801 BEDON, ORD

PRIMIT RESIDAN, SPRINTA, BRIT-17-NI, USEN II MODE 1801 BEDON, ORD

RESIDAND IN SPRINTAND OF THE MODE 1801 BEDON, ORD

RESIDAND IN SPRINTAND OF THE MODE 1801 BEDON, ORD

RESIDAND IN SPRINTAND OF THE MODE 1801 BEDON, ORD

RESIDAND OF THE SPRINT WAS IN OMUTIONALISMS OF SPRINTAND, ILC. SPECIAL FLOOD HAZARD ZONE DESIGNATION For straint a ducture locate in door it is cost in the straint and the s ACTION OF A CHARGO AND A CHARGO E SOOM, MY LINES ASSOCIATED WHY SCROOK, TOWNSHES, MAKES WEE COLLEGE FROM JURIA MAJERY, FEW FLOOD NISSAMES MATE WAYS AND USES QUADWARDE WAYS FRESE LINES AND SCHOOL FOR METHOD AT THE THAT THE SUMMEY WAS PERFORMED. THE REDGE CORTEY, "CORTEES, OR "CORTECUTOR" AS USED HESDINS UNCONSTROOT TO SE AN ODDINISTON OF PROTESSIONAL OPMOINT HE SUPPLIED MUST MESSINE SIST INCOMISTON, AD DEED, AS SUCH IT DOES NOT CONSTITUTE A QUARANTE KOR A MARRANTY, DOPRESSED OR MAPAID. VICINITY MAP RTHACKS TO SELT
WHILM FOX = 5 FET
WHILM FOX = 5 FET
ZORGE WORMATCH ACCESSED FROM BYTHE
ZORGE WORMATCH ACCESSED FROM BYTHE CIBACA LINCS SHALL BY MEDIED BY THE OWERS, COYLLOFE AND OR CONTRACTOR PRICE TO ANY COURTCATES, AS AN ASSTRUCT HAS NOT BEEN PRECIDED BY THE SUPPLICE, ZOWICK AND CONTRACTOR, AS AN ASSTRUCT HAS NOT BEEN PRECIDED BY THE LICAL, AUTHORITYS CONNEC ENATINGHT BEFORE ANY DESIGN OR CONSTRUCTION. UTURE LAND USE: SINGLE-FAMILY RESIDENTIAL IDVATIONS SHOWN HEREON ARE BUSE ON KNYOMS VERTICAL DATUM AS DETERMINED BY O'S VESTINATIONS SOR, ADJOINT PROPERT ONCE NORMATION BAS THON FROM AVAILABLE INFORMATION CONDET ON THE PARISH ASSESSOR'S ON WEISTE AND/OR TAX ROLLS. ASIS OF ELEVATION UIT DARACISIS AND SURFINE, LIC MAS DOT MO DOS DOT PROVIZ WITHAN DODANTON BESTANCIR MAS MAS WILL REASTED MER MOLDOS IS HES SURFIX DAVINI COMEDISEO CONTINUE LIC MOST DECENTION AND MASSIMAL HE CONTINUE OF WE TAKE MASSIMATE OLISIMA DOWNINGHI OF MATURAL RESIDENCY. AS A MAY COME OF DARACINS OR STATE DOSMA DOWNINGHI OF MATURAL RESIDENCY. TRUTES SHAM HEREIN HERE LOCATED FROM ASIAN DROAD, WISHEL EVIDOUG DILLY DILLY UTRUTES THAT HERE LEGISID FROM FOR THE PLAPORS OF THE SURVEY ARE SHOWN. UTRUTES AND COMPOSITION TO DOIST EVID SHOW HEREIGN. NOTIFICATION SECTIONS SEA & SIX, TOWNSHIP IS SOUTH, RAWSE 17 LEST, TOWNSHIP IS SOUTH WAST OF THE MISSISSEPPI RIVER TURREDONNE PARSK, LOUISAAN. ADLEY OAKS SUBDIVISION, PHASE B 0 100 TRACTS 'CA3' & 'CA4') DB ADLEY OAKS, LLC
4451 BUIDONET BUD, SUITE 6
BATON ROUGE, LOUSANA 70009 FINAL PLAT SCALE: 1"=100"

Category Number: Item Number: H.

Executive Summary



Wednesday, June 14, 2023

Item Title:

West Manchester Subdivision, Add. No. 3, Phase B

Item Summary:

An Ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, gas, and rights-of-way for "West Manchester Subdivision, Addendum No. 3, Phase B;" energize and accept the streetlights and to incorporate the extension of "Exeter Run" into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.

1. Consider the adoption of the ordinance.

ATTACHMENTS:

Description Upload Date Type

West Manchester Subdivision, Add. No. 3, 5/17/2023

West Manchester Subdivision, Add. No. 3, 5/17/2023

Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

West Manchester Subdivision, Addendum No. 3, Phase B

PROJECT SUMMARY (200 WORDS OR LESS)

Dedication and acceptance of the maintenance/operation of the street(s), drainage servitudes, gas, and rights-of-way; energize and accept the streetlights; and the incorporation of the extension of "Exeter Run"

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

A Resolution giving Notice of Intent to adopt an Ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, gas, and rights-of-way for "West Manchester Subdivision, Addendum No. 3, Phase B;" energize and accept the streetlights and to incorporate the extension of "Exeter Run" into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.

Levy A	ma Ist	TO	TAL EXPENDITURE	
n/a				
		AMOUNT SH	OWN ABOVE IS: (CIRC	CLE ONE)
		ACTUAL		ESTIMATED
	IS	PROJECTALE	READY BUDGETED: (C	IRCLE ONE)
N/A	NO	YES	IF YES AMOUNT BUDGETED:	

	COU	NCIL D	ISTRIC	CT(S) II	MPAC	CTED (CIRC	LE ON	(E)	
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

May 16, 2023

MEMO TO:

Mike Toups, Parish Manager

TPCG Administration

FROM:

Becky M. Becnel, Minute Clerk

Houma-Terrebonne Regional Planning Commission

THRU:

Christopher M. Pulaski, PLA, Director

TPCG Planning & Zoning Department

SUBJECT:

West Manchester Subdivision, Addendum No. 3, Phase B

Dedication and acceptance of the maintenance/operation of the street(s), drainage servitudes, gas, and rights-of-way; energize and accept the streetlights; and the

incorporation of the street(s); Milford & Associates, Inc.

Please be advised that the attached Resolution and Ordinance are being sent to the Parish Council for their review for approval or denial for the above referenced subdivision.

Should you have any questions or require more information, please advise.

/bmb

Attachments

cc:

Councilwoman Jessica Domangue, Council Chairwoman

Councilman Darrin Guidry, *District 6* Tammy E. Triggs, *Council Clerk*

Council Reading File Correspondence File

OFFERED BY:
SECONDED BY:

A Resolution giving Notice of Intent to adopt an Ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, gas, and rights-of-way for "West Manchester Subdivision, Addendum No. 3, Phase B;" energize and accept the streetlights and to incorporate the extension of "Exeter Run" into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.

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 dedicate and accept the maintenance/operation of the street(s), drainage servitudes, gas, and rights-of-way for "West Manchester Subdivision, Addendum No. 3, Phase B;" energize and accept the streetlights; and to incorporate the extension of "Exeter Run" into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.

BE IT FURTHER RESOLVED that a public hearing on said ordinance be called for Wednesday, June 14, 2023 at 6:30 p.m.

THERE WAS RECORDED:	
YEAS:	
NAYS:	
ABSTAINING:	AAA-AA-AA-AA-AA-AA-AA-AA-AA-AA-AA-AA-AA
ABSENT:	
The Chairwoman declared this resolution ADday of, 2023	
	JESSICA DOMANGUE, CHAIRWOMAN TERREBONNE PARISH COUNCIL
I, TAMMY E. TRIGGS, Clerk of the that the foregoing is a true and correct copy Development & Planning Committee on	***** Terrebonne Parish Council, do hereby certify of a resolution adopted by the Community

TAMMY E. TRIGGS, COUNCIL CLERK

TERREBONNE PARISH COUNCIL

OFFERED BY:
SECONDED BY:

AN ORDINANCE DEDICATING AND ACCEPTING THE MAINTENANCE/OPERATION OF THE STREET(S), DRAINAGE SERVITUDES, GAS, AND RIGHTS-OF-WAY FOR "WEST MANCHESTER SUBDIVISION, ADDENDUM NO. 3, PHASE B;" ENERGIZE AND ACCEPT THE STREETLIGHTS; AND TO INCORPORATE THE EXTENSION OF "EXETER RUN" INTO THE ENHANCED 911 EMERGENCY RESPONSE SYSTEM FOR THE PURPOSE OF PROVIDING A BETTER MEANS OF LOCATING ADDRESSES; AND TO SET FORTH AN EFFECTIVE DATE FOR THE INCORPORATION OF STREET NAME(S), TO INFORM THE PROPER AGENCIES OF THE STREET NAME(S), AND TO AUTHORIZE THE INSTALLATION OF THE APPROPRIATE STREET SIGN(S), AND TO ADDRESS OTHER MATTERS RELATIVE THERETO.

SECTION I

BE IT ORDAINED that the Terrebonne Parish Council, on behalf of Terrebonne Parish Consolidated Government, dedicates and accepts the maintenance/operation of the street(s), drainage servitudes, gas, and rights-of-way; and energize and accept the streetlights as depicted on a plat, dated May 10, 2023, by Milford & Associates, Inc. titled "West Manchester Subdivision, Addendum No. 3, Phase B," a copy of which is attached hereto and made a part hereof;

BE IT FURTHER ORDAINED effective on the day of , 2023, that the extension of "Exeter Run" be incorporated into the Enhanced 911 Emergency Response System;

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

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

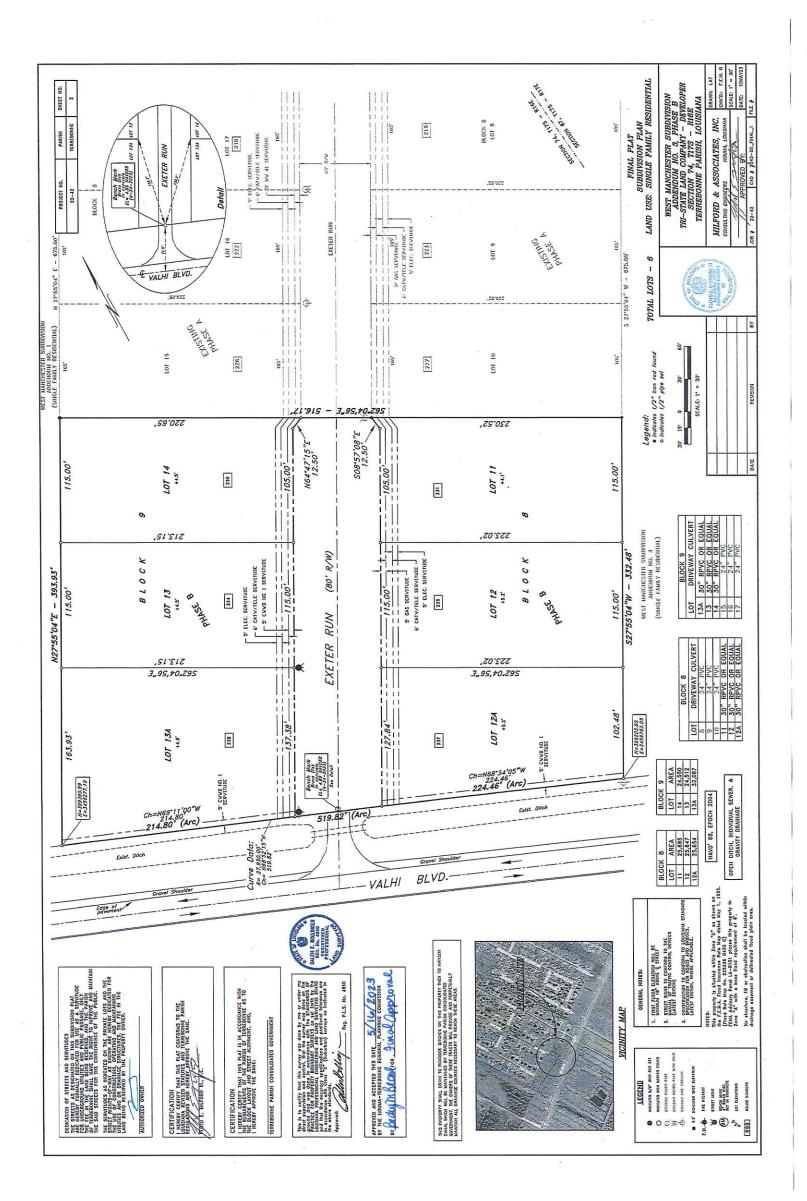
SECTION II

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

This ordinance, having been introduced and laid on the table for at least two weeks, was

voted upon as follows:			ŕ
THERE WAS RECORDED: YEAS:			
		- Application -	•••
NAYS:	1,-70,000		
- Participant of			

ABSTAINING:	L. Address of the Control of the Con		
ABSENT:			
	ared the ordinance AD	OOPTED/NOT ADOPTE	D on this, the
		JESSICA DOMANGUE TERREBONNE PARIS	•
TAMMY E. TRIGGS TERREBONNE PAR	•	-	
	* * * * * *	* * * * * * *	
		red to Parish President:	
Approved		e, Parish President	_ Vetoed
		rned to Council Clerk:	
	* * * *	* * * * *	
that the foregoing is a	a true and correct copy	e Terrebonne Parish Cour y of an Ordinance adopt , 2023, at whice	ed by the Assembled
	ER MY OFFICIAL S.	IGNATURE AND SEA 2023.	L OF OFFICE THIS
		TAMMY E. TRIGGS, OTERREBONNE PARIS	



Terrebonne Parish Consolidated Government Infrastructure Warranty

- A. For a period of three hundred and sixty-five (365) days from the acceptance date by the Terrebonne Parish Council; developer/subdivider warrants that all public streets and all dedicated infrastructure shall remain free of defective materials and workmanship; shall remain completed in accordance with the plans and specifications of the project; and shall comply with all state and local laws.
- B. If within one year after the date of Council acceptance any work is found to be defective or not in compliance as set out above, developer/subdivider shall within 50 days of notification, without cost to Parish, and in accordance with Parish's written instructions make all required repairs or corrections.

If placed on notice by TPCG pursuant to this part, the parish engineering department will re-inspect for warranty release only after receiving certification from the developer's engineer that the work has been accomplished.

- C. The defects not cured to the satisfaction of TPCG within fifty days of notification will be turned over to the Terrebonne Parish Consolidated Government legal department for resolution.
- D. Contractor's obligations under this warranty are in addition to any other obligation or warranty. The provisions of this warranty shall not be construed as a substitute for or a waiver of the provisions of any applicable statute of limitation.

West Manchester Addendum No. 3, Phase B	
Name of Subdivision	Date of Council Acceptance

By: Tommy Hebert, Tri-State Land Company, Developer

WEST MANCHESTER ADDENDUM NO. 3, PHASE B DEDICATED INFRASTRUCTURE CONSTRUCTION COST

ITEM NO.	LEW	QUANTITY	TINU		
	6" PCCP	810	S.Y.		59,130.00
	6" AGGREGATE SHOULDER	110	NOT	\$ 77.00 \$	8,470.00
	STREET LIGHT & WIRING		EACH		7,500.00
	STREET SIGNS		Ľ.S.	: `	1,500.00
	TOTAL INFRASTRUCTURE CONS	CTURE CONSTRUCTION COST		49	76,600.00
!				The second of th	-
			-		
İ					

MILFORD ASSOCIATES, INC. 1538 POLK STREET HOUMA, LOUISIANA 70360

MILFORD & ASSOCIATES, INC.

CIVIL & CONSULTING ENGINEERS

April 3, 2023

Houma-Terrebonne Regional Planning Commission P.O. Box 1446 Houma, LA 70361

ATTN: Mr. Chris Pulaski

RE: West Manchester Addendum No. 3, Phase B

Section 74, T17S-R16E Section 87, T17S-T17E Terrebonne Parish, LA

Dear Mr. Pulaski:

This letter is to certify that the above referenced subdivision was constructed in substantial conformance with the approved plans and specifications by your office.

Very truly yours,

MILFORD & ASSOCIATES, INC.

F. Æ. Milford, III, P. E.

FEMIII/sr

ce: Joan Schexnayder, T.P.C.G. Public Works Engineering Dept. 22-42, Reading File

1538 Polk Street Houma, Louisiana 70360 (985) 868-2561 / FAX (985) 868-2123 milfordassociate@bellsouth.net

H-TRPC Final utility ltrs.doc



Wednesday, June 14, 2023

Item Title:

Rezone from R-1 to R-3, 115 King Street

Item Summary:

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 7, Block D, Mechanicville, 115 King Street, Houma, Terrebonne Parish, Louisiana; Sylvester Warren, Jr., applicant.

1. Consider the adoption of the ordinance.

ATTACHMENTS:

Description	Upload Date	Type
Rezone from R-1 to R-3, 115 King Street	5/2/2023	Executive Summary
Rezone from R-1 to R-3, 115 King Street	5/2/2023	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Rezone from R-1 (Single-Family Residential) to R-3 (Multi-Family Residential), Lot 7, Block D, Mechanic ville, 115 King Street

PROJECT SUMMARY (200 WORDS OR LESS)

Rezone from R-1 (Single-Family Residential) to R-3 (Multi-Family Residential), Lot 7, Block D, Mechanicville, 115 King Street, Houma, Terrebonne Parish, Louisiana; Sylvester Warren, Jr., applicant; The Houma-Terrebonne Regional Planning Commission, convening as the Zoning & Land Use Commission, has recommended approval of the rezone request along with granting a variance from the minimum lot size for new districts [Section 28-201(b)(1)].

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 7, Block D, Mechanicville, 115 King Street, Houma, Terrebonne Parish, Louisiana; Sylvester Warren, Jr., applicant; and calling a Public Hearing on said matter for Wednesday, June 14, 2023 at 6:30 p.m.

Sing Park	THE PARTY	TO	TAL EXPENDITURE	WAS PROPERTY.
n/a				
		AMOUNT SH	IOWN ABOVE IS: (CIRCLE ONE)	
		ACTUAL	ESTIMATE	D
	I	S PROJECTALI	READY 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



ERREBONNE PARISH CONSOLIDATED GOVERNMENT





Department of Planning & Zoning

MEMORANDUM

TO: Mr. Mike Toups, Parish Manager

Terrebonne Parish Consolidated Government

FROM:

Becky M. Becnel, Minute Clerk Houma-Terrebonne Regional Planning Commission

THRU: Christopher M. Pulaski, PLA, Director

Planning & Zoning Department

DATE: May 1, 2023

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 7, Block D, Mechanicville, 115 King Street, Houma, Terrebonne Parish, Louisiana;

Sylvester Warren, Jr., 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 7, Block D, Mechanicville, Houma, Terrebonne Parish, Louisiana; Sylvester Warren, Jr., applicant; and calling a Public Hearing on said matter for Wednesday, June 14, 2023 at 6:30 p.m.

The Houma-Terrebonne Regional Planning Commission, convening as the Zoning & Land Use Commission, at its meeting of April 20, 2023, voted to recommend approval of this request to the Parish Council along with a variance from the minimum lot size for new districts [Section 28-201(b)(1)]. Please find attached the following documents:

- Proposed Resolution; 0
- Proposed Ordinance;
- Vicinity map / Plat depicting property in question; 0
- Staff Recommendation

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

Attachments

Councilwoman Jessica Domangue, Chairwoman Councilman Brien Pledger, District 1 Tammy Triggs, Council Clerk Council Reading File Correspondence File

OFFERED BY:
SECONDED BY:

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 7, BLOCK D, MECHANICVILLE, 115 KING STREET; HOUMA, TERREBONNE PARISH, LOUISIANA; SYLVESTER WARREN, JR., APPLICANT; AND CALLING A PUBLIC HEARING ON SAID MATTER FOR WEDNESDAY, JUNE 14, 2023 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 7, Block D, Mechanicville, 115 King Street, Houma, Terrebonne Parish, Louisiana; and

NOW, THEREFORE, BE IT RESOLVED that a public hearing be called on said matter for Wednesday, June 14, 2023 at 6:30 p.m.

for Wednesday, June 14, 2023 at 6:30 p.m.	
THERE WAS RECORDED:	
YEAS:	- Marketti
NAYS:	
ABSTAINING:	
	1000 and 100
The Chairwoman declared this resolution ADOI day of, 2023.	PTED/NOT ADOPTED on this, the
	JESSICA DOMANGUE, CHAIRWOMAN TERREBONNE PARISH COUNCIL
* * * * * *	* * * * * *
foregoing is a true and correct copy of a re	ebonne Parish Council, do hereby certify that the esolution adopted by the
	TAMMY TRIGGS, COUNCIL CLERK TERREBONNE PARISH COUNCIL

OFFERED BY:
SECONDED BY:

ORDINANCE	NO
OIULIANCE	INO.

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 7, BLOCK D, MECHANICVILLE, 115 KING STREET, HOUMA, TERREBONNE PARISH, LOUISIANA; SYLVESTER WARREN, JR., 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, June 14, 2023; 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 7, Block D, Mechanicville, 115 King 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 Chairwoman declared this ordinance ADO	PTED/NOT ADOPTED on this, the day of
	JESSICA DOMANGUE, CHAIRWOMAN TERREBONNE PARISH COUNCIL
TAMMY TRIGGS, COUNCIL CLERK TERREBONNE PARISH COUNCIL	_

* * * * * * * * * * * *

	Date and Time Delivered to Parish President:	
Approved	Gordon E. Dove, Parish President Terrebonne Parish Consolidated Government	_ Vetoed
	Date and Time Returned to Council Clerk:	
	* * * * * * *	
foregoing is a true and	GGS, Clerk for the Terrebonne Parish Council, of correct copy of an Ordinance adopted by the, 2023, at which meeting a quo	e Assembled Council is
GIVEN UNDER MY OF	FFICIAL SIGNATURE AND SEAL OF OFFIC _, 2023.	E THIS DAY
	TAMMY TRIGGS, COUN TERREBONNE PARISH (

115 King Street Lot 7, Block D, Mechanicville

Rezone from R-1 (Single-Family Residential) to R-3 (Multi-Family Residential)

Sylvester Warren, Jr., Applicant

<u> </u>			J				Ĭ	<u> </u>	√ saπα
12		42	l] <i>9</i>		44	***************************************	5	
13	മ	41	UE	10		43		· 6	
14	\leq	40	AVENUE	11		42		115 King 5t. R-1 to R-3	
15	OCK	39		12	ပ	41	_ T	8	
16	B	38	1	13	~	40] 	g	۵
17		///// 3////	S	14	LOCK	39	AVENUE	10	_
18		36	BANKS	<i>15</i>	Ш	38	4		OCK -
		<i>35</i>		16		<i>37</i>	1 .		ਰ −
		34	1	17		36]		
21		33				35	KING] <i>14</i> .	
22	YELLER AND	32	i I	19		34		<i>15</i>	
23		31		20		33] !	<i>15</i>	
24		30	i I L	21		32		777777777	
<i>?5</i>		29		! ! 22		31	Ī I		
26		28	1 	23		139///		19	
SENAT	200	27		 <i>24</i>		29	1	1 20	
	<u></u>			25				21	
\prec	.		\				1 [
/						26 244 86		23	
						- 57	PEE	26	



Zoning & Land Use Commission Staff Report

April 20, 2023 Agenda Item F.1

LOCATION:

APPROVAL REQUESTED:

115 King Street; Lot 7,

Block D, Mechanicville

APPLICANT:

Sylvester Warren, Jr.

Rezone from R-1

(Single-Family

Residential) to R-3

(Multi-Family

Residential)

RECOMMENDATION:

DENIAL

PROPOSAL:

Rezone from R-1 (Single-Family Residential) to R-3 (Multi-Family Residential) for the purpose of placing a mobile home on the property.

ANALYSIS:

The area of Mechanicville Subdivision is mainly R-1, but there are several lots that are zoned R-2 and R-3 and many of these have mobile homes on them. Additionally, several of the R-1 lots have mobile homes that are legal, non-conforming. In recent years, property owners have come to the Zoning & Land Use Commission to request rezoning to R-3 in order to place a mobile home and in December 2020, a proposed rezone for numerous lots in Mechanicville from R-1 to R-2 was presented to the Zoning & Land Use Commission but was recommended for denial after public comment. It was decided at that time to continue to review rezone requests on a case-by-case basis.

The Zoning Ordinance states that in order to rezone property, one of the following conditions must apply:

- 1. Error.
- 2. Change in conditions.
- 3. Increase in need for sites for business or industry.
- 4. Subdivision of land.

Applicant and Staff agree that the application fits under Item 2 - change in conditions due to the increasing need for affordable housing in the area. However, the subject property does not abut an existing R-3 zoning district nor does it meet the minimum size requirement of 5 acres to request a rezone to R-3.

All public notice requirements have been met, and Staff received no calls regarding this request.

RECOMMENDATION:

Staff recommends DENIAL of the rezone request from R-1 to R-3 due to the property not meeting the minimum size requirement as per Sec. 28-201(b)(1)(a).

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



Wednesday, June 14, 2023

Item Title:

Rezone from OL to I-1, 1865 Valhi Boulevard

Item Summary:

An ordinance to amend the zoning map of the Parish of Terrebonne so as to Rezone from OL (Open Land) to I-1 (Light Industrial), Tract B of Danos Properties, LLC, 1865 Valhi Boulevard, Terrebonne Parish, Louisiana; Danos Properties, LLC, applicant.

1. Consider the adoption of the ordinance.

ATTACHMENTS:

Description	Upload Date	Type
Rezone from OL to I-1, 1865 Valhi Boulevard	5/2/2023	Executive Summary
Rezone from OL to I-1, 1865 Valhi Boulevard	5/2/2023	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Rezone from OL (Open Land) to I-1 (Light Industrial), Tract B of Danos Properties, LLC, 1865 Valhi Boulevard

PROJECT SUMMARY (200 WORDS OR LESS)

Rezone from OL (Open Land) to I-1 (Light Industrial), Tract B of Danos Properties, LLC, 1865 Valhi Boulevard, Terrebonne Parish, Louisiana; Danos Properties, LLC, applicant; The Houma-Terrebonne Regional Planning Commission, convening as the Zoning & Land Use 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 OL (Open Land) to I-1 (Light Industrial), Tract B of Danos Properties, LLC, 1865 Valhi Boulevard, Terrebonne Parish, Louisiana; Danos Properties, LLC, applicant; and calling a Public Hearing on said matter for Wednesday, June 14, 2023 at 6:30 p.m.

THE RESERVE		TO	TAL EXPENDITURE	The state of
n/a				
		AMOUNT SH	IOWN ABOVE IS: (CIRCLE ONE)	
		ACTUAL	ESTIMATED	
		S PROJECTAL	READY 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





Department of Planning & Zoning

MEMORANDUM

TO: Mr. Mike Toups, Parish Manager

Terrebonne Parish Consolidated Government

FROM:

Becky M. Becnel, Minute Clerk Houma-Terrebonne Regional Planning Commission

THRU: Christopher M. Pulaski, PLA, Director

Planning & Zoning Department

DATE: May 1, 2023

SUBJECT: Item for Parish Council Consideration

Application for Zoning Map Amendment

Rezone from OL (Open Land) to I-1 (Light Industrial), Tract B of Danos Properties, LLC, 1865 Valhi Boulevard, Terrebonne Parish, Louisiana; Danos Properties, LLC,

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 OL (Open Land) to I-1 (Light Industrial), Tract B of Danos Properties, LLC, Terrebonne Parish, Louisiana; Danos Properties, LLC, applicant; and calling a Public Hearing on said matter for Wednesday, June 14, 2023 at 6:30 p.m.

The Houma-Terrebonne Regional Planning Commission, convening as the Zoning & Land Use Commission, at its meeting of April 20, 2023, voted to recommend approval of this request to the Parish Council. Please find attached the following documents:

- Proposed Resolution; 0
- 0 Proposed Ordinance;
- Vicinity map / Plat depicting property in question; 0
- Staff Recommendation

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

Councilwoman Jessica Domangue, Chairwoman Councilman Darrin Guidry, District 6 Tammy Triggs, Council Clerk Council Reading File Correspondence File

OFFERED BY:	
SECONDED BY:	

RESOL	UTION	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 OL (OPEN LAND) TO I-1 (LIGHT INDUSTRIAL); TRACT B OF DANOS PROPERTIES, LLC, 1865 VALHI BOULEVARD; TERREBONNE PARISH, LOUISIANA; DANOS PROPERTIES, LLC, APPLICANT; AND CALLING A PUBLIC HEARING ON SAID MATTER FOR WEDNESDAY, JUNE 14, 2023 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 OL (Open Land) to I-1 (Light Industrial), Tract B of Danos Properties, LLC, 1865 Valhi Boulevard, Terrebonne Parish, Louisiana; and

NOW, THEREFORE, BE IT RESOLVED that a public hearing be called on said matter for Wednesday, June 14, 2023 at 6:30 p.m.

THERE WAS RECORDED:	
YEAS:	
ABSTAINING:	1993
The Chairwoman declared this resolution A day of, 2023.	DOPTED/NOT ADOPTED on this, the
•	JESSICA DOMANGUE, CHAIRWOMAN TERREBONNE PARISH COUNCIL
* * *	* * * * * * * * *
foregoing is a true and correct copy of Committee on, 2023	Terrebonne Parish Council, do hereby certify that the a resolution adopted by the
	TAMMY TRIGGS, 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 OL (OPEN LAND) TO I-1 (LIGHT INDUSTRIAL); TRACT B OF DANOS PROPERTIES, LLC, 1865 VALHI BOULEVARD, TERREBONNE PARISH, LOUISIANA; DANOS PROPERTIES, LLC, 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, June 14, 2023; 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 OL (Open Land) to I-1 (Light Industrial), Tract B of Danos Properties, LLC, 1865 Valhi Boulevard, 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 Chairwoman declared this ordinance ADOl, 2023.	PTED/NOT ADOPTED on this, the day of
	JESSICA DOMANGUE, CHAIRWOMAN TERREBONNE PARISH COUNCIL
TAMMY TRIGGS, COUNCIL CLERK TERREBONNE PARISH COUNCIL	·····

* * * * * * * * * * * *

	Date and Time Delivered to Parish President:	
Approved	Gordon E. Dove, Parish President	_ Vetoed
	Terrebonne Parish Consolidated Government	
	Date and Time Returned to Council Clerk:	
	* * * * * * *	
foregoing is a true and	correct copy of an Ordinance adopted by the 2023, at which meeting a que	e Assembled Council in
GIVEN UNDER MY OF OF	FICIAL SIGNATURE AND SEAL OF OFFIC _, 2023.	EE THIS DAY
		_
	TAMMY TRIGGS, COUN	
	TERREBONNE PARISH (JOUNCIL





Zoning & Land Use Commission Staff Report

April 20, 2023 Agenda Item F.2

LOCATION:

1865 Valhi Boulevard;

Tract B of Danos

Properties, LLC

Rezone from OL (Open Land) to I-1 (Light

Industrial)

APPLICANT:

Danos Properties, LLC;

c/o Hank Danos

RECOMMENDATION:

APPROVAL

PROPOSAL:

Rezone from OL (Open Land) to I-1 (Light Industrial) for future use of a marine contracting company.

ANALYSIS:

The Zoning Ordinance states that in order to rezone property, one of the following conditions must apply:

- Error.
- 2. Change in conditions.
- 3. Increase in need for sites for business or industry.
- 4. Subdivision of land.

APPROVAL REQUESTED:

Applicant and Staff agree that the application fits under Item 3 – increase in need for sites for business or industry. South of this location are a number of similar properties along the west side of Valhi all zoned Light Industrial. In 2012, the applicant submitted an application to zone both this property and the tract across Valhi to I-1 and C-3. The ZLUC requested that the Parish recommend a rezone of the entire corridor. TPCG presented a proposed rezone of the entire Valhi Corridor from Equity Blvd to Savanne Road which had all of the properties along the south/southwest side of Valhi as Light Industrial. This application was approved by the ZLUC but was later denied by Council. Danos subsequently received a rezone approval for only the C-3 tract. In 2014, a 12.5 acre tract across from Equity and Ravensaide Drive was rezoned to Light Industrial. Although Light Industrial is less restrictive than residential and commercial zoning, the entire Valhi Blvd corridor is in an overlay district which carries with it additional requirements for building façade materials, landscaping, and signage it also comes with additions to setback requirements for liquor licenses for bars, lounges, etc of 1,000' from churches, playgrounds, schools, libraries, and residential districts (as compared to 300'). Mobile homes and mobile home parks are permitted uses in I-1, and a mobile home park would require additional approval from the HTRPC. Based on the historical development of this portion of Valhi Blvd and considering that its expansion and ultimate connection to US Hwy 90 corridor will serve to promote future industrial development uses.

All public notice requirements have been met, and Staff received no calls regarding this request.

RECOMMENDATION:

Staff recommends APPROVAL of the request.

Christopher M. Pulaski, PLA, Director Planning & Zoning Department

Terrebonne Parish Consolidated Government

Category Number: 4. Item Number: A.



Wednesday, June 14, 2023

Item Title:

Sales & Use Tax Advisory Board Meeting-May 23, 2023

Item Summary:

Accept the minutes of the Terrebonne Parish Sales and Use Tax Advisory Board meeting dated May 23, 2023 and consider ratification of actions relative to the:

1) Recommendation to accept the 2022 Financial Audit Report as prepared by Bourgeois Bennett, LLC.

ATTACHMENTS:

Description	Upload Date	Type
Minutes for May 23, 2023 Meeting	5/24/2023	Cover Memo
Financial Report 2022	5/24/2023	Cover Memo

TERREBONNE PARISH SALES AND USE TAX ADVISORY BOARD MEETING

May 23, 2023

- The Chairman, Terrebonne Parish Sheriff, Mr. Tim Soignet, called the meeting to order at 9:00 a.m. in the Parish President's Conference Room. Following the Invocation, led by Mr. Jack Moore, the Pledge of Allegiance was said.
- Upon roll call, Board Members recorded as present were: Mrs. MayBelle Trahan, School Board President; Mr. Dane Voisin, School Board Vice-President; Mr. Tim Soignet, Terrebonne Parish Sheriff; Mrs. Mary Cosper LeBoeuf, Library Board of Control; Mr. Jack Moore, Terrebonne Levee & Conversation District. Also present were: Mrs. Brandi Fontenot, Director, Sales & Use Tax Department; Mrs. Ann Thibodaux, Secretary, Sales & Use Tax Department; Mrs. Vickie Bourg, Financial Officer, Terrebonne Parish Sheriff's Office; Mr. Paul Pechon and Ms. Amiee Zeringue, representing the auditing firm of Bourgeois Bennett, LLC, Mrs. Becky Breaux, Terrebonne Parish School Board Chief Financial Officer and Michelle Klingman, Terrebonne Parish School Board Chief Accountant. Recorded as absent were Mr. Gordon Dove, Parish President; Mrs. Jessica Domangue, Parish Council Chairwoman; Mr. Dirk Guidry, Budget & Finance Committee Chairman; Mr. Aubrey Orgeron, Superintendent of Schools. A quorum was declared present.
- 3. **Item 1 –** Presentation and request for acceptance of the 2022 Financial Audit Report as prepared by Bourgeois Bennett, L.L.C.

Mr. Paul Pechon, Audit Director with Bourgeois Bennett, briefed the board on the 2022 Financial Audit Report and advised there were no findings. He continued by reviewing the following items:

- Management's Discussion and Analysis
- Governmental Fund Balance Sheet
- Governmental Fund Revenues and Expenditures
- Financial Analysis of the Government's Funds
- Statement of Fiduciary Fund
- Summary of Accounting Policies
- Schedule of Collections
- Schedule of Cash Receipts and Disbursements
- Governmental Reports
- Schedule of Department Contributions
- Schedule of Procedures

Discussion ensued.

4. Motion was made to accept by Ms. Mary Cosper LeBoeuf, seconded by Mr. Jack Moore.

The Chairman called for a vote on the motion offered by Ms. Mary Cosper LeBoeuf.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: Mrs. MayBelle Trahan, Mr. Dane Voisin, Mr. Tim Soignet, Mrs. Mary Cosper LeBoeuf, Mr. Jack Moore

NAYS: None.

NOT VOTING: None.

ABSENT: Mr. Gordon Dove, Mrs. Jessica Domangue, Mr. Dirk Guidry, Mr. Aubrey Orgeron

The Chairman declared the motion passed.

Item 2 – Discuss budget to actual comparison.

Mrs. Fontenot informed the board that the current budget is 1.3 million and as of the end of April \$227,000 was spent and that the budget is on schedule not to go over. She also informed the board that the comparison is with their monthly financial report.

As this was for discussion only, no action was taken.

Item 3 – Other business.

Mrs. Fontenot informed the board that a business owner had a complaint regarding remaining taxes they owed for a business that was closed due to Hurricane Ida. The taxes in question were due before the business closure. The business owner submitted their information to the Sales and Use Tax Office and to a Bookkeeper for calculation which resulted in a difference of a small amount. A meeting was then held at the business owner's request with Mrs. Fontenot and Board Member Mrs. Cosper LeBoeuf to discuss the remaining taxes due. Mrs. Fontenot explained that no further contact has been made by the business owner following that meeting to resolve the remaining taxes. She then added that, per procedure since the business is closed, the next step collecting the taxes owed will be to file a lien against the business owner and their property until the balance is settled. The board agreed that Mrs. Fontenot should follow department procedure and file the lien.

Discussion ensued.

As this was for discussion only, no action was taken.

7. Mr. Jack Moore moved, seconded by Mrs. MayBelle Trahan, "That there being no further business to come before this Board, the meeting be adjourned."

The Chairman called for a vote on the motion offered by Mr. Jack Moore.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: Mrs. MayBelle Trahan, Mr. Dane Voisin, Mr. Tim Soignet, Mrs. Mary Cosper LeBoeuf, Mr. Jack Moore

NAYS: None.

NOT VOTING: None.

ABSENT: Mr. Gordon Dove, Mrs. Jessica Domangue, Mr. Dirk Guidry, Mr. Aubrey Orgeron

The Chairman declared the motion passed.

Ann Thibodaux, Secretary

Terrebonne Parish Sales & Use Tax Dept.

Brandi B. Fontenot, Director

Terrebonne Parish Sales & Use Tax Dept.

Financial Report

Terrebonne Parish Sales and Use Tax Department Houma, Louisiana





Financial Report

Terrebonne Parish Sales and Use Tax Department Houma, Louisiana

TABLE OF CONTENTS

Terrebonne Parish Sales and Use Tax Department

	Page Numbers
Financial Section	
Independent Auditor's Report	1 - 4
Management's Discussion and Analysis	5 - 11
Exhibits	
Financial Statements:	
Government-Wide and Fund Financial Statements:	
A - Statement of Net Position and Governmental Fund Balance Sheet	12 - 13
B - Reconciliation of the Governmental Fund Balance Sheet to the Statement of Net Position	14
C - Statement of Activities and Statement of Governmental Fund Revenues, Expenditures, and Changes in Fund Balance	15
D - Reconciliation of the Statement of Governmental Fund Revenues, Expenditures, and Changes in Fund Balance to the Statement of Activities	16
E - Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - General Fund	17
F - Statement of Fiduciary Net Position	18
G - Statement of Changes in Fiduciary Net Position	19
H - Notes to Financial Statements	20 - 48
Required Supplementary Information Section	
 I - Schedule of Changes in the Department's Total OPEB Liability and Related Ratios 	49
J - Schedule of the Department's Proportionate Share of the Net Pension Liability (Asset)	50
K - Schedule of Department Contributions	51

TABLE OF CONTENTS (Continued)

	Page <u>Numbers</u>
Supplementary Information Section	
Schedules	
1 - Schedule of Other Services and Charges - Budget and Actual	52
2 - Schedule of Collections on Behalf of Other Taxing Authorities - Parish Sales Tax Fund	53
3 - Schedule of Cash Receipts and Disbursements - Parish Sales Tax Fund For the Five Years Ended December 31, 2022	54
4 - Schedule of Governmental Fund Expenditures For the Five Years Ended December 31, 2022	55
5 - Graph of Governmental Fund Expenditures For the Five Years Ended December 31, 2022	56
6 - Schedule of Compensation, Benefits, and Other Payments to Agency Head or Chief Executive Officer	57
Special Reports of Certified Public Accountants	
Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards	58 - 59
Schedule of Findings and Responses	60
Reports by Management	
Schedule of Prior Year Findings and Responses	61
Management's Corrective Action Plan	62
	~ _
Statewide Agreed-Upon Procedures	
Independent Accountant's Report on Applying Agreed-Upon Procedures	63 - 64
7 - Schedule of Procedure and Associated Findings of the Statewide Agreed-Upon Procedures	65 - 81





INDEPENDENT AUDITOR'S REPORT

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

Opinions

We have audited the accompanying financial statements of the governmental activities, the General Fund and the Fiduciary Fund of the Terrebonne Parish Sales and Use Tax Department (the "Department"), a component unit of the Terrebonne Parish Consolidated Government, State of Louisiana, as of and for the year ended December 31, 2022, and the related notes to the financial statements, which collectively comprise the Department basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, General Fund and Fiduciary Fund of Terrebonne Parish Sales and Use Tax Department as of December 31, 2022, and the respective changes in financial position for the governmental activities, General Fund, the Fiduciary Fund and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Department and to meet out other ethical responsibilities, in accordance with the relevant ethical requirements related to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

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

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Department's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibility for the Audit of the Financial Statements.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and Government Auditing Standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Department's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Department's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis on pages 5 through 11, the Schedule of Changes in the Department's Total OPEB Liability and Related Ratios on page 49, the Schedule of the Department's Proportionate Share of the Net Pension Liability (Asset) on page 50 and the Schedule of Department Contributions on page 51 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that comprise the Department's basic financial statements. The information contained in Schedules 1 through 6 (the Schedule of Other Services and Charges - Budget and Actual, Schedule of Collections on Behalf of Other Taxing Authorities - Parish Sales Tax Fund, Schedule of Cash Receipts and Disbursements - Parish Sales Tax Fund, Schedule of Governmental Fund Expenditures, Graph of Governmental Fund Expenditures, and Schedule of Compensation, Benefits, and Other Payments to Agency Head or Chief Executive Officer) for the year ended December 31, 2022 are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

We also have previously audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the Governmental Balance Sheet and Statement of Fiduciary Fund of Terrebonne Parish Sales and Use Tax Department as of December 31, 2021, 2020, 2019, and 2018, and the related statement of Governmental Fund Revenues, Expenditures and Changes in Fund Balance for each of the four years in the year ended December 31, 2021 which are not presented with the accompany financial statements, and we expressed unmodified opinions on those respective financial statements. Those

audits were conducted for the purpose of forming opinions on the financial statements. The information contained in Schedules 3 through 5 was derived from and related directly to the accounting and other records used to prepare the financial statements as of and for the years ended December 31, 2021, 2020, 2019, and 2018. The information is presented for purpose of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and related directly to the underling accounting and other records used to prepare the 2021, 2020, 2019, and 2018 basic financial statements. The information for the years ended December 31, 2021, 2020, 2019, and 2018, in Schedules 3 through 5 was subjected to auditing procedures applied in the audits of those financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare those financial statements or to those financial statements themselves, and other procedures in accordance with general auditing procedures generally accepted in the United States of America. In our opinion, the information presented in Schedules 3 through 5 for the years ended December 31, 2021, 2020, 2019, and 2018, is fairly stated in all material respects in relation to the financial statements as a whole from which it has been derived.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated May 3, 2023 on our consideration of the Department's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Department's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Department's internal control over financial reporting and compliance.

Certified Public Accountants.

Bourgeois Bennett, L.L.C.

Houma, Louisiana, May 3, 2023.

MANAGEMENT'S DISCUSSION AND ANALYSIS

Terrebonne Parish Sales and Use Tax Department

December 31, 2022

The Management's Discussion and Analysis of the Terrebonne Parish Sales and Use Tax Department's (the "Department") financial performance presents a narrative overview and analysis of the Department's financial activities for the year ended December 31, 2022. This document focuses on the current year's activities, resulting changes, and currently known facts. Please read this document in conjunction with the financial statements which follow in this section.

FINANCIAL HIGHLIGHTS

The Department's liabilities and deferred inflows of resources exceeded its assets and deferred outflows of resources at the close of fiscal year 2022 by \$1,163,266, net deficit, which represents a 3.86% decrease in the net deficit from the last fiscal year.

The Department is operated on a reimbursement basis with proceeds of sales and use taxes collected in Terrebonne Parish. Differences between revenues and expenses result from the reimbursement of purchases of capital assets, depreciation of capital assets and changes in long-term obligations. For the year ended December 31, 2022, revenues increased \$6,260 (or 0.68%) and expenses decreased \$38,307 (or 4.19%).

The Department collected a total of \$174,605,994 in sales taxes for outside agencies for the year ended December 31, 2022, which represents a \$27,289.745 (or 18.52%) increase from the last fiscal year. This increase is primarily due to an overall increase in economic activity throughout Terrebonne Parish as a result of improved economic conditions following the pandemic and increased spending as a result of Hurricane Ida.

OVERVIEW OF THE FINANCIAL STATEMENTS

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

OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)

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

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the Department's finances, in a manner similar to a private sector business. The Statement of Net Position presents information on all of the Department's assets and liabilities, with the difference between the two reported as net position (deficit). Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Department is improving or deteriorating. The Statement of Activities presents information showing how the Department's net position changed during each fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs regardless of the timing of the related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods. The governmental activities of the Department are collecting local sales and use taxes, hotel/motel taxes, issuing occupational licenses and local bingo permits.

Fund Financial Statements

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

Governmental Fund

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

The Department maintains one individual governmental fund. Information is presented in the Governmental Fund Balance Sheet and in the Statement of Revenues, Expenditures, and Changes in Fund Balance for the General Fund. The Department adopts an annual appropriated budget for its General Fund. A budgetary comparison statement has been provided for the General Fund to demonstrate compliance with this budget. The governmental fund financial statements can be found in pages 12 through 17 of this report.

OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)

Fiduciary Funds

Fiduciary Funds are used to account for resources held for the benefit of parties outside the Department. While these funds represent a trust responsibility, these assets are restricted in purpose and do not represent assets of the Department. Therefore, these assets are not presented as part of the government-wide financial statements. The Statement of Fiduciary Fund and Statement of Changes in Fiduciary Net Position can be found on pages 18 and 19 of this report.

Notes to the Financial Statements

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

GOVERNMENT-WIDE FINANCIAL ANALYSIS

The Statement of Net Position reported on pages 12 and 13, presents information on all the Department's assets, deferred outflows of resources, liabilities and deferred inflows of resources with the difference reported as net position (deficit). As noted earlier, a deficit exists because the Department is not reimbursed for long-term obligations until those obligations are paid. As of December 31, 2022, the net deficit amounted to \$1,163,266. A portion of the Department's net position (deficit), \$15,575, reflects its investment in capital assets (e.g., office furniture, fixtures, and equipment) less accumulated depreciation. Consequently, this portion of the net position (deficit) is not available for future spending.

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

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

Deferred outflows and inflows of resources are related to pensions and other postemployment benefits.

GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

Condensed Statements of Net Position

	December 31,			Dollar		
		2022		2021		hange
	Φ.	40.000	Φ.	4-0	Φ.	4.02.6
Current and other assets	\$	49,993	\$	45,957	\$	4,036
Capital assets		15,575		6,144		9,431
Net pension asset		139,802		68,680		71,122
Right-of-use asset		129,518		-	1	29,518
Deferred outflows of resources		375,955		141,241	2	34,714
Total assets and deferred	•					
outflows of resources		710,843		262,022	4	48,821
			-		-	
Long-term liabilities		1,037,658		965,271		72,387
Other liabilities		49,993		45,957		4,036
Deferred inflows of resources		786,458		460,781	3	25,677
Total liabilities and deferred				<u> </u>		
inflows of resources		1,874,109		1,472,009	4	02,100
	·		•			
Net position:						
Net investment in capital assets		15,575		6,144		9,431
Unrestricted (deficit)	(1,178,841)		(1,216,131)		37,290
Total net position (deficit)		1,163,266)	-	(1,209,987)		46,721

Governmental Activities

Governmental activities decreased the Department's net deficit by \$46,721. Key elements of the net increase are as follows (see table on the following page):

GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

Governmental Activities (Continued)

Condensed Statements of Activities

	Decem	ber 31,	Dollar	Percent
	2022	2021	Change	Change
Revenues:				
Charges for services	\$ 921,449	\$ 915,324	\$ 6,125	0.67%
Licenses	2,400	2,800	(400)	-14.29%
Miscellaneous - other	790	255	535	209.80%
Total revenues	924,639	918,379	6,260	0.68%
Expenses:	0-10-0	0.4.0.0.0	(* 0 * 0 *)	
General government	874,928	913,235	(38,307)	<u>-4.19%</u>
Increase in net position	49,711	5,144	44,567	866.39%
Net Deficit				
Beginning of year, as previously reported Restatement,	(1,209,987)	(1,215,131)	5,144	-0.42%
implementation of GASB No. 87	(2,990)	_	(2,990)	100.00%
Beginning of year, as	(2,770)		(2,550)	100.0070
restated	(1,212,977)	(1,215,131)	2,154	-0.18%
End of year	\$ (1,163,266)	\$ (1,209,987)	\$ 46,721	-3.86%

The Department is an expenditure driven entity where changes in revenue derive from changes in reimbursed expenses incurred during the period. The Department's revenues represent transfers of sales and use tax proceeds from its Custodial Fund to pay operating expenses of the Department.

On Exhibit C, the Department's general government expenses fall into six categories: personal services, supplies and materials, other services and charges, repairs and maintenance, lease expense, and depreciation. Of the six categories the largest is personal services and totals \$392,505, which is 44.86% of total expenses for the year ended December 31, 2022. Personal services decreased \$39,888 in comparison with 2021. The decrease is primarily due to changes in pension and other postemployment benefits liabilities, deferred inflows and deferred outflows. Other services and charges, which includes such expenses as contract auditing fees, legal fees, insurance, office machine rentals, software technology services, telephone, and miscellaneous expenses, decreased by \$6,842 in comparison with 2021.

GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

Governmental Activities (Continued)

Other expenses include supplies and materials, repairs and maintenance, and depreciation. These expenses amount to \$46,537 which is an increase of \$6,876 from 2021. This increase is the result of additional supply purchases, increased need for repairs and increased depreciation due to the purchase of capital assets in the current year.

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

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

Governmental Funds

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

General Fund Budgetary Highlights

The Statement of Revenues, Expenditures, and Changes in Fund Balance-Budget and Actual for the General Fund (Exhibit E) displays the original budget, final budget and actual amounts in columns with a variance column showing the favorable or (unfavorable) difference of the actual and the final budget. The budget was amended once during the year. Since the Department is an expenditure driven entity with expenditures fully reimbursed, revenues report an unfavorable variance equal to the favorable variance of expenditures.

Fiduciary Funds

Fiduciary funds are used to account for resources held for the benefit of the parties outside the Department. Exhibit G on page 19 details the disbursements to other governmental units. Total cash disbursements for the year ended December 31, 2022 amounted to \$174,605,994, which represents an increase of \$27,289,745. Increase is primarily due to an increase in economic activity throughout Terrebonne Parish. The two major governmental units that receive distributions are Terrebonne Parish School Board and Terrebonne Parish Consolidated Government.

CAPITAL ASSETS

Capital Assets

The Department's investment in capital assets for its governmental activities as of December 31, 2022, amounts to \$15,575 (net of accumulated depreciation). This investment in capital assets includes office furniture, fixtures and equipment.

	2022	2021
Office furniture, fixtures,		
and equipment	\$113,936	\$ 97,871
Less accumulated depreciation	98,361	91,727
Total capital assets, net	\$ 15,575	\$ 6,144

During the year ended December 31, 2022, the Department's major capital asset purchase was for new computers and scanners which amounted to \$16,065. Depreciation expense was \$6,634 for year ended December 31, 2022. Additional information on the Department's capital assets can be found in Note 3, Exhibit H of this report.

Long-Term Obligations

The Department reported a net pension asset of \$139,802 as of December 31, 2022 related to GASB 68. In 2021, the Department recognized a net pension asset related to GASB 68 of \$68,680. Other post-employment benefit obligations decreased \$66,459 to \$858,483 as of December 31, 2022 due to changes in other postemployment benefits. Obligations for unpaid annual leave increased \$4,791. Unpaid annual leave obligations amounted to \$45,120 as of December 31, 2022. During the year, the Department implemented GASB No. 87, "Leases" retrospective application. Beginning net position was restated by \$2,990 and a right-of-use asset and liability was recognized for the lease of office space. See Note 4, Exhibit H of this report for additional information related to lease commitments.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

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

• Personal services increased to reflect a 2% cost of living adjustment.

REQUESTS FOR INFORMATION

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

STATEMENT OF NET POSITION AND GOVERNMENTAL FUND BALANCE SHEET

Terrebonne Parish Sales and Use Tax Department

	General Fund	Adjustments (Exhibit B)	Statement of Net Position	
Assets and Deferred Outflows of Resources				
Cash	\$ 49,993	\$ -	\$ 49,993	
Net pension asset	-	139,802	139,802	
Capital assets:				
Depreciable, net of				
accumulated depreciation		15,575	15,575	
Right-of-use asset, net of				
accumulated depreciation		129,518	129,518	
Total assets	49,993	284,895	334,888	
Deferred outflows of resources:				
Other postemployment benefits	_	346,329	346,329	
Pensions		29,626	29,626	
Total deferred outflows of resources		375,955	375,955	
Total assets and deferred outflows				
of resources	49,993	660,850	710,843	
Liabilities and Deferred Inflows of Resources Accounts payables and accrued				
expenditures	44,422	-	44,422	
Due to Terrebonne Parish				
Consolidated Government	5,571	-	5,571	
Long-term liabilities:				
Due within one year	-	43,119	43,119	
Due in more than one year		994,539	994,539	
Total current and non-current liabilities	49,993	1,037,658	1,087,651	

	General Fund	Adjustments (Exhibit B)	Statement of Net Position
Liabilities and Deferred Inflows of Resources Deferred inflows of resources:			
Other postemployment benefits	_	679,447	679,447
Pensions		107,011	107,011
Total deferred inflows of resources		786,458	786,458
Total liabilities and deferred inflows of resources	49,993	1,824,116	1,874,109
Fund Balances/Net Assets Fund balance - unassigned			
Total liabilities and fund balances	\$ 49,993		
Net position:			
Net investment in capital assets		15,575	15,575
Unrestricted (deficit)		(1,178,841)	(1,178,841)
Total net position (deficit)		\$ (1,163,266)	\$ (1,163,266)

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

Terrebonne Parish Sales and Use Tax Department

December 31, 2022

Fund Balances - Governmental Fund		\$	-
Amounts reported for governmental activities in the Statement of Net Position are different because:			
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental fund.			
Governmental capital assets	\$ 113,936		
Less accumulated depreciation	(98,361)	15	,575
Less accumulated depreciation	(70,301)	13	,575
Long-term assets are not financial resources and, therefore, are not reported in the governmental fund.			
Right-of-use asset net of accumulated depreciation	129,518		
Net pension asset	139,802	269	,320
Deferred outflows of resources used in governmental activities are not financial resources and are not reported in governmental fund.			
Pensions	29,626		
Other postemployment benefit obligation	346,329	375	,955
Long-term liabilities are not due and payable in the current period and therefore are not reported in the governmental fund. Other postemployment benefit obligation	(858,483)		
Lease liability	(134,055)		
Compensated absences payable	(45,120)	(1,037	.658)
Deferred inflows of resources will not be recognized in the current period and are not reported in governmental funds. Pensions	(107,011)	(2,00)	, , , , ,
Other postemployment benefit obligation	(679,447)	(786	,458)
Net Position (Deficit) of Governmental Activities		\$ (1,163	,266)

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

Terrebonne Parish Sales and Use Tax Department

For the year ended December 31, 2022

	General Fund	Adjustments (Exhibit D)	Statement of Activities
Revenues			
Charges for services	\$ 921,449	\$ -	\$ 921,449
Licenses	2,400	-	2,400
Miscellaneous - other	790		790
Total revenues	924,639		924,639
Expenditures/Expenses			
Current:			
Personal services	434,332	(41,827)	392,505
Supplies and materials	33,655	-	33,655
Other services and charges	387,179	-	387,179
Repairs and maintenance	6,248	-	6,248
Lease expense	47,160	1,547	48,707
Capital outlay	16,065	(16,065)	-
Depreciation		6,634	6,634
Total expenditures/expenses	924,639	(49,711)	874,928
Excess of Revenues Over Expenditures	-	-	-
Change in Net Position	-	49,711	49,711
Fund Balance/Net Position (Deficit) Beginning of year, as restated	_	(1,212,977)	(1,212,977)
Dogming of your, as resulted		(1,212,777)	(1,212,577)
End of year	\$ -	\$ (1,163,266)	\$ (1,163,266)

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

Terrebonne Parish Sales and Use Tax Department

For the year ended December 31, 2022

Net Change in Fund Balance - Governmental Fund		\$ -
Amounts reported for governmental activities in the Statement of Activities are different because:		
Governmental funds report capital outlays as expenditures.		
However, in the Statement of Activities the costs of		
those assets is allocated over their estimated useful		
lives and reported as depreciation expense.		
Depreciation expense	\$ (6,634)	
Capital outlay	16,065	9,431
The net effect of transactions involving leases and right-of-use		
assets.		
Amortization of right-of-use asset	(43,172)	
Lease interest	(5,535)	
Lease expense	47,160	(1,547)
Some expenses reported in the Statement of Activities		
do not require the use of current financial resources		
and, therefore, are not reported as expenditures in		
governmental fund.		
Other postemployment benefit expense	5,551	
Pension expense	41,067	
Increase in compensated absences payable	(4,791)	41,827
Change in Net Position of Governmental Activities		\$ 49,711

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

Terrebonne Parish Sales and Use Tax Department

For the year ended December 31, 2022

	Budgeted	Amounts	Actual	Variance with Final Budget Favorable
	Original	Final	Amounts	(Unfavorable)
-				
Revenues				
Charges for services	\$ 1,330,420	\$ 1,059,410	\$ 921,449	\$ (137,961)
Licenses	4,000	2,400	2,400	-
Miscellaneous - other	7,250	519	790	271
Total revenues	1,341,670	1,062,329	924,639	(137,690)
Expenditures				
Current:				
Personal services	690,420	443,481	434,332	9,149
Supplies and materials	46,000	39,597	33,655	5,942
Other services and charges	523,750	505,604	387,179	118,425
Repairs and maintenance	10,000	8,962	6,248	2,714
Lease expense	47,200	46,800	47,160	(360)
Capital outlay	24,300	17,885	16,065	1,820
Total expenditures	1,341,670	1,062,329	924,639	137,690
Excess of Revenues Over Expenditures	\$ -	\$ -	\$ -	\$ -

STATEMENT OF FIDUCIARY NET POSITION

Terrebonne Parish Sales and Use Tax Department

December 31, 2022

	Custodial Fund
Assets	
Cash	\$ 12,953,438
Taxes receivable	15,737,428
Total assets	28,690,866
Liabilities	
Accounts payables and accrued expenditures	11,019
Liabilities to other governmental units:	
Terrebonne Parish School Board	12,995,569
Terrebonne Parish Consolidated Government	7,469,711
Terrebonne Parish Consolidated Government - Library	1,257,635
Terrebonne Parish Consolidated Government - Levees	1,257,635
Terrebonne Parish Sheriff	2,515,271
Terrebonne Levee and Conservation District	2,515,272
Houma Area Convention and Visitors Bureau	213,510
Total liabilities	28,235,622
Fiduciary net position Held for others	\$ 455,244

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION

Terrebonne Parish Sales and Use Tax Department

For the year ended December 31, 2022

	Custodial Fund
Additions:	
Sales tax collections	\$ 174,605,994
Sales taxes paid under protest	37,200
Protest interest income	870
Total additions	174,644,064
Reductions:	
Distributions to other governmental units	173,684,544
Administrative costs	921,449
Total reductions	174,605,993
Change in net position	38,071
Net position Beginning of year	417,173
End of year	\$ 455,244

NOTES TO FINANCIAL STATEMENTS

Terrebonne Parish Sales and Use Tax Department

December 31, 2022

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

Tax collections, after deducting operating expenses, are distributed in the month following receipt. The first levy of 1% made in 1964 is divided between the Terrebonne Parish School Board, which receives 33%, and the Terrebonne Parish Consolidated Government, which receives 67% (split evenly between the former Terrebonne Parish Police Jury and City of Houma). There were two levies made for a total of 1% in 1976 which the Terrebonne Parish School Board receives 75%, and the Terrebonne Parish Consolidated Government receives 25%. The ½% levy effective January 1, 1987 is remitted to the Terrebonne Parish Law Enforcement Department. The two 1/4% levies effective January 1, 1993 are remitted to the Terrebonne Parish Consolidated Government with ½% dedicated to Drainage and ½% dedicated to Roads and Bridges. The 1% levy effective July 1, 1996 is remitted to the Terrebonne Parish School Board. The 1/4% levy effective October 1, 1997 is remitted to the Terrebonne Parish Law Enforcement Department. The ½% levy effective July 1, 1998 is remitted to the Terrebonne Parish Consolidated Government which is dedicated to the Library System. The \(\frac{1}{4}\% \) levy effective July 1, 2002 is remitted to the Terrebonne Parish Consolidated Government, which is dedicated to being used as matching funds for the Terrebonne Levee and Conservation Department's Morganza-to-the-Gulf Project. The ½% levy effective April 1, 2013 is remitted to Terrebonne Levee and Conservation Department. The ½% levy effective April 1, 2015 is remitted to the Terrebonne Parish School Board which is to be used for paying salaries and benefits for teachers and other personnel. The Hotel/Motel tax of 5% is remitted solely to the Houma Area Convention and Visitors Bureau.

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

a) Reporting Entity

The Department is a component unit of the Terrebonne Parish Consolidated Government (the "Parish") and as such, these financial statements will be included in the comprehensive annual financial report (CAFR) of the Parish for the year ended December 31, 2022.

GASB Statement 14, The Financial Reporting Entity, GASB Statement 39, Determining Whether Certain Organizations Are Component Units-an amendment of GASB Statement 14, and GASB Statement 61, The Financial Reporting Entity: Omnibus and amendment of GASB Statements 14 and 34 established the criterion for determining which component units should be considered part of the Department for financial reporting purposes. The basic criteria are as follows:

- 1. Legal status of the potential component unit including the right to incur its own debt, levy its own taxes and charges, expropriate property in its own name, sue and be sued, and the right to buy, sell and lease property in its own name.
- 2. Whether the governing authority appoints a majority of the board members of the potential component unit.
- 3. Fiscal interdependency between the Department and the potential component unit.
- 4. Imposition of will by the Department on the potential component unit.
- 5. Financial benefit/burden relationship between the Department and the potential component unit.

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

b) Basis of Presentation

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

b) Basis of Presentation (Continued)

Government-Wide Financial Statements

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

Fund Financial Statements

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

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

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

Fiduciary Fund

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

c) Measurement Focus and Basis of Accounting

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

c) Measurement Focus and Basis of Accounting (Continued)

Government-Wide Financial Statements

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

Fund Financial Statements

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

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

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

Custodial funds are used to report fiduciary activities that are not required to be reported in pension trust funds, investment trust funds, or private-purpose trust funds. The Custodial Fund accounts for sales tax collections as custodian for other governments within Terrebonne Parish.

d) Use of Estimates

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

e) Operating Budgetary Data

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

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

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

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

f) Accounts Receivable

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

g) Capital Assets

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

g) Capital Assets (Continued)

Government-Wide Financial Statements

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

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

Fund Financial Statements

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

h) Non-Current Liabilities

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

Government-Wide Financial Statements

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

Fund Financial Statements

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

i) Vacation and Sick Leave

Employees of the Department can earn twelve or seventeen days per year vacation leave, depending on their length of employment. All employees are required to take vacation within one year of being earned. Any unused vacation remaining on the employee's anniversary date will be transferred to sick leave. In the event the employee is terminated or resigns, all vacation leave not transferred to sick leave will be paid to them.

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

The liability for vacation and sick leave is recorded as a non-current liability in the government-wide statements. In the fund financial statements, governmental funds report only the vacation and sick leave liability payable from expendable available financial resources, accordingly no significant compensated absences liability is recorded as of December 31, 2022.

j) Leases

The Department is a lessee in a noncancelable lease. Since the contract provides the Department with the right to substantially all the economic benefits and the right to direct the use of the identified asset, it is considered to be or contain a lease. Right-of-use (ROU) assets and lease liabilities are recognized at the lease commencement date based on the present value of the future lease payments over the expected lease term. ROU assets are also adjusted for any lease prepayments made, lease incentives received, and initial direct costs incurred. There were no adjustments for 2022.

Future lease payments are discounted using the interest rate implicit in the lease. If the discount rate is not readily determined, the estimated incremental borrowing rate should be used. The Department used an estimated incremental borrowing rate when discounting future lease payments.

Lease liabilities are reduced as payments are made and the Department recognizes an outflow of resources, and an expense for interest on the lease liability. ROU assets are amortized in a systematic and rational manner over the shorter of the lease term or the useful life of the underlying asset.

The right-of-use assets and lease liability as of December 31, 2022 are presented as separate line items on the Department's statement of net position.

k) Pensions

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

1) Deferred Outflows of Resources

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

m) Deferred Inflows of Resources

In addition to liabilities, the Statement of Net Position and Balance Sheets will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The governmental activities report pension and other postemployment benefits related deferred inflows of resources in the Department's government-wide statements. These amounts are deferred and recognized as an inflow of resources in the amortization period.

n) Fund Equity

Government-Wide Statements

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

a. Net investment in capital assets - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvement of those assets. As of December 31, 2022, the Department did not report any borrowings.

n) Fund Equity (Continued)

- b. Restricted net position Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributions or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net position All other net position that do not meet the definition of "restricted" or "net investment in capital assets".

When both restricted and unrestricted resources are available for use, it is the Department's policy to use restricted resources first, then unrestricted resources as they are needed. As of December 31, 2022 and for the year then ended, the Department did not have or receive restricted net position.

Fund Financial Statements

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

- a. Non-spendable Amounts that cannot be spent either because they are in a non-spendable form or because they are legally or contractually required to be maintained intact.
- b. Restricted Amounts for which constraints have been placed on the use by externally imposed donors, grantors, creditors, or government laws and regulations, or imposed by law through constitutional provisions or enabling legislation.
- c. Committed Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Department's Advisory Board.
- d. Assigned Amounts that are constrained by the Department's intent to be used for a specific purpose but do not meet the criteria for restricted or committed. Assignments may be assigned by the Department's Director.
- e. Unassigned All other spendable amounts.

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

o) Fiduciary Net Position Adjustment

GASB Statement No. 84 requires liabilities to beneficiaries of a fiduciary activity to be recognized when an event has occurred that compels the Department to disburse fiduciary resources. Events that compel the Department to disburse fiduciary resources occur when a demand for resources has been made or when no further action, approval or condition is required to be taken or met by the beneficiary to release the assets.

p) New GASB Statements

During the year ending December 31, 2022, the Department implemented the following GASB Statements:

Statement 87, "Leases" increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities.

The key changes upon adoption of the standard was the recognition of right-to-use asset on the Statement of Net Position, given that the recognition of lease expense on the Statement of Activities is similar to the Department's historical accounting. There was a cumulative effect adjustment to net position of \$2,990 as of January 1, 2022. Leases with original terms of one year or less were excluded.

The adoption of Statement 87 resulted in the recognition of a right-of-use asset as of December 31, 2022 of \$129,518 and a lease liability of \$134,055.

The impact of adopting the new guidance is as follows:

p) New GASB Statements (Continued)

	Were F Under	nts That Reported Former dance	Effect of Applying New Guidance		Amounts That Were Reported Under Former Guidance	
Assets Right-of-use asset	\$		_\$	172,690		172,690
Liabilities Lease liability	\$		_\$	175,680		175,680
Affect on Net Assets - 2021	\$		\$	(2,990)	\$	(2,990)
Beginning net position before restatement			(1,209,987)	(1,209,987)
Beginning net position as restated			\$ (1,212,977)	\$ (1,212,977)

Statement 91, "Conduit Debt Obligations" provides a single method of reporting conduit debt obligations by issuers and eliminates diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. This Statement achieves those objectives by clarifying the existing definition of a conduit debt obligation; establishing that a conduit debt obligation is not a liability of the issuer; establishing standards for accounting and financial reporting of additional commitments and voluntary commitments extended by issuers and arrangements associated with conduit debt obligations; and improving required note disclosures. This Statement did not affect the financial statements for the year ended December 31, 2022.

Statement 92, "Omnibus 2020" establishes accounting and financial reporting requirements for specific issues related to leases, intra-entity transfers of assets, postemployment benefits, government acquisitions, risk financing and insurance related activities of public entity risk pools, fair value measurements, and derivative instruments. This Statement did not affect the financial statements for the year ended December 31, 2022.

Statement 93, "Replacement of Interbank Offered Rates" some governments have entered into agreements in which variable payments made or received depend on an interbank offered rate (IBOR) most notably, the London Interbank Offered Rate (LIBOR). As a result of global reference rate reform, LIBOR is expected to cease to exist in its current form at the end of 2021, prompting governments to amend or replace financial instruments for the purpose of replacing LIBOR with other reference

p) New GASB Statements (Continued)

rates. The Statement will preserve the consistency and comparability of reporting hedging derivative instruments and leases after governments amend or replace agreements to replace an IBOR. This Statement did not affect the financial statements for the year ended December 31, 2022.

Statement No. 97, "Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans - an Amendment of GASB Statements No. 14 and No. 84, and a Supersession of GASB Statement No. 32" provides objectives to (1) increase consistency and comparability related to the reporting of fiduciary component units in circumstances in which a potential component unit does not have a governing board and the primary government performs the duties that a governing board typically would perform; (2) mitigate costs associated with the reporting of certain defined contribution pension defined contribution other postemployment benefit (OPEB) plans, and employee benefit plans other than pension plans or OPEB plans (other employee benefit plans) as fiduciary component units in fiduciary fund financial statements; and (3) enhance the relevance, consistency, and comparability of the accounting and financial reporting for Internal Revenue Code (IRC) Section 457 deferred compensation plans (Section 457 plans) that meet the definition of a pension plan and for benefits provided through those plans. This Statement did not affect the financial statements for the year ended December 31, 2022.

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

Statement 94, "Public-Private and Public-Public Partnerships and Availability Payment Arrangements" improves financial reporting by addressing issues related to public-private and public-public partnership arrangements (PPPs). As used in this Statement, a PPP is an arrangement in which a government (the transferor) contracts with an operator (a governmental or nongovernmental entity) to provide public services by conveying control of the right to operate or use a nonfinancial asset, such as infrastructure or other capital asset (the underlying PPP asset), for a period of time in an exchange or exchange-like transaction. Some PPPs meet the definition of a service concession arrangement (SCA), which the Board defines in this Statement as a PPP in which (1) the operator collects and is compensated by fees from third parties; (2) the transferor determines or has the ability to modify or approve which services the operator is required to provide, to whom the operator is required to provide the services, and the prices or rates that can be charged for the services; and (3) the transferor is entitled to significant residual interest in the service utility of the underlying PPP asset at the end of the arrangement. This Statement also provides guidance for accounting and financial reporting for availability payment arrangements

p) New GASB Statements (Continued)

(APAs). As defined in this Statement, an APA is an arrangement in which a government compensates an operator for services that may include designing, constructing, financing, maintaining, or operating an underlying nonfinancial asset for a period of time in an exchange or exchange-like transaction. The requirements of this Statement are effective for years beginning after June 15, 2022. Management has yet to determine the effect of this Statement on the financial statements.

Statement No. 96, "Subscription-based Information Technology Arrangements" provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). This Statement (1) defines a SBITA; (2) establishes that a SBITA results in a right-to-use subscription asset - an intangible asset - and a corresponding subscription liability; (3) provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and (4) requires note disclosures regarding a SBITA. The requirements of this Statement are effective for the years beginning after June 15, 2022. Management has yet to determine the effect of this Statement on the financial statements.

Statement No. 99, "Omnibus 2022" provides objectives to enhance comparability in accounting and financial reporting and to improve the consistency of authoritative literature by addressing practice issues that have been identified during implementation and application of certain GASB Statements and accounting and financial report for financial guarantees. The requirements of this Statement apply to all financial statements at dates varying from upon issuance to fiscal periods beginning after June 15, 2023. Management has yet to determine the effect of this Statement on the financial statements.

Statement No. 100, "Accounting Changes and Error Corrections - an amendment of GASB Statement No. 62" provides guidance to enhance accounting and financial reporting requirements for accounting changes and error corrections to provide more understandable, reliable, relevant, consistent, and comparable information for making decisions or assessing accountability. The requirements of this Statement are effective for accounting changes and error corrections made in fiscal years beginning after June 15, 2023, and all reporting periods thereafter. Earlier application is encouraged. Management has yet to determine the effect of this Statement on the financial statements.

p) New GASB Statements (Continued)

Statement No. 101, "Compensated Absences" provides guidance to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. The requirements of this Statement are effective for fiscal years beginning after December 15, 2023, and all reporting periods thereafter. Earlier application is encouraged. Management has yet to determine the effect of this Statement on the financial statements.

Note 2 - DEPOSITS

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

State law also requires that deposits of all political subdivisions be fully collateralized at all times. Acceptable collateralization includes FDIC insurance and the market value of securities purchased and pledged to the political subdivision. Obligations of the United States, the State of Louisiana and certain political subdivisions are allowed as security for deposits. Obligations furnished as security must be held by the political subdivision or with an unaffiliated bank or trust company for the account of the political subdivision.

The year end balances of deposits are as follows:

	Bank	Reported
	Balance	Amounts
Cash	\$ 13,019,989	\$ 13,003,431

Custodial credit risk is the risk that in the event of a bank failure, the Department's deposits may not be returned to it. The Department has a written policy for custodial credit risk, which reflects state law. As of December 31, 2022, \$12,519,989 of the Department's bank balance of \$13,019,989 was exposed to custodial credit risk. These deposits were uninsured and collateralized with securities held by the pledging financial institution's trust department or agent and are deemed to be held in the Department's name by state statues.

Note 2 - DEPOSITS (Continued)

As of December 31, 2022, cash in excess of the FDIC insurance was adequately collateralized in accordance with state law, by securities held by an unaffiliated bank for the account of the Department. The GASB, which promulgates the standards for accounting and financial reporting for state and local governments, considers these securities subject to custodial credit risk. Even though the deposits are considered subject to custodial credit risk under the provisions of GASB Statement 40, Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within ten days of being notified by the depositor that the fiscal agent has failed to pay deposited funds upon demand.

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

Book balance	\$ 1.	3,003,431
Less cash reported in the Statement of Fiduciary Net Position	(1	2,953,438)
Cash - Statement of Net Position and Governmental Fund Balance Sheet	\$	49,993

Note 3 - CHANGES IN CAPITAL ASSETS

Capital asset activity for the year ended December 31, 2022 was as follows:

	Balance January 1, 2022	Additions	Deletions	Balance December 31, 2022
Capital assets being depreciated: Office furniture, fixtures, and equipment	\$ 97,871	\$ 16,065	\$ -	\$ 113,936
Less accumulated depreciation for: Office furniture, fixtures, and equipment	(91,727)	(6,634)		(98,361)
Total capital assets, net	\$ 6,144	\$ 9,431	\$ -	\$ 15,575

Note 4 - LEASE COMMITMENTS

The Department entered into a lease with Terrebonne Parish Consolidated Government (the "Parish") for office space. The lease term began on January 1, 2021 and covers 3 years with an option to renew for 2 additional years. The lease calls for monthly payments of \$3,930. The lease interest rate is approximated at the incremental borrowing rate of 3.53%.

The weighted-average discount rate is approximated at the incremental borrowing rate of 3.53%. The Department has elected the option to use the risk-free rate determined using a period comparable to the lease terms as the discount rate for the lease where the implicit rate is not readily determinable. The Department has applied the risk-free rate option to the lease.

Reported under Statement 87 for year ended December 31, 2022 are as follows:

Lease expense	\$ 48,707
Cash paid for lease	\$ 47,160
Right-of-use asset	\$ 129,518
Lease liability	\$ 134,055
Weighted-Average Information Weighted-average remaining lease in years	3
Weighted-average discount rate:	3.53%

Future Minimum Lease Payments

Year Ending	
December 31,	 mounts
2023	\$ 47,160
2024	47,160
2025	47,160
Total lease payments	141,480
Less amounts representing interest	(7,425)
Present value of lease liability	134,055
Less current maturities	(43,119)
Long-term lease obligation	\$ 90,936

Note 5 - ACCOUNTS PAYABLE AND ACCRUED EXPENDITURES

Accounts payable and accrued expenditures as of December 31, 2022 consisted of the following:

	General Fund	Custodial Fund	Totals
Vendors Salaries and benefits	\$ 27,783 16,639	\$ 11,019	\$ 38,802 16,639
Totals	\$ 44,422	\$ 11,019	\$ 55,441

Note 6 - NON-CURRENT LIABILITIES

Non-current liabilities and assets consist of accumulated earned and unpaid vacation and sick leave and other postemployment benefits. The following is a summary of changes in the non-current liabilities of the Department for the year ended December 31, 2022:

	Payable January 1, 2022	Increase/ Earned	Decrease/ Used	Payable December 31, 2022	Due Within One Year
Accumulated unpaid annual leave Lease liability Other postemployment benefits	\$ 40,329 175,680 924,942	\$ 23,625	\$ (18,834) (41,625) (66,459)	\$ 45,120 134,055 858,483	43,119
Totals	\$ 1,140,951	\$ 23,625	\$ (126,918)	\$ 1,037,658	\$ 43,119

Note 7 - POSTEMPLOYMENT HEALTHCARE BENEFITS

Plan Description

The Department administers a single employer defined benefit healthcare plan (the "Plan"). The Plan provides for the payment of medical, dental and life insurance premiums for eligible employees, retirees and their dependents as approved by the Terrebonne Parish Council. Louisiana Revised Statute 33:5161 grants authority to establish and amend the benefit terms and financing requirements to the Parish Council. No assets are accumulated in a trust that meets the criteria in paragraph 4 of Statement 75. For employees retiring before January 1, 2005, the Department funds the entire premium for all benefits on employees retiring with at least ten years of service upon retiring from the formal retirement systems.

Plan Description (Continued)

Department employees retiring on or after January 1, 2005 with at least ten years of permanent full-time creditable service with the Department shall be eligible to participate in the Plan approved by the Parish Council under the following vesting schedule: 11 to 15 years of service, 27.50 % plus 2.75% per year; 16 to 20 years of service 41.25% plus 3.75% per year of service; 21 years or more of service, 60% plus 5% per year of service, limited to 85% of the premium. Employees hired after December 31, 2013 with at least 30 years of permanent full-time creditable service, age 55 and 5 years of participation in the Department's group health insurance plan immediately prior to retirement shall be eligible to participate in the Plan with benefits limited to 80% of premiums. A retired employee may provide dependent hospitalization coverage at applicable dependent rates. To be eligible for coverage after retirement, retired employees must be eligible for retirement under the Parochial Employees' Retirement System, see Note 8.

The Department does not issue a publicly available financial report on the Plan.

Employees Covered by Benefit Terms

Inactive employees currently receiving benefit payments	5
Active employees	4
Total	9

The Department's total OPEB liability of \$858,483 was measured as of December 31, 2022 and was determined by an actuarial valuation as of January 1, 2022.

Total OPEB Liability

Actuarial Assumptions and Other Inputs

The total OPEB liability as of December 31, 2022 was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless, otherwise specified:

Measurement Date December 31, 2022

Actuarial Valuation Date January 1, 2022

Inflation 2.50%

Salary Increases, Including

Inflation 3.00%

Discount Rate 4.05%

Healthcare Cost Trend Rates Medical - 6.00% in year one decreasing in

decrements of 0.25% per year until 5.00%

through year five.

Dental - 3.50% in year one decreasing in decrements of 0.25% per year until 2.50%

through year five.

The discount rate was based on the December 31, 2022 Fidelity General Obligation AA 20-Year Yield.

Mortality rates for active employees were based on the PubG.H-2010 (general) and PubS.H-2010 (public safety) Employee Mortality Tables, Generational with Projection Scale MP-2021 for males or females, as appropriate.

Mortality rates for retirees were based on the PubG.H-2010 (general) and PubS.H-2010 (public safety) Healthy Retiree Mortality Tables, Generational with Projection Scale MP-2021 for males or females, as appropriate.

Total OPEB Liability (Continued)

Changes in the Total OPEB Liability

	Total
	OPEB
	Liability
Balance as of December 31, 2021	\$ 924,942
Changes for the year:	
Service cost	27,387
Interest	21,708
Difference between expected	
and actual experience	86,893
Changes in assumptions and	
other inputs	(416,957)
Change in proportion	261,300
Benefit payments	(46,790)
Net changes	(66,459)
Balance as of December 31, 2022	\$ 858,483

Sensitivity to Total OPEB Liability to Change in the Discount Rate

The following presents the total OPEB liability of the Department, as well as what the Department's total OPEB liability would be if it were calculated using a discount rate that is 1% lower or 1% higher than the current discount rate.

		Current	
	1.00%	Discount	1.00%
	Decrease	Rate	Increase
	(3.05%)	(4.05%)	(5.05%)
Total OPEB Liability	\$ 1,007,246	\$ 858,483	\$ 740,276

Total OPEB Liability (Continued)

Sensitivity to Total OPEB Liability to Change in the Health Cost Trend Rate

The following presents the total OPEB liability of the Department, as well as what the Department's total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1% lower or 1% higher than the current healthcare cost trend rate.

		Current	
		Healthcare	
	1.00%	Cost	1.00%
	Decrease	Trend Rate	Increase
Total OPEB Liability	\$729,297	\$858,483	\$1,026,015

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended December 31, 2022, the Department recognized OPEB expense of \$25,607. As of December 31, 2022, the Department reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred	Deferred
	Outflows	Inflow
	of	of
	Resources	Resources
Difference between expected		
and actual experience	\$ 78,185	\$ (71,810)
Change in assumptions	59,515	(394,762)
Change in proportion	208,629	(212,875)
Totals	\$346,329	\$(679,447)

Total OPEB Liability (Continued)

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB (Continued)

Amounts reported as deferred inflows of resources related to OPEB will be recognized in OPEB expense (credit) as follows:

Year Ending	
December 31,	
	
2023	\$(105,145)
2024	(143,610)
2025	(49,904)
2026	(34,459)
Total	\$(333,118)

Note 8 - DEFINED BENEFIT PENSION PLAN

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

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

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

Contributions. According to state statute, contributions for all employers are actuarially determined each year. For the Plan year ending December 31, 2021, the actuarial employer contribution rate was 7.07% of member's compensation. However, the actual rate for the fiscal year ending December 31, 2021 was 7.50%.

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

Contributions to the System from the Department were \$21,273 for the year ended December 31, 2022.

Net Pension Asset. As of December 31, 2022, the Department reported an asset of \$139,802 for its proportionate share of the net pension asset. The net pension asset was measured as of December 31, 2021 and the total pension asset used to calculate the net pension asset was determined by an actuarial valuation as of that date. The Department's proportion of the net pension asset was based on a projection of the Department's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined.

As of December 31, 2022, the Department's proportion was 0.250177%, which was a decrease of 0.01735% from its proportion measured as of December 31, 2021.

Pension Benefit. For the year ended December 31, 2022, the Department recognized pension benefit of \$19,794.

Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions. As of December 31, 2022, the Department reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred	Deferred
	Outflows	Inflows
	of	of
	Resources	Resources
Difference between expected		
and actual experience	\$ 2,656	\$ (14,857)
Net difference between projected and		
actual earnings on pension plan		
investments	_	(91,076)
Change in proportionate share	81	(1,078)
Changes in assumptions	5,616	_
Contributions subsequent to the		
measurement date	21,273	
Totals	\$29,626	\$(107,011)

The Department reported \$21,273 as deferred outflows of resources related to pensions resulting from Department contributions subsequent to the measurement date and will be recognized as a reduction of the net pension liability in the year ended December 31, 2023. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense (credit) as follows:

Year Ending	
December 31,	
2023	\$(20,749)
2024	(40,844)
2025	(27,290)
2026	(9,775)
Total	\$(98,658)

Actuarial Assumptions. A summary of the actuarial methods and assumptions used in determining the total pension liability as of December 31, 2021 are as follows:

Valuation Date December 31, 2021

Actuarial Cost Method Entry Age Normal

Actuarial Assumptions: Expected Remaining

Service Lives 4 years

Investment Rate of Return 6.40%, net investment expense, including inflation

Projected Salary Increases 4.25% (2.30% inflation, 1.95% merit)

Inflation rate 2.30%

Mortality Rates

Pub-2010 Public Retirement Plans Mortality Table for Health Retirees multiplied by 130% for males and 125% for females using MP2018 scale for annuitant and beneficiary mortality. For employees, the Pub-2010 Public Retirement Plans Mortality Table for General Employees multiplied by 130% for males and 125% for females using MP2018 scale. Pub-2010 Public Retirement Plans Mortality Table for General Disabled Retirees multiplied by 130% for males and 125% for females using MP2018 scale for disabled annuitants.

Cost of Living Adjustments

The present value of future retirement benefits is based on benefits currently being paid by the System and includes previously granted cost of living increases. The present values do not include provisions for potential future increases not yet authorized by the Board of

The long-term expected rate of return on pension plan investments was determined using a triangulation method which integrated the CAPM pricing method (top-down), a treasury yield curve approach (bottom-up) and an equity building-block model (bottom-up). Risk return and correlations are projected on a forward looking basis in equilibrium, in which best-estimates of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These rates are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation of 2.10% and an adjustment for the effect of rebalancing/diversification. The resulting expected long-term rate of return is 7.00% for the year ended December 31, 2021.

Best estimates of arithmetic real rates of return for each major asset class included in the System's target asset allocation as of December 31, 2021 are as follows:

	Target	Long-Term Expected
Asset Class	Allocation	Real Rate of Return
Fixed income	33.00%	0.85%
Equity	51.00%	3.23%
Alternatives	14.00%	0.71%
Real assets	2.00%	0.11%
Totals	100.00%	4.90%
Inflation		2.10%
Expected Arithm	netic Nominal I	Rate 7.00%

Discount Rate. The discount rate used to measure the total pension liability was 6.40%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from participating employers and non-employer contributing entities will be made at the actuarially determined contribution rates, which are calculated accordance with relevant statutes and approved by the Board of Trustees and the Public Retirement Systems' Actuarial Committee. Based on those assumptions, the System's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Department's Proportionate Share of the Collective Net Pension Asset (Liability) to Changes in the Discount Rate. The following presents the Department's proportionate share of the collective net pension liability using the discount rate of 6.40%, as well as what the Department's proportionate share of the net pension (liability) asset would be if it were calculated using a discount rate that is one percentage-point lower (5.40%) or one percentage-point higher (7.40%) than the current rate as presented as the follows:

	Current		
	1.00%	Discount	1.00%
	Decrease 5.40%	Rate 6.40%	Increase 7.40%
Department's proportionate share of the net pension asset (liability)	\$12,073	\$139,802	\$ 246,617

Pension Plan Fiduciary Net Position. The Parochial Employees' Retirement System of Louisiana issued a stand-alone audit report on their financial statements for the year ended December 31, 2021. Access to the audit report can be found on the System's website, www.persla.org/ or on the Louisiana Legislative Auditor's website, www.lla.la.gov.

Note 9 - COMPENSATION OF ADVISORY BOARD

The Department did not pay per diem to any of its Board Members in 2022.

Note 10 - RELATED PARTY RENTS AND FEES

The building housing the Department's office space is owned by the Parish. The lease term is January 1, 2021 to December 31, 2023 with the option to extend the lease for two one-year terms with each term subject to the same terms and conditions as the original lease. See note 4.

The Department incurred data processing fees with the Parish in the amount of \$17,540 for the year ended December 31, 2022.

Note 11 - RISK MANAGEMENT

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

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

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

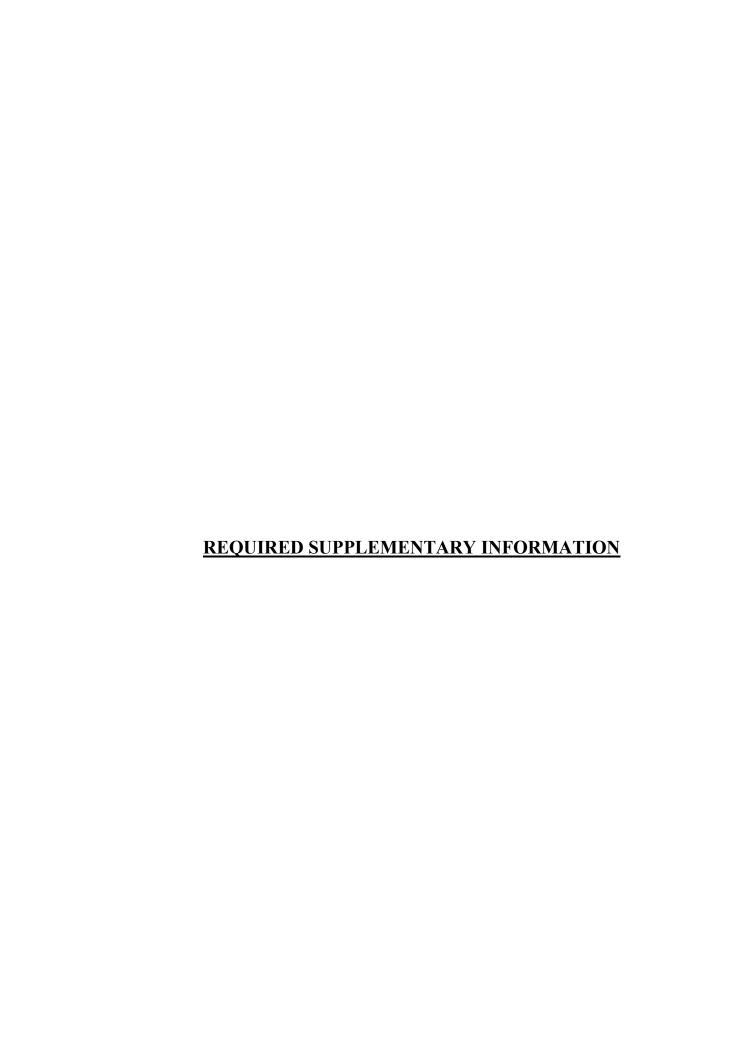
Coverage for general liability claims in excess of the above stated limits are to be funded first by assets of the Parish's risk management internal service fund then secondly by the Department. The Parish is self-insured for the first \$175,000 of each claim relating to group health insurance. The aggregate deductible for all group claims relating to group insurance for 2021 was \$14,007,398. Insurance contracts cover the excess liability on individual claims. Covered employees are subject to a lifetime maximum claims limit. Coverage for group health claim liabilities are to be funded first by assets of the Parish's group health internal service fund then secondly by the Department. Worker's compensation claims in excess of \$600,000 are covered under an insurance contract for claims aggregate up to limits are to be funded first by assets of the Parish's workers' compensation internal service fund then secondly by the Department. As of December 31, 2022, the Department had no claims in excess of the above coverage limits. Total premiums paid to the Parish for insurance coverage during the year ended December 31, 2022 totaled \$154,346.

Note 12 - COMMITMENTS AND CONTINGENCIES

Presently, three taxpayers have paid taxes in protest with the aggregate of taxes and interest paid under protest amounting to \$455,244 which has been reported as fiduciary net position in the financial statements of the Custodial Fund as of December 31, 2022.

Note 13 - SUBSEQUENT EVENTS

Management evaluates events occurring subsequent to the date of financial statements in determining the accounting for and disclosure of transactions and events that effect the financial statements. Subsequent events have been evaluated through May 3, 2023, which is the date the financial statements were available to be issued.



SCHEDULE OF CHANGES IN THE DEPARTMENT'S TOTAL OPEB LIABILITY AND RELATED RATIOS

Terrebonne Parish Sales and Use Tax Department

For the five years ended December 31, 2022

	2022	2021	2020	2019	2018
Total OPEB liability					
Service cost	\$ 27,387	\$ 21,011	\$ 27,114	\$ 20,907	\$ 50,192
Interest	21,708	18,191	31,252	28,499	73,135
Changes of benefit terms	-	-	-	-	(1,096,388)
Difference between expected and					
actual experience	86,893	(2,970)	(136,855)	41,862	(10,847)
Changes in assumptions or other inputs	(416,957)	10,295	(98,447)	249,608	(75,680)
Change in proportion	261,300	(21,671)	(189,899)	(54,711)	-
Benefit payments	(46,790)	(22,305)	(50,377)	(31,078)	(30,424)
Net change in total OPEB liability	(66,459)	2,551	(417,212)	255,087	(1,090,012)
Total OPEB liability, beginning of year	924,942	922,391	1,339,603	1,084,516	2,174,528
Total OPEB liability, end of year	\$ 858,483	\$ 924,942	\$ 922,391	\$ 1,339,603	\$ 1,084,516
Covered employee payroll	\$ 526,424	\$ 508,769	\$ 510,397	\$ 617,329	\$ 629,064
Total OPEB liability as a percentage of covered employee payroll	<u>163.08%</u>	<u>181.80%</u>	<u>180.72%</u>	<u>217.00%</u>	<u>172.40%</u>

Notes to Schedule:

Changes of Benefit Terms:

Effective January 1, 2019, a Medicare Advantage plan was introduced as an option for eligible retirees.

Changes of assumptions and other inputs $\frac{4.05\%}{2.00\%}$ $\frac{1.84\%}{2.00\%}$ $\frac{2.75\%}{2.75\%}$ $\frac{3.71\%}{2.00\%}$

The schedule is provided beginning with the Department's year ended December 31, 2018 and is intended to show a ten year trend. Additional years will be reported as they become available.

SCHEDULE OF THE DEPARTMENT'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY (ASSET)

Terrebonne Parish Sales and Use Tax Department

For the eight years ended December 31, 2022

	2022	2021	2020	2019	2018	2017	2016	2015
Department's proportion of the net pension liability	<u>0.250177%</u>	0.267524%	0.290269%	0.309680%	<u>0.295811%</u>	0.358629%	<u>0.396838%</u>	<u>0.401743%</u>
Department's proportionate share of the net pension liability (asset)	\$ (139,802)	\$ (68,680)	\$ (21,000)	\$ 83,665	\$ (37,219)	\$ 46,589	\$ 70,655	\$ 31,085
Department's covered-employee payroll	\$ 285,744	\$ 306,401	\$ 322,493	\$ 319,146	\$ 349,799	\$ 357,260	\$ 381,423	\$ 368,388
Department's proportionate share of the net pension liability as a percentage of its covered- employee payroll	<u>-48.926%</u>	<u>-22.415%</u>	<u>-6.512%</u>	<u>26.215%</u>	<u>-10.640%</u>	<u>13.041%</u>	<u>18.524%</u>	<u>8.438%</u>
Plan fiduciary net position as a percentage of the total pension liability	<u>114.20%</u>	<u>106.76%</u>	<u>102.50%</u>	<u>91.93%</u>	<u>104.02%</u>	<u>94.15%</u>	<u>92.23%</u>	<u>99.15%</u>

The schedule is provided beginning with the Department's year ended December 31, 2015 and is intended to show a ten year trend. Additional years will be reported as they become available.

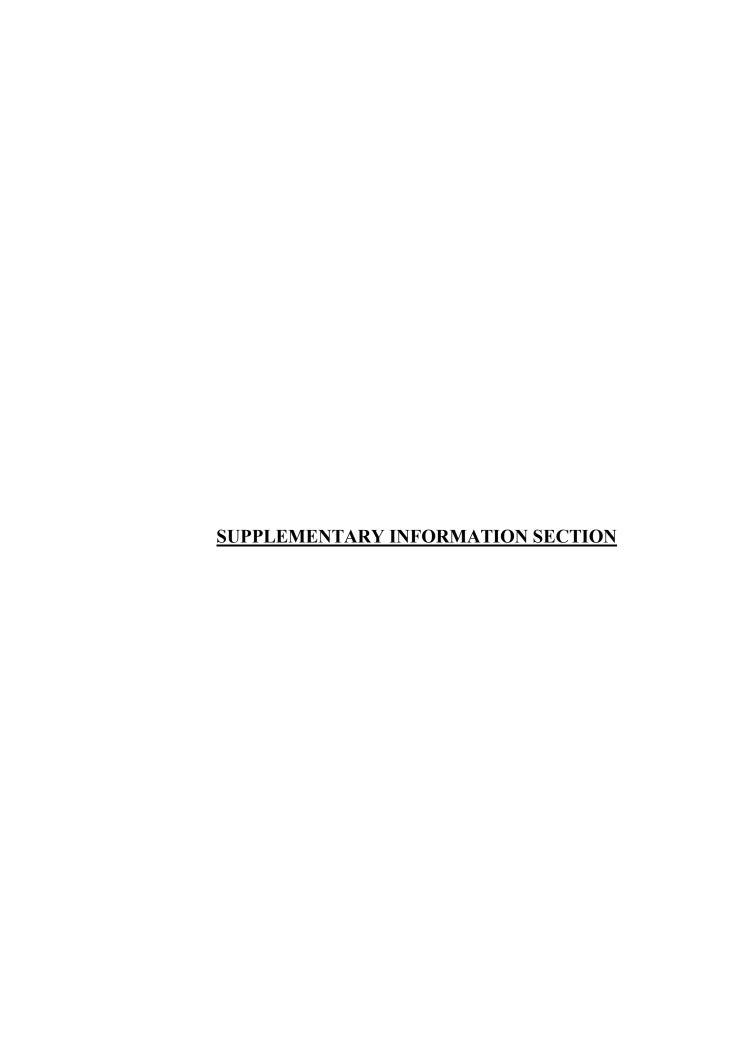
SCHEDULE OF DEPARTMENT CONTRIBUTIONS

Terrebonne Parish Sales and Use Tax Department

For the eight years ended December 31, 2022

	2022	2021	2020	2019	2018	2017	2016	2015
Contractually required contributions	\$ 21,273	\$ 21,431	\$ 22,980	\$ 24,187	\$ 23,936	\$ 27,984	\$ 28,581	\$ 34,328
Contributions in relation to the required contribution contractually	(21,273)	(21,431)	(22,980)	(24,187)	(23,936)	(27,984)	(28,581)	(34,328)
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department's covered-employee payroll	\$ 283,641	\$ 285,744	\$ 306,401	\$ 322,493	\$ 319,146	\$ 349,799	\$ 357,260	\$ 381,423
Contributions as a percentage of covered-employee payroll	<u>7.50%</u>	<u>7.50%</u>	<u>7.50%</u>	<u>7.50%</u>	<u>7.50%</u>	<u>8.00%</u>	8.00%	<u>9.00%</u>

The schedule is provided beginning with the Department's year ended December 31, 2015 and is intended to show a ten year trend. Additional years will be reported as they become available.



SCHEDULE OF OTHER SERVICES AND CHARGES -BUDGET AND ACTUAL

Terrebonne Parish Sales and Use Tax Department

For the year ended December 31, 2022

	Budgeted	l Amounts	Actual	Variance with Favorable
	Original	Final	Amounts	(Unfavorable)
Auditing services	\$ 400,000	\$ 400,000	\$ 284,857	\$ 115,143
Auto and travel	5,500	3,871	3,442	429
Insurance	32,000	28,749	28,749	-
Legal fees:				
Attorneys	44,500	32,897	33,925	(1,028)
Office machine rentals	27,000	27,000	27,050	(50)
Other	7,750	6,087	4,082	2,005
Telephone	7,000	7,000	5,074	1,926
Totals	\$ 523,750	\$ 505,604	\$ 387,179	\$ 118,425

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

Terrebonne Parish Sales and Use Tax Department

For the year ended December 31, 2022

	Total Collections	Collection Cost	Final Distribution
Terrebonne Parish Consolidated Government (1.67%) Parish Tax (.59%) Parish Drainage (.25%) Parish Roads and Bridges (.25%) City of Houma (.33%) Levee District (.25%)	\$ 18,124,365 7,767,540 7,767,540 10,356,825 7,767,540	\$ 86,193 37,439 37,439 48,754 37,439	\$ 18,038,172 7,730,101 7,730,101 10,308,071 7,730,101
	51,783,810	247,264	51,536,546
Terrebonne Parish Library (.25%)	7,767,540	37,439	7,730,101
Terrebonne Levee and Conservation District (.50%)	15,533,955	74,878	15,459,077
Terrebonne Parish School Board (2.58%)	80,260,190	386,868	79,873,322
Terrebonne Parish Sheriff's Office (.50%)	15,535,080	74,878	15,460,202
Terrebonne Parish - Occupational Licenses	1,361,637	44,214	1,317,423
Houma Area Convention and Visitors Bureau	2,363,782	55,909	2,307,873
Totals	\$ 174,605,994	\$ 921,450	\$ 173,684,544

$\frac{SCHEDULE\ OF\ CASH\ RECEIPTS\ AND\ DISBURSEMENTS}{PARISH\ SALES\ TAX\ FUND} -$

Terrebonne Parish Sales and Use Tax Department

For the five years ended December 31, 2022

	2022	2021	2020	2019	2018
Cash at beginning of year	\$ 14,928,105	\$ 11,858,366	\$ 10,331,832	\$ 10,212,893	\$ 10,465,239
Cash receipts:					
Sales and use taxes (net of refunds)	169,033,567	145,347,203	124,523,164	123,959,349	120,084,017
Hotel/motel taxes	2,236,337	2,098,569	1,687,007	1,261,063	1,211,908
Occupational license (net of refunds)	1,359,885	1,347,896	1,347,430	1,378,638	1,338,754
Miscellaneous:					
Interest	871	793	746	825	557
Other	5,391	3,244	12,883	17,463	22,614
Total cash receipts	172,636,051	148,797,705	127,571,230	126,617,338	122,657,850
Total cash available	187,564,156	160,656,071	137,903,062	136,830,231	133,123,089
Cash disbursements:					
Distributions to other governmental units:					
Terrebonne Parish School Board	79,873,322	66,433,194	57,416,262	57,716,742	56,091,222
Terrebonne Parish Consolidated Government	45,123,868	37,780,098	32,802,250	33,004,787	32,149,265
Terrebonne Parish Sheriff	15,460,202	12,873,228	11,117,742	11,179,754	10,880,860
Terrebonne Parish Consolidated Government - Library	7,730,101	6,436,614	5,558,871	5,589,877	5,440,430
Terrebonne Parish Consolidated Government - Levees	7,730,101	6,436,614	5,558,871	5,589,877	5,440,430
Terrebonne Levee and Conservation District	15,459,077	12,872,318	11,097,996	11,170,532	10,813,903
Houma Area Convention and Visitors Bureau	2,307,873	1,963,982	1,572,285	1,227,665	1,179,100
Distributions to the General Fund	922,168	929,432	912,734	1,010,605	903,961
Miscellaneous	4,006	2,486	7,685	8,560	11,025
Total cash disbursements	174,610,718	145,727,966	126,044,696	126,498,399	122,910,196
Cash at end of year	\$ 12,953,438	\$ 14,928,105	\$ 11,858,366	\$ 10,331,832	\$ 10,212,893

SCHEDULE OF GOVERNMENTAL FUND EXPENDITURES

Terrebonne Parish Sales and Use Tax Department

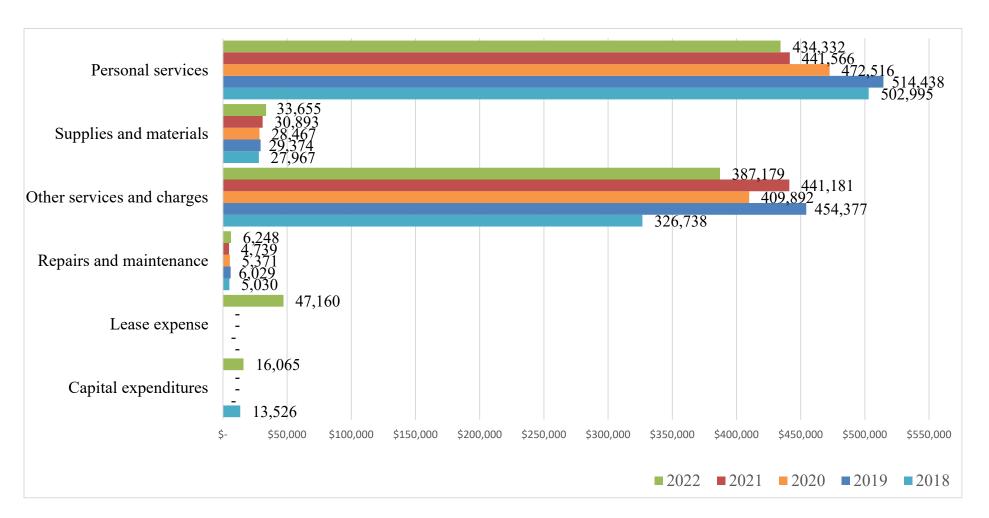
For the five years ended December 31, 2022

	2022	2021	2020	2019	2018
Expenditures - General Government					
Personal services:					
Salaries and wages	\$ 290,312	\$ 292,789	\$ 315,105	\$ 330,294	\$ 328,646
Payroll taxes	20,603	20,646	22,921	22,815	22,690
Employee benefits	123,417	128,131	134,490	161,329	151,659
Total personal services	434,332	441,566	472,516	514,438	502,995
Supplies and materials	33,655	30,893	28,467	29,374	27,967
Other services and charges:					
Auditing services	284,857	306,893	281,922	328,602	196,899
Auto and travel	3,442	1,148	678	3,578	3,482
Insurance	28,749	30,296	26,371	27,914	28,536
Legal fees:					
Attorneys	33,925	31,165	31,130	32,166	32,734
Attorney fee revenue	-	-	-	(8,183)	(11,074)
Office machine rentals	27,050	15,931	13,205	11,211	19,554
Office rent	-	47,167	47,168	47,168	47,168
Other	4,082	3,419	3,935	5,136	3,308
Telephone	5,074	5,162	5,483	6,785	6,131
Total other services and charges	387,179	441,181	409,892	454,377	326,738
Repairs and maintenance	6,248	4,739	5,371	6,029	5,030
Lease expense	47,160				
Capital expenditures	16,065				13,526
Total general government	\$ 924,639	\$ 918,379	\$ 916,246	\$ 1,004,218	\$ 876,256

GOVERNMENTAL FUND EXPENDITURES

Terrebonne Parish Sales and Use Tax Department

For the five years ended December 31, 2022



\$ 117,716

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

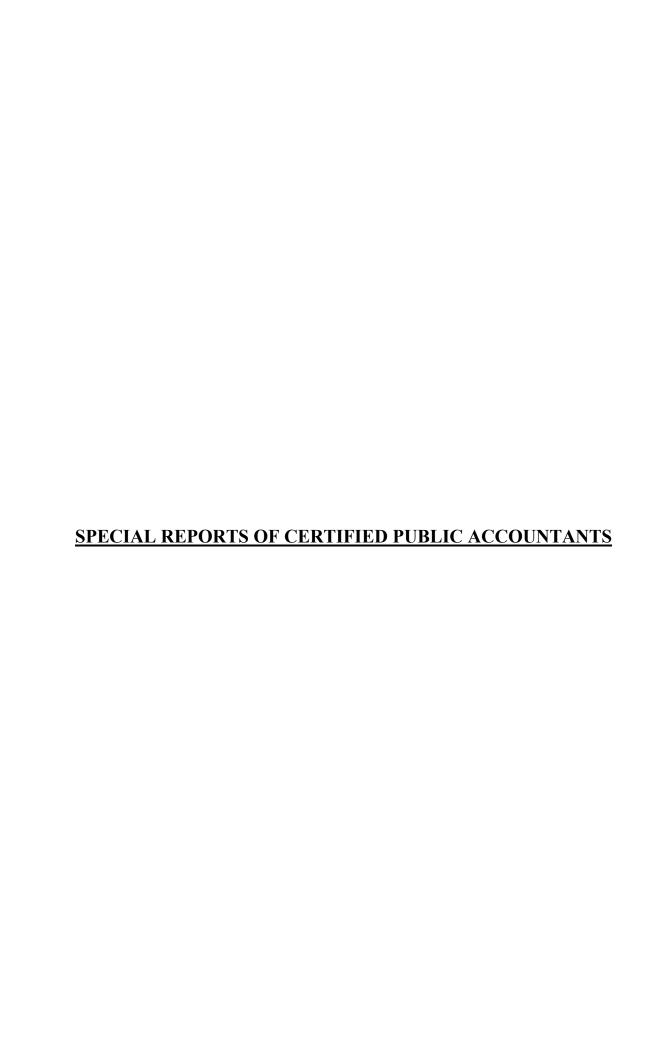
Terrebonne Parish Sales and Use Tax Department

For the year ended December 31, 2022

Agency Head: Brandi Fontenot, Director

Total

Purpose	
Salary	\$ 88,069
Benefits - insurance	19,290
Benefits - retirement	6,785
Benefits - other	-
Car allowance	285
Vehicle provided by government	-
Per diem	-
Reimbursements	1,525
Travel	-
Registration fees	1,030
Conference travel	732
Continuing professional education fees	-
Housing	-
Unvouchered expenses	-
Special Meals	





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

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

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Terrebonne Parish Sales and Use Tax Department (the "Department"), a component unit of Terrebonne Parish Consolidated Government, as of and for the year ended December 31, 2022, and the related notes to the financial statements, which collectively comprise the Department's basic financial statements and have issued our report thereon dated May 3, 2023.

Report on Internal Control Over Financial Reporting

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

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

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

Report on Compliance and Other Matters

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

Purpose of this Report

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

Certified Public Accountants.

Bourgeois Bennett, L.L.C.

Houma, Louisiana, May 3, 2023.

SCHEDULE OF FINDINGS AND RESPONSES

Terrebonne Parish Sales and Use Tax Department

For the year ended December 31, 2022

Section I - Summary of Auditor's Results

Section 1 - Summary of Auditor's Results	
a) Financial Statements	
Type of auditor's report issued: unmodified	
Internal control over financial reporting:	
Material weakness(es) identified?	Yes <u>X</u> No
 Significant deficiency(ies) identified that are not considered to be a material weakness? 	Yes X None reported
Noncompliance material to financial statements noted?	Yes <u>X</u> No
b) Federal Awards	
Terrebonne Parish Sales and Use Tax Department did not year ended December 31, 2022.	expend federal awards during the
Section II - Financial Statement Findings	
No financial statement findings were noted during the audit 2022.	for the year ended December 31
Section III - Federal Award Findings and Questioned Costs	
Not applicable.	



SCHEDULE OF PRIOR YEAR FINDINGS AND RESPONSES

Terrebonne Parish Sales and Use Tax Department

For the year ended December 31, 2022

Section I - Internal Control and Compliance Material to the Financial Statements

Internal Control

No material weaknesses were reported during the audit for the year ended December 31, 2021.

No significant deficiencies were reported during the audit for the year ended December 31, 2021.

Compliance

No compliance findings material to the financial statements were noted during the audit for the year ended December 31, 2021.

Section II - Internal Control and Compliance Material to Federal Awards

Terrebonne Parish Sales and Use Tax Department did not expend federal awards during the year ended December 31, 2021.

Section III - Management Letter

A management letter was not issued in connection with the audit for the year ended December 31, 2021.

MANAGEMENT'S CORRECTIVE ACTION PLAN

Terrebonne Parish Sales and Use Tax Department

For the year ended December 31, 2022

Section I - Internal Control and Compliance Material to the Financial Statements

Internal Control

No material weaknesses were reported during the audit for the year ended December 31, 2022.

No significant deficiencies were reported during the audit for the year ended December 31, 2022.

Compliance

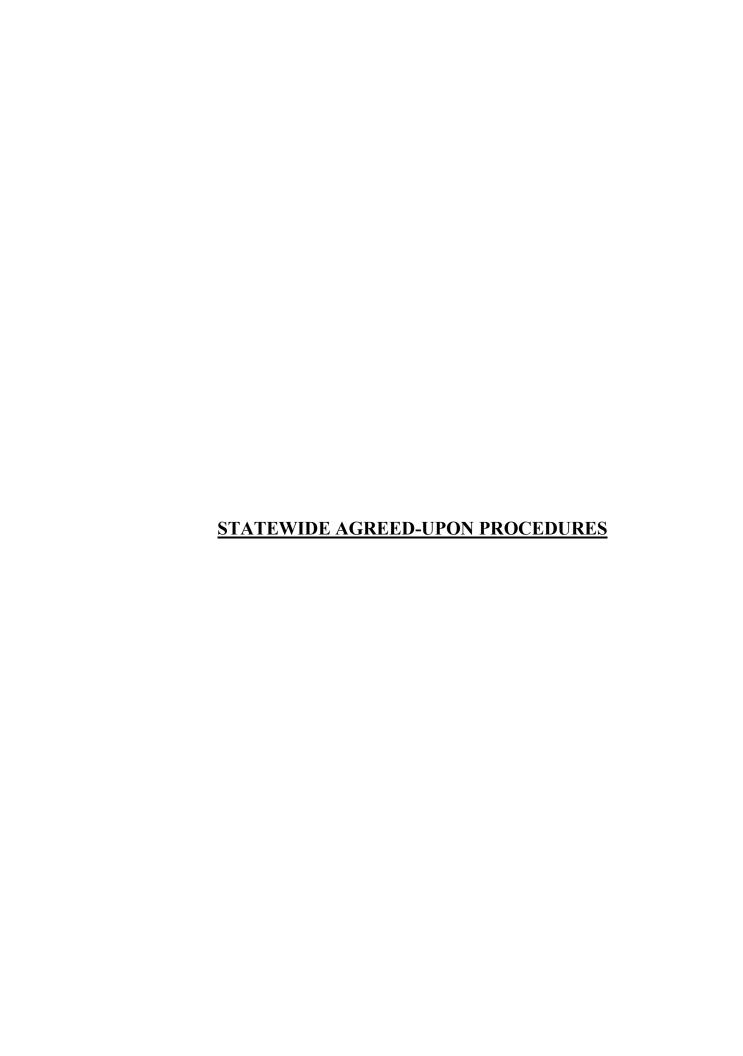
No compliance findings material to the financial statements were noted during the audit for the year ended December 31, 2022.

Section II - Internal Control and Compliance Material to Federal Awards

Terrebonne Parish Sales and Use Tax Department did not expend federal awards during the year ended December 31, 2022.

Section III - Management Letter

A management letter was not issued in connection with the audit for the year ended December 31, 2022





INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

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

We have performed the procedures described in Schedule 7 on the control and compliance (C/C) areas identified in the Louisiana Legislative Auditor's (LLA) Statewide Agreed-Upon Procedures (SAUP) for the fiscal period January 1, 2022 through December 31, 2022. Terrebonne Parish Sales and Use Tax Department's (the "Department") management is responsible for those C/C areas identified in the SAUPs.

The Department has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to perform specified procedures on the C/C areas identified in the LLA's SAUPs for the fiscal period January 1, 2022 through December 31, 2022. Additionally, LLA has agreed to and acknowledged that the procedures performed are appropriate for its purpose. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are described in Schedule 7.

We were engaged by the Department to perform this agreed-upon procedures engagement and conducted our engagement in accordance with the attestation standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on these C/C areas identified in the SAUPs. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the Department and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely to describe the scope of testing performed on those C/C areas identified in the SAUPs, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statue 24:513, this report is distributed by the LLA as a public document.

Certified Public Accountants

Bourgeois Bennett, L.L.C.

Houma, Louisiana, May 3, 2023.

SCHEDULE OF PROCEDURES AND ASSOCIATED FINDINGS OF THE STATEWIDE AGREED-UPON PROCEDURES

Terrebonne Parish Sales and Use Tax Department

For the year ended December 31, 2022

The required procedures and our findings are as follows:

1) Procedures Performed on the Department's Written Policies and Procedures:

- A. Obtain and inspect the Department's written policies and procedures and observe that they address each of the following categories and subcategories if applicable to public funds and the Department's operations:
 - i. Budgeting, including preparing, adopting, monitoring, and amending the budget.

Performance: Obtained and read the written policy for budgeting and found it to address all the functions listed above.

Exceptions: There were no exceptions noted.

ii. Purchasing, including (1) how purchases are initiated; (2) how vendors are added to the vendor list; (3) the preparation and approval process of purchase requisitions and purchase orders; (4) controls to ensure compliance with the public bid law; and (5) documentation required to be maintained for all bids and price quotes.

Performance: Obtained and read the written policy for purchasing and found it to address all the functions listed above.

Exceptions: There were no exceptions noted.

iii. Disbursements, including processing, reviewing, and approving.

Performance: Obtained and read the written policy for disbursements and found it to address all the functions listed above.

Exceptions: There were no exceptions noted.

iv. Receipts/Collections, including receiving, recording, and preparing deposits. Also, policies and procedures should include management's actions to determine the completeness of each type of revenue or Department fund additions.

Performance: Obtained and read the written policy for receipts/collections and found it to address all the functions listed above.

1) Procedures Performed on the Department's Written Policies and Procedures: (Continued)

v. Payroll/Personnel, including (1) payroll processing, (2) reviewing and approving time and attendance records, including leave and overtime worked, and (3) approval process for employee(s) rate of pay or approval and maintenance of pay rate schedules.

Performance: Obtained and read the written policy for payroll and personnel and found it to address all the functions listed above.

Exceptions: There were no exceptions noted.

vi. Contracting, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process.

Performance: Inquired of management regarding the Department's contracting policy. Exceptions: There were exceptions noted due to the Department not having this policy.

vii. Travel and Expense Reimbursement, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers.

Performance: Obtained and read the written policy for travel and expense reimbursement and found it to address all the functions listed above.

Exceptions: There were no exceptions noted.

viii. Credit Cards (and debit cards, fuel cards, P-Cards, if applicable), including (1) how cards are to be controlled, (2) allowable business uses, (3) documentation requirements, (4) required approvers of statements, and (5) monitoring card usage (e.g., determining the reasonableness of fuel card purchases).

Performance: Inquired of management regarding the Department's credit cards policy. The Department does not utilize credit cards; therefore, testing is not applicable.

Exceptions: There were no exceptions noted.

ix. Ethics, including (1) the prohibitions as defined in Louisiana Revised Statute 42:1111-1121, (2) actions to be taken if an ethics violation takes place, (3) system to monitor possible ethics violations, and (4) requirement that all employees, including elected officials, annually attest through signature verification that they have read the Department's ethics policy.

Performance: Obtained and read the written policy for ethics and found it to address all the functions listed above.

Exceptions: There were no exceptions noted.

x. Debt Service, including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.

Performance: Inquired of management regarding the Department's debt service policy. The Department does not utilize debt; therefore, testing is not applicable.

1) Procedures Performed on the Department's Written Policies and Procedures: (Continued)

xi. Information Technology Disaster Recovery/Business Continuity, including (1) identification of critical data and frequency of data backups; (2) storage of backups in a separate physical location isolated from the network; (3) periodic testing/verification that backups can be restored; (4) use of antivirus software on all systems; (5) timely application of all available system and software patches/updates; and (6) identification of personnel, processes, and tools needed to recover operations after a critical event.

Performance: Inquired of management regarding the Department's information technology disaster recovery/business continuity policy.

Exceptions: There were exceptions noted due to the Department not having this policy.

xii. Prevention of Sexual Harassment, including R.S. 42:342-344 requirements for (1) agency responsibilities and prohibitions, (2) annual employee training, and (3) annual reporting. Performance: Obtained and read the written policy for sexual harassment.

Exceptions: There was an exception noted due to the policy not having a provision on annual reporting.

2) Procedures Performed on the Department's Board:

- A. Obtain and inspect the board minutes for the fiscal period, as well as the board's enabling legislation, charter, bylaws, or equivalent document in effect during the fiscal period and:
 - i. Observe that the board met with a quorum at least monthly, or on a frequency in accordance with the board's enabling legislation, charter, or other equivalent document.

 Performance: Obtained and read the written minutes of the Board meetings. The Board met with a quorum for each meeting.

Exceptions: There were no exceptions noted.

ii. For those entities reporting on the governmental accounting model, observe whether the minutes referenced or included monthly budget-to-actual comparisons on the General Fund and major special revenue funds, as well as monthly financial statements (or budget-to-actual comparisons, if budgeted) for major proprietary funds.

Performance: Inspected meeting minutes to determine if the minutes included references to monthly budget-to-actual comparisons on the General Fund.

Exceptions: There was an exception noted due to one meeting lacking reference to monthly budget-to-actual comparisons on the General Fund.

2) Procedures Performed on the Department's Board: (Continued)

iii. For governmental entities, obtain the prior year audit report and observe the unassigned fund balance in the general fund. If the general fund had a negative ending unassigned fund balance in the prior year audit report, observe that the minutes for at least one meeting during the fiscal period referenced or included a formal plan to eliminate the negative unrestricted fund balance in the general fund.

Performance: Obtained the prior year's audit report and observed the unassigned fund balance in the General Fund. The General Fund did not have a negative ending unassigned fund balance.

Exceptions: There were no exceptions noted.

iv. Observe whether the board/finance committee received written updates of the progress of resolving audit finding(s), according to management's corrective action plan at each meeting until the findings are considered fully resolved.

Performance: Obtained and read the written minutes of the Board meetings. The Department did not have any findings in the prior year's audit report.

Exceptions: There were no exceptions noted.

3) Procedures Performed on the Department's Bank Reconciliations:

A. Obtain a listing of the Department's bank accounts from management and management's representation that the listing is complete. Ask management to identify the main operating account. Select the Department's main operating account and select 4 additional accounts (or all accounts if less than 5). Randomly select one month from the fiscal period, obtain, and inspect the corresponding bank statement and reconciliation for each selected account, and observe that:

Performance: Obtained the listing of bank accounts from management and received management's representation in a separate letter.

Exceptions: There were no exceptions noted.

i. Bank reconciliations include evidence that they were prepared within 2 months of the related statement closing date (e.g., initialed and dated, electronically logged);

Performance: Obtained monthly bank reconciliation for the month of December for the main operating bank account and 3 additional accounts. Inspected management's documentation for timely preparation of the bank reconciliations.

Exceptions: There were no exceptions noted.

ii. Bank reconciliations include evidence that a member of management who does not manage cash, post ledgers, or issue checks has reviewed each bank reconciliation (e.g., initialed and dated, electronically logged); and

Performance: Inspected the Department's documentation for the December bank reconciliation for the 4 bank accounts selected.

Exceptions: There was an exception noted due to one bank reconciliation lacking documentation that review was performed by the appropriate member of management.

3) Procedures Performed on the Department's Bank Reconciliations: (Continued)

iii. Management has documentation reflecting that it has researched reconciling items that have been outstanding for more than 12 months from the statement's closing date, if applicable.

Performance: Inspected documents for items outstanding for more than 12 months from the related statement closing date. Only one bank account had outstanding items for more than 12 months from the statement's closing date; the Department had documentation reflecting research for each item.

Exceptions: There were no exceptions noted.

4) Procedures Performed on the Department's Collections (Excluding Electronic Funds Transfers):

A. Obtain a listing of deposit sites for the fiscal period where deposits for cash/check/money order (cash) are prepared and management's representation that the listing is complete. Randomly select 5 deposit sites (or all deposit sites if less than 5).

Performance: Obtained the listing of deposit sites from management and received management's representation in a separate letter. The Department only has one deposit site.

Exceptions: There were no exceptions noted.

B. For each deposit site selected, obtain a listing of collection locations and management's representation that the listing is complete. Randomly select one collection location for each deposit site (e.g., collection locations for 5 deposit sites), obtain and inspect written policies and procedures relating to employee job duties (if no written policies or procedures, inquire of employees about their job duties) at each collection location, and observe that job duties are properly segregated at each collection location such that:

Performance: Obtained the listing of collection locations from management and received management's representation in a separate letter. The Department has one collection location.

Exceptions: There were no exceptions noted.

i. Employees that are responsible for cash collections do not share cash drawers/registers.

Performance: Inspected policy manuals, inquired of client as to all of the requirements.

Exceptions: There were no exceptions noted.

ii. Each employee responsible for collecting cash is not responsible for preparing/making bank deposits, unless other employee/official is responsible for reconciling collection documentation (e.g., pre-numbered receipts) to the deposit.

Performance: Inspected policy manuals, inquired of client as to all of the requirements.

4) Procedures Performed on the Department's Collections (Excluding Electronic Funds Transfers): (Continued)

iii. Each employee responsible for collecting cash is not responsible for posting collection entries to the general ledger or subsidiary ledgers unless another employee/official is responsible for reconciling ledger postings to each other and to the deposit.

Performance: Inspected policy manuals, inquired of client as to all of the requirements.

Exceptions: There were no exceptions noted.

iv. The employee(s) responsible for reconciling cash collections to the general ledger and/or subsidiary ledgers, by revenue source and/or agency fund additions are not responsible for collecting cash, unless another employee verifies the reconciliation.

Performance: Inspected policy manuals, inquired of client as to all of the requirements.

Exceptions: There were no exceptions noted.

C. Obtain from management a copy of the bond or insurance policy for theft covering all employees who have access to cash. Observe that the bond or insurance policy for theft was enforced during the fiscal period.

Performance: Obtained and inspected a copy of the insurance policy for theft and a listing of all employees covered by the policy. The policy was in force during the fiscal period.

Exceptions: There were no exceptions noted.

- D. Randomly select 2 deposit dates for each of the Department's 4 bank accounts selected for procedures #3 under "Procedures Performed on the Department's Bank Reconciliations" above (select the next deposit date chronologically if no deposits were made on the dates selected and randomly select a deposit if multiple deposits were made on the same day). Obtain supporting documentation for each of the deposits selected and:
 - i. Observe that receipts are sequentially pre-numbered.

Performance: Obtained supporting documentation for the selected deposits and observed that receipts were sequentially pre-numbered.

Exceptions: There were no exceptions noted.

ii. Trace sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip.

Performance: Traced supporting documentation to the deposit slip.

Exceptions: There were no exceptions noted.

iii. Trace the deposit slip total to the actual deposit per the bank statement.

Performance: Traced deposit slip total to actual deposit per bank statement.

4) Procedures Performed on the Department's Collections (Excluding Electronic Funds Transfers): (Continued)

iv. Observe that the deposit was made within one business day of receipt at the collection location (within one week if the depository is more than ten miles from the collection location or the deposit is less than \$100 and the cash is stored securely in a locked safe or drawer).

Performance: Observed that the deposits tested were made within one business day of receipt.

Exceptions: There were no exceptions noted.

v. Trace the actual deposit per the bank statement to the general ledger.

Performance: Traced the actual deposit per the bank statement to the general ledger. Exceptions: There were no exceptions noted.

5) Procedures Performed on the Department's Non-Payroll Disbursements (Excluding Card Purchases/Payments, Travel Reimbursements, and Petty Cash Purchases):

A. Obtain a listing of locations that process payments for the fiscal period, and management's representation that the listing is complete. Randomly select 5 locations (or all locations if less than 5).

Performance: Obtained a listing of locations that process payments and received management's representation in a separate letter. The Department only has one location that processes payments.

Exceptions: There were no exceptions noted.

B. For each location selected under procedure #5A above, obtain a listing of those employees involved with non-payroll purchasing and payment functions. Obtain written policies and procedures relating to employee job duties (if the Department has no written policies and procedures, inquire of employees about their job duties), and observe that job duties are properly segregated such that:

Performance: Obtained a listing of those employees involved in non-payroll purchasing and payment functions and reviewed written policies and procedures related to employee job duties. Observed if the job duties were properly segregated.

Exceptions: There were no exceptions noted.

i. At least two employees are involved in initiating a purchase request, approving a purchase, and placing an order/making the purchase.

Performance: Obtained a listing of employees involved in initiating a purchase request, approving a purchasing, and placing an order/making a purchase. Observed at least two employees are involved.

- 5) Procedures Performed on the Department's Non-Payroll Disbursements (Excluding Card Purchases/Payments, Travel Reimbursements, and Petty Cash Purchases): (Continued)
 - ii. At least two employees are involved in processing and approving payments to vendors. Performance: Obtained a listing of employees involved in processing and approving payments to vendors. Observed at least two employees are involved.

Exceptions: There were no exceptions noted.

iii. The employees responsible for processing payments are prohibited from adding/modifying vendor files unless another employee is responsible for periodically reviewing changes to vendor files.

Performance: Obtained a listing of employees involved in processing payments to vendors and observed if any employees are involved in adding/modifying vendor files.

Exceptions: There were no exceptions noted.

iv. Either the employee/official responsible for signing checks mails the payment or gives the signed checks to an employee to mail who is not responsible for processing payments.

Performance: Obtained a listing of employees involved with signing and mailing checks and noted the employee is not responsible for processing payments.

Exceptions: There were no exceptions noted.

v. Only employees/officials authorized to sign checks approve the electronic disbursement (release) of funds, whether through automated clearinghouse (ACH), electronic funds transfer (EFT), wire transfer, or some other means.

Performance: Obtained a listing of employees authorized to sign checks and approve electronic disbursements and noted they were authorized.

Exceptions: There were no exceptions noted.

C. For each location selected under procedure #5A above, obtain the Department's non-payroll disbursement transaction population (excluding cards and travel reimbursements) and obtain management's representation that the population is complete. Randomly select 5 disbursements for each location, obtain supporting documentation for each transaction and:

Performance: Obtained the Department's non-payroll disbursement transaction population and management's representation that the population is complete.

Exceptions: There were no exceptions noted.

i. Observe whether the disbursement, whether by paper or electronic means, matched the related original itemized invoice and supporting documentation indicates deliverables included on the invoice were received by the Department.

Performance: Observed the 5 disbursements matched the related original invoice/billing statements.

5) Procedures Performed on the Department's Non-Payroll Disbursements (Excluding Card Purchases/Payments, Travel Reimbursements, and Petty Cash Purchases): (Continued)

ii. Observe that the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under #5B, as applicable.

Performance: Observed the 5 disbursements included evidence of segregation of duties.

Exceptions: There were no exceptions noted.

D. Using the Department's main operating account and the month selected in Bank Reconciliations procedure #3A, randomly select 5 non-payroll-related electronic disbursements (or all electronic disbursements if less than 5) and observe that each electronic disbursement was (a) approved by only those persons authorized to disburse funds (e.g., sign checks) per the Department's policy, and (b) approved by the required number of authorized signers per the Department's policy.

Performance: Observed that selected disbursements were approved by authorized persons and required number of authorized signers.

Exceptions: There were no exceptions noted.

6) Procedures Performed on the Department's Credit Cards, Debit Cards, Fuel Cards, P-Cards:

A. Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and P-cards (cards) for the fiscal period, including the card numbers and the names of the persons who maintained possession of the cards. Obtain management's representation that the listing is complete.

Performance: Inquired of management regarding all active credit cards, bank debit cards, fuel cards, and P-cards and management's representation that the listing is complete. The Department does not have any credit cards or purchase accounts; therefore, testing is not applicable.

Exceptions: There were no exceptions noted.

B. Using the listing prepared by management, randomly select 5 cards (or all cards if less than 5) that were used during the fiscal period, rotating cards each year. Select one monthly statement or combined statement for each card (for a debit card, select one monthly bank statement), obtain supporting documentation, and:

Performance: The Department does not have any credit cards or purchase accounts; therefore, testing is not applicable.

Exceptions: There were no exceptions noted.

i. Observe that there is evidence that the monthly statement or combined statement and supporting documentation (e.g., original receipts for credit/debit card purchases, exception reports for excessive fuel card usage) was reviewed and approved, in writing, by someone other than the authorized card holder.

Performance: The Department does not have any credit cards or purchase accounts; therefore, testing is not applicable.

6) Procedures Performed on the Department's Credit Cards, Debit Cards, Fuel Cards, P-Cards: (Continued)

ii. Observe that finance charges and/or late fees were not assessed on the selected statements.

Performance: The Department does not have any credit cards or purchase accounts; therefore, testing is not applicable.

Exceptions: There were no exceptions noted.

- C. Using the monthly statements or combined statements selected under procedure #6B above, excluding fuel cards, select 10 transactions (or all transactions if less than 10) from each statement, and obtain supporting documentation for the transactions (i.e., each card should have 10 transactions subject to testing). For each transaction, report whether the transaction is supported by:
 - i. An original itemized receipt that identifies precisely what was purchased.

Performance: The Department does not have any credit cards or purchase accounts; therefore, testing is not applicable.

Exceptions: There were no exceptions noted.

ii. Written documentation of the business/public purpose.

Performance: The Department does not have any credit cards or purchase accounts; therefore, testing is not applicable.

Exceptions: There were no exceptions noted.

iii. Documentation of the individuals participating in meals (for meal charges only).

Performance: The Department does not have any credit cards or purchase accounts; therefore, testing is not applicable.

Exceptions: There were no exceptions noted.

7) Procedures Performed on the Department's Travel and Travel-Related Expense Reimbursements (Excluding Card Transactions):

A. Obtain from management a listing of all travel and travel-related expense reimbursements during the fiscal period and management's representation that the listing or general ledger is complete. Randomly select 5 reimbursements, obtain the related expense reimbursement forms/prepaid expense documentation of each selected reimbursement, as well as the supporting documentation. For each of the 5 reimbursements selected:

Performance: Obtained a list of all travel and travel-related expense reimbursements and management's representation that the listing is complete.

7) Procedures Performed on the Department's Travel and Travel-Related Expense Reimbursements (Excluding Card Transactions): (Continued)

i. If reimbursed using a per diem, agree the reimbursement rate to those rates established either by the State of Louisiana or the U.S. General Services Administration (www.gsa.gov).

Performance: Inspected travel and expense reimbursements and observed per diem rates used were GSA rates.

Exceptions: There were no exceptions noted.

ii. If reimbursed using actual costs, observe that the reimbursement is supported by an original itemized receipt that identifies precisely what was purchased.

Performance: Inspected travel and travel-related expense reimbursements to observe that expenses using actual costs were supported by an itemized receipt that documented what was purchased.

Exceptions: There were no exceptions noted.

iii. Observe that each reimbursement is supported by documentation of the business/public purpose (for meal charges, observe that the documentation includes the names of those individuals participating) and other documentation required by written policy (procedures #1A(vii).

Performance: Inspected travel and expense reimbursements to observe that expenses included the business purpose and noted meal documentation included names of individuals participating.

Exceptions: There were no exceptions noted.

iv. Observe that each reimbursement was reviewed and approved, in writing, by someone other than the person receiving the reimbursement.

Performance: Inspected travel and expense reimbursements to observe that expenses included approval by someone other than the person receiving reimbursement.

Exceptions: There were no exceptions noted.

8) Procedures Performed on the Department's Contracts:

A. Obtain from management a listing of all agreements/contracts for professional services, materials and supplies, leases, and construction activities that were initiated or renewed during the fiscal period. Obtain management's representation that the listing is complete. Randomly select 5 contracts (or all contracts if less than 5) from the listing, excluding the practitioner's contract and:

Performance: Obtained a listing of all agreements/contracts for professional services, materials and supplies, leases, and construction activities that were initiated or renewed during the fiscal period and received management's representation that the listing is complete.

8) Procedures Performed on the Department's Contracts: (Continued)

i. Observe that the contract was bid in accordance with the Louisiana Public Bid Law (e.g., solicited quotes or bids, advertised), if required by law.

Performance: Observed the contracts selected and noted none of the contracts were subject to Louisiana Public Bid Law.

Exceptions: There were no exceptions noted.

ii. Observe that the contract was approved by the governing body/District Council, if required by policy or law (e.g., Lawrason Act, Home Rule Charter).

Performance: Inspected board meeting minutes and confirmed the board approved the contract.

Exceptions: There were no exceptions noted.

iii. If the contract was amended (e.g., change order), observe that the original contract terms provided for such an amendment and that amendments were made in compliance with the contract terms (i.e., if approval is required for any amendment, the documented approval).

Performance: Observed the contract selected and noted one amendment in compliance with contract terms.

Exceptions: There were no exceptions noted.

iv. Randomly select one payment from the fiscal period for each of the 5 contracts, obtain the supporting invoice, agree the invoice to the contract terms, and observe that the invoice and related payment agreed to the terms and conditions of the contract.

Performance: Inspected payment for the contract, obtained supporting invoice, agreed invoice to the contract terms, and observed invoice related to the payment agreed to terms and conditions of the contract.

Exceptions: There were no exceptions noted.

9) Procedures Performed on the Department's Payroll and Personnel:

A. Obtain a listing of employees/elected officials employed during the fiscal period and management's representation that the listing is complete. Select 5 employees/officials, paid salaries, and personnel files, and agree paid salaries to authorized salaries/pay rates in the personnel files.

Performance: Obtained the listing of employees with their related salaries from management and received management's representation that the listing is complete.

Exceptions: There were no exceptions noted.

B. Randomly select one pay period during the fiscal period. For the 5 employees/officials selected under procedure #9A above, obtain attendance records and leave documentation for the pay period, and:

9) Procedures Performed on the Department's Payroll and Personnel: (Continued)

i. Observe that all selected employees/officials documented their daily attendance and leave (e.g., vacation, sick, compensatory).

Performance: Selected one pay period to test leave taken during that period. Inspected all daily attendance and leave records for proper documentation.

Exceptions: There were no exceptions noted.

ii. Observe that supervisors approved the attendance and leave of the selected employees/officials.

Performance: Inspected the approval of attendance and leave by the supervisors for the selected employee/officials.

Exceptions: There were no exceptions noted.

iii. Observe that any leave accrued or taken during the pay period is reflected in the Department's cumulative leave records.

Performance: Inspected any leave accrued or taken during the pay period was reflected in the cumulative leave records.

Exceptions: There were no exceptions noted.

iv. Observe that the rate paid to the employees or officials agree to the authorized salary/pay rate found within the personnel file.

Performance: Inspected and agreed the rate paid to employees to the pay rate in the personnel files and noted the pay rate was authorized.

Exceptions: There were no exceptions noted.

C. Obtain a listing of those employees/officials that received termination payments during the fiscal period and management's representation that the list is complete. Randomly select 2 employees/officials, obtain related documentation of the hours and pay rates used in management's termination payment calculations and the Department's policy on termination payments. Agree the hours to the employees'/officials' cumulative leave records, agree the pay rates to the employees'/officials' authorized pay rates in the employees'/officials' personnel files, and agree the termination payment to the Department's policy.

Performance: Inquired of management of those employees/officials that terminated during the fiscal period and management's representation that the list is complete. Agreed the hours to the employees' cumulative leave records, agreed the pay rates to the employees' authorized rates in the employees' personnel file and agreed the termination payment to the Department's policy.

Exceptions: There were no exceptions noted.

D. Obtain management's representation that employer and employee portions of payroll taxes, retirement contributions, health insurance premiums, and workers' compensation premiums have been paid, and associated forms have been filed, by required deadlines.

Performance: Inspected payroll reporting forms to confirm that all forms were filed, and all payments were submitted to the applicable agencies by the required deadlines.

10) Procedures Performed on the Department's Ethics:

- A. Using the 5 selected employees/officials from procedure #9 under "Procedures Performed on the Department's Payroll and Personnel", obtain ethics compliance documentation from management and:
 - i. Observe that the documentation demonstrates each employee/official completed one hour of ethics training during the fiscal period as required by R.S. 42:1170.

Performance: Inspected personnel files and ethics course completion certificates for the 5 employees tested.

Exceptions: There were no exceptions noted.

ii. Observe whether the Department maintains documentation which demonstrates each employee and official were notified of any changes to the Department's ethics policy during the fiscal period, as applicable.

Performance: Observed whether employees were notified of all updates to the ethics policy during the fiscal period.

Exceptions: There were no exceptions noted.

B. Inquire and/or observe whether the Department has appointed an ethics designee as required by R.S. 42:1170.

Performance: We inquired as to whether the Department appointed an ethics designee. Exceptions. There were no exceptions noted.

11) Procedures Performed on the Department's Debt Service:

A. Obtain a listing of bonds/notes and other debt instruments issued during the fiscal period and management's representation that the listing is complete. Select all debt instruments on the listing, obtain supporting documentation, and observe that State Bond Commission approval was obtained for each debt instrument issued as required by Article VII, Section 8 of the Louisiana Constitution.

Performance: Inquired of management regarding a listing of bonds/notes issued during the fiscal period, none were noted.

Exceptions: There is no debt outstanding; therefore, there were no exceptions noted.

B. Obtain a listing of bonds/notes outstanding at the end of the fiscal period and management's representation that the listing is complete. Randomly select one bond/note, inspect debt covenants, obtain supporting documentation for the reserve balance and payments, and agree actual reserve balances and payments to those required by debt covenants.

Performance: Inquired of management regarding a listing of bonds/notes outstanding at the end of the fiscal period, none were noted.

Exceptions: There is no debt outstanding; therefore, there were no exceptions noted.

12) Procedures Performed on the Department's Fraud Notice:

A. Obtain a listing of misappropriations of public funds and assets during the fiscal period and management's representation that the listing is complete. Select all misappropriations on the listing, obtain supporting documentation, and observe that the Department reported the misappropriation(s) to the legislative auditor and the district attorney of the parish in which the Department is domiciled as required by R.S. 24:523.

Performance: Inquired of management of any misappropriations of public funds and assets during the fiscal period and it was noted that there were none.

Exceptions: There were no exceptions noted.

B. Observe the Department has posted on its premises and website, the notice required by R.S. 24:523.1 concerning the reporting of misappropriation, fraud, waste, or abuse of public funds.

Performance: Inspected the fraud notice posted on the premises and website concerning the reporting of misappropriation, fraud, waste, or abuse of public funds.

Exceptions: There were no exceptions noted.

13) Procedures Performed on the Department's Information Technology Disaster Recovery/ Business Continuity:

- A. Perform the following procedures, verbally discuss the results with management, and report "We performed the procedure and discussed the results with management."
 - i. Obtain and inspect the Department's most recent documentation that it has backed up its critical data (if there is no written documentation, then inquire of personal responsible for backing up critical data) and observe evidence that such backup (a) occurred within the past week, (b) was not stored on the Department's local server or network, and (c) was encrypted.

Performance: We performed the procedure and discussed the results with management.

ii. Obtain and inspect the Department's most recent documentation that it has tested/verified that its backups can be restored (if no written documentation, inquire of personnel responsible for testing/verifying backup restoration) and observe evidence that the test/verification was successfully performed within the past 3 months.

Performance: We performed the procedure and discussed the results with management.

iii. Obtain a listing of the Department's computers currently in use and their related locations, and management's representation that the listing is complete. Randomly select 5 computers and observe while management demonstrates that the selected computers have current and active antivirus software and that the operating system and accounting system software in use are currently supported by the vendor.

Performance: We performed the procedure and discussed the results with management.

13) Procedures Performed on the Department's Information Technology Disaster Recovery/ Business Continuity: (Continued)

B. Randomly Select 5 terminated employees (or all terminated employees if less than 5) using a list of terminated employees obtained in procedure #9C. Observe evidence that the selected terminated employees have been removed or disabled from the network.

Performance: We performed the procedure and discussed the results with management.

14) Procedures Performed on the Department's Prevention of Sexual Harassment:

A. Using the 5 randomly selected employees/officials from "Procedures Performed on the Department's Payroll and Personnel" #9A, obtain sexual harassment training documentation from management, and observe the documentation demonstrates each employee/official completed at least one hour of sexual harassment training during the calendar year as required by R.S. 42:343.

Performance: Examined sexual harassment training documentation for the 5 employees tested.

Exceptions: There were no exceptions noted.

B. Observe the Department has posted its sexual harassment policy and complaint procedure on its website (or in a conspicuous location on the Department's premises if the Department does not have a website).

Performance: Inquired of management regarding the sexual harassment policy and complaint procedure on its website or on the entity's premises. Policy is posted in a conspicuous location.

Exceptions: There were no exceptions noted.

- C. Obtain the Department's annual sexual harassment report for the current fiscal period, observe that the report was dated on or before February 1, and observe it includes the applicable requirements of R.S. 42:344:
 - i. Number and percentage of public servants in the agency who have completed the training requirements.

Performance: Inquired of management regarding the entity's annual sexual harassment report for the fiscal period.

Exceptions: No report was produced during the fiscal period.

ii. Number of sexual harassment complaints received by the agency.

Performance: Inquired of management regarding the entity's annual sexual harassment report for the fiscal period.

Exceptions: No report was produced during the fiscal period.

14) Procedures Performed on the Department's Prevention of Sexual Harassment: (Continued)

iii. Number of complaints which resulted in a finding that sexual harassment occurred.

Performance: Inquired of management regarding the entity's annual sexual harassment report for the fiscal period.

Exceptions: No report was produced during the fiscal period.

iv. Number of complaints in which the finding of sexual harassment resulted in discipline or corrective action.

Performance: Inquired of management regarding the entity's annual sexual harassment report for the fiscal period.

Exceptions: No report was produced during the fiscal period.

v. Amount of time it took to resolve each complaint.

Performance: Inquired of management regarding the entity's annual sexual harassment report for the fiscal period.

Exceptions: No report was produced during the fiscal period.

Management's Overall Response to Exceptions:

- 1)A(vi) Management will develop and adopt a contracting policy.
- 1)A(xi) Management will develop and adopt an information technology disaster recovery/business continuity policy.
- 1)A(xii) Management will consider adding the required provision to the existing sexual harassment policy.
- 2)A(ii) Management will ensure that each meeting includes/references monthly budget-to-actual comparisons on the General Fund.
- 3)A(ii) Management will ensure that all bank reconciliations are reviewed by a member of management.
- 14)C(i-v) Management will prepare the annual sexual harassment report containing the applicable requirements of R.S. 42;344 on or before the February 1 deadline and maintain the report as a public record.

Category Number: 4. Item Number: B.



Wednesday, June 14, 2023

Item Title:

Budget and Finance Committee

Item Summary:

Budget and Finance Committee, 06/12/23,*

Category Number: 4. Item Number: C.



Wednesday, June 14, 2023

Item Title:

Community Development and Planning Committee

Item Summary:

Community Development and Planning Committee, 06/12/23* **

Category Number: 4. Item Number: D.



Wednesday, June 14, 2023

Item Title:

Public Services Committee

Item Summary:

Public Services Committee, 06/12/23*

Category Number: 4. Item Number: E.



Wednesday, June 14, 2023

Item Title:

Policy, Procedure and Legal Committee

Item Summary:

Policy, Procedure and Legal Committee, 06/12/23* (Ratification of minutes call public hearings *on Wednesday, June 28, 2023, at 6:30 p.m. and **on July 26, 2023, at 6:30 p.m.))



Wednesday, June 14, 2023

Item Title:

Street Light List

Item Summary:

Lights installations, removals and/or activations.

ATTACHMENTS:

Description	Upload Date	Type
Street Light Listing	6/9/2023	Backup Material
Backup Material #1	6/9/2023	Backup Material
Backup Material #2	6/9/2023	Backup Material
_		=

STREET LIGHT LIST 06-14-2023

INSTALL ONE (1) STREET LIGHT ON EXISTING POLE AT 177 CARLOS ST; RLD #3-A; ENTERGY; DISTRICT 5; JESSICA DOMANGUE.

INSTALL ONE (1) STREET LIGHT ON EXISTING POLE AT 1003 COTEAU RD; RLD #5; ENTERGY; DISTRICT 9; STEVE TROSCLAIR.



Install/Removal/Upgrade Request

Date: JUNE 8, 2023	Phone Number <u>(985) 873-6519</u>
Account Name: RLD #3-A	Confirmation Fax Number: (985) 873-6521
Account Number: 27718550	Name (PRINT)
Authorized Signatur	re:
** Is this a State Highway? Yes	XNo If YES, please provide DOTD Permit#
Company Owned Streetlights (ENTE	
INSTALL REMOVAL	
100w HPS streetlight(s	s)* \$ 3.30 rate code LA_CHSV_2A
	s)* \$ 5.39 rate code LA_CHSV_2B
	s)* \$ 7.55 rate code LA_CHSV_2C
_	(s)* \$10.46 rate code LA_CHSV_2D
	(s)* \$16.62 rate code LA_CHSV_2E
•	ance charge applied to them @ 1.292% monthly
Lights will have a facility maintena	ance charge applied to them @ 1.27270 monthly
Customer Owned Streetlights (MUNI	(CIPALITY)
INSTALL REMOVAL	TOTAL
100w HPS streetligh	t(s) \$3.30 rate code LA_HPSV_1A
150w HPS streetligh	
250w HPS streetligh	t(s) \$7.55 rate code LA_HPSV_1C
400w HPS streetligh	t(s) \$10.46 rate code LA_HPSV_1D
1000w HPS streetligh	nt(s) \$16.62 rate code LA_HPSV_1E
Company Owned Streetlights (ENTERGY) 175w MV open bottom st 175w MV open bottom st 250w MV open bottom st 250w MV enclosed street 400w MV enclosed street Customer Owned Streetlights (MUNICIPAL	light(s) \$9.48 rate code LA_CMV_1A JITY) ttreetlight(s) \$3.47 rate code LA_MV_2E tlight(s) \$4.86 rate code LA_MV_2D tlight(s) \$7.24 rate code LA_MV_2C
If light is to be installed, will requested light be inst (Transformers, Secondary wires) to serve the light? _X_Yes No Not So	ure
Company Use Only	Flo Dumas
Order Generated: YES	Lighting Coordinator
Sent To: Construction Engineering	985-479-2011 Office
Estimated completion date://	985-479-2018 Fax
Name:	225-206-7646 Cell
Date:/	<u>fdumas@entergy.com</u>



Install/Removal/Upgrade Request

Date: JUNE 8, 2023	Phone Number (985) 873-6519
Account Name: RLD #5	Confirmation Fax Number: (985) 873-6521
Account Number: 27719467	Name (PRINT) STEVE TROSCLAIR
Authorized Signature	e: STEVE TROSCLAIR
** Is this a State Highway?Yes	XNo If YES, please provide DOTD Permit#
Company Owned Streetlights (ENTEL	\overline{RGY})
INSTALL REMOVAL	
100w HPS streetlight(s))* \$ 3.30 rate code <mark>LA_CHSV_2A</mark>
150w HPS streetlight(s))* \$ 5.39 rate code <mark>LA_CHSV_2B</mark>
)* \$ 7.55 rate code LA_CHSV_2C
	s)* \$10.46 rate code LA_CHSV_2D
	s)* \$16.62 rate code LA_CHSV_2E
•	nce charge applied to them @ 1.292% monthly
Eights will have a facility maintena	nee charge applied to them & 112/2/4 monthly
Customer Owned Streetlights (MUNIC	CIPALITY)
INSTALL REMOVAL	,
1 100w HPS streetlight	(s) \$3.30 rate code LA_HPSV_1A
150w HPS streetlight	
250w HPS streetlight	(s) \$ 7.55 rate code LA_HPSV_1C
400w HPS streetlight	(s) \$10.46 rate code LA_HPSV_1D
1000w HPS streetlight	t(s) \$ 16.62 rate code LA_HPSV_1E
175w MV open bottom str 250w MV open bottom str 250w MV enclosed streetl 400w MV enclosed streetl Customer Owned Streetlights (MUNICIPALI	ight(s) \$9.48 rate code LA_CMV_1A ITY) reetlight(s) \$3.47 rate code LA_MV_2E light(s) \$4.86 rate code LA_MV_2D light(s) \$7.24 rate code LA_MV_2C
LOCATION OF LIGHT(s):	
1003 Coteau Road, Houma, LA	
If light is to be installed, will requested light be insta (Transformers, Secondary wires) to serve the light? X Yes No Not Sur	re
Company Use Only	Flo Dumas
Order Generated: YES	Lighting Coordinator
Sent To: Construction Engineering	985-479-2011 Office
Estimated completion date://	985-479-2018 Fax
Name:	225-206-7646 Cell fdumas@entergy.com
Date/	idumas@entergy.com



Wednesday, June 14, 2023

Item Title: T. Baker Smith				
Item Summary: T. Baker Smith				
ATTACHMENTS:	Unload Data	Thomas		
Description	Upload Date	Туре		
T. Baker Smith	6/7/2023	Report		

TERREBONNE PARISH CONSOLIDATED GOVERNMENT MONTHLY STATUS REPORT FOR THE PARISH COUNCIL MEETING, JUNE 14, 2023

PREPARED BY:



JACK E. PLAISANCE Sr. Project Manager

JUNE 2023

June 14, 2023

1. PROJECT COORDINATOR Jack E. Plaisance, Sr. Project Manager

2. PROJECT:

a. Parish Project No. <u>01-DRA-44</u> b. TBS Project No <u>2001.0086</u>

c. Title <u>Mount Pilgrim Forced Drainage Area 6-3-Humphries (District 2)</u>

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
ΡΙΔΙ	N PREPARATION STATUS:	

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. <u>CONSTRUCTION STATUS</u>:

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.

June 14, 2023

1. PROJECT COORDINATOR Jack E. Plaisance, Sr. Project Manager

2. PROJECT:

a. Parish Project No. <u>09-DRA-06</u>b. TBS Project No <u>2009.0656</u>

c. Title <u>Drainage Areas near Lake Boudreaux Freshwater Introduction (District 7)</u>

3. PROFESSIONAL AGREEMENT:

a.	Da	te of Original Agreement	October 6, 2009
b.	Тур	oe (Hourly, Lump Sum, %)	% Construction
c.	Fee	es	
	1.	Total Estimated (Basic & Additional)	\$1,032,208.00
	2.	Current Budgeted Level	\$642,633.00
	3.	Remaining to be earned at current budgeted	
		level	\$131,230.56
	4.	Earned to date	\$511,402.44

4. PLAN PREPARATION STATUS:

a.	Right-of-way	0%
b.	Permits	50%
C.	Soil Survey	100%
d.	Field Survey	90%
e.	Preliminary Plans	100%
f.	Final Plans	0%
g.	Estimated Bid Date	Not yet established
h.	Estimated Cost of Construction	\$6,178,733.00

5. <u>CONSTRUCTION STATUS</u>:

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
i.	Date of Substantial Completion	N/A

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.

June 14, 2023

1. PROJECT COORDINATOR Jack E. Plaisance, Sr. Project Manager

2. PROJECT:

a. Parish Project No. <u>01-DRA-40</u>b. TBS Project No <u>2010.0107</u>

Modeling & Improvements of 1-1B Drainage System Channels (Phase 1C,

c. Title <u>St. Louis Bayou, Country Estates to US 90)-District 5</u>

3. PROFESSIONAL AGREEMENT:

a.	Date of Original Agreement	February 24, 2010
b.	Type (Hourly, Lump Sum, %)	% Construction
c.	Fees	
	Total Estimated (Basic & Additional)	\$334,580.00
	2. Current Budgeted Level	\$111,147.00
	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
į.	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.

June 14, 2023

1. PROJECT COORDINATOR Jack E. Plaisance, Sr. Project Manager

2. PROJECT:

a. Parish Project No. <u>01-DRA-40</u>b. TBS Project No <u>2010.0100</u>

1-1B F.D. System Channel Improvements (Phase 1D) St. Louis Bayou,

c. Title <u>US 90 to LA 316 (District 5)</u>

3. PROFESSIONAL AGREEMENT:

a.	Date of Original Agreement	February 24, 2010
b.	Type (Hourly, Lump Sum, %)	% Construction
c.	Fees	
	Total Estimated (Basic & Additional)	\$342,440.00
	2. Current Budgeted Level	\$126,664.00
	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. Of interest to this project, NLLD completed in-house drainage maintenance and clearing ROWs within and around Acadia SD executed a C.E.A. with TPCG to reduce flooding risk in the area.

June 14, 2023

1. PROJECT COORDINATOR Jack E. Plaisance, Sr. Project Manager

2. PROJECT:

a. Parish Project No. <u>01-DRA-40</u>
 b. TBS Project No <u>2010.0115</u>

Modeling Improvements of 1-1B F.D. System Channels (Phase 3A, Reach 3)

c. Title <u>C.C.C. Ditch Widening (District 5)</u>

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
i.	Date of Substantial Completion	N/A

6. REMARKS:

TBS is awaiting staff direction for when they are ready to move forward with this project.

June 14, 2023

1. PROJECT COORDINATOR Jack Plaisance

2. PROJECT:

a. Parish Project No. <u>10-CDBG-WTR-70</u>
 b. TBS Project No <u>2011.0086</u>

Cedar Grove to Ashland Landfill Levee and Water Control Structure (CDBG)

c. Title <u>Project</u>

3. PROFESSIONAL AGREEMENT:

a.	Date of Original Agreement	February 26, 2011
b.	Type (Hourly, Lump Sum, %)	% Construction, T&M
c.	Fees	
	 Total Estimated (Basic & Additional) 	\$706,499.30
	2. Current Budgeted Level	\$706,499.30
	3. Remaining to be earned at current budgeted	
	level	\$280,467.72
	4. Earned to date	\$426,031.58

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:

TBS met with staff on May 4, 2022, to discuss construction budget, right-of-way, and mitigation. TBS is awaiting directions for how to proceed. TBS requesting updated mitigation numbers from bank and coordinating with DNR on permit status.

June 14, 2023

1. PROJECT COORDINATOR Jason Chauvin

2. PROJECT:

a. Parish Project No. <u>17-OYS-37</u>
 b. TBS Project No <u>2017.0907</u>

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	
		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	\$148,302.70
		4. Earned to date	\$516,969.93
4.	PLAN	N 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.	CON	STRUCTION 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. <u>REMARK</u>

95% Design Documents and probable budget were submitted on August 19, 2021. Engineering services are on hold pending approved amendment by the Parish. In June 2022, NFWF has awarded \$5.4 million with TPCG match. TBS submitted a revised proposal in April 2023 to revise permit applications, finalize construction documents and prepare ROW documents for the Lake Chien portion of the project. The amendment is currently being processed by the Parish while it continues to seek funding for required construction administration costs. TBS continues to coordinate with permitting agencies for the required environmental permits.

1. PROJECT COORDINATOR Jack Plaisance

2. PROJECT:

a. Parish Project No. <u>21-DRA-65</u>
 b. TBS Project No <u>2021.1154</u>

c. Title SWFC Application for Barrow Street Pump Station at Little Bayou Black

3. PROFESSIONAL AGREEMENT:

	a.	Date of Original Agreement	December 2021
	b.	Type (Hourly, Lump Sum, %)	Lump Sum
	c.	Fees	
		5. Total Estimated (Basic & Additional)	\$65,000.00
		6. Current Budgeted Level	\$65,000.00
		7. Remaining to be earned at current budgeted level	N/A
		8. Earned to date	\$64,991.20
4.	PLAI	N PREPARATION STATUS:	
	a.	Right-of-way	N/A
	b.	Permits	N/A
	c.	Soil Survey	N/A
	d.	Field Survey	100%
	e.	Preliminary Plans	100%
	f.	Final Plans	N/A
	g.	Estimated Bid Date	N/A
	h.	Estimated Cost of Construction	N/A
5.	CON	STRUCTION 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:

The Statewide Flood Control Application was submitted to LADOTD on September 30, 2022. TBS prepared and submitted a Capital Outlay Request on October 27, 2022. In March, the parish was notified that the Statewide Flood Control Application was not selected for funding in this cycle.

1. PROJECT COORDINATOR Jack Plaisance

2. PROJECT:

a. Parish Project No.

b. TBS Project No <u>2022.1792</u>

c. Title <u>Barrow Street Pump Station</u>

3. PROFESSIONAL AGREEMENT:

	a.	Date of Original Agreement	November 3, 2022
	b.	Type (Hourly, Lump Sum, %)	% Construction, T&M
	c.	Fees	
		9. Total Estimated (Basic & Additional)	\$916,162.50
		10. Current Budgeted Level	\$633,287.50
		11. Remaining to be earned at current budgeted level	\$582,130.07
		12. Earned to date	\$51,157.43
4.	PLAI	N PREPARATION STATUS:	
	a.	Right-of-way	0%
	b.	Permits	0%
	C.	Soil Survey	0%
	d.	Field Survey	82%
	e.	Preliminary Plans	18%
	f.	Final Plans	0%
	g.	Estimated Bid Date	February 2024
	h.	Estimated Cost of Construction	\$7,652,000.00
5.	CON	STRUCTION 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:

Initial field surveys are complete. TPCG administration requested station capacity increase with electric pumps in February 2023. Additional hydraulic modeling scenarios are currently being run for a 1000 CFS station. Preliminary plans will be submitted based on the results of the modeling. Engineering anticipates incorporating five 200 CFS pumps and a tainter gate. H&H modeling will also determine the capacity of existing culverts upstream and downstream of the proposed station.



Wednesday, June 14, 2023

Item Title:

Recreation District No. 7 Board

Item Summary:

Recreation District No. 7 Board: One (1) expiring term on 06-24-23. Mr. Donald Tivet expresses his interest in being reappointed.

ATTACHMENTS:

Description	Upload Date	Type
Term Expiration Notice	6/9/2023	Cover Memo
Notice to the Public	6/9/2023	Cover Memo
Application - Donald Tivet	6/9/2023	Cover Memo
Letter of Interest - Donald Tivet	6/9/2023	Cover Memo

DISTRICT 1
BRIEN PLEDGER
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
TAMMY E. TRIGGS

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
ttriggs@tpcg.org www.tpcg.org

May 5, 2023

MEMO TO:

Tammy E. Triggs

Council Clerk

FROM:

Keith Hampton

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 June 2023.

Recreation District No. 9 Board

Robert LaJaunie

06-08-23

-Recreation District No. 7 Board

Donald Tivet

06-24-23

Consolidated Waterworks

Stephen Hornsby (Dist9)06-24-23

Consolidated Waterworks

C.J. Stoufflet (Dist.8) 06-30-23

Chester Voisin (Dist. 7) 06-30-23

By copy of this memo, individuals are being requested to email Council Clerk Tammy E. Triggs at ttriggs@tpcg.org or Assistant Council Clerk Keith Hampton at khampton@tpcg.org to express their wishes with regards to (re)appointment to said positions prior to the term expiration date. All applicants are required to fill out new board applications which can be found on the Terrebonne Parish website at tpcg.org. If you have any questions, 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 JUNE 14, 2023, REGULAR SESSION meeting the following vacancies and appointments:

RECREATION DISTRICT NO. 2,3 BOARD: One (1) vacancy due to resignation.

RECREATION DISTRICT NO. 3A BOARD: One (1) expired term.

RECREATION DISTRICT NO. 6 BOARD: One (1) expiring term on 07-31-23 and one (1) expired term.

RECREATION DISTRICT NO. 7 BOARD: One (1) expiring term on 06-24-23.

RECREATION DISTRICT NO. 11 BOARD: One (1) expiring term on 07-01-23.

FIRE PROTECTION DISTRICT NO. 5 BOARD: One (1) expired term.

FIRE PROTECTION DISTRICT NO. 6 BOARD: One (1) vacancy due to a resignation.

FIRE PROTECTION DISTRICT NO. 8 BOARD: Two (2) expired terms.

BAYOU BLUE FIRE PROTECTION DISTRICT BOARD: One (1) expired term.

COTEAU FIRE PROTECTION DISTRICT BOARD: One (1) expired term.

CHILDREN AND YOUTH SERVICES BOARD: Eleven (11) expired terms. (Each representing one of the following: Social Services, Education, Terrebonne Parish District Attorney, Department of Children and Family Services, Bayou Area Children Foundation, City Court, Terrebonne Recreation Department, Gulf Coast Teaching and Family Services, Terrebonne Parish Sheriff's Office, Houma Police Department and Terrebonne Parish School Board).

TERREBONNE PARISH TREE BOARD: Three (3) vacancies due to resignations.

COASTAL ZONE MANAGEMENT: One (1) expired term.

DOWNTOWN DEVELOPMENT: Two (2) expiring terms. (One representing each of the following: Downtown Merchants, and Arts and Humanities)

HOUMA – TERREBONNE PUBLIC TRUST FINANCE: Two (2) expired terms.

TEDA: Two (2) expired terms.

CONSOLIDATED WATERWORKS: One (1) one expiring term on 06-30-23. (Representing Council District 8)

TERREBONNE GENERAL MEDICAL CENTER/HOSPITAL SERVICE DISTRICT NO. 1 BOARD: Three (3) expiring terms on 07-31-23.

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 MONDAY, JUNE 12, 2023. A brief résumé and/or letter of interest in serving should also be submitted.

TAMMY TRIGGS, COUNCIL CLERK TERREBONNE PARISH COUNCIL



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION FORM

DATE:

06/05/202	23_	
		_Donald J, Tivet, of full majority age,
	res	(Applicant's Name) sidence and permanent mailing address is213 Pellegrin st,
		(Address)
		Chauvin,La. 70344, Telephone number is
	(985/790/4309), (City, State, and Zip Code)
		d E-mail is donald422108@charter.net, wish qualify for appointment
	as	a member of the _Recreation District No.7 in Terrebonne Parish, (Board/Committee/Commission)
	C.	
		ate of Louisiana, and states to be correct and true the following:
	A.	Applicant has maintained his/her primary residence in Terrebonne Parish at _213 Pellegrin st. Chauvin, La. 70344
		Applicant affirms he/she is a registered voter of Terrebonne Parish and resides in Council District No. 8
	В.	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
	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)
	D.	Applicant affirms that he/she has not been convicted of a felony Yes No has not
	3	To the best of his/her knowledge, applicant affirms that he/she will not receive any personal economic benefit by serving as a member of (Board/Committee/Commission)
	E.	To the best of his/her knowledge, no member of the applicant's immediate ² family will receive any personal economic benefit ¹ from his/her service on
		Recreation Board No.7 (Board/Committee/Commission)
	F.	Applicant is aware of the _Recreation District No.7

3.	Applicant affirms that his/her employment withRetired
	(Name of Employer)
	will not result in any economic gains for business purposes nor does said employment
	conflict with dual office holding provisions.
Н.	Are you employed by any Federal, State, or Local Government? Yes or No.
	_NO
	State job duties and responsibilities:
1.	Are you appointed to any Federal, State, or Local Board/Commission/Committee?
	Yes or No. No
	If yes, explain:
т	Annual state and Falant State and cool Office? Was a see No No
J.	Are you elected to any Federal, State, or Local Office? Yes or No. No If yes, explain:
	II 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 Cour
	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:

Yes Yes___ or No ____.

N.	Have you served as an Elected Official or Parish Agency Head within the last two years				
	Yes or No _No				
	If yes, explain:				
13					
	Have you served as a member of a Board/Commission/Committee within the last two years?				
	Yes Yes or No				
	f yes, explain:				
_					
	Applicant must complete and return this application along with a copy of their resume to:				
	MRS. TAMMY E. TRIGGS, COUNCIL CLERK				
	TERREBONNE PARISH COUNCIL				
	POST OFFICE BOX 2768, HOUMA, LA 70361 E-MAIL: council@tpcg.org or FAX: (985) 873-6521				
	olications should be submitted by 9:00 a.m. the Friday prior to the Regular Council sion.				
App	blicants should contact the Council Clerk's office to see when the Regular Council sion will be held.				
	OTE: Providing false information on this application is grounds for immediate loval from any board or commission.				
	Donald J.				
Tiv	et Signature of the applicant				
or hon serving his/boar	Personal Economic Benefit" for purposes of this application, shall mean that no applicant is/her immediate family will receive any economic benefit from the applicant's service said Board, Committee, or Commission. The applicant's actions/transactions while ring on the Board/Committee/Commission may not result in profits for him/herself or her immediate family. A per diem received by the applicant for his/her service on any rd or commission does not constitute personal economic benefit within the meaning of vision F.				
	rovision E. "However dieta Family" for numerous of this application means his/her children, the spouses				

- 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

Tammy Triggs

From: Donald Tivet <donald422108@charter.net>

Sent: Monday, June 5, 2023 2:23 PM

To:Tammy TriggsSubject:REC 7Board

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 like to continue to serve on the recreation district no.7 board Respectfully yours Donald J TIVET



Wednesday, June 14, 2023

Item Title:

Consolidated Waterworks District No. 1 Board

Item Summary:

Consolidated Waterworks: One (1) expiring term on 06-30-23. (Representing Council District No. 8) Mr. Patrick D. Marcel submits application and resume for consideration.

ATTACHMENTS:

Description	Upload Date	Type
Term Expiration Notice	6/9/2023	Cover Memo
Notice to the Public	6/9/2023	Cover Memo
Application - Patrick D. Marcel	6/9/2023	Cover Memo
Resume - Patrick D. Marcel	6/9/2023	Cover Memo

JESSICA DOMANGUE, CHAIRWOMAN

DISTRICT 1
BRIEN PLEDGER
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

TAMMY E. TRIGGS

JOHN AMEDÈE, VICE-CHAIRMAN

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
ttriggs@tpcg.org www.tpcg.org

May 5, 2023

MEMO TO:

Tammy E. Triggs

Council Clerk

FROM:

Keith Hampton

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 June 2023.

Recreation District No. 9 Board

Robert LaJaunie

06-08-23

Recreation District No. 7 Board

Donald Tivet

06-24-23

Consolidated Waterworks

Stephen Hornsby (Dist9)06-24-23

Consolidated Waterworks

C.J. Stoufflet (Dist.8) 06-30-23 Chester Voisin (Dist. 7) 06-30-23

By copy of this memo, individuals are being requested to email Council Clerk Tammy E. Triggs at triggs@tpcg.org or Assistant Council Clerk Keith Hampton at khampton@tpcg.org to express their wishes with regards to (re)appointment to said positions prior to the term expiration date. All applicants are required to fill out new board applications which can be found on the Terrebonne Parish website at tpcg.org. If you have any questions, 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 JUNE 14, 2023, REGULAR SESSION meeting the following vacancies and appointments:

RECREATION DISTRICT NO. 2,3 BOARD: One (1) vacancy due to resignation.

RECREATION DISTRICT NO. 3A BOARD: One (1) expired term.

RECREATION DISTRICT NO. 6 BOARD: One (1) expiring term on 07-31-23 and one (1) expired term.

RECREATION DISTRICT NO. 7 BOARD: One (1) expiring term on 06-24-23.

RECREATION DISTRICT NO. 11 BOARD: One (1) expiring term on 07-01-23.

FIRE PROTECTION DISTRICT NO. 5 BOARD: One (1) expired term.

FIRE PROTECTION DISTRICT NO. 6 BOARD: One (1) vacancy due to a resignation.

FIRE PROTECTION DISTRICT NO. 8 BOARD: Two (2) expired terms.

BAYOU BLUE FIRE PROTECTION DISTRICT BOARD: One (1) expired term.

COTEAU FIRE PROTECTION DISTRICT BOARD: One (1) expired term.

CHILDREN AND YOUTH SERVICES BOARD: Eleven (11) expired terms. (Each representing one of the following: Social Services, Education, Terrebonne Parish District Attorney, Department of Children and Family Services, Bayou Area Children Foundation, City Court, Terrebonne Recreation Department, Gulf Coast Teaching and Family Services, Terrebonne Parish Sheriff's Office, Houma Police Department and Terrebonne Parish School Board)

TERREBONNE PARISH TREE BOARD: Three (3) vacancies due to resignations.

COASTAL ZONE MANAGEMENT: One (1) expired term.

DOWNTOWN DEVELOPMENT: Two (2) expiring terms. (One representing each of the following: Downtown Merchants, and Arts and Humanities)

HOUMA - TERREBONNE PUBLIC TRUST FINANCE: Two (2) expired terms.

TEDA: Two (2) expired terms.

CONSOLIDATED WATERWORKS: One (1) one expiring term on 06-30-23. (Representing Council District 8)

TERREBONNE GENERAL MEDICAL CENTER/HOSPITAL SERVICE DISTRICT NO. 1 BOARD: Three (3) expiring terms on 07-31-23.

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 MONDAY, JUNE 12, 2023. A brief résumé and/or letter of interest in serving should also be submitted.

TAMMY TRIGGS, COUNCIL CLERK TERREBONNE PARISH COUNCIL



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION FORM

DATE: 6-7-2023

I, PATRICK D. MARCEL, of full majority age, whose primary (Applicant's Name)
residence and permanent mailing address is 300 FIRWOOD DR. (Address)
Houma, 1A 70363, Telephone number is 985) 3606238, (City, State, and Zip Code)
and E-mail is PMARCEL @ my yahoo . Com, wish to qualify for appointment
as a member of the Constituted Water Books 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 300 FIRWOOD DR. Boumg 1A 16343 for 37 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. 8.
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 (Fire District)
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 benefit by serving as a member of (Board/Committee/Commission)
E. To the best of his/her knowledge, no member of the applicant's immediate ² family will receive any personal economic benefit ¹ from his/her service on
(Board/Committee/Commission)
F. Applicant is aware of the Consolidated Water Board criteria and attendance requirements. (Board/Committee/Commission)
Yesor No RECEIVED
JUN 8 7 5702

TERREBONNE PARISH COUNCIL

G	Applicant affirms that his/her employment with Retired	
0.	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.	
Н.	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:	
T	Are you a Sheriff, Deputy Sheriff, Assessor or employed by the Assessor, Clerk of Court	
۷.	or employed by the Clerk of Court Office? Yes or No	
	State job duties and responsibilities:	
	State job daties and responsionness.	
M	Are you currently under and have taken the Oath of Office and/or posted a bond?	
IVI.	Yes or No	
	If yes, explain:	
	Tryes, explain.	
N	Have you served as an Elected Official or Parish Agency Head within the last two years?	
. 1.	Yes or No	
	If yes, explain:	
	- INECES	TO THE
		OVE
	La Carrier and Car	7 2000
	3014	1 1.023

TERREBONNE PARISH COUNCIL

0.	Have you served as a member of a Board/Commission/Committee within the last two
	years?
	Yes or No
	If yes, explain:
	Applicant must complete and return this application along with a copy of their resume
	to:
	MDS TAMMY E TDICCS COUNCIL CLEDY

MRS. TAMMY E. TRIGGS, 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



TERREBONNE PARISH COUNCIL

Patrick Marcel

300 Firwood Dr. | Houma, LA 70363 | (985)360-6228 |



1. Education

Vandebilt Catholic High School, Houma, LA.

Graduated: 1976

Nicholls State University, Thibodaux, LA

1976-1978

Major: Business

2. Experience

1976 - 2017

Business owner, G.G. Marcel and Sons, 757 Grand Caillou Rd., Houma, LA 70363 Sales manger (furniture, mattresses, appliances, electronics, tires and automotive service), inventory manager (control, buyer, etc.), finance manger, office manger, hiring manger

[10-2017] - [4-202]

Part-Time Salesman, Northern Tool and Equipment, Houma, LA

Sales, customer service, inventory replenishment

5.1-21- (Present) Retirei





Wednesday, June 14, 2023

Item Title:

Notice to the Public

Item Summary:

RECREATION DISTRICT NO. 2,3 BOARD: One (1) vacancy due to a resignation.

RECREATION DISTRICT NO. 6 BOARD: One (1) expiring term on 07-31-23 and one (1) expired term.

RECREATION DISTRICT NO. 11 BOARD: One (1) expiring term on 07-01-23.

TERREBONNE GENERAL MEDICAL CENTER/HOSPITAL SERVICE DISTRICT NO. 1 BOARD: Three (3) expiring terms on 07-31-23.

ATTACHMENTS:

Description Upload Date Type

Notice to the Public 6/9/2023 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 **JUNE 14, 2023, REGULAR SESSION** meeting the following vacancies and appointments:

RECREATION DISTRICT NO. 2,3 BOARD: One (1) vacancy due to resignation.

RECREATION DISTRICT NO. 3A BOARD: One (1) expired term.

RECREATION DISTRICT NO. 6 BOARD: One (1) expiring term on 07-31-23 and one (1) expired term.

RECREATION DISTRICT NO. 7 BOARD: One (1) expiring term on 06-24-23.

RECREATION DISTRICT NO. 11 BOARD: One (1) expiring term on 07-01-23.

FIRE PROTECTION DISTRICT NO. 5 BOARD: One (1) expired term.

FIRE PROTECTION DISTRICT NO. 6 BOARD: One (1) vacancy due to a resignation.

FIRE PROTECTION DISTRICT NO. 8 BOARD: Two (2) expired terms.

BAYOU BLUE FIRE PROTECTION DISTRICT BOARD: One (1) expired term.

COTEAU FIRE PROTECTION DISTRICT BOARD: One (1) expired term.

CHILDREN AND YOUTH SERVICES BOARD: Eleven (11) expired terms. (Each representing one of the following: Social Services, Education, Terrebonne Parish District Attorney, Department of Children and Family Services, Bayou Area Children Foundation, City Court, Terrebonne Recreation Department, Gulf Coast Teaching and Family Services, Terrebonne Parish Sheriff's Office, Houma Police Department and Terrebonne Parish School Board).

TERREBONNE PARISH TREE BOARD: Three (3) vacancies due to resignations.

COASTAL ZONE MANAGEMENT: One (1) expired term.

DOWNTOWN DEVELOPMENT: Two (2) expiring terms. (One representing each of the following: Downtown Merchants, and Arts and Humanities)

HOUMA – TERREBONNE PUBLIC TRUST FINANCE: Two (2) expired terms.

TEDA: Two (2) expired terms.

CONSOLIDATED WATERWORKS: One (1) one expiring term on 06-30-23. (Representing Council District 8)

TERREBONNE GENERAL MEDICAL CENTER/HOSPITAL SERVICE DISTRICT NO. 1 BOARD: Three (3) expiring terms on 07-31-23.

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 MONDAY, JUNE 12, 2023. A brief résumé and/or letter of interest in serving should also be submitted.

TAMMY TRIGGS, COUNCIL CLERK TERREBONNE PARISH COUNCIL



Wednesday, June 14, 2023

Item Title: Parish President			
Item Summary: Parish President.			

Category Number: 9. Item Number: B.



Wednesday, June 14, 2023

Item Title: Council Members			
Item Summary: Council Members.			

Category Number: 10. Item Number: A.



Wednesday, June 14, 2023

Item Title:

Amend NAACP Youth Council Juneteenth Celebration

Item Summary:

ADD-ON: "Amend the NAACP Youth Council Juneteenth Celebration Cosponsorship to include a request for insurance coverage."

- 1. Motion to add-on.
- 2. Call for public comments on adding item.
- 3. Close call for public comments and vote on motion.
- 4. Discuss and/or take action.

ATTACHMENTS:

DescriptionUpload DateTypeBackup6/14/2023Cover Memo

JESSICA DOMANGUE, CHAIRWOMAN

DISTRICT 1
ALVIN TILLMAN
DISTRICT 3
GERALD MICHEL
DISTRICT 5
JESSICA DOMANGUE
DISTRICT 7
DANIEL BABIN
DISTRICT 9
STEVE TROSCLAIR



JOHN AMEDÈE, VICE-CHAIRMAN

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

Post Office Box 2768 • Houma, LA 70361 Fower Building • 8026 Main Street, Suite 600 • Houma, LA 70360 Telephone: (985) 873-6519 • FAX: (985) 873-6521

March 16, 2023

MEMO TO:

Leilani Adams

Parish President Executive Secretary

FROM:

Tammy Triggs Council Clerk

RE:

Co-sponsorships

On March 15, 2023, the Terrebonne Parish Council, at its Regular Session meeting, approved motions for the following co-sponsorships:

EVENT	DATE/TIME	ORGANIZATION	REQUEST	CONTACT INFORMATION
NAACP	June 17,	Terrebonne Parish	Dumas	Diana Collins (Houma), 1123 Dewey
Youth	2023, from	NAACP	Auditorium,	Street, Houma, LA, 70360, (985) 381-
Council	11 a.m. to		Electric	3379; E-mail:
Juneteenth	4:00 p.m.		Service,	dianam360@bellsouth.net
Celebration			Security	
			Location:	
			Dumas	
			Auditorium	
Star Wars Day	May 4, 2023, from 5:00 p.m. to 9:00 p.m.	Luminate Houma, LLC	Barricades, Courthouse Square, Security, Sound Permit Fee Location: Rotary Centennial Plaza Downtown Houma	Randy Hawthorne (Event Organizer), 7913 Main Street, Houma, LA, 70360, (985) 381-9812; E-mail: randy@pixeldidit.com
Bayou Board of REALTORS Affiliate Appreciation	September 7, 2023, from 3:00 p.m. to 5:00 p.m.	Bayou Board of Realtors	Garbage Containers and Collection, Municipal Auditorium, Security Location: Houma Municipal Auditorium	Aimee Rome (Houma), 4651 West Park Avenue, Houma, LA, 70364, (985) 868-7877; E-mail: aimee@bayourealtor.com
48th Annual	April 1, 2023,	Foundation for	Insurance,	Catherine Robichaux (Run/Event
Over and	from 2:00	Terrebonne	Municipal	Director), 8166 Main Street, Houma,
Under	p.m. to 6:00	General Health	Auditorium,	LA, 70360, (985) 209-7747; E-mail:
Tunnel Run	p.m.	System	Security	cattyalexis@gmail.com
			Location:	
			Houma	
			Municipal	
			Auditorium	
THS Band	March 24,	THS Band Booster	Barricades,	Kimbal Bonner (Treasurer), 7856 Main

Booster Shrimp Boil	2023, from 8:00 a.m. to 8:00 p.m.	Club	Civic Center, Insurance Location: Barry P. Bonvillain Civic Center	Street, Ste. 200, Houma, LA, 70360, (985) 688-9551; E-mail: KimbalBonner@tpda.org
3 rd Annual Bayou Terrebonne Boucherie	March 25, 2023, from 10:00 a.m. to 10:00 p.m.	Hache Grant Association, Inc.	Barricades, Electric Service, Garbage Containers and Collection, Security Location: 8033 Main Street, Houma, LA 70360	Noah Lirette (President), 8043 Main Street, Houma, LA 70360, (985) 856- 3106; E-mail: btboucherie@gmail.com

Should you have any questions, please feel free to contact me.

/tet

Attachments

cc: Mr. J. Dana Ortego, Human Resources & Risk Management Director

Ms. Kandace Mauldin, Chief Financial Officer

Mr. Steve Ponville, Public Safety Director

Mrs. Cheryl Lirette, Insurance Technician

Mr. Ed Lawson, Customer Service Manager

Mr. David Rome, Public Works Director

Ms. Laura Benoit, Public Works Executive Secretary

Mr. David Drury, Government Buildings Manager

Mrs. Debbie Bourg, Accounting Manager

Council Reading File

To:

Leilani Adams; Tammy Triggs; Keith Hampton; Anne Picou; David Drury; David Drury; Ed Lawson New Co-Sponsorship Application - Terrebonne Parish Consolidated Government Sunday, February 26, 2023 5:17:09 AM

Subject:

Co-Sponsorship Application

A new co-sponsorship application has been submitted through the Parish website.

Requesting Use of the Parish

No

Seal?

Event Name:

NAACP Youth Council Juneteenth Celebration

Location:

Dumas Auditorium

Date(s) of Event:

06/17/2023 (11:00 AM - 4:00 PM)

Reason for Co-Sponsorship:

Juneteenth Celebration Program

Services / Resources Needed:

Dumas Auditorium

Electric Service Security

Additional Details

Non-profit organization? YES

Selling Tickets? NO

Organization:

Terrebonne Parish NAACP

Authorized Representative:

Diana Collins (Houma)

Contact Person: Mailing Address: Diana Collins (Houma)

1123 Dewey St. Houma, LA 70360

Daytime Phone Number:

(985) 381-3379

E-mail:

dianam360@bellsouth.net

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

Terrebonne Parish Consolidated Government

www.tocg.org