

PARISH COUNCIL
PARISH OF TERREBONNE



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

AGENDA

Wednesday, September 13, 2023
6:00 PM

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.

Jessica Domangue
CHAIRMAN

John Amedee
VICE-CHAIRMAN
DISTRICT 1

Brien Pledger

DISTRICT 2

Carl Harding

DISTRICT 3

Gerald Michel

DISTRICT 4

John Amedee

Tammy E. Triggs,
COUNCIL CLERK

DISTRICT 5

Jessica Domangue

DISTRICT 6

Darrin Guidry

DISTRICT 7

Daniel Babin

DISTRICT 8

Dirk Guidry

DISTRICT 9

Steve Trosclair

NOTICE TO THE PUBLIC: If you wish to address the Council, please complete the "Public Wishing to Address the Council" form located on 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 AUGUST 9, 2023.

**DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON
AUGUST 23, 2023.**

APPROVE ACCOUNTS PAYABLE BILL LISTS FOR 8/28/2023, 9/5/2023, & 9/11/2023.

1. GENERAL BUSINESS:

- A. PROCLAMATION:** Proclaiming the week of September 17-23, 2023, as "Constitution Week" in Houma-Terrebonne.
- B. PROCLAMATION:** Proclaiming September 15, 2023 as "National POW / MIA Recognition Day" in Terrebonne Parish.
- C. COMMENDATION:** Commending the "Hometown Heroes" Banner Program for its efforts toward highlighting and honoring local military heroes.
- D. RESOLUTION:** Declaring a fisheries catastrophe arising from the surge of imported shrimp in unrestricted volumes.
- E.** Informational update by Bayou Cane Fire Chief Ken Himel regarding recent marsh fires.
- F.** A motion to discuss with possible action regarding derelict cables belonging to local utility companies and their hazards.

2. 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 declare as surplus a tax property located at 113 Daisy St. adjudicated to the Terrebonne Parish Consolidated Government and to acquire authorization to dispose of said property in accordance with L.A.R.S. 47:2196.
 - 1. Consider the adoption of the ordinance.
- B.** An ordinance to amend the 2023 Adopted Operating Budget and 5-Year Capital Outlay Budget of the Terrebonne Parish Consolidated Government for the following items and to provide for related matters:
 - I. Animal Shelter, \$21,014
 - II. Rotary Plaza, \$26,776
 - III. Houma Police Dept–Edward Byrne Memorial Justice Assistance Grant, \$12,934
 - IV. Houma Police Department-LCLE Grant, \$18,012
 - V. Bayou Boardwalk, \$60,000
 - 1. Consider the adoption of the ordinance.

3. COMMITTEE REPORTS:

- A.** Budget and Finance Committee, 09/11/23*
- B.** Community Development and Planning Committee, 09/11/23*
- C.** Public Services Committee, 09/11/23*
(*Ratification of minutes calls public hearings on Wednesday, September 27, 2023, at 6:30 p.m.)

4. STREET LIGHTS:

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

5. NOTICE OF MEETINGS:

- A.** Approving Council Staff attendance to the LAMSA Annual Fall Conference to be held from September 20 - 22, 2023, in Houma, Louisiana, as per current travel policy.

6. APPOINTMENTS TO VARIOUS BOARDS, COMMITTEES AND COMMISSIONS:

- A. Bayou Blue Fire Protection District Board:** One (1) expired term. Mr. Loyd A. Olin, III submits an application for consideration.
- B. Veterans Memorial Board:** Three (3) expiring terms on 09-17-23 (One representing each of the following: Parish President North of the Intracoastal, Legislative Delegation North, and the Marine Corps League) and one (1) vacancy due to a resignation (representing the Regional Military Museum Foundation). Mr. Urban "Herb" Picou, representing the Legislative Delegation North, expresses his interest in being reappointed. Ms. Sharon S. Chatagnier (representing the Legislative Delegation North) submits application and resume for consideration. Mr. Billy Burrow (representing the Marine Corps League) expresses his interest in being reappointed. Mr. Gus Marie (representing the Marine Corps League) submits application and resume for consideration. Mr. George S. Bourg (representing the Regional Military Museum Foundation) submits application and resume for consideration.
- C. TEDA:** One (1) expiring term on 09-09-23 (representing the Parish Council) and two (2) expired terms. Mr. Michael Lewis expresses his interest in being reappointed (representing the Parish Council).
- D. ~~PLANNING AND ZONING COMMISSION:~~** ~~One (1) vacancy due to a resignation. Mr. Jordan Lirette submits application for consideration. (Application pulled prior to meeting due residency requirement for vacancy.)~~

7. VACANCIES TO VARIOUS BOARDS, COMMITTEES AND COMMISSIONS:

- A. RECREATION DISTRICT NO. 2,3 BOARD:** One (1) vacancy due to a resignation.
RECREATION DISTRICT NO. 10 BOARD: One (1) expiring term on 10-26-23.
TEDA: Two (2) expired terms.
TERREBONNE PARISH TREE BOARD: Three (3) vacancies due to resignations.
AIRPORT COMMISSION: One (1) expiring term on 10-26-23.
COASTAL ZONE MANAGEMENT AND RESTORATION: Four (4) expiring terms on 10-31-23. (Each representing the following entities: Two (2) representing the Public, one (1) representing Recreational Fishing and one (1) representing Property Owners) and one (1) expired term (representing Commercial Fishing).
VETERANS MEMORIAL BOARD: One expiring term on 09-17-23 (representing the Parish President / North of the Intracoastal).

8. MONTHLY ENGINEERING REPORTS:

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

9. ANNOUNCEMENTS:

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

10. ADJOURN

Category Number:
Item Number:



Wednesday, September 13, 2023

Item Title:

INVOCATION

Item Summary:

INVOCATION

Category Number:
Item Number:



Wednesday, September 13, 2023

Item Title:

PLEDGE OF ALLEGIANCE

Item Summary:

PLEDGE OF ALLEGIANCE

Category Number:
Item Number:



Wednesday, September 13, 2023

Item Title:

APPROVE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON AUGUST 9, 2023

Item Summary:

APPROVE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON AUGUST 9, 2023.

Category Number:
Item Number:



Wednesday, September 13, 2023

Item Title:

DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON AUGUST 23, 2023

Item Summary:

DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON AUGUST 23, 2023.

Category Number:
Item Number:



Wednesday, September 13, 2023

Item Title:

Accounts Payable Bill Lists for 8/28/2023 & 9/5/2023 & 9/11/2023

Item Summary:

APPROVE ACCOUNTS PAYABLE BILL LISTS FOR 8/28/2023, 9/5/2023, & 9/11/2023.

ATTACHMENTS:

Description

Upload Date

Type

Accounts Payable Bill Lists for 8/28/2023
& 9/5/2023 & 9/11/2023

9/6/2023

Executive Summary



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
ACCOUNTS PAYABLE BILL LISTS FOR 8/28/2023, 9/5/2023 & 9/11/2023

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

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

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

s/Kandace M. Mauldin, CFO
 Signature

September 6, 2023
 Date

Category Number: 1.
Item Number: A.



Wednesday, September 13, 2023

Item Title:

Proclamation - 2023 Constitution Week

Item Summary:

PROCLAMATION: Proclaiming the week of September 17-23, 2023, as "Constitution Week" in Houma-Terrebonne.

ATTACHMENTS:

Description

Proclamation

Upload Date

9/8/2023

Type

Presentation



CITY OF HOUMA, LOUISIANA



PARISH OF TERREBONNE

A Proclamation

WHEREAS, September 17, 2023, marks the 236th anniversary of the signing of the Constitution of the United States of America, with September 17th being the date in 1787 that the Founding Fathers, the Framers of our Constitution, completed their work at the Constitutional Convention; and

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

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

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

NOW, THEREFORE BE IT RESOLVED, that the Terrebonne Parish Council, on behalf of the Parish President, Gordon E. Dove, and the entire Terrebonne Parish Consolidated Government, in conjunction with the Bayou Lafourche Chapter of the Daughters of the American Revolution, hereby proclaims the week of September 17 through 23, 2023 as

“CONSTITUTION WEEK” IN HOUMA-TERREBONNE

and that citizens be encouraged to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

Presented this the 13th day of September, 2023.

GORDON E. DOVE
PARISH PRESIDENT

JESSICA DOMANGUE
COUNCIL CHAIRWOMAN

TERREBONNE PARISH COUNCIL

BRIEN PLEDGER DISTRICT 1	CARL HARDING DISTRICT 2	GERALD MICHEL DISTRICT 3	JOHN AMEDÉE DISTRICT 4	JESSICA DOMANGUE DISTRICT 5
DARRIN GUIDRY, SR. DISTRICT 6	DANIEL BABIN DISTRICT 7	DIRK GUIDRY DISTRICT 8	STEVE TROCLAIR DISTRICT 9	

Category Number: 1.
Item Number: B.



Wednesday, September 13, 2023

Item Title:

Proclamation - POWMIA Recognition Day

Item Summary:

PROCLAMATION: Proclaiming September 15, 2023 as "National POW / MIA Recognition Day" in Terrebonne Parish.

ATTACHMENTS:

Description	Upload Date	Type
Proclamation	9/5/2023	Presentation



CITY OF HOUMA, LOUISIANA



PARISH OF TERREBONNE

A Proclamation

WHEREAS, National POW/MIA Recognition Day was established in 1979 by President Jimmy Carter and is commemorated annually on the third Friday of September as an opportunity to honor and recognize our brave service members who are classified as Prisoners of War (POW) or Missing in Action (MIA); and

WHEREAS, National POW/MIA Recognition Day is a day to acknowledge families, friends, and veterans who are awaiting recovery and identification of missing and unaccounted for service members from our Nation's past wars and conflicts; and

WHEREAS, acknowledged in 2019, World War II pilot Newt Heisley designed the POW/MIA flag, made in black and white to symbolize sorrow, anxiety, and hope; and

WHEREAS, the POW/MIA flag will be flown daily, in all places the United States flag is flown, including the Terrebonne Parish Courthouse, the Terrebonne Parish Government Tower, the Sherriff's Office, and the Houma Police Department; and

WHEREAS, National POW/MIA Recognition Day is a time where Terrebonne Parish residents can stand with POW/MIA's and their families and support those who serve our nation in defense of the values we hold dear; and

WHEREAS, National POW/MIA Recognition Day in Terrebonne Parish is an opportunity to honor service members who were held captive and returned, as well as those who remain missing; and

WHEREAS, National POW/MIA Recognition Day and other military events help bridge the community and the military to build trust and support.

*NOW, THEREFORE BE IT RESOLVED, by the Terrebonne Parish Council, on behalf of the Parish President, Gordon E. Dove, and the entire Terrebonne Parish Consolidated Government, that the day of **September 15, 2023** be hereby proclaimed as:*

"NATIONAL POW/MIA RECOGNITION DAY"

IN TERREBONNE PARISH

Presented this the 13th day of September, 2023.

GORDON E. DOVE
PARISH PRESIDENT

JESSICA DOMANGUE
COUNCIL CHAIRWOMAN

TERREBONNE PARISH COUNCIL

BRIEN PLEDGER **CARL HARDING** **GERALD MICHEL** **JOHN AMEDÉE** **JESSICA DOMANGUE**
DISTRICT 1 DISTRICT 2 DISTRICT 3 DISTRICT 4 DISTRICT 5

DARRIN GUIDRY, SR. **DANIEL BABIN** **DIRK GUIDRY** **STEVE TROSCLAIR**
DISTRICT 6 DISTRICT 7 DISTRICT 8 DISTRICT 9

Category Number: 1.
Item Number: C.



Wednesday, September 13, 2023

Item Title:

Commendation - Hometown Heroes Banner Program

Item Summary:

COMMENDATION: Commending the "Hometown Heroes" Banner Program for its efforts toward highlighting and honoring local military heroes.

ATTACHMENTS:

Description	Upload Date	Type
Commendation	9/7/2023	Presentation



CITY OF HOUMA, LOUISIANA



PARISH OF TERREBONNE

COMMENDATION

WHEREAS, the “Hometown Heroes” Banner Program recently began honoring six local heroes for their military service by placing banners dedicated to them along Barrow Street; and

WHEREAS, the “Hometown Heroes” Banner Program provides an opportunity for military veterans and their families to be honored year-round via banners bearing their picture, name, and years of service; and

WHEREAS, the “Hometown Heroes” Banner Program was established as a collaborative effort between the Terrebonne Parish Consolidated Government, the Regional Military Museum Foundation, and American Veteran Advocacy & Vets United to bring awareness of local heroes; and

WHEREAS, the “Hometown Heroes” Banner Program is one of many programs dedicated to acknowledging and celebrating those who have served bravely in the protection and promotion of their communities and nation.

NOW THEREFORE BE IT RESOLVED by the Terrebonne Parish Council, on behalf of the Parish President and the entire Terrebonne Parish Consolidated Government, that the

“HOMETOWN HEROES” BANNER PROGRAM

be commended for its efforts toward highlighting and honoring the local military heroes of all Terrebonne Parish.

Presented this 13th day of September, 2023.

GORDON E. DOVE
PARISH PRESIDENT

JESSICA DOMANGUE
COUNCIL CHAIRWOMAN

TERREBONNE PARISH COUNCIL

BRIEN PLEDGER
DISTRICT 1

CARL HARDING
DISTRICT 2

GERALD MICHEL
DISTRICT 3

JOHN AMEDEE
DISTRICT 4

JESSICA DOMANGUE
DISTRICT 5

DARRIN W. GUIDRY, SR.
DISTRICT 6

DANIEL BABIN
DISTRICT 7

DIRK J. GUIDRY
DISTRICT 8

STEVE TROSLAIR
DISTRICT 9



Wednesday, September 13, 2023

Item Title:

RESOLUTION - Declaring a Fisheries Catastrophe Arising from the Surge of Imported Shrimp in Unrestricted Volumes

Item Summary:

RESOLUTION: Declaring a fisheries catastrophe arising from the surge of imported shrimp in unrestricted volumes.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	9/5/2023	Executive Summary
Resolution	9/5/2023	Resolution
Revised Resolution	9/13/2023	Cover Memo



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
RESOLUTION: Declaring a Fisheries Catastrophe

PROJECT SUMMARY (200 WORDS OR LESS)
RESOLUTION: Declaring a fisheries catastrophe arising from the surge of imported shrimp in unrestricted volumes.

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

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

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

Jessica Domangue

08/31/2023

Signature

Date

"Resolution Declaring a Fisheries Catastrophe Arising from the Surge of Imported Shrimp in Unrestricted Volumes"

WHEREAS, the fisheries industry is a cornerstone of both the economy and cultural heritage of our region, and it has been brought to our attention that the state of Louisiana accounts with a five year average of 89.2 million pounds of wild-caught shrimp per Wildlife and Fisheries data from 2016-2020.

WHEREAS, the State of Louisiana encompasses 5303 commercial fisheries licenses in the year of 2022, which underscores the significance of the fisheries sector within our state. One out of every 70 jobs in Louisiana is related to the seafood industry, which as a whole has an economic impact of over \$2.4 billion annually for Louisiana. Many of these jobs are in family-owned-and-operated companies that have worked for generations to bring the finest seafood to the tables of the world.

WHEREAS, since the 1980, the Gulf States accounted for 86% of commercially wild-caught white shrimp, totaling more than 3.3 billion pounds. In 1980, the average dockside wild-caught shrimp price was valued at approximately \$6.50 per pound, which fell to \$2.50 per pound in 2014, and has now plummeted to approximately less than \$1.00 per pound. While today's average price of fuel is \$3.70 per gallon. In the 1980's fuel prices were approximately \$.75 a gallon. The American Wild-Caught Seafood Harvesters of the Gulf of Mexico are facing some of the lowest prices due to foreign shrimp being dumped into the United States markets from many foreign countries.

WHEREAS, in 2005, the International Trade Commission (ITC) issued a determination based on Section 735(b) of the Tariff Act of 1930, stating that the United States industry had suffered material injury due to the import of certain non-canned warmwater shrimp and prawns from Brazil, China, Ecuador, India, Thailand, and Vietnam, subsequently sold in the United States below fair value, as confirmed by the Department of Commerce.

WHEREAS, the ongoing distressing trends faced by our American Wild-Caught Seafood Harvesters are unsustainable, pushing numerous industry participants to the brink and compelling them to leave their vessels unused and docked. Also doors shutting for docks and processors.

WHEREAS, despite the ITC's recent unanimous affirmation of anti-dumping duty orders on imported shrimp from China, India, Thailand, and Vietnam following their third five-year review, a dire need persists for more comprehensive actions addressing the deluge of imported shrimp from Ecuador and many other foreign countries.

WHEREAS, Ecuador has emerged as a global leader in shrimp supply growth, with exponential expansion, importing over 713 million pounds of farmed shrimp annually into the United States, experiencing a 54% surge since 2020.

WHEREAS, the scale of Ecuador's shrimp imports to the U.S. has escalated by an astonishing 24% in the last year alone, exerting an undue strain on American Wild-Caught Seafood Harvesters, Docks, and Processors who find themselves entangled in the repercussions of foreign shrimp dumping.

WHEREAS, while acknowledging Ecuador's advancements in production efficiency, genetics, and its geographic proximity to the United States, it is crucial to recognize the severe implications American Wild-Caught Seafood Harvesters, Docks and Processors on the Gulf Coast confront as they grapple with the inundation of foreign shrimp, including the potential introduction of white spot disease to the Gulf of Mexico due to the shrimp farming practices of Ecuador.

WHEREAS, further compounding the issue are health concerns associated with imported shrimp, which often fall short of adhering to domestic health standards. A 2017 GAO report revealed that 12% of shrimp samples tested positive for unsafe drugs, with the FDA examining a mere 1% of all seafood imports for potential issues.

WHEREAS, the World Health Organization has highlighted grave apprehensions regarding the substantial contribution of imported shrimp and fish to the global health crisis of antibiotic resistance. In light of this concern, considering the multitude of countries involved beyond those merely enumerated in the antidumping list, it becomes apparent that safeguarding the health of our citizens and addressing the fisheries catastrophe caused by the imported farmed shrimp is imperative. It is evident that the existing capacity of the FDA to scrutinize all inbound shrimp shipments into our nation is insufficient. Historical data, even prior to the onset of the Covid pandemic, indicated that a meager 2% of all seafood underwent FDA testing, a figure that subsequently plummeted to a mere 1%. This unsettling decline underscores the heightened risk posed to a significant portion of our populace.

WHEREAS, the Department of Commerce has exercised its discretionary authority to reduce antidumping duties applicable to Indian shrimp.

WHEREAS, operating within the framework of the Seafood Nutrition Partnership initiative, NOAA actively supports a comprehensive seafood marketing endeavor with the goal of nurturing the consumption of U.S. seafood, spanning across both domestically sourced and imported varieties. Notably, entities of significant scale involved in seafood importation and major chain restaurants, exclusively reliant on imported shrimp, are in pursuit of a funding allocation of \$25 million annually for a span of five years, as part of their proposal submitted to NOAA.

WHEREAS, it is imperative to note that numerous top-volume shrimp-importing countries to the United States uphold lower wages, diminished workplace safety, compromised health and environmental standards, and inferior labor practices, in stark contrast to the United States.

WHEREAS, the protection of American Wild-Caught Seafood Harvesters, Docks and Processors through commerce and trade policies is paramount, safeguarding them from foreign competitors, including instances of slave labor.

WHEREAS, the economic value of the shrimping industry in Louisiana is substantial and must not be underestimated.

NOW, THEREFORE, be it proclaimed by the Parish President and the **Terrebonne** Parish Council of the Parish of **Terrebonne** that a declaration of disaster is warranted by the influx of foreign imported shrimp, owing to the magnitude of the potential damage and future damages, the rapidity of the continuing decrease in marketability of domestic wild-caught shrimp, and the imminent threat of disaster.

BE IT FURTHER RESOLVED, that the declaration of disaster empowers the implementation of controls on activities that exacerbate the risk of public harm.

BE IT FURTHER RESOLVED, that these controls hold the potential to protect lives, safeguard property, and mitigate the threat of the destruction of the economies throughout coastal communities, upon which the residents of **Terrebonne** Parish depend.

OFFERED BY:

SECONDED BY:

RESOLUTION NO _____

A RESOLUTION IN SUPPORT OF THE LOCAL DOMESTIC SHRIMPING
INDUSTRY IN LOUISIANA AND TERREBONNE PARISH

Whereas, there are a myriad of reasons allegedly why the shrimping prices are low;

Whereas, Terrebonne Parish Consolidated President, Gordon E. Dove, and the Terrebonne Parish Council hereby request that Governor John Bel Edwards give his immediate attention to the emergency and financial disaster that is wreaking havoc on the domestic Louisiana shrimping industry;

Whereas, it is requested that Governor John Bel Edwards use all his powers, as allowed by law, including but not limited to, emergency powers to investigate and remedy a potential collapse of the domestic shrimping industry in Louisiana;

NOW THEREFORE, BE IT RESOLVED that the Terrebonne Parish Consolidated Government through its Parish President Gordon E. Dove, and the Terrebonne Parish Council hereby requests that Governor John Bel Edwards, immediately begin an investigation into the issues causing the domestic shrimping industry to suffer severe financial hardships;

LET IT FURTHER BE RESOLVED, that Governor John Bel Edwards consider using his executive and emergency powers, as allowed by law, to assist in investigating and resolving the economic crisis that has been and is drastically affecting the economics of the Louisiana domestic shrimping industry in the State of Louisiana and the well being of the residents of the Terrebonne Parish and the entire State of Louisiana.

There was recorded:

YEAS:

NAYS:

ABSTAINING:

ABSENT:

The Chairman declares the resolution adopted on this _____ day of _____ 2023.

I, Tammy 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 _____ committee on _____, and subsequently ratified by the assembled Council in regular session on _____, at which meeting a quorum was present.

Given under my official signature and seal of this office this _____ day of _____ 2023.

Tammy Triggs
Council Clerk
Terrebonne Parish Council

Gordon E. Dove
Parish President

Jessica Domangue
Chairwoman TPCG Council

**Revised Resolution
Council Agenda
Item 1D**

Rec'd 09-12-23 @ 7:30pm

Category Number: 1.
Item Number: E.



Wednesday, September 13, 2023

Item Title:

Marsh Fire Update

Item Summary:

Informational update by Bayou Cane Fire Chief Ken Himel regarding recent marsh fires.

ATTACHMENTS:

Description

Executive Summary

Upload Date

9/8/2023

Type

Executive Summary



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Marsh Fire Update

PROJECT SUMMARY (200 WORDS OR LESS)
Informational update by Bayou Cane Fire Chief Ken Himel regarding recent marsh fires.

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

Gerald Michel

09/07/2023

Signature

Date



Wednesday, September 13, 2023

Item Title:

Derelict Cables

Item Summary:

A motion to discuss with possible action regarding derelict cables belonging to local utility companies and their hazards.

ATTACHMENTS:

Description

Executive Summary

Upload Date

9/8/2023

Type

Executive Summary



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Derelict Cables

PROJECT SUMMARY (200 WORDS OR LESS)
A motion to discuss with possible action regarding derelict cables belonging to local utility companies and their hazards.

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

TOTAL EXPENDITURE	
N/A	
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)	
<u>ACTUAL</u>	ESTIMATED
IS PROJECT ALREADY 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 Trosclair

09/07/2023

Signature

Date



Wednesday, September 13, 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, September 13, 2023

Item Title:

Ordinance to declare as surplus adjudicated property located at 113 Daisy St. in which the parish has 58% interest

Item Summary:

An ordinance to declare as surplus a tax property located at 113 Daisy St. adjudicated to the Terrebonne Parish Consolidated Government and to acquire authorization to dispose of said property in accordance with LA R.S. 47:2196.

1. Consider the adoption of the ordinance.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	8/4/2023	Executive Summary
Ordinance	8/4/2023	Ordinance
Backup Material	8/4/2023	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Introduction of an Ordinance to Declare as Surplus Adjudicated Property located at 113 Daisy St. in which the parish has 58%.

PROJECT SUMMARY (200 WORDS OR LESS)

Declaring as surplus adjudicated property and to acquire authorization to dispose of said property in accordance with LA R.S. 47:2196

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

The selling of adjudicated property by the Parish will eliminate maintenance cost and add the property back on the tax roll. Neighborhoods may benefit by the possible addition of new dwellings and increased positive activity around said property.

TOTAL EXPENDITURE

Anticipated Revenue: Pending Appraisal

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

IF YES AMOUNT
BUDGETED:

N/A

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

2

3

4

5

6

7

8

9

Sharon Ellis

Sharon Ellis, Purchasing Manager

August 4, 2023

Date

OFFERED BY:
SECONDED BY:

ORDINANCE NO: _____

AN ORDINANCE DECLARING PROPERTY ADJUDICATED TO TERREBONNE PARISH CONSOLIDATED GOVERNMENT AS SURPLUS AND NOT NEEDED FOR A PUBLIC PURPOSE; **113 DAISY ST. (PARCEL #42146)** AND TO ADDRESS OTHER MATTERS RELATIVE THERETO.

WHEREAS, **58%** of immovable property owned by **SAUNDRA SMITH** and described below was adjudicated to the Terrebonne Parish Consolidated Government on **JUNE 24, 2014** for nonpayment of taxes; and

WHEREAS, LA R.S. 47:2196, *et seq.* authorizes the parish to sell adjudicated property in accordance with law; and

WHEREAS, the three (3) year period for redemption provided by Art. 7, §25 of the Louisiana Constitution has elapsed without redemption; and

WHEREAS, the Terrebonne Parish Consolidated Government now wishes to declare the property described below surplus and not needed for a public purpose and to dispose of said property in accordance with LA R.S. 47:2196, *et seq.*; and

NOW BE IT ORDAINED by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the following described properties adjudicated to the Terrebonne Parish Consolidated Government and depicted on the attached plats, if any, are hereby declared surplus

LOT 7 BLOCK 2 PITRE SUBDIVISION

BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that Administration be hereby authorized to dispose of the property in accordance with LA R.S. 47:2196, *et seq.* and inclusive of the following terms.

SECTION I

Each bid shall be accompanied by a deposit in the form of a Certified Check, Cashier's Check, Money Order or Bid Bond with Power of Attorney (Letters of Credit WILL NOT be accepted) in the amount of twenty percent (20%) of the proposed price made payable to the Terrebonne Parish Consolidated Government. Bid deposits made for non-winning bids shall be returned. The bid deposit made with the winning bid shall be non-refundable, unless redemption occurs, and paid towards the purchase price. The balance of the purchase price is due at the time of closing and payable in the form of a Certified Check, Cashier's Check, or Money Order.

SECTION II

Additionally, the winning bidder shall bear the cost of recording the sale document into the conveyance records of the Parish of Terrebonne pursuant to La. R.S. 47:2207.

SECTION III

The winning bidder, otherwise known as the Purchaser or Acquirer, of this adjudicated property is solely responsible for compliance with La. R.S. 47:2206 regarding notification of parties who may have had an interest in the property regarding their rights of redemption and La. R.S. 47:2208 regarding recordation of those notices. Copies of the applicable law will be distributed along with bid packets for this adjudicated property. Terrebonne Parish Consolidated Government has not and will not perform these requirements; thus, it is the purchaser's or acquiring person's responsibility to do so. Terrebonne Parish Consolidated Government encourages the Purchaser or Acquiring Person to consult legal counsel regarding Louisiana law

on adjudicated property.

SECTION IV

By acquiring a bid packet for the bid/purchase of this adjudicated property, each bidder acknowledges that he/she/it has received all information discussed in this ordinance as well as the statutes (laws) discussed in Section II above, and that he/she/it understands these procedures must be followed in order to fully protect he/she/its rights in the adjudicated property purchased from the parish.

SECTION V

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

SECTION VI

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

SECTION VII

This ordinance shall become effective upon approval by the Parish President, or 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 two weeks, was voted upon as follows:

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING:

ABSENT:

The Chairman declared the resolution adopted this ____day of _____, 2023.

Terrebonne Parish Recording Page

42146

Theresa A. Robichaux
Clerk Of Court
P.O. Box 1569
Houma, La 70361-1569
(985) 868-5660

589

113 Daisy St.

Received From :
TERREBONNE PARISH SHERIFF'S OFFICE
P.O. BOX 1670
HOUMA, LA 70361

First VENDOR

SMITH, SAUNDRA

First VENDEE

TERREBONNE PARISH CONSOL GOVERNMENT

Index Type : Conveyances

File # : 1456847

Type of Document : Tax Sale/Commission To Sell

Book : 2381 Page : 522

Recording Pages : 3

Recorded Information

I hereby certify that the attached document was filed for registry and recorded in the Clerk of Court's office for Terrebonne Parish, Louisiana

Theresa A. Robichaux

Clerk of Court

On (Recorded Date) : 06/24/2014

At (Recorded Time) : 12:27:58PM



Doc ID - 012543050003



CLERK OF COURT
THERESAA. ROBICHAUX
Parish of Terrebonne

I certify that this is a true copy of the attached document that was filed for registry and
Recorded 06/24/2014 at 12:27:58
Recorded in Book 2381 Page 522
File Number 1456847

Christine S. Knight
Deputy Clerk

Return To :
TERREBONNE PARISH SHERIFF'S OFFICE
P.O. BOX 1670
HOUMA, LA 70361

TAX SALE CERTIFICATE

STATE OF LOUISIANA
PARISH OF TERREBONNE

STATE OF LOUISIANA
VS. TAX ROLL
SMITH, SAUNDRA 29/50
4583 GLENFIELD DR
HOUMA, LA 70360

BE IT KNOWN AND REMEMBERED, that I, JERRY J. LARPENTER, Sheriff and Ex-Officio Tax Collector, of the Parish aforesaid, and by virtue of the authority in me vested by the constitution and laws of the State of Louisiana and in pursuance of the requirements of those laws, having mailed and published the notice required by law and having strictly complied with each and every requirement of the laws relating to delinquent taxes and tax debtors and to seizures, advertisements, and sale of tax sale title to the property in full, did in the manner prescribed by law, advertise and list in "THE COURIER" the property to be sold for delinquent property taxes with interest and costs for the year of **2013** in the Court House Annex in the City of Houma, Louisiana, on **June 11, 2014**, beginning at ten o'clock A.M. giving notice in the issues of the newspaper on **May 09, 2014** and **June 6, 2014** and in said list as advertised the following described immovable property appearing in the name of

SMITH, SAUNDRA 29/50
R-03-C-42146-100

to wit:

LOT 7 BLOCK 2 PITRE SUBDIVISION CB 2199/707.

1 LOT(S) 800

TOTAL TAXES	43.67
INTEREST	2.62
NOTICE	17.00
ADVERTISEMENT	100.00
PVR	50.00
TOTAL	213.29

And on said **June 11, 2014**, after beginning but not completing said list, I continued the same within legal hours each succeeding legal day offering tax sale title to said property for sale at public auction in the manner required by said laws and the **100% OF THE WHOLE** of the tax debtor therein being the smallest amount of said property, **SINCE THERE WERE NO BIDDERS THE PROPERTY WAS ADJUDICATED TO THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT PO BOX 2768 HOUMA, LA 70361**, and having complied with the terms of sale, the tax sale title was adjudicated **100% OF 29/50 OF UNDIVIDED INTEREST OF THE WHOLE** of the tax debtor therein.

NOW, THEREFORE, all the formalities of the law having been complied with, I, JERRY J. LARPENTER, Sheriff and Ex-Officio Tax Collector for the Parish of Terrebonne, by virtue of the authority in me vested by the laws of the State of Louisiana

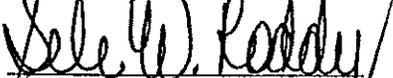
do by these presents sell and transfer unto, **SINCE THERE WERE NO BIDDERS THE PROPERTY WAS ADJUDICATED TO THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT PO BOX 2768 HOUMA, LA 70361** tax sale title to the **100% OF 29/50 OF UNDIVIDED INTEREST OF THE WHOLE** of the tax debtor therein last above described with all the improvements thereon. The tax debtor or any person interested personally or as heir, legatee, creditor or otherwise, shall have the right to redeem the property for the period of three years from the date of filing of this tax sale certificate. The redemption may take place by paying the price given including costs and five percent penalty thereon with interest at the rate of one percent per month until the redemption.

IN TESTIMONY WHEREOF, I have hereunto signed my name officially at Houma, Louisiana, Parish of Terrebonne, in the presence of the two undersigned competent witnesses, who also signed on this 23rd day of JUNE, 2014.

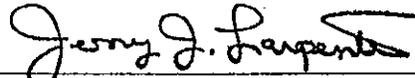
Witnesses:



Billie Portier



Sele W. Roddy



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



Wednesday, September 13, 2023

Item Title:

2023 Various Items for Budget Amendment

Item Summary:

An ordinance to amend the 2023 Adopted Operating Budget and 5-Year Capital Outlay Budget of the Terrebonne Parish Consolidated Government for the following items and to provide for related matters:

- I. Animal Shelter, \$21,014
- II. Rotary Plaza, \$26,776
- III. Houma Police Dept–Edward Byrne Memorial Justice Assistance Grant, \$12,934
- IV. Houma Police Department-LCLE Grant, \$18,012
- V. Bayou Boardwalk, \$60,000
- 1. Consider the adoption of the ordinance.

ATTACHMENTS:

Description	Upload Date	Type
2023 Various Items for Budget Amendment	8/17/2023	Executive Summary
2023 Various Items for Budget Amendment	8/17/2023	Budget Amendment
2023 Various Items for Budget Amendment	8/17/2023	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Ordinance for a Budget Amendment

PROJECT SUMMARY (200 WORDS OR LESS)
<p>AN ORDINANCE TO AMEND THE 2023 ADOPTED OPERATING BUDGET AND 5-YEAR CAPITAL OUTLAY BUDGET OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS.</p> <ul style="list-style-type: none"> I. Animal Shelter, \$21,014 II. Rotary Plaza, \$26,776 III. Houma Police Dept–Edward Byrne Memorial Justice Assistance Grant, \$12,934 IV. Houma Police Department-LCLE Grant, \$18,012 V. Bayou Boardwalk, \$60,000

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

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

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

_____/s/ Kayla Dupre_____
Signature

____August 17, 2023_____
Date

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE 2023 ADOPTED OPERATING BUDGET AND 5-YEAR CAPITAL OUTLAY BUDGET OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS.

- I. Animal Shelter, \$21,014
- II. Rotary Plaza, \$26,776
- III. Houma Police Dept–Edward Byrne Memorial Justice Assistance Grant, \$12,934
- IV. Houma Police Department-LCLE Grant, \$18,012
- V. Bayou Boardwalk, \$60,000

SECTION I

WHEREAS, the Animal Shelter received donations of \$21,014, and

WHEREAS, the donations of \$21,014 will be put into the Medical and Drug 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 Animal Shelter. (Attachment A)

SECTION II

WHEREAS, Administration is requesting funding for the Rotary Plaza in the amount of \$26,776, and

WHEREAS, the funding source is from Downtown Development.

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 Rotary Plaza. (Attachment B)

SECTION III

WHEREAS, the Parish received funds from the U.S. Department of Justice, Office of Justice Programs Fiscal Year 2022 Edward Byrne Memorial JAG Fund in the amount of Twelve Thousand, Nine Hundred and Thirty-four dollars (\$12,934), and

WHEREAS, the 2022 Edward Byrne Memorial JAG Fund will provide grant funding to purchase portable radios to improve the effectiveness and safety of our Police Officers by providing them with updated communication equipment.

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 to reflect the funding of the Edward Byrne Memorial JAG Fund. (Attachment C)

SECTION IV

WHEREAS, the Parish received funds from Louisiana Commission on Law Enforcement (LCLE) and the Administration of Criminal Justice Fiscal Year 2021 Multi-Task Grant (Grant #2021-DJ-7234) for \$18,012, and

WHEREAS, the 2021 Multi-Task Grant (Grant #2021-DJ-7234) will provide funding for joint policing efforts between the Houma Police Department and the Assumption Parish Sheriff's Office relating to substance abuse criminal activities.

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 to reflect the funding of the Multi-Task Grant. (Attachment D)

SECTION V

WHEREAS, TPCG entered into an Intergovernmental Agreement with Houma Restoration District for Phase II of the renovations to the Bayou Boardwalk, and

WHEREAS, TPCG requested funding from the District in the amount of \$60,000 to be put into the Boardwalk Project account, and

WHEREAS, TPCG and Houma Restoration District will facilitate a joint mission to improve and restore the Bayou Boardwalk in downtown Houma.

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 and 5-Year Capital Outlay Budget be amended for the Bayou Boardwalk. (Attachment E)

SECTION VI

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 VII

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 VIII

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 – N

Date Prepared: 8/16/23 BA #15

ATTACHMENT A - Animal Shelter

	2023		
	Adopted	Change	Amended
Donations-Meds for Animal Shelter	(900)	(21,014)	(21,914)
Medical & Drugs	93,338	21,014	114,352

ATTACHMENT B - Rotary Plaza

	2023		
	Adopted	Change	Amended
Rotary Centennial Plaza Park	1,414,111	26,776	1,440,887
Transfer from General Fund	(70,000)	(26,776)	(96,776)
Transfer to Capital Projects Fund	70,000	26,776	96,776
Downtown Bulb Out Project	26,776	(26,776)	-

ATTACHMENT C - Houma Police Dept

	2023		
	Adopted	Change	Amended
Jag		(12,934)	(12,934)
Communication Equipment		12,934	12,934

ATTACHMENT D - Houma Police Dept

	2023		
	Adopted	Change	Amended
Multi-Task Force		(18,012)	(18,012)
Other Fees	5,000	7,013	12,013
Overtime Pay		10,999	10,999

ATTACHMENT E - Bayou Boardwalk

	2023		
	Adopted	Change	Amended
Houma Restoration District-Boardwalk		(60,000)	(60,000)
DDC Boardwalk Project	82,585	60,000	142,585

Section I

Kayla Dupre

From: Valerie Robinson
Sent: Tuesday, July 25, 2023 5:18 PM
To: Kayla Dupre
Subject: B.I. check
Attachments: B.I. check_0001.pdf

Hi Kayla,

I'm sending over a check from B.I. for \$11,108.91. Please deposit and move that money to Medical and Drugs 151-442-8221-01. Thanks!

Best,

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

Follow us on [facebook](https://www.facebook.com/tpcg)

151-000-6741-B
to 151-442-8221-01
#21014

FD176GG

GENERAL LEDGER/DETAIL DESCRIPTION

8/16/23

JULY 31, 2023 - MONTH LAST CLOSED

08:36:44

ACCT: 151-000-6741-18

GENERAL FUND

RANGE DATE: 1/2023 to 12/2023

NO DEPARTMENT NAME

DONATIONS-MEDS FOR ANIMAL SHEL

(V)IEW MORE

VENDOR

CDE	DATE	DETAIL DESCRIPTION	STS	AMOUNT
C/R	01/03/23	ANIMAL SHELTER	CLS	323.00-
C/R	03/07/23	VACCINE STIPEN	CLS	900.00-
C/R	04/20/23	HUMANE RESCUE ALLI	CLS	100.00-
C/R	05/08/23	ANIMAL SHEL CLSBAL	CLS	3,157.00-
C/R	05/19/23	HUMANE RESCUE	CLS	50.00-
C/R	06/22/23	HUMANE RESCUE	CLS	150.00-
C/R	07/12/23	DONATIONS MEDS	CLS	5,595.37-
C/R	07/25/23	DONATIONS MEDS AS	CLS	830.00-
C/R	07/28/23	HUMANE RESCUE ALLI	CLS	100.00-
C/R	07/31/23	AN SHELTT DONATIONS	CLS	11,108.91-

+

CMD01 = EXIT

CMD02 = PREVIOUS SCR

CMD05 = DSP PO/DOC NBR

CMD07 = DSP INVOICE NBR

HDCC - Budget Amendment Request

		Current Budget	Adjustment	Adjusted Budget
659-196-8912-11	Rotary Centennial Plaza Park	\$ 1,414,111	\$ 26,776	\$ 1,440,887
151-652-8913-12	Downtown Bulb Out Project	26,776	(26,776)	-
		<hr/>	<hr/>	<hr/>
		\$ 1,440,887	\$ -	\$ 1,440,887

Section II

Skyla Galjour

From: Anne Picou
Sent: Tuesday, August 8, 2023 4:23 PM
To: Christopher Pulaski; Kandace Mauldin; Kayla Dupre; Felicia Aubert; Skyla Galjour
Subject: Plaza Account

Good day to all,
The HDDC has two-line items on their current financial statement from July 2023. Can we move the \$70,000 referencing Belanger St Project, and the \$26,776.00 Bulb out project to the Rotary Plaza Project? It would help to identify what remaining funds are available and which are dedicated for projects.

Thank you,
Anne

ready to transfer



Anne Picou
Cultural Resource Dir.
317 Goode Street
985-873-6408

JULY 31, 2023 - MONTH LAST CLOSED

ACCT: 659-196-8912-11

CAPITAL PROJECTS CONTRL
AUDITORIUMS
ROTARY CENTENNIAL PLAZA PARK

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	1,414,111	887,101.61	0	527,009
CLOSED:				
2017	0	.00	N/A	0
2018	0	.00	N/A	0
2019	60,000	.00	N/A	60,000
2020	35,000	24,387.13	N/A	10,613
2021	238,613	90,781.66	N/A	147,831
2022	1,322,831	18,720.31	N/A	1,304,111

ENTER = CONTINUE CF04 = DSP DETAIL CF05 = DSP INV JE
 CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

JUNE 30, 2023 - MONTH LAST CLOSED

ACCT: 151-652-8913-12

GENERAL FUND

ECONOMIC DEVEL. - OTHER
DOWNTOWN BULB OUT PROJECT

	BUDGET	ACTUAL	ENCUMBERED	VARIANCE
OPEN:				
2023	26,776	.00	0	26,776
CLOSED:				
2017	31,885	.00	N/A	31,885
2018	31,885	.00	N/A	31,885
2019	31,885	5,108.82	N/A	26,776
2020	26,776	.00	N/A	26,776
2021	26,776	.00	N/A	26,776
2022	26,776	.00	N/A	26,776

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

(26,776) to 659-196-8912-11

ACCT: 659-000-7101-51

CAPITAL PROJECTS CONTRL
 NO DEPARTMENT NAME
 GENERAL FUND

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	70,000	70,000.00-	0	0
CLOSED:				
2017	33,979	33,979.00-	N/A	0
2018	165,389	165,389.00-	N/A	0
2019	80,000	80,000.00-	N/A	0
2020	0	.00	N/A	0
2021	250,000	250,000.00-	N/A	0
2022	84,000	84,000.00-	N/A	0

ENTER = CONTINUE

CF01 = EXIT

CF04 = DSP DETAIL

CF02 = INPUT SCR

CF05 = DSP ENCUMBRANCE

CF06 = DSP INV JE

CF08 = PRT DETAIL

ACCT: 151-999-9106-59

GENERAL FUND
 OPERATING TRANSFERS
 CAPITAL PROJECT CONTROL FUND

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	70,000	70,000.00	0	0
CLOSED:				
2017	33,979	33,979.00	N/A	0
2018	165,389	165,389.00	N/A	0
2019	80,000	80,000.00	N/A	0
2020	0	.00	N/A	0
2021	250,000	250,000.00	N/A	0
2022	84,000	84,000.00	N/A	0

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT SCR

CF04 = DSP DETAIL

CF06 = DSP ENCUMBRANCE

CF05 = DSP INV JE

CF08 = PRT DETAIL

Terrebonne Parish Consolidated Government
OJP
2022 JAG - Edward Byrne Memorial Justice Assistance Grant
Budget Amendment
7/27/2023

		Current	Adjustment	Final
206-000-6312-06	Revenue	-	(12,934)	(12,934)
206-211-8915-03	Communication Equipment	-	12,934	12,934

This grant will provide portable radios and communication equipment to the Houma Police Department.

Section III

FD171GG

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

7/25/23

ACCT: 206-000-6312-06

JAG-JUSTICE ASSIST GRT

NO DEPARTMENT NAME

JAG

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	0	.00	0	0
CLOSED:				
2017	9,602	9,601.54-	N/A	0
2018	0	.00	N/A	0
2019	30,870	14,731.00-	N/A	16,139-
2020	28,156	63,131.00-	N/A	34,975
2021	0	34,975.00	N/A	34,975-
2022	12,859	12,859.00-	N/A	0

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT SCR

CF04 = DSP DETAIL

CF06 = DSP ENCUMBRANCE

CF05 = DSP INV JE

CF08 = PRT DETAIL

FD171GG

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

7/25/23

ACCT: 206-211-8915-03

JAG-JUSTICE ASSIST GRT
POLICE
COMMUNICATION EQUIPMENT

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	0	.00	0	0
CLOSED:				
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
2022	0	.00	N/A	0

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

CF02 = INPUT SCR

✓ **Award Letter**

September 22, 2022

Dear Dana Coleman,

On behalf of Attorney General Merrick B. Garland, it is my pleasure to inform you the Office of Justice Programs (OJP) has approved the application submitted by TERREBONNE PARISH OF for an award under the funding opportunity entitled 2022 BJA FY 22 Edward Byrne Memorial Justice Assistance Grant Program - Local Solicitation. The approved award amount is \$12,934.

Review the Award Instrument below carefully and familiarize yourself with all conditions and requirements before accepting your award. The Award Instrument includes the Award Offer (Award Information, Project Information, Financial Information, and Award Conditions) and Award Acceptance. For COPS Office and OVW funding the Award Offer also includes any Other Award Documents.

Please note that award requirements include not only the conditions and limitations set forth in the Award Offer, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. These requirements encompass financial, administrative, and programmatic matters, as well as other important matters (e.g., specific restrictions on use of funds). Therefore, all key staff should receive the award conditions, the assurances and certifications, and the application as approved by OJP, so that they understand the award requirements. Information on all pertinent award requirements also must be provided to any subrecipient of the award.

Should you accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

Prior to accepting the award, your Entity Administrator must assign a Financial Manager, Grant Award Administrator, and Authorized Representative(s) in the Justice Grants System (JustGrants). The Entity Administrator will need to ensure the assigned Authorized Representative(s) is current and has the legal authority to accept awards and bind the entity to the award terms and conditions. To accept the award, the Authorized Representative(s) must accept all parts of the Award Offer in the Justice Grants System (JustGrants), including by executing the required declaration and certification, within 45 days from the award date.

To access your funds, you will need to enroll in the Automated Standard Application for Payments (ASAP) system, if you haven't already completed the enrollment process in ASAP. The Entity Administrator should have already received an email from ASAP to initiate this process.

Congratulations, and we look forward to working with you.

Maureen Henneberg
Deputy Assistant Attorney General

Office for Civil Rights Notice for All Recipients

The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) has been delegated the responsibility for ensuring that recipients of federal financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) are not engaged in discrimination prohibited by law. Several federal civil rights laws, such as Title VI of the Civil Rights Act of 1964 and Section 504 of the

BJA FY22

Rehabilitation Act of 1973, require recipients of federal financial assistance to give assurances that they will comply with those laws. Taken together, these civil rights laws prohibit recipients of federal financial assistance from DOJ from discriminating in services and employment because of race, color, national origin, religion, disability, sex, and, for grants authorized under the Violence Against Women Act, sexual orientation and gender identity. Recipients are also prohibited from discriminating in services because of age. For a complete review of these civil rights laws and nondiscrimination requirements, in connection with DOJ awards, see <https://ojp.gov/funding/Explore/LegalOverview/CivilRightsRequirements.htm>.

Under the delegation of authority, the OCR investigates allegations of discrimination against recipients from individuals, entities, or groups. In addition, the OCR conducts limited compliance reviews and audits based on regulatory criteria. These reviews and audits permit the OCR to evaluate whether recipients of financial assistance from the Department are providing services in a nondiscriminatory manner to their service population or have employment practices that meet equal-opportunity standards.

If you are a recipient of grant awards under the Omnibus Crime Control and Safe Streets Act or the Juvenile Justice and Delinquency Prevention Act and your agency is part of a criminal justice system, there are two additional obligations that may apply in connection with the awards: (1) complying with the regulation relating to Equal Employment Opportunity Programs (EEOPs); and (2) submitting findings of discrimination to OCR. For additional information regarding the EEO requirement, see 28 CFR Part 42, subpart E, and for additional information regarding requirements when there is an adverse finding, see 28 C.F.R. §§ 42.204(c), .205(c)(5).

The OCR is available to help you and your organization meet the civil rights requirements that are associated with DOJ grant funding. If you would like the OCR to assist you in fulfilling your organization's civil rights or nondiscrimination responsibilities as a recipient of federal financial assistance, please do not hesitate to contact the OCR at askOCR@ojp.usdoj.gov.

Memorandum Regarding NEPA

NEPA Letter Type

OJP - Ongoing NEPA Compliance Incorporated into Further Developmental Stages

NEPA Letter

The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states and local governments to support a broad range of activities to prevent and control crime and to improve the criminal justice system, some of which could have environmental impacts. All recipients of JAG funding must assist BJA in complying with NEPA and other related federal environmental impact analyses requirements in the use of grant funds, whether the funds are used directly by the grantee or by a subgrantee or third party. Accordingly, prior to obligating funds for any of the specified activities, the grantee must first determine if any of the specified activities will be funded by the grant.

The specified activities requiring environmental analysis are:

- a. New construction;
- b. Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;
- c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;
- d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in

office, household, recreational, or education environments; and
e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

Complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. Further, for programs relating to methamphetamine laboratory operations, the preparation of a detailed Mitigation Plan will be required.

For more information about Mitigation Plan requirements, please see

<https://www.bja.gov/Funding/nepa.html>.

NEPA Coordinator

First Name

Orbin

Middle Name

—

Last Name

Terry

∨ Award Information

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

Recipient Information

Recipient Name

TERREBONNE PARISH CONSOLIDATED
GOVERNMENT

UEI

WTBJJFPVF5K8

Street 1

500 HONDURAS ST

Street 2

City
HOUMA

State/U.S. Territory
Louisiana

Zip/Postal Code
70360

Country
United States

County/Parish

Province

Award Details

Federal Award Date
9/22/22

Award Type
Initial

Award Number
15PBJA-22-GG-02775-JAGX

Supplement Number
00

Federal Award Amount
\$12,934.00

Funding Instrument Type
Grant

Assistance Listing Number Assistance Listings Program Title

16.738 Edward Byrne Memorial Justice Assistance Grant Program

Statutory Authority

Title I of Pub. L. No. 90-351 (generally codified at 34 U.S.C. 10101-10726), including subpart 1 of part E (codified at 34 U.S.C. 10151 - 10158); see also 28 U.S.C. 530C(a)



I have read and understand the information presented in this section of the Federal Award Instrument.

Project Information

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

 *I have read and understand the information presented in this section of the Federal Award Instrument.*

∨ **Financial Information**

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

 *I have read and understand the information presented in this section of the Federal Award Instrument.*

∨ **Award Conditions**

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.



Compliance with general appropriations-law restrictions on the use of federal funds (FY 2022)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2022, are set out at <https://www.ojp.gov/funding/Explore/FY22AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.



Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2022 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2022 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2022 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.334.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.



Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient) -- (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "Personally Identifiable Information (PII)" (2 CFR 200.1) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.



OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://www.ojp.gov/funding/implement/training-guiding-principles-grantees-and-subgrantees>.



Required training for Grant Award Administrator and Financial Manager

The Grant Award Administrator and all Financial Managers for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after October 15, 2020, will satisfy this condition.

In the event that either the Grant Award Administrator or a Financial Manager for this award changes during the period of performance, the new Grant Award Administrator or Financial Manager must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after the date the Entity Administrator enters updated Grant Award Administrator or Financial Manager information in JustGrants. Successful completion of such a training on or after January 1, 2020, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at <https://www.ojp.gov/training/frmts.htm>. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.



Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.



Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Limited Exceptions. In certain special circumstances, the U.S. Department of Justice ("DOJ") may determine that it will not enforce, or enforce only in part, one or more requirements otherwise applicable to the award. Any such exceptions regarding enforcement, including any such exceptions made during the period of performance, are (or will be during the period of performance) set out through the Office of Justice Programs ("OJP") webpage entitled "Legal Notices: Special circumstances as to particular award conditions" (ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm), and incorporated by reference into the award.

By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts, as if personally executed by the authorized recipient official, all assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance.

Failure to comply with one or more award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or an assurance or certification related to conduct during the award period -- may result in OJP taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. DOJ, including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.



Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

9

Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

10

Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

11

Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

12

Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

13

Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance

with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

14

Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

15

Determination of suitability to interact with participating minors

SCOPE. This condition applies to this award if it is indicated – in the application for the award (as approved by DOJ)(or in the application for any subaward, at any tier), the DOJ funding announcement (solicitation), or an associated federal statute – that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

16

Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at OJP.ComplianceReporting@ojp.usdoj.gov. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

17

Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/Index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

18

Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

19

Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVV, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

20

Employment eligibility verification for hiring under the award

1. The recipient (and any subrecipient at any tier) must--
 - A. Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1).
 - B. Notify all persons associated with the recipient (or any subrecipient) who are or will be involved in activities under this award of both--
 - (1) this award requirement for verification of employment eligibility, and
 - (2) the associated provisions in 8 U.S.C. 1324a(a)(1) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.
 - C. Provide training (to the extent necessary) to those persons required by this condition to be notified of the award requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1).
 - D. As part of the recordkeeping for the award (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this award condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.
2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.
3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.
4. Rules of construction
 - A. Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this award" specifically includes (without limitation) any and all recipient (or any subrecipient) officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with

award funds.

B. Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, the recipient (or any subrecipient) may choose to participate in, and use, E-Verify (www.e-verify.gov), provided an appropriate person authorized to act on behalf of the recipient (or subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with award funds.

C. "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

D. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

E. Nothing in this condition, including in paragraph 4.B., shall be understood to relieve any recipient, any subrecipient at any tier, or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>) or email E-Verify at E-Verify@dhs.gov. E-Verify employer agents can email E-Verify at E-VerifyEmployerAgent@dhs.gov.

Questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.



Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--
 - a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and
 - b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.
2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--
 - a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

22

Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified (that is, moved and renumbered) to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

23

All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

24

Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the

OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

25

Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

26

Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$250,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$250,000)), and are incorporated by reference here.

27

Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.



Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope Grant Award Modification (GAM) to eliminate any inappropriate duplication of funding.



Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient, and any subrecipients ("subgrantees") at any tier, must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award-- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to: U.S. Department of Justice, Office of the Inspector General, Investigations Division, ATTN: Grantee Reporting, 950 Pennsylvania Ave., NW, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Investigations Division (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.



FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$30,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than \$30,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).



The recipient agrees to comply with OJP grant monitoring guidelines, protocols, and procedures, and to cooperate with BJA and OCFO on all grant monitoring requests, including requests related to desk reviews, and enhanced programmatic desk reviews, and/or site visits. The recipient agrees to provide to BJA and OCFO all documentation necessary to complete monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by BJA and OCFO for providing the requested documents. Failure to cooperate with BJA's/OCFO's grant monitoring activities may result in sanctions affecting the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to grant funds; referral to the Office of the

Inspector General for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).

32

Required monitoring of subawards

The recipient must monitor subawards under this award in accordance with all applicable statutes, regulations, award conditions, and the DOJ Grants Financial Guide, and must include the applicable conditions of this award in any subaward. Among other things, the recipient is responsible for oversight of subrecipient spending and monitoring of specific outcomes and benefits attributable to use of award funds by subrecipients. The recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards under this award.

33

Use of program income

Program income (as defined in the Part 200 Uniform Requirements) must be used in accordance with the provisions of the Part 200 Uniform Requirements. Program income earnings and expenditures both must be reported on the quarterly Federal Financial Report, SF 425.

34

Justice Information Sharing

Information sharing projects funded under this award must comply with DOJ's Global Justice Information Sharing Initiative (Global) guidelines. The recipient (and any subrecipient at any tier) must conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: https://it.ojp.gov/gsp_grantcondition. The recipient (and any subrecipient at any tier) must document planned approaches to information sharing and describe compliance with the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.

35

Avoidance of duplication of networks

To avoid duplicating existing networks or IT systems in any initiatives funded by BJA for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the recipient can demonstrate to the satisfaction of BJA that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.

36

Compliance with 28 C.F.R. Part 23

With respect to any information technology system funded or supported by funds under this award, the recipient (and any subrecipient at any tier) must comply with 28 C.F.R. Part 23, Criminal Intelligence Systems Operating Policies, if OJP determines this regulation to be applicable. Should OJP determine 28 C.F.R. Part 23 to be applicable, OJP may, at its discretion, perform audits of the system, as per the regulation. Should any violation of 28 C.F.R. Part 23 occur, the recipient may be fined as per 34 U.S.C. 10231(c)-(d). The recipient may not satisfy such a fine with federal funds.

37

Protection of human research subjects

The recipient (and any subrecipient at any tier) must comply with the requirements of 28 C.F.R. Part 46 and all OJP policies and procedures regarding the protection of human research subjects, including obtaining of Institutional Review Board approval, if appropriate, and subject informed consent.

38

Confidentiality of data

The recipient (and any subrecipient at any tier) must comply with all confidentiality requirements of 34 U.S.C. 10231 and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. The recipient further agrees, as a condition of award approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, 28 C.F.R. 22.23.

39

The award recipient agrees to participate in a data collection process measuring program outputs and outcomes. The data elements for this process will be outlined by the Office of Justice Programs.

40

The recipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.

41

Law enforcement task forces - required training

Within 120 days of award acceptance, each current member of a law enforcement task force funded with award funds who is a task force commander, agency executive, task force officer, or other task force member of equivalent rank, must complete required online (internet-based) task force training. Additionally, all future task force members must complete this training once during the period of performance for this award, or once every four years if multiple OJP awards include this requirement.

The required training is available free of charge online through the BJA-funded Center for Task Force Integrity and Leadership (www.ctffi.org). The training addresses task force effectiveness, as well as other key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability. If award funds are used to support a task force, the recipient must compile and maintain a task force personnel roster, along with course completion certificates.

Additional information regarding the training is available through BJA's web site and the Center for Task Force Integrity and Leadership (www.ctffi.org).

42

Justification of consultant rate

Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to and approved by the OJP program office prior to obligation or expenditure of such funds.

43

The recipient understands that, in accepting this award, the Authorized Representative declares and certifies, among other things, that he or she possesses the requisite legal authority to accept the award on

behalf of the recipient entity and, in so doing, accepts (or adopts) all material requirements that relate to conduct throughout the period of performance under this award. The recipient further understands, and agrees, that it will not assign anyone to the role of Authorized Representative during the period of performance under the award without first ensuring that the individual has the requisite legal authority.

44

Compliance with National Environmental Policy Act and related statutes

Upon request, the recipient (and any subrecipient at any tier) must assist BJA in complying with the National Environmental Policy Act (NEPA), the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of these award funds, either directly by the recipient or by a subrecipient. Accordingly, the recipient agrees to first determine if any of the following activities will be funded by the grant, prior to obligating funds for any of these purposes. If it is determined that any of the following activities will be funded by the award, the recipient agrees to contact BJA.

The recipient understands that this condition applies to new activities as set out below, whether or not they are being specifically funded with these award funds. That is, as long as the activity is being conducted by the recipient, a subrecipient, or any third party, and the activity needs to be undertaken in order to use these award funds, this condition must first be met. The activities covered by this condition are:

- a. New construction;
- b. Minor renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;
- c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;
- d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and
- e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

The recipient understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. The recipient further understands and agrees to the requirements for implementation of a Mitigation Plan, as detailed at <https://bja.gov/Funding/nepa.html>, for programs relating to methamphetamine laboratory operations.

Application of This Condition to Recipient's Existing Programs or Activities: For any of the recipient's or its subrecipients' existing programs or activities that will be funded by these award funds, the recipient, upon specific request from BJA, agrees to cooperate with BJA in any preparation by BJA of a national or program environmental assessment of that funded program or activity.

45

Establishment of trust fund

If award funds are being drawn down in advance, the recipient (or a subrecipient, with respect to a subaward) is required to establish a trust fund account. Recipients (and subrecipients) must maintain advance payments of federal awards in interest-bearing accounts, unless regulatory exclusions apply (2 C.F.R. 200.305(b)(8)). The trust fund, including any interest, may not be used to pay debts or expenses incurred by other activities beyond the scope of the Edward Byrne Memorial Justice Assistance Grant Program (JAG). The recipient also agrees to obligate the award funds in the trust fund (including any interest earned) during the period of performance for the award and expend within 90 days thereafter. Any

unobligated or unexpended funds, including interest earned, must be returned to OJP at the time of closeout.

46

All State and Local JAG recipients must submit quarterly Federal Financial Reports (SF-425). Additionally, State JAG and Local JAG Category Two (\$25K or more) must submit semi-annual performance reports through JustGrants and Local JAG Category One (Less than \$25K) must submit annual performance reports through JustGrants. Consistent with the Department's responsibilities under the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, the recipient must provide data that measure the results of its work. The recipient must submit quarterly performance metrics reports through BJA's Performance Measurement Tool (PMT) website (www.bjaperformanceools.org). For more detailed information on reporting and other JAG requirements, refer to the JAG reporting requirements webpage. Failure to submit required JAG reports by established deadlines may result in the freezing of grant funds and future High Risk designation.

47

Required data on law enforcement agency training

Any law enforcement agency receiving direct or sub-awarded funding from this JAG award must submit quarterly accountability metrics data related to training that officers have received on the use of force, racial and ethnic bias, de-escalation of conflict, and constructive engagement with the public.

48

Expenditures prohibited without waiver

No funds under this award may be expended on the purchase of items prohibited by the JAG program statute, unless, as set forth at 34 U.S.C. 10152, the BJA Director certifies that extraordinary and exigent circumstances exist, making such expenditures essential to the maintenance of public safety and good order.

49

Authorization to obligate (federal) award funds to reimburse certain project costs incurred on or after October 1, 2021

The recipient may obligate (federal) award funds only after the recipient makes a valid acceptance of the award. As of the first day of the period of performance for the award (October 1, 2021), however, the recipient may choose to incur project costs using non-federal funds, but any such project costs are incurred at the recipient's risk until, at a minimum-- (1) the recipient makes a valid acceptance of the award, and (2) all applicable withholding conditions are removed by OJP (via an Award Condition Modification (ACM)). (A withholding condition is a condition in the award document that precludes the recipient from obligating, expending, or drawing down all or a portion of the award funds until the condition is removed.)

Except to the extent (if any) that an award condition expressly precludes reimbursement of project costs incurred "at-risk," if and when the recipient makes a valid acceptance of this award and OJP removes each applicable withholding condition through an Award Condition Modification (ACM), the recipient is authorized to obligate (federal) award funds to reimburse itself for project costs incurred "at-risk" earlier during the period of performance (such as project costs incurred prior to award acceptance or prior to removal of an applicable withholding condition), provided that those project costs otherwise are allowable costs under the award.

50

If award funds are used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System ("CODIS," the DNA database operated by the FBI) by a

government DNA laboratory with access to CODIS. No profiles generated under this award may be entered or uploaded into any non-governmental DNA database without prior express written approval from BJA. Award funds may not be used for the purchase of DNA equipment and supplies unless the resulting DNA profiles may be accepted for entry into CODIS. Booking agencies should work with their state CODIS agency to ensure all requirements are met for participation in Rapid DNA (see National Rapid DNA Booking Operational Procedures Manual).

[Load more](#)



I have read and understand the information presented in this section of the Federal Award Instrument.

> Award Acceptance

Declaration and Certification to the U.S. Department of Justice as to Acceptance

By checking the declaration and certification box below, I--

- A. Declare to the U.S. Department of Justice (DOJ), under penalty of perjury, that I have authority to make this declaration and certification on behalf of the applicant.
- B. Certify to DOJ, under penalty of perjury, on behalf of myself and the applicant, to the best of my knowledge and belief, that the following are true as of the date of this award acceptance: (1) I have conducted or there was conducted (including by applicant's legal counsel as appropriate and made available to me) a diligent review of all terms and conditions of, and all supporting materials submitted in connection with, this award, including any assurances and certifications (including anything submitted in connection therewith by a person on behalf of the applicant before, after, or at the time of the application submission and any materials that accompany this acceptance and certification); and (2) I have the legal authority to accept this award on behalf of the applicant.
- C. Accept this award on behalf of the applicant.

D. Declare the following to DOJ, under penalty of perjury, on behalf of myself and the applicant: (1) I understand that, in taking (or not taking) any action pursuant to this declaration and certification, DOJ will rely upon this declaration and certification as a material representation; and (2) I understand that any materially false, fictitious, or fraudulent information or statement in this declaration and certification (or concealment or omission of a material fact as to either) may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the applicant to civil penalties and administrative remedies under the federal False Claims Act (including under 31 U.S.C. §§ 3729-3730 and/or §§ 3801-3812) or otherwise.

Agency Approval

Title of Approving Official	Name of Approving Official	Signed Date And Time
Deputy Assistant Attorney General	Maureen Henneberg	9/18/22 2:56 PM

Authorized Representative

Declaration and Certification

Entity Acceptance

Title of Authorized Entity Official
Chief of Police

Name of Authorized Entity Official
Dana Coleman

Signed Date And Time
2/16/2023 10:10 AM

Terrebonne Parish Consolidated Government
LCLE
Multi-Task Force
Budget Amendment
8/10/2023

Section II

		Current	Adjustment	Final
216-217-8349-01	Other Fees (Consultants)	5,000	7,013	12,013
216-217-8112-01	Overtime Pay	-	10,999	10,999
216-000-6342-03	Multi-Task Force	-	18,012	18,012

To input LCLE Grant Award #7234 - Multi-Task Grant Funding into the parish budget.

Grant funding provides for joint policing efforts between Houma Police Department and Assumption Parish Sheriff's Office relating to substance abuse criminal activities.

State of Louisiana

Office of the Governor
Louisiana Commission on Law Enforcement
and Administration of Criminal Justice

JOHN BEL EDWARDS
GOVERNOR



ORIGINAL

JIM CRAFT
EXECUTIVE DIRECTOR

March 18, 2023

Mr. Gordon Dove
Parish President
Terrebonne Parish Consolidated Government - Houma Police Department
8026 Main Street
PO Box 2768
Houma, Louisiana 70360-2768

Dear Mr. Dove:

I am pleased to inform you that the Louisiana Commission on Law Enforcement (LCLE) approved the application for federal/state funds. Identifying information for this award is as follows:

Subgrant Number: 2021-DJ-01-7234
(Use on all correspondence)
Project Title: "Multi-Jurisdictional Task Force"
Project Period: 7/1/2023 - 6/30/2024
Federal Funds: 2021-DJ: \$18,012.00
CFDA No: 16.738
Award:
Federal Award No.: 15PBJA-21-GG-00246-MUMU

This is one time funding.

This subgrant is hereby offered on the condition that Terrebonne Parish Consolidated Government - Houma Police Department complies in administering the program, with all the representations contained in its application, as amended, including the standard subgrant conditions that have been incorporated by reference.

Certified Assurances accepted at the time of application outline the requirements for implementation of this project within a prescribed period of time. If this project is not operational within the prescribed period, written notification should be given to LCLE stating reasons for failure to begin on the anticipated start date. Projects remaining not operational for a prescribed period thereafter will require an additional written statement explaining the delay. Where warranted, the LCLE may extend the implementation date further; however, it retains the right to cancel any project not implemented within the prescribed period rather than approve the extension. The award does not obligate the Louisiana Commission on Law Enforcement to fund this project beyond the current period.

Your prompt attention to the condition(s) will ensure the timely release of subgrant funds, however, failure to satisfy the condition(s) may result in cancellation of this subgrant.

The reporting requirements for this subgrant may be found by navigating to the Reporting Requirements page under the Project tab in Egrants. Failure to follow the reporting requirements may cause an interruption in receipt of subgrant funds.

The award of this subgrant will become effective when LCLE receives this letter with your signature (blue ink) as the authorized official of Terrebonne Parish Consolidated Government- Houma Police Department.

It is vital for designated project staff to review the Applicant's Manual to ensure that this program will be conducted in accordance with all applicable guidelines. Future funding is contingent not only on the availability of funding, but proper grant management, which includes meeting the goals and objectives and submitting timely and accurate quarterly, interim and annual reports.

Our staff welcomes questions regarding subgrant matters. If you have programmatic questions, please contact the program manager. Should you have fiscal questions, please contact the Grants Section staff. Their contact information can be obtained via our website, www.lcle.la.gov. The LCLE and its staff wish you success in conducting this project.

Sincerely,



Jim Craft
Executive Director

SPECIAL CONDITION(S)

This award is subject to compliance with the following condition(s), in addition to the applicable Standard Subgrant Conditions that have been incorporated by reference:

- (1) If a project is not operational within 60 days of the original starting date of the subgrant period, the subgrantee must report by letter to the State (Louisiana Commission on Law Enforcement) the steps taken to initiate the project, the reasons for delay and the expected starting date.

If a project is not operational within 90 days of the original starting date of the subgrant period, the subgrantee must submit a second statement to the Louisiana Commission on Law Enforcement, explaining the implementation delay. Upon receipt of the 90-day letter, the Louisiana Commission on Law Enforcement may cancel the project and request grantor agency approval to redistribute the funds to other project areas. The Louisiana Commission on Law Enforcement may also, where extenuating circumstances warrant, extend the implementation date of the project past the 90-day period. When this occurs, the appropriate subgrant files and records must so note the extension.

- (2) The applicant agrees to comply with the organizational audit requirements of 2 CFR 200. Uniform Guidance – Uniform Administrative Requirements, Cost Principles, and Audit Requirements – Subpart F Audit Requirements, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) (and any other audits of OJP grants funds) are not satisfactorily and promptly addressed, as further described in the current edition of the DOJ Grants Financial Guide.

If you have expended \$750,000 or more during the non-Federal entity's fiscal year in Federal awards, you must have a single or program specific audit conducted in that year in accordance with provisions of this part.

If an audit discloses findings or recommendations, then a corrective action plan must be submitted along with the audit report and it must include the name(s) of the contact person(s) responsible for corrective action, the corrective action planned, and the anticipated completion date. If the auditee does not agree with the audit findings or believes corrective action is not required, then the corrective action plan must include an explanation and specific reasons. LCLE also requires a timetable for performance and/or implementation dates for each recommendation and a description of monitoring to be conducted to ensure implementation.

Agencies receiving these funds may be subject to LA R.S. 24:513, which requires the submission of financial statements to the Louisiana Legislative Auditor (LLA). To determine the level of engagement and reports required please contact your accounting professional and/or the office of the LLA (www.la.la.gov)

A copy of the reports/statements/letters submitted as part of the reporting package must be forwarded to the LCLE to auditor@lcle.la.gov no later than six (6) months after the agency's fiscal year end. Agencies who fail to submit timely audit reports to LCLE are subject to funds being withheld until this requirement is met.
- (3) The subgrantee agrees to comply with all certified assurances made at the time of application.
- (4) Ten percent (10%) of federal funds will be withheld by Louisiana Commission on Law Enforcement until a monitoring review is performed, documented and subsequently approved by Louisiana Commission on Law Enforcement for release of this special condition. Agency will be notified in writing of any deficiencies noted during the monitoring visit. These deficiencies will delay final release until cleared.
- (5) Subgrantee agrees that it will review pertinent information regarding this subgrant award via the website, www.lcle.la.gov. This website contains miscellaneous reporting forms, instructions as well as links to state and federal guidelines that are necessary for compliance as set forth in the Certified Assurances agreed upon at the time of application.
- (6) Reimbursement for any budget line item listed as "TBD" will not be paid until a modification has been submitted to and approved by LCLE specifying the identification of the "TBD" line item.

(7) The applicant agrees to comply with applicable requirements regarding registration with the System for Award Management (SAM) (or with a successor government-wide system officially designated by OMB and OJP). The applicant also agrees to comply with applicable restrictions on awards to first-tier subrecipients that do not acquire and provide a Unique Entity Identifier (UEI). The details of applicant obligations are posted on the Office of Justice Programs website at <http://www.ojp.gov/funding/sam.html>. (Award condition: Registration with the System for Award Management and Universal Identifier Requirements), and re incorporated by reference here. This special condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name.)

All applicants must have a Unique Entity Identifier (UEI). Information can be obtained at sam.gov.

The applicant agrees to comply with applicable requirements regarding registration with the System for Award Management (SAM) (Or with a successor government-wide system officially designated by OMB and OJP). Information can be obtained at www.sam.gov.

SAM renewals completed during an open project period must be forwarded to the appropriate LCLE program manager. Printout must contain the renewal expiration date as well as the Exclusion Yes/No answer.

(8) For all task force and multi-jurisdictional task force grants, agencies (board of directors or control group) are required to meet at least quarterly and to maintain minutes of these meetings. These minutes are to be submitted to Louisiana Commission on Law Enforcement to become part of the subgrant record.

(9) Subgrantee agrees that within 120 days of this award, the Task Force Commander, agency executive, task force officers, and other task force members of equivalent rank, will complete required on-line (Internet-based) task force training to be provided free of charge through the Bureau of Justice Assistance's (BJA) Center for Task Force Integrity and Leadership. This training will address task force effectiveness as well as other key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability. Information provided by BJA regarding the required training and access methods via BJA's website and the Center for Integrity and Leadership can be found at www.ctffi.org. Completion certificates must be maintained by the subgrantee to document each member as required by this special condition has completed the internet-based training.

(10) Subgrantee agrees to complete the performance measurement tool (PMT) as a requirement to the Bureau of Justice Assistance (BJA) via the BJA PMT system, <https://www.bjaperformancetools.org>, no later than the 10th day of the month following the reporting period and at the conclusion of the project period. Failure to complete the required PMT Report will delay reimbursement of funds.

(11) No release of funds by Louisiana Commission on Law Enforcement until prior project, 6427, is finalized.

(12) Subgrantee must prepare quarterly accountability metrics data related to training that officers have received on the use of force, racial and ethnic bias, de-escalation of conflict, and constructive engagement with the public. This data must be made available upon request.

- (13) Subgrantees utilizing Byrne JAG funds to purchase Body Worn Cameras (BWC) must have a BWC policy in place or a policy under development. The BWC policy or the policy under development must be made available upon request.
- (14) Subgrantees MUST have a written "mandatory wear" policy in effect. This policy must be in place for at least all uniformed officers before funds can be used by the jurisdiction for body armor. The policy MUST specify when mandatory wear is required for uniformed officers on duty.

ATTACH the policy to your first program report in Egrants.

Body armor purchased with JAG funds may be purchased at any threat level, make, or model from any distributor or manufacturer, as long as the following requirements are met:

- The body armor must have been tested and found to comply with the latest applicable National Institute of Justice (NIJ) ballistic or stab standards.
- The body armor purchased must be made in the United States.
- The body armor purchased with JAG funds must be "uniquely fitted vests," which means protective (ballistic or stab-resistant) armor vests that conform to the individual wearer to provide the best possible fit and coverage, through a combination of (1) correctly-sized panels and carrier, determined through appropriate measurement, and (2) properly adjusted straps, harnesses, fasteners, flaps, or other adjustable features. The requirement that body armor be "uniquely fitted" does not necessarily require body armor that is individually manufactured based on the measurements of an individual wearer. In support of the Office of Justice Programs' efforts to improve officer safety, the American Society for Testing and Materials (ASTM) International has made available the Standard Practice for Body Armor Wearer Measurement and Fitting of Armor (Active Standard ASTM E3003) available at no cost. The Personal Armor Fit Assessment checklist is excerpted from ASTM E3003.

Sugrantees should note that JAG funds may NOT be used as any part of the 50 percent match required by the BVP Program.

- (15) Subgrantee must notify Louisiana Commission on Law Enforcement in writing if an agency withdraws from the task force.

(16) Supporting documents must accompany the first quarter's fiscal report. Examples of supporting documents are, but are not limited to:

1. Personnel and Fringe – A payroll register that identifies employee, position, applicable pay period, gross salary, and if any, associated fringe benefits. Time Sheets or time and effort certifications must also be provided.
2. Travel - Mileage logs, lodging invoices, conference agenda, airline receipts, etc.
3. Equipment – Copies of invoices. These invoices should include the vendor's name, invoice number, item description, serial numbers for equipment (if applicable), quantity purchased and invoice amounts.
4. Supplies & Operating Expenses Costs – Invoices or other documents demonstrating an obligation of payment to the vendor. Invoices/documents must identify vendor, item description and invoice amount.
5. Contract Services – signed executed contract, copies of invoices for services. Invoices should include a description of the services billed to the subrecipient. (A duplicate contract is not needed for each fiscal report).

Expenditures will not be approved when expenditure supporting documents are not submitted with a fiscal report.

ACCEPTED ON BEHALF OF THE SUBGRANTEE:

 (Name) (Title) (Date)

r/3/15/2023

CC: MasterFile

ADDENDUM
Byrne JAG 2021 AWARD LETTERS

Federal award date:
September 22, 2021

Total federal amount awarded - \$3,384,901

Total federal amount obligated - \$2,612,466

Approved federal and match budget is available for review within LCILE grants management system.

These federal funds are not used for Research and Development.

LOUISIANA COMMISSION ON LAW ENFORCEMENT

LACLE USE ONLY

Applicant Hereby Applies to the LCLE for Financial Support for the Within-Described Project:

Receipt Date	Award Date	Subgrant Number(s)
10/31/2022	3/15/2023	2021-DI-01 7234

1. Type of Funds for which you are applying
Edward Byrne Justice Assistance Grant Program (Federal 16.738 BJAG)

2. Applicant
Name Of Applicant: Terrebonne Parish Consolidated Government - Houma Police Department
Federal I.D.: 726001390
Parish: Terrebonne
Street Address Line 1: 8026 Main Street
Address Line 2:
City: Houma
State: LA
Zip: 70360-2768

3. Recipient Agency
Terrebonne Parish Consolidated Government - Houma Police Department

4. Project Director
Name: Captain Bobbie O'Bryan
Title: Administrator
Agency: Terrebonne Parish Consolidated Government - Houma
Street Address Line 1: 500 Honduras Street
Address Line 2:
City: Houma
Phone: 985-873-6308
Fax: 985-872-4670
Email: bobryan@tpcg.org

5. Financial Officer
Name: Mrs. Sarah C LeCompte
Title:
Agency:
Street Address Line 1: P.O. Box 2768
Address Line 2:
City: Houma
State: LA
Zip: 70360
Phone: 985-873-6446 x1326
Fax:
Email: slecompte@tpcg.org

6. Contact
Name: Captain Bobbie O'Bryan
Title: Administrator
Agency: Terrebonne Parish Consolidated Government - Houma
Street Address Line 1: 500 Honduras Street
Address Line 2:
City: Houma
State: LA
Zip: 70360
Phone: 985-873-6308
Fax: 985-872-4670
Email: bobryan@tpcg.org

7. Brief Summary of Project
 Short Title (May not exceed 50 characters)
 Multi-Jurisdictional Task Force
 "Smart Suite" Task Force is a crime-fighting program, which includes Smart Policing and Smart Supervision, which will strive to be effective by reducing gun complaints and the recidivism with keeping a drug using defendant in treatment program and deter from the current revolving justices door systems

8. Subgrant Budget TOTAL BUDGET BY CATEGORY

BUDGET CATEGORY	AMOUNT
PERSONNEL	18,012.00
EMPLOYEE BENEFITS	0.00
TRAVEL (INCLUDING TRAINING)	0.00
EQUIPMENT	0.00
SUPPLIES & OPERATING EXPENSES	0.00
CONSULTANTS	0.00
CONSTRUCTION	0.00
OTHER	0.00
TOTAL	18,012.00

9. TOTAL BUDGET BY FUND SOURCE

FUND SOURCE	AMOUNT	PERCENT
FEDERAL	18,012.00	100%
STATE	0.00	
PROJECT INCOME	0.00	
INTEREST	0.00	
STATE MATCH	0.00	
CASH MATCH (NEW APPROP.)	0.00	
IN-KIND MATCH	0.00	
PROJECT INCOME MATCH	0.00	
TOTAL	18,012.00	100%

10. Project Start Date: 7/1/2023 **Project End Date:** 6/30/2024

SUBGRANT: 7234

Short Title: Multi-Jurisdictional Task Force

11. IN WITNESS WHEREOF, the Applicant has caused this subgrant application to be executed, attested, and enscaled by its proper officials, pursuant to legal action authorizing the same to be done.

DATE

Terrebonne Parish Consolidated Government - Houma Police Department

NAME OF APPLICANT AGENCY

SIGNATURE OF AUTHORIZED OFFICIAL

TITLE OF AUTHORIZED OFFICIAL

(SEAL)

NOTE: The original copy must be signed in ink.
Titles of all signatories must be inserted.

LACLE USE ONLY

In response to this application, LACLE funds are hereby obligated for the project described by the subgrantee in the referenced application, subject to applicant acceptance.

EXECUTIVE DIRECTOR

DATE

Louisiana Commission on Law Enforcement

12. BUDGET DETAILS**A. AGENCY BUDGETS**

BY RECIPIENT AGENCY	YEAR 1	TOTAL
Terrebonne Parish Consolidated Government - Houma Police Department	18,012.00	18,012.00
Total:	18,012.00	18,012.00

Recipient Agency: Terrebonne Parish Consolidated Government - Houma Police Department

BY CATEGORY	YEAR 1	TOTAL
PERSONNEL	18,012.00	18,012.00
EMPLOYEE BENEFITS	0.00	0.00
TRAVEL (INCLUDING TRAINING)	0.00	0.00
EQUIPMENT	0.00	0.00
SUPPLIES & OPERATING EXPENSES	0.00	0.00
CONSULTANTS	0.00	0.00
CONSTRUCTION	0.00	0.00
OTHER	0.00	0.00
Total:	18,012.00	18,012.00

Applicant Agency: Terrebonne Parish Consolidated Government - Houma Police Department

BY SOURCE	YEAR 1	TOTAL
FEDERAL	18,012.00	18,012.00
STATE	0.00	0.00
PROJECT INCOME	0.00	0.00
INTEREST	0.00	0.00
STATE MATCH	0.00	0.00
CASH MATCH (NEW APPROP.)	0.00	0.00
IN-KIND MATCH	0.00	0.00
PROJECT INCOME MATCH	0.00	0.00
Total:	18,012.00	18,012.00

SUBGRANT: 7234

Short Title: Multi-Jurisdictional Task Force

12. BUDGET DETAILS

A. AGENCY BUDGETS

Line Item Details for: Terrebonne Parish Consolidated Government - Houma Police Department

YEAR 1

PERSONNEL

Justification: HPD officers and APSO deputies will work SMART policing and SMART supervision objectives and goals

Position:	Deputies						<u>COST</u>
Name:	Pool of 4 deputies	# Budgeted Hours / Week	# Weeks	Hourly Pay Rate			
		2.44	x 52	x 55.27			7,013.00
		Standard working hours per week: 2.440 hrs.			% Budgeted Hours:	100	
Position:	Police Officers						
Name:	Pool of 4 officers	# Budgeted Hours / Week	# Weeks	Hourly Pay Rate			
		3.827	x 52	x 55.27			10,999.00
		Standard working hours per week: 3.827 hrs.			% Budgeted Hours:	100	

Personnel - Year 1 Total: 18,012.00

YEAR 1 TOTAL: 18,012.00

13. SECTIONS:

A. LCLE Budget Summary With Cash Match

- 1. Itemize the Budget Category expenditures.
(Verify that the Total Amount equals the Calculated Paid Amount and these totals must equal the Budget Section totals.)

ID	Budget Category	Total Amount	Amount Paid with Federal Dollars	Amount Paid with Cash Match	Calculated Paid Amounts
1.1	Personnel	18,012	18,012	0	18,012
Total: Σ		18,012	18,012	0	18,012

JULY 31, 2023 - MONTH LAST CLOSED

ACCT: 216-217-8349-01

LCLE

TASK FORCE & COPS GRANT

OTHER FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	5,000	5,000.00	0	0
CLOSED:				
2017	10,666	33,969.00	N/A	23,303-
2018	63,471	63,470.00	N/A	1
2019	9,000	9,000.00	N/A	0
2020	10,000	10,000.00	N/A	0
2021	0	.00	N/A	0
2022	10,451	5,451.00	N/A	5,000

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT SCR

CF04 = DSP DETAIL

CF06 = DSP ENCUMBRANCE

CF05 = DSP INV JE

CF08 = PRT DETAIL

Section IV

Felicia Aubert

From: Kandace Mauldin
Sent: Thursday, August 3, 2023 1:06 PM
To: Kayla Dupre; Felicia Aubert
Subject: Budget Amendment
Attachments: Recorded IGA for Bayou Walk Funding.pdf

We need to do a budget amendment for the attached IGA. It is recognizing the \$60,000 in revenue from the Houma Restoration District (Acct #659-000-6375-20) and adding \$60,000 to the Boardwalk project (659-652-8913-08).

Thanks

Kandace M. Mauldin, CPA

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



Saltwater Fishing Capital of the World

Terrebonne Parish Recording Page

Theresa A. Robichaux
Clerk Of Court
P.O. Box 1569
Houma, LA 70361-1569
(985) 868-5660

Received From :
LAW OFFICE OF MICHELLE NEIL LLC
7905 PARK AVENUE
HOUMA, LA 70364

First VENDOR
TERREBONNE PARISH CONSOL GOVERNMENT

First VENDEE
HOUMA RESTORATION DIST

Index Type : CONVEYANCES
Type of Document : AGREEMENT
Recording Pages : 6
File # : 1675760
Book : 2715 Page : 203

Recorded Information

I hereby certify that the attached document was filed for registry and recorded in the Clerk of Court's office for Terrebonne Parish, Louisiana.

Theresa A. Robichaux
Clerk of Court



CLERK OF COURT
THERESAA, ROBICHAUX
Parish of Terrebonne
I certify that this is a true copy of the attached document that was filed for registry and Recorded 07/20/2023 at 1:30:07
Recorded in Book 2715 Page 203
File Number 1675760

On (Recorded Date) : 07/20/2023
At (Recorded Time) : 1:30:07PM



Manon D. Robinson
Deputy Clerk

Doc ID - 016152290006

Return To : LAW OFFICE OF MICHELLE NEIL LLC
7905 PARK AVENUE
HOUMA, LA 70364

INTERGOVERNMENTAL AGREEMENT
BETWEEN
TERREBONNE PARISH CONSOLIDATED GOVERNMENT
AND
HOUMA RESTORATION DISTRICT

BAYOU BOARDWALK FUNDING AGREEMENT

This **INTERGOVERNMENTAL AGREEMENT** is made and entered into between:

Terrebonne Parish Consolidated Government (hereinafter "TPCG"), a political subdivision of the state of Louisiana, whose mailing address is PO Box 2768, Houma, LA 70361, represented herein by its Parish President, Gordon E. Dove, by virtue of his authority under Terrebonne Parish Council Resolution No. 23-287, 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; and

Houma Restoration District, a political subdivision of the State of Louisiana, whose mailing address for purposes herein is 8026 Main Street, Suite 700, Houma LA 70360, represented herein by its duly authorized President, by virtue of Article I, Section 2(F) of the By Laws of the Houma Restoration District and by motion adopted by the Board of Commissioners of the District at its meeting held on July 4, 2023 (hereinafter referred to as the "District"), a certified copy of the minutes of that meeting being attached hereto and incorporated herein;

who did agree as follows:

W I T N E S S E T H :

WHEREAS, LA R.S. 33:1324, also known as the Local Services Act, provides that any parish or political subdivision of the state may make agreements between or among themselves to engage jointly in the acquisition or improvement of any public project or improvement provided that at least one of the participants to the agreement is authorized under a provision of law to perform such activity for completion of the undertaking; and

WHEREAS, the District was created by the Louisiana Act 352 of the 2022 Legislative Session, codified as La. R.S. 33:4709.31, as may be amended, for the primary purposes of providing for restoration and preservation of the character of the area within the jurisdiction of the District, providing opportunity for cultural events, and encouraging economic development within the jurisdiction of the District that is consistent with the District's plan.; and

WHEREAS, TPCG is currently in Phase I of renovations on the Bayou Boardwalk in downtown Houma, Louisiana; and,

WHEREAS, Phase II of the renovations to the Bayou Boardwalk consists of removing pavers and installing reinforced stamped concrete along the Bayou Terrebonne Boardwalk from Roussell Street to Barrow Street (hereinafter, the "Project"); and

WHEREAS, TPCG has requested funding from the District in the amount of \$60,000.00 for Phase II of renovations on the Bayou Boardwalk; and

WHEREAS, the District has agreed to provide TPCG with the requested funding in the amount of \$60,000.00; and

WHEREAS, the District's involvement in the project is strictly limited to providing funding; and

NOW THEREFORE, in consideration of the mutual covenants of both parties, and the facilitation of industry in Terrebonne Parish, the parties hereto agree as follows:

I. PURPOSE

The Purpose of this Agreement is to set forth the manner in which the District shall provide funding to TPCG for Phase II of the renovation of the Bayou Boardwalk from Rousell Street to Barrow Street in Terrebonne Parish, Louisiana (hereinafter, the "Project").

II. DISTRICT RESPONSIBILITIES

- 2.1. The District's sole responsibility herein shall be to provide \$60,000.00 of funding within 15 days of the execution of this agreement.
- 2.2. District, at its sole option and expense, may commission a plaque or marker to affix to an area of the Bayou Walk. The substance, design, and placement of the plaque or marker shall be subject to written approval by TPCG's Administration prior to placement. Should District choose to exercise this option, it shall be responsible in perpetuity for the maintenance, replacement, repair and/or removal of the marker and any repairs and maintenance to the Bayou Terrebonne Boardwalk in the area where the plaque or marker is affixed.

III. TPCG RESPONSIBILITIES

- 3.1. TPCG shall:
 - 3.1.1. be responsible for engaging, overseeing, and making direct payments to the contractor for the work.
 - 3.1.2. cause the contractor for the Project to begin work within 30 days of the execution of this Agreement.
 - 3.1.3. reimburse the District for any funds not used in accordance with this agreement.
 - 3.1.4. ensure that its contractor for the Project adds the District as an additional insured on its policies of insurance for the Project, and TPCG shall provide proof of same to District prior to contractor's commencement of work on the Project.
 - 3.1.5. provide periodic reports on the progress of the Project's construction including but not limited to notices to proceed, contractor's reports, work orders, and any notice of substantial completion.
 - 3.1.6. require contractor to substantially complete the Project (Phase II), within one year of the execution of this agreement.
 - 3.1.7. recognize the District's contribution to the Project in any public information announcements TPCG may make available to the public regarding the Project, whether in print, online, on television, or in radio.

IV. INSURANCE REQUIREMENTS

- 4.1. Insurance. TPCG 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 performance of the terms of this agreement by TPCG, its agents, representatives, and employees.

- 4.1.1. Minimum Limits of Insurance:
 - 4.1.1.1. Reserved.

4.1.1.2. Commercial General Liability Insurance with a combined single limit of \$1,000,000.00 per occurrence and \$2,000,000 general aggregate for bodily injury and property damage. This insurance shall include products/completed operations, contractual liability, personal injury, and without written prior approval of the District, the Commercial General Liability coverages shall not exclude any standardized coverage included in the basic form or limit the reporting of any claim, suit and the subsequent defense and indemnity that would normally be provided by the policy.

4.1.1.3. Business Automobile Liability Insurance with a combined single limit of \$1,000,000.00 per occurrence for bodily injury and property damage, unless otherwise indicated. This insurance shall include for bodily injury and property damage the following coverages:

- 4.1.1.3.1. Any automobiles;
- 4.1.1.3.2. Owned automobiles;
- 4.1.1.3.3. Hired automobiles;
- 4.1.1.3.4. Non-owned automobiles.

4.1.1.4. Workers Compensation and Employer Liability: Workers' Compensation limits as required by the Labor Code of the State of Louisiana and Employers Liability Coverage.

V. INDEMNIFICATION

5.1. TPCG agrees to defend, indemnify, save, and hold harmless the Houma Restoration District, its departments, agencies, councils, boards and commissions, their officers, agents, servants and employees, including volunteers, from and against any and all claims, lawsuits and demands for damages under any theory of liability as allowed by law, whether contractual, tortious, or implied, arising from this agreement, whether for breach of contract, injury or death to any person, or for the damage, loss or destruction of any property, including loss of use, which may occur or in any way grow out of any breach, act or omission, whether intentional or unintentional, and any negligence, or liability of TPCG, its subcontractors, agents, servants, officers and/or employees, related to the performance or nonperformance of the Contract herein entered into. Including, and as a result of any such claims, lawsuits and demands, TPCG agrees to investigate, handle, respond to, provide defense for and defend any such claims, demands or suits related thereto, at its sole expense, even if such claim, demand or suit is groundless, false or fraudulent.

5.2. Nothing in this Agreement shall be construed as a waiver of any defenses or immunities provided to any party hereto by any Federal or Louisiana law or statute.

5.3. The obligations under this Section shall survive termination or expiration of this Agreement.

VI. ADDITIONAL TERMS AND CONDITIONS

6.1. Amendment. This Agreement may be modified or amended at any time by mutual consent of the parties, provided that, before any modification or amendment shall be operative and valid, it shall be reduced to writing and signed by both parties.

6.2. Force Majeure. Neither party to this Agreement shall be responsible to the other party hereto for any delays or failure to perform caused by any circumstances reasonably beyond the immediate control of the party prevented from performing, including, but not limited to, acts of God.

6.3. 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.

6.4. Legal Construction. In case any one or more of the provisions contained in this agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions thereof and this agreement shall

be considered as if such invalid, illegal, or unenforceable provision had never been contained in this agreement.

6.5. 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.

6.6. Entire Agreement. This Agreement, including any attachments that are expressly referred to in this Agreement, contains the entire agreement between the parties and supersedes any and all agreements or contracts previously entered into between the parties regarding funding of renovations to the Bayou Boardwalk. No representations were made or relied upon by any party, other than those that are expressly set forth. The recitation and preambles of this agreement are hereby made a part of the terms and conditions of this agreement.

6.7. Captions. The captions to the various clauses of this agreement are for informational purposes only and shall not alter the substance of the terms and conditions of this agreement.

VIII. SIGNATURES

The undersigned representatives warrant and represent that they are the administrators of the entities described hereinabove and that they have the full power and authority to execute this agreement on behalf of the respective parties appearing herein.

8.1. Terrebonne Parish Consolidated Government

Julie **THUS DONE AND PASSED**, in Houma, Terrebonne Parish, Louisiana, on the 18 day of their names with the said Apparers and me, Notary, after reading of the whole.

WITNESSES:

CANNOVISHAM
CAVIN M. MOWSHAM
CLAIRE ST GERMAN
CLAIRE ST GERMAN

TERREBONNE PARISH
CONSOLIDATED GOVERNMENT

[Signature]
BY: GORDON E. DOVE, Parish President
Or: MICHAEL C. TOUPS, Parish Manager

8.2. Houma Restoration District

July **THUS DONE AND PASSED**, My Commission is issued for life, in Houma, Terrebonne Parish, Louisiana, on the 18 day of their names with the said Apparers and me, Notary, after reading of the whole.

WITNESSES:

CLAIRE ST GERMAN
CANNOVISHAM
CAVIN M. MOWSHAM

HOUMA RESTORATION DISTRICT

[Signature]
BY: NOAH LIRETTE
ITS: PRESIDENT

[Signature]

MICHELLE L. NEIL
ATTORNEY/NOTARY
State of Louisiana
32616

[Signature]
NOTARY

MICHELLE L. NEIL
ATTORNEY/NOTARY
State of Louisiana
32616

My Commission is issued for life

**EXCERPT OF MINUTES OF A MEETING
OF THE HOUMA RESTORATION DISTRICT
HOUMA, LOUISIANA
HELD ON JULY 5, 2023**

The Board of Commissioners of the Houma Restoration District (the "Board") met in regular session at the Terrebonne Parish Consolidated Government Towers, 8026 Main Street, Houma, LA at 11:00 a.m. The Chairman presided, and the following members of the Board were present: Noah Lirette, Daniel Babin, Nicholas Hebert, Kevin Faulk, Kevin Champagnac, Sondra Corbitt, and Bryan Bunn.

The following members of the Board were absent: Jason Underwood, Tom Hassell.

The Chairman declared that a quorum was present and called the meeting to order.

Thereupon, there was presented an agreement entitled:

**INTERGOVERNMENTAL AGREEMENT BETWEEN TERREBONNE PARISH
CONSOLIDATED GOVERNMENT AND HOUMA RESTORATION DISTRICT –
BAYOU BOARDWALK FUNDING AGREEMENT**

The agreement was considered and discussed; and thereupon on motion of Mr. Bunn, seconded by Mr. Babin, the agreement was adopted by following vote:

Yes: 7
No: 0
Absent: 2

Thereupon, the agreement having been adopted by a majority vote of the members of the Houma Restoration District and was directed to be signed by the Chairman and attested by the Secretary.

(Other Proceedings)

On motion duly made, seconded and carried, the meeting thereupon adjourned.

CERTIFICATE

I hereby certify that the foregoing Excerpt of Minutes is a true and correct excerpt of the proceedings of the Houma Restoration District, Houma, LA, held on the date stated therein, and that the official minutes of such proceedings are on file in my office.

(SEAL)


Sondra Corbitt, Secretary

OFFERED BY: MS. J. DOMANGUE
SECONDED BY: MR. D. J. GUIDRY

RESOLUTION NO. 23-287

A RESOLUTION AUTHORIZING THE PARISH PRESIDENT (OR ADMINISTRATION) TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT WITH THE HOUMA RESTORATION DISTRICT TO ACCEPT FUNDING FROM THE HOUMA RESTORATION DISTRICT TOWARDS PHASE II OF THE BAYOU BOARDWALK REPAIRS.

WHEREAS, LA R.S. 33:1324, also known as the Local Services Act, provides that any parish or political subdivision of the state may make agreements between or among themselves to engage jointly in the acquisition or improvement of any public project or improvement provided that at least one of the participants to the agreement is authorized under a provision of law to perform such activity for completion of the undertaking; and

WHEREAS, the Houma Restoration District ("District") was created by Louisiana Act 352 of the 2022 Legislative Session, codified as La. R.S. 33:4709.31, as may be amended, for the primary purposes of providing for restoration and preservation of the character of the area within the jurisdiction of the District, providing opportunity for cultural events, and encouraging economic development within the jurisdiction of the District that is consistent with the District's plan; and

WHEREAS, TPCG anticipates commencement of Phase II of renovations to its Bayou Boardwalk in downtown Houma, Louisiana; and,

WHEREAS, Phase II of the renovations to the Bayou Boardwalk consists of removing pavers and installing reinforced stamped concrete along the Bayou Terrebonne Boardwalk from Roussel Street to Barrow Street (hereinafter, the "Project"); and

WHEREAS, TPCG has requested funding from the District in the amount of \$60,000.00 for Phase II; and

WHEREAS, the District has agreed to provide TPCG with the requested funding in the amount of \$60,000.00 in consideration of funding recognition and progress reports on Phase II renovations; and

WHEREAS, a copy of the proposed intergovernmental agreement is attached to this Resolution and incorporated herein; and

WHEREAS, the Council finds that this agreement will facilitate the joint mission of both parties to improve and restore the Bayou Boardwalk in downtown Houma; and

NOW, THEREFORE, BE IT RESOLVED by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the Parish President (or his duly authorized designee) is hereby authorized to execute an Intergovernmental Agreement between the Terrebonne Parish Consolidated Government and the Houma Restoration District for the purposes set forth herein, with terms and conditions not materially different than those in the attached proposed agreement, subject to the legal department's approval.

THERE WAS RECORDED:

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

NAYS: None.

NOT VOTING: None.

ABSTAINING: None.

ABSENT: None.

The Chairman declared the resolution adopted on this the 10th day of July 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 July 12th, 2023, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS 13TH
DAY OF JULY 2023.

TAMMY E. TRIGGS
COUNCIL CLERK

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT
2024 - FIVE YEAR CAPITAL OUTLAY
FUND 659 - CAPITAL PROJECTS CONTROL**

659-652-8913-08 B
BOARDWALK - CONSTRUCTION (Phase 3)
PROJECT # 05-ECD-11
R:659-000-6342-01

TOTAL FUNDING	\$		789,708
EXPENDITURES THRU 12/31/22			(647,123)
PROJECT BALANCE	\$		142,585

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2023	2024	2025	2026	2027	2028
Jul-13	8913-08 A	FD 151 GENERAL FUND (PHASE 1 & 2)	39,011						
Jul-13	ORD 8317	STATE FACILITY PLANNING (PH 3)	125,000						
Jul-13	ORD 8317	FD 151 GENERAL FUND	25,000						
Jan-14	ORD 8376	FD 151 GENERAL FUND	471,000						
Jan-14	ORD 8376	FROM 659-501-8913-18 FD 151 (PILOT)	16,315						
Feb-14	ORD 8398	STATE FACILITY PLANNING (PH 3)	200,000						
Jan-17	ORD 8796	TO 655-351-8929-26 FD 151	(225,691)						
Jan-17	ORD 8796	TO 661-310-8916-81 FD 151	(120,927)						
Jan-21	ORD 9295	ARP- FUND 201	200,000						
Sep-23	PENDING BA	HOUMA RESTOR DIST. 659-000-6375-20		60,000					
		LESS PRIOR YEARS EXPENDITURES	(647,123)						
		FUNDS AVAILABLE	\$ 82,585	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -

ENGINEER/ARCHITECT: GSE ASSOCIATES, INC.
CONTRACTOR: GRAY CONSTRUCTION

DESCRIPTION: CONSTRUCTION OF A PEDESTRIAN BRIDGE FROM THE PARKING LOT ON PARK NEAR THE LE PETITE THEATER.

ACCT: 659-652-8913-08

CAPITAL PROJECTS CONTRL
 ECONOMIC DEVEL. - OTHER
 DDC BOARDWALK PROJECT

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	82,585	.00	0	82,585
CLOSED:				
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	200,000	.00	N/A	200,000
2022	200,000	117,415.50	N/A	82,585

ENTER = CONTINUE CF04 = DSP DETAIL CF05 = DSP INV JE
 CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

Category Number: 3.
Item Number: A.



Wednesday, September 13, 2023

Item Title:

Budget and Finance Committee

Item Summary:

Budget and Finance Committee, 09/11/23*

Category Number: 3.
Item Number: B.



Wednesday, September 13, 2023

Item Title:

Community Development and Planning Committee

Item Summary:

Community Development and Planning Committee, 09/11/23*

Category Number: 3.
Item Number: C.



Wednesday, September 13, 2023

Item Title:

Public Services Committee

Item Summary:

Public Services Committee, 09/11/23*

(*Ratification of minutes calls public hearings on Wednesday, September 27, 2023, at 6:30 p.m.)

Category Number: 4.
Item Number: A.



Wednesday, September 13, 2023

Item Title:

Street Light List

Item Summary:

Lights installations, removals and/or activations.

ATTACHMENTS:

Description

Street Light Listing

Upload Date

9/8/2023

Type

Backup Material

STREET LIGHT LIST
09-13-2023

INSTALL TWO (2) LED STREET LIGHTS AND POLES AT 3031 BARROW STREET, HOUMA,
LA; RLD #2; TPCG UTILITIES; DISTRICT 6; DARRIN GUIDRY.

Category Number: 5.
Item Number: A.



Wednesday, September 13, 2023

Item Title:

2023 LAMSA Conference

Item Summary:

Approving Council Staff attendance to the LAMSA Annual Fall Conference to be held from September 20 - 22, 2023, in Houma, Louisiana, as per current travel policy.

ATTACHMENTS:

Description

Backup Material

Upload Date

9/5/2023

Type

Backup Material

33RD Annual Fall Conference
September 20 - 22, 2023, Houma, LA

Accommodations

A block of rooms at the Courtyard by Marriott has been reserved. Rooms are \$139 for single or double occupancy. Smoking is not allowed in any of the rooms. A hot breakfast is included with your room for two people. Participants should make room reservations directly with the hotel by calling (985-223-8996) or clicking on this [link](#). This rate will be held only until August 19, 2023. You must have a credit card for check in for incidentals as well as a valid certificate for tax exemption. The tax form can be found on the LAMSA website for your convenience, www.lma.org/LAMSA_20. Please call as early as possible for your reservation. If we exceed our block, we will suggest additional hotels. If a room is needed, call Kristine Scherer at 504-259-1068. Parking is free at the hotel. The conference will be held on the first floor of the hotel.

Wednesday Tour

On Wednesday, we will have the mobile Finding Our Roots African American Museum parked outside our meeting room. The museum building was damaged during Hurricane Ida and this 34-foot RV contains photos, memorabilia and artifacts depicting different aspects of African American history in Terrebonne and LaFourche parishes.

After touring the museum everyone that is registered for the 'Paint da Boot' should meet in the conference registration area for 3:00 pm. It is important to note we are limited to 50 participants. Get your paid registration in early to guarantee your spot! Once we are full, those wishing to participate, will be placed on a waitlist and notified if a spot becomes available. Please respond on the registration form if you would like to participate.

Thursday Bayou Reception

After our conference concludes for the day, attendees are invited to attend a reception from 6:30 - 9:00 pm at the Bayou Terrebonne Distillers. For everyone's convenience, there will be a shuttle bus which will take members to and from the Distillery. Pick up will be in front of the hotel lobby and the shuttle will run every 15 minutes. All guest spots are \$25.00. Please respond on the registration form if you would like to attend.

Scholarship

If you would like to attend the conference and your municipality is not able to financially support your attendance, you may submit a Scholarship Application, available on our website no later than July 28, 2023. You must be a member and your dues must be current to apply or you may submit your membership application and \$50 fee along with the application for scholarship. You must also submit a letter from your Mayor or Supervisor. We will contact you to let you know if your application has been approved. Follow guidelines on our website.

Certification

LAMSA currently has 282 members, 131 have attained the prestigious Certified Municipal Assistant designation. Information and application forms are on our website. You may call Kristine for assistance at 504-259-1068.

Refer a Coworker!

Ask a fellow employee if they would like to join LAMSA and attend the Fall Conference and enjoy the learning experience together! Your coworker must pay for membership and registration for the Fall Conference. For each person you bring that has never attended a previous conference, your name and the new attendee's name will be entered into a drawing for a prize.

Gift Exchange

If you would like to participate in the gift exchange (not mandatory) please bring a gift worth at least \$15 (no gag gifts). Put your name or business card on the gift.

● Wednesday, September 20, 2023

10:00 am

LAMSA Executive Committee Board Meeting

Lunch on your own

1:30 pm

Early Registration

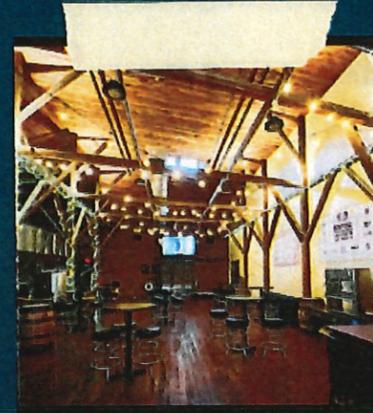
2:00 - 3:00 pm

Mobile African American Museum

3:00 - 5:00 pm

'Paint da Boot'

Dinner on your own



● Thursday, September 21, 2023

7:00 am

Registration

8:30 - 8:45 am

President's Welcome & Announcements

Constance Barbin, CMA, LAMSA President

8:45 - 9:00 am

Welcome by Gordon E. Dove, Terrebonne Parish President

9:00 - 10:00 am

How LITAC Can Help Your Community

Leslie Durham, Executive Director, La Infrastructure Technical Assistance Corp.

10:00 - 10:15 am

Break

10:15 - 12:15 pm

Parliamentarian Procedures

Nicole A. Learson, RP

12:15 - 1:30 pm

Lunch & Sponsor Highlights

1:30 - 2:15 pm

Public Bid Law

Cliff Palmer, Executive Director, LaMATS

2:15 - 2:30 pm

Break

2:30 - 3:30 pm

Mandatory Ethics

Greg Thibodeaux, Louisiana Board of Ethics

3:30 - 5:00 pm

Active Shooter Training

1st Lt. Jamie Trahan, Terrebonne Parish Sheriff's Office

6:30 - 9:00 pm

Reception - Bayou Terrebonne Distillers

Dinner on your own

● Friday, September 22, 2023

8:30 - 10:00 am

Mayor's Panel

10:00 - 10:15 am

Break

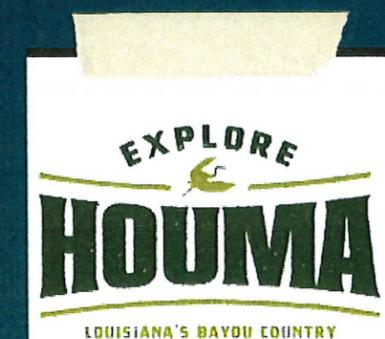
10:15 - 10:30 am

Gift Exchange

10:30 - 11:30 am

The Key to Healing

Lisa Maggio, Author, Life Coach



Registration Form.....Due by August 18, 2023

Name _____ Certification _____

Municipality _____ Department/Title _____

Address _____
Street or P.O. Box number *City/State/Zip*

Phone _____ FAX _____ Email _____

First Timer Yes No Who invited you _____

Guest Name (if applicable) for Thursday Lunch (no children allowed) _____

Guest Name (if applicable) for Thursday Reception (no children allowed) _____

Early registration should be received by August 18, 2023. Full refunds will be made for cancellations received before September 1, 2023; there will be no refunds after September 1, 2023

Registration Fees: (late after August 18, 2023)

- Member \$ 250
- Late Fee \$ 275
- Non-Member Registration \$ 275
- Non Member Late Registration \$ 300
- Retiree Registration \$ 75
- Retiree Membership \$ 50
- Add on Membership \$ 50
- Add on Guest Lunch (Thurs.) \$ 25
- Add on Guest Reception (Thurs.) \$ 25

Checks should be payable to: LAMSA

Mail checks to: LAMSA conference
Kristine Scherer
1221 Rue Beauvais
Mandeville, LA 70471

Credit Card Registration is available

LAMSA Federal Tax ID: 72-1152251

Questions:

Kristine Scherer – LAMSA Conference Coordinator
Cell: 504-259-1068 email: lamsa@currently.com

Wednesday Paint da Boot (limited to first 50 registrants)

- Will Attend Will Not Attend

Thursday Reception

- Will Attend Will Not Attend

Louisiana Association of Municipal Secretaries
& Assistants (LAMSA)
1221 Rue Beauvais
Mandeville, LA 70471

HOUMA, LOUISIANA

33rd Annual Fall Conference
September 20-22, 2023

Courtyard by Marriott

142 Library Drive, Houma, LA 70360

985-223-8996





Wednesday, September 13, 2023

Item Title:

Bayou Blue Fire Protection District Board

Item Summary:

Bayou Blue Fire Protection District Board: One (1) expired term. Mr. Loyd A. Olin, III submits an application for consideration.

ATTACHMENTS:

Description	Upload Date	Type
Notice to the Public	8/31/2023	Cover Memo
Appointment - Loyd A. Olin, III	8/31/2023	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 **SEPTEMBER 13, 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: Two (2) vacancies.

RECREATION DISTRICT NO. 6 BOARD: One (1) expired term.

RECREATION DISTRICT NO. 10 BOARD: One (1) expiring term on 10-26-23.

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.

DOWNTOWN DEVELOPMENT: Two (2) expired terms. (One representing each of the following: Downtown Merchants, and Arts and Humanities)

HOUMA – TERREBONNE PUBLIC TRUST FINANCE: Two (2) expired terms.

TEDA: Three (3) expired terms (One representing each of the following: Parish President, Parish Council, and Chamber of Commerce).

PLANNING AND ZONING COMMISSION: One (1) vacancy due to a resignation.

VETERANS MEMORIAL BOARD: Three (3) expiring terms on 09-17-23. (One representing each of the following: Parish President North of the Intracoastal, Legislative Delegation North, and the Marine Corps League) and one (1) vacancy due to a resignation.

AIRPORT COMMISSION: One (1) expiring term on 10-26-23.

COASTAL ZONE MANAGEMENT AND RESTORATION: Four (4) expiring terms on 10-31-23. (Each representing the following entities: Two (2) representing the Public, one (1) representing Recreational Fishing and one (1) representing Property Owners) and one (1) expired term (representing Commercial Fishing).

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, SEPTEMBER 11, 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: 8-24-2023

I, Loyd A Olin III, of full majority age, whose primary
(Applicant's Name)
residence and permanent mailing address is 2737 Bayou Blue Rd,
(Address)
Houma LA 70364, Telephone number is (985) 790-1245,
(City, State, and Zip Code)
and E-mail is loydaolin3@gmail.com, wish to qualify for appointment
as a member of the Bayou Blue Fire Protection District Board in Terrebonne Parish,
(Board/Committee/Commission)

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

A. Applicant has maintained his/her primary residence in Terrebonne Parish at
2737 Bayou Blue Rd Houma LA 70364 for 28 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. 4.

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 Bayou Blue Fire Protection District Board
(Fire District)
and Council District No. 4.

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

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

To the best of his/her knowledge, applicant affirms that he/she will not receive any personal
economic benefit¹ by serving as a member of Bayou Blue Fire Protection District Board
(Board/Committee/Commission)

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

F. Applicant is aware of the Bayou Blue Fire Protection District Board board criteria and
attendance requirements. (Board/Committee/Commission)
Yes X or No _____.

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

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

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

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

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

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

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

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

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

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

Yes _____ or No X

If 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**

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

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**TERREBONNE PARISH
COUNCIL**



Wednesday, September 13, 2023

Item Title:

Veterans Memorial District

Item Summary:

Veterans Memorial Board: Three (3) expiring terms on 09-17-23 (One representing each of the following: Parish President North of the Intracoastal, Legislative Delegation North, and the Marine Corps League) and one (1) vacancy due to a resignation (representing the Regional Military Museum Foundation). Mr. Urban "Herb" Picou, representing the Legislative Delegation North, expresses his interest in being reappointed. Ms. Sharon S. Chatagnier (representing the Legislative Delegation North) submits application and resume for consideration. Mr. Billy Burrow (representing the Marine Corps League) expresses his interest in being reappointed. Mr. Gus Marie (representing the Marine Corps League) submits application and resume for consideration. Mr. George S. Bourg (representing the Regional Military Museum Foundation) submits application and resume for consideration.

ATTACHMENTS:

Description	Upload Date	Type
Term Expiration Notice	8/31/2023	Cover Memo
Application - Urban Herb Picou	8/31/2023	Cover Memo
Notice to the Public	8/31/2023	Cover Memo
Resume - Urban Herb Picou	8/31/2023	Cover Memo
Letter of Support - Urban Herb Picou	8/31/2023	Cover Memo
Letter of Support - Urban Herb Picou	8/31/2023	Cover Memo
Application - Sharon S. Chatagnier	8/31/2023	Cover Memo
Letter of Interest - Sharon S. Chatagnier	8/31/2023	Cover Memo
Letter of Support - Sharon S. Chatagnier	8/31/2023	Cover Memo
Letter of Support - Sharon S. Chatagnier	8/31/2023	Cover Memo
Resume - Sharon S. Chatagnier	8/31/2023	Cover Memo
Application - Billy Burrow	8/31/2023	Cover Memo
Letter of Support - Billy Burrow	8/31/2023	Cover Memo
Application - Gus Marie	8/31/2023	Cover Memo

Letter of Support - Gus Marie	8/31/2023	Cover Memo
Resume - Gus Marie	8/31/2023	Cover Memo
Application - George S. Bourg	8/31/2023	Cover Memo
Resume - George S. Bourg	8/31/2023	Cover Memo
Letter of Support - George S. Bourg	8/31/2023	Cover Memo

JESSICA DOMANGUE, CHAIRWOMAN

JOHN AMEDÉE, VICE-CHAIRMAN



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

August 14, 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 September 2023.

TEDA	Michael Lewis (Council)	09-09-23*
→ Veterans Memorial District	Ken Royston (Par. Pres. N. Intracoastal)	09-17-23
	Urban "Herb" Picou (Leg. Del. N.)	09-17-23
	Billy Burrow (Marine Corps League)	09-17-23

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



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS
APPLICATION FORM

DATE: Aug 8, 2023

I, Urban (Herb) Picou, of full majority age, whose primary
(Applicant's Name)
residence and permanent mailing address is 102 Hamner Dr.
(Address)
Houma, LA 70364 Telephone number is 985-688-5565.
(City, State, and Zip Code)

and E-mail is picouagency@gmail.com, wish to qualify for appointment
as a member of the Veterans Memorial District 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
102 Hamner Dr Houma LA 70364 for 45 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. 04. Voter Registration Card Attached

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

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

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

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

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

F. Applicant is aware of the Veterans Memorial Dist board criteria and
attendance requirements. (Board/Committee/Commission)
Yes Yes or No ___

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G. Applicant affirms that his/her employment with Picou Insurance Agency Inc
(Name of Employer)

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

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

State job duties and responsibilities:

N/A

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

Yes ___ or No X.

If yes, explain:

other than Veterans Memorial District

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

If yes, explain:

Not applicable

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

State job duties and responsibilities:

N/A

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

State job duties and responsibilities:

N/A

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

Yes ___ or No No

If yes, explain:

N/A

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

Yes ___ or No No

If yes, explain:

N/A

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

Yes _____ or No No

If yes, explain: other than Veterans Memorial District

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RECREATION DISTRICT NO. 10 BOARD: One (1) expiring term on 10-26-23.

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.

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

URBAN (HERB) PICOU June 28, 1945
102 HAMNER DR (Residence since: 6-1978)
HOUMA, LA 70364
Cell: 985-688-5565 Email: picouagency@gmail.com

Graduate of Nicholls State University, May 1968, BS Business Administration

Employment History:

B&M Corporation: Sales 1968-1971

TBW Industries: Sales of Marine Equipment 1972-1980

Lee Vac Shipyard: Sales of Marine Vessels 1981-1984

Houma Fabricators: Estimating-Purchasing-Sales of Marine Vessels 1985-1991

Windward International: VP of Sales, Marine Insurance 1992-1994

Current:

Picou Insurance Agency: President and Owner 1995-2023

Commercial Insurance Agency-General Liability, Commercial Property, Builders Risk, Pollution Liability, Workers Comp, Hull/P&I

P&C License State of Louisiana: Urban Picou – 222718

Picou Insurance-222719

Member of the Veterans Memorial District since 2020

Appointed by Louisiana Representative Beryl Amedee in 2021

Request to be reappointed to the Veterans Memorial District for a 3 year term.

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TERREBONNE PARISH
COUNCIL

LOUISIANA SENATE

Address
1950 South Van Avenue
Houma, LA 70363
Email:
sen20@legis.la.gov
Phone:
(985) 2979
FAX
(985) 873-2069

Legislative Assistant:
Luci Sposito



Michael "Big Mike" Fesi
State Senator ~ District 20

Committees:
Natural Resources, Vice
Chair; Finance; Insurance;
Joint Legislative Committee
on the Budget

Memberships:
Louisiana Republican
Delegation; Louisiana Rural
Caucus

August 16, 2023

Terrebonne Parish Consolidated Govt. Council
8026 Main Street, Suite 600
Houma, LA 70360

RE: Urban "Herb" Picou Re-appointment to Veterans Memorial District Board

Council Members,

Mr. Picou wishes to continue serving on the Veterans Memorial District Board, and I fully support his re-appointment. His past service to the Board has been invaluable, and I know that his continued involvement will further benefit the district and the other members currently serving.

As Senator for District 20, I ask that you give Mr. Picou the opportunity and honor of continued service to our parish and re-appoint him to continue serving. Please contact my office if you need additional input.

Sincerely,

A handwritten signature in blue ink that reads "Michael 'Big Mike' Fesi".

Michael "Big Mike" Fesi
Senator ~ District 20

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TERREBONNE PARISH
COUNCIL

LOUISIANA HOUSE OF REPRESENTATIVES

302 School Street
Houma, LA 70360
Office: 985.858.2967
Fax: 985.858.2968
Email: amedeeb@legis.la.gov



COMMITTEES:
Civil Law and Procedure
Education
Labor and Industrial Relations
Atchafalaya Basin Program
Oversight Committee

BERYL A. AMÉDEE
State Representative ~ District 51

August 22, 2023

Terrebonne Parish Council

P. O. Box 2768

Houma, LA 70361

Dear Council Members,

This letter serves to nominate Mr. Urban "Herb" Picou for reappointment to the Terrebonne Parish Veterans' Memorial District Board. I believe Mr. Picou has served honorably and faithfully and I am pleased to recommend him for another term.

Sincerely,

A handwritten signature in blue ink that reads "Beryl Amedee".

Beryl Amedee

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TERREBONNE PARISH
COUNCIL



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS
APPLICATION FORM

DATE: January 11, 2023

I, Sharon Schober Chatagnier, of full majority age, whose primary
(Applicant's Name)

residence and permanent mailing address is 114 Exeter Run,
(Address)

Houma LA 70360, Telephone number is (985) 209-7875,
(City, State, and Zip Code)

and E-mail is Chatagnier@triparish.net wish to qualify for appointment
as a member of the Terrebonne Parish Veterans Memorial District 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

114 Exeter Run Houma, LA 70360 for 38 consecutive years.
(Primary residential address, City, State, Zip Code) (No. of yrs.)

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

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

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

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

and Council District No. _____.

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

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

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

TERREBONNE PARISH
COUNCIL

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

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

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

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

If yes, explain:

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

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

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

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

Yes ___ or No X

If yes, explain:

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

Yes X or No _____

If yes, explain: Regional Military Museum Foundation
Secretary until 2021
Terrebonne Volunteers for Family & Community -
President - 2016 - 2022

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

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.**

Sharon S. Chalagnier
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

114 Exeter Run

Houma, LA 70360

January 11, 2023

Request for appointment to the Terrebonne Parish Veterans Memorial District

I am Sharon Schober Chatagnier, a retired Terrebonne Parish teacher. I wish to be considered for a position on the Board of Directors of the Terrebonne Parish Veterans Memorial District when a position becomes available. I have the experience and knowledge to serve the district.

I began volunteering at the Regional Military Museum upon retirement in October 2011. During the 10 years I served as a volunteer, I served the RMM as follows:

- Wrote the Personnel Policy Handbook, Job description and application for the first paid Executive Assistant as well as the Volunteer Handbook
- Sent out RMM membership renewal notices monthly and maintained record of members
- Indexed and archived DD 214s and other pertinent documents
- Created and maintained RMM scrapbooks
- Named RMM Volunteer of the Year 2017
- RMMF secretary 2019-2021
- Created forms and files for RMM
- Assisted with the annual meeting
- Performed any task assigned

I volunteered at RMM for many reasons. First, an uncle, Clifton Schexnayder was a founding member of RMM and was beloved by our family. I began the Mulberry School Veterans Day program in 1997 which continued until Covid in order to recognize all veterans in our parish and to educate our students on the sacrifices of our military. My son served in the Navy during Desert Storm. My grandson and brother-in-law are Marines and my nephew served with the National Guard in Syria for the year 2021. Our family has a history of service beginning with WWI and continuing until today. I am deeply appreciative of my classmates' service in Viet Nam. For 21 years I have led a Washington, DC trip with 6th graders which includes a visit to the Viet Nam Memorial Wall and a study of the KIA from Terrebonne Parish as well as visiting the WWI, WWII, and Korean Memorials. I will continue traveling with students in April 2023. Last year one of my clubs, Les Amis de Burkwall sent 20 boxes of toiletries and snacks to the Houma National Guard serving in Syria.

I have attached my resume' and appreciate your consideration.

Sincerely,


Sharon Schober Chatagnier

LOUISIANA SENATE



MICHAEL "BIG MIKE" FESI

Senator ~ District 20

January 6, 2023

Terrebonne Parish Veterans' Memorial District Board
P.O. Box 2768
Houma, LA 70361-2768

RE: Sharon Chatagnier Letter of Recommendation

Dear Board Members:

I am writing in support of Sharon Chatagnier's application to the Terrebonne Parish Veterans' Memorial District Board.

Ms. Chatagnier is a well-respected and engaged member of our community, and I believe she will be an active and productive member of your board.

As State Senator of District 20, I would greatly appreciate your strong consideration of her application.

Sincerely,

A handwritten signature in blue ink that reads "Michael 'Big Mike' Fesi".

Michael "Big Mike" Fesi
Senator ~ District 20

DISTRICT OFFICE

200 Moffet Road
Houma, LA 70363
Phone (985) 858-2979
Fax (985) 873-2069
sen20@legis.la.gov

COMMITTEES

Natural Resources, Vice Chairman
Finance
Insurance
Select Committee on Coastal Restoration
and Flood Protection

LOUISIANA HOUSE OF REPRESENTATIVES



District 53 Office

P.O. Box 2365
Houma, LA 70361
Phone: 985.858.2970
Fax 985.858.2972
Email: mageet@legis.la.gov

TANNER D. MAGEE
State Representative ~ District 53
Speaker Pro Tempore

Committees:

Appropriations
Joint Legislative Committee
on the Budget
House and Governmental
Affairs
House Executive Committee

Speaker Pro Tempore Office

900 N. 3rd Street, Room 182
Baton Rouge, LA 70802
Phone (225) 342-7263

January 3, 2023

Re: Recommendation of Sharon Chatagnier for board membership

Dear Sir or Madam:

I wholeheartedly recommend Sharon Chatagnier for membership on your board. I've had the pleasure of knowing her most of my life: first as a teacher and later as a member of our community.

Her years of experience as an educator and the network of former students alone make her a tremendous asset to your organization. Additionally, she is a self-motivated individual who cares about people and Terrebonne Parish, which makes her a homerun board member.

If you have any questions, please feel free to contact me.

Best regards,

A handwritten signature in blue ink that reads "Tanner D. Magee". The signature is written in a cursive style with a long horizontal line extending from the top of the first letter.

Tanner D. Magee

Resume'

Sharon Schober Chatagnier
114 Exeter Run
Houma, LA 70360
985-873-7508 985-209-7875
Chatagnier@triparish.net

Education

- 1969 graduate of Terrebonne High School
- 1982 graduate Nicholls State University Bachelor of Arts in Elementary Education
- Fall 1990 National Geographic Society Workshop for Teachers-NSU
- June 1990 Louisiana Bankers Association Money and Banking Institute-LSU
- June 1992 Louisiana Writing Project Institute-NSU
- July 2000 LEH Summer Institute-NSU
- 2000 Supervising Student Teachers-NSU
- 2000 Teaching About Asia Seminar-Loyola University
- July 2003 Challenger Learning Center Spaceflight Simulation In-Service LASM Baton Rouge, LA
- July 2004 Heritage Education-Louisiana- Northwestern State University
- June 2005 Using Holocaust Survivor Testimony in the Classroom-Southern Institute for Education & Research Houma, LA
- April 2003 Teaching the Holocaust Seminar-LSU
- July 2005 Sacred Places: Teaching with our Churches and Cemeteries-Northwestern State University
- Summer 2002 National Consortium for Teaching about Asia Japan and Korea Study Tour participant 25 -days-sponsored by Indiana University-Tokyo, Utsonomiya, Kyoto, Osaka, Chiba, and Hiroshima, Japan. Seoul, Gyeongju, and Demilitarized Zone, Korea
- Fall 2003 National Consortium for Teaching about Asia Study Tour Reunion participant-Indiana University

Teaching Experience

1982-2011 Terrebonne Parish School District 29 years

Professional

2001-2011	Partner Teacher Nicholls State University
Fall 2000	Supervising Teacher of 2 Student Teachers Nicholls State University at Mulberry School
1985-2001	Just Say No Club leader Oakshire & Mulberry Schools
1990-2011	Mulberry School 4-H Leader
1991-97	4-H Short Course Volunteer Leader-LSU
1995	4-H Camp Counselor Training Facilitator
1995, 1996, 1998	4-H Leader Training Facilitator-LSU
1995-Present	Terrebonne Parish 4-H Clubs Advisory Board member

1995	4-H Region III Advisory Council member
2007	Louisiana State Cooperative Extension Service Focus Group member
1997	Rufus Ruffin Memorial Award for Exceptional Volunteer Leadership & Outstanding Volunteer Service for Terrebonne Parish 4-H
1999-2000	Friend of 4-H Award
2005-2006	Friend of 4-H Award
2001-Present	Washington, D.C. Educational Trip during Easter Holidays-Program Leader
2003	Mukogawa-Fort Wright Institute Seattle, WA Japanese Friendship Doll Recipient
2003-04	Japanese School Teaching Assistant Program Host School Supervisor of Japanese Cultural Ambassador/Host family-Misa Nakayama taught Japanese culture at Mulberry School for a year while living in my home and under my supervision at school
1993-1994	Mulberry Elementary Teacher of the Year
1998-1999	Mulberry Elementary Teacher of the Year finalist
1999-2000	Mulberry Elementary Teacher of the Year finalist
2006-2007	Mulberry Elementary Teacher of the Year finalist
1999	Disney American Teacher Awards Nominee
2000	Disney American Teacher Awards nominee
2006	Disney American Teacher Awards nominee
2007-08	VFW Teacher Citizenship Award (grades 5-8) Post Award winner VFW District Award winner VFW State Award winner
1997-2011	Mulberry Social Studies Fair Chairman Mulberry Social Studies Committee Chairman National Geographic Geography Bee Chairperson
1997-2011	Veterans Day Program Mulberry School-director & coordinator
2010	Louisiana 4-H Hall of Fame-inductee
2017	Regional Military Museum Volunteer of the Year
2018	Terrebonne Volunteers for Family & Community Community Belle of the Year
2018	Terrebonne Volunteers for Family & Community Community Champion

Organizations

1975-Present	Terrebonne High School Class of 1969 Reunion Committee member
1985-Present	Ladies' Carnival Club, Inc. Krewe of Hyacinthians Page chairman 2 years Tableau coordinator 3 years Tableau narrator 2 years

Board member 2 years
President 2006-07
Assistant float captain 13 years

1999 Terrebonne Parish Strategic Planning Council Member

2011-Present	Terrebonne Garden Club-member 2013 co-chair Cleanest City Anti-Litter Campaign in schools 2013-14 Co-chair Garden of the Month Committee 2016-19 Secretary
2011-2021	Regional Military Museum-volunteer Regional Military Museum Volunteer of the Year 2017 Regional Military Museum Foundation- secretary 2019-2021
2012-Present	LSU Ag Center-Terrebonne Volunteers for Family & Community (TVFC)-member TVFC Les Amis de Burkwall Vice president 2016-2023 TVFC parish president 2019-2022



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS
APPLICATION FORM

DATE: 8-10-23

I, Billy Burrow, of full majority age, whose primary
(Applicant's Name)
residence and permanent mailing address is 127 Presque Isle,
(Address)
Houma, LA 70363, Telephone number is (225) 276-6001,
(City, State, and Zip Code)
and E-mail is Cajuntigger@att.net, wish to qualify for appointment
as a member of the Veteran's Memorial District 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
127 Presque Isle Houma, LA 70363 for 14 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. 9.

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

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

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

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

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

F. Applicant is aware of the Veteran's Memorial District board criteria and
attendance requirements. (Board/Committee/Commission)
Yes or No _____.

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COUNCIL

G. Applicant affirms that his/her employment with Weeks Marine Inc
(Name of Employer)

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

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

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

If yes, explain:

I am currently the Vice President of the Veterans Memorial District Board. Term is up for renewal.

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

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

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

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

If yes, explain:

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

If yes, explain:

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

Yes or No

If yes, explain: I am currently the Vice President of the Veterans Memorial District Board.
Term is up for renewal.

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**

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.**

Billy Burrow
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



Date :

Terrebonne Parish Veteran's Memorial District

Houma, LA

Dear Board Members

We are pleased to recommend to you, Billy Burrow, who is a member in good standing with this league. We feel that he will be a valuable member of the Veteran's Memorial Board.

If you have any questions, you may reach us at the Marine Corps League Det 475. We will be pleased to discuss any concerns with you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jon Prejean", is written over a horizontal line. The signature is fluid and cursive.

Jon Prejean

Commandant

Marine Corps League

Houma Terrebonne Detachment 475

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TERREBONNE PARISH
COUNCIL



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS
APPLICATION FORM

DATE: 5/8/23

I, Gus Maris, of full majority age, whose primary
(Applicant's Name)
residence and permanent mailing address is 122 PELLEGRIN ST.
(Address)
CHAUVIN, LA. 70344, Telephone number is 985-790-0475
(City, State, and Zip Code)
and E-mail is GustoKool@AOL.COM, wish to qualify for appointment
as a member of the VETS MEMORIAL DIST. BOARD in Terrebonne Parish,
(Board/Committee/Commission)

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

A. Applicant has maintained his/her primary residence in Terrebonne Parish at
122 PELLEGRIN ST. CHAUVIN for 43 YRS consecutive years.
(Primary residential address, City, State, Zip Code) (No. of yrs.)

Applicant affirms he/she is a registered voter of Terrebonne Parish and resides in Council
District No. 07

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

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

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

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

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

F. Applicant is aware of the TP VETS MEM. DIST. BOARD board criteria and
attendance requirements. (Board/Committee/Commission)
Yes or No _____.

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TERREBONNE PARISH
COUNCIL

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

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

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

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

If yes, explain:

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

If yes, explain:

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

State job duties and responsibilities:

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

State job duties and responsibilities:

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

Yes ___ or No.

If yes, explain:

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

Yes ___ or No.

If yes, explain:

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

Yes _____ or No

If yes, explain: _____

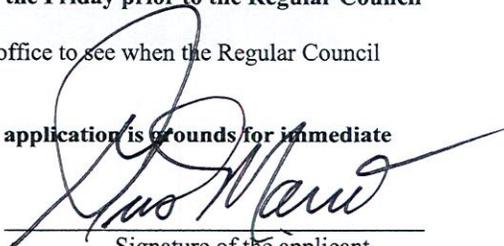
Applicant must complete and return this application **along with a copy of their resume** to:

**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**

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



Russell Redmond American Legion Post 272
104 Recreation Dr.
Montegut, Louisiana 70377

EIN 72-6035425

Charter# 0200140

8/5/23

To: Terrebone Parish Council Members
Nomination for Terrebonne Parish
" Veterans Memorial District Board "

George Doescher, Adjutant of Russell Redmond American Legion Post 272 nominate Gus Marie ,of Russell Redmond American Legion Post 272 Commander, to the Veterans Memorial District Board . I feel that the addition of the commander to the board would be a great asset to the district and the Regional Military Museum Foundation of Houma, LA.

Your consideration would be greatly appreciated .

Respectfully,


George Doescher ,Adjutant
Russell Redmond Post 272





Gus Marie
Commander
American Legion Russell Redmond Post 272
985-790-0475



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Resume/Bio for
DOB 12/3/48
Gus Marie
122 Pellegirin St,
Chauvin, LA. 70344
(985)--790+0475
GustoKool@aol.com

Objective

Apply for Terrebonne Parish "Veterans Memorial District Board"

Qualifications

Veteran from "Vietnam Era" 1969-1971

Graduate from "South Terrebone High School "Class of '66" "

Attended College "USL ,LSU" at various times. Vocational Trade and Industry Instructor in the Terrebonne Parish School system for "21 ½ years" teaching "Carpentry" to Special Ed students. I'm holding a permanent state teaching certificate in carpentry.

Experience

As a young boy I worked with my Dad fishing Oysters, also worked with my cousin on a shrimp platform. I worked as a shop foreman for "Bill Boyd Auto Repair" (1967- 1968), Anchor Operator offshore laying pipeline for McDermott (1968- 1969), in the "U.S. Army" (1969- 1971), drove tractor trailers for " Gulf Coast Pre-mix " (1974- 1975). I was a "Boat Skipper", running for "Texaco" (1975- 1977, I was a "law Enforcement Agent for Louisiana Wildlife and Fisheries" (1973-1974). I did carpentry work with the "Fanguy Bros" (1977- 1979), then I taught "Carpentry" 21 ½ yrs. (1979--2000) for "Terrebonne Parish School Board". Member and Volunteer of the Regional Military Museum Foundation. American Legion Russell Redmond Post # 272 in Montegut ,Commander (2023-- present). Also I'm a " Vets United ", "Lets Talk", volunteer and other Veteran programs.



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS
APPLICATION FORM

DATE: 8/8/2023

I, George S. Bourg, of full majority age, whose primary
(Applicant's Name)

residence and permanent mailing address is 4133 Grand Caillon Road
(Address)

Houma, La 70363, Telephone number is (985) 872-6635,
(City, State, and Zip Code)

and E-mail is gsbourg@bellsouth.net wish to qualify for appointment
as a member of the Terrebonne Parish Memorial District Board in Terrebonne Parish,
(Board/Committee/Commission)

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

A. Applicant has maintained his/her primary residence in Terrebonne Parish at
4133 Grand Caillon Rd. Houma, LA. 70363 for 27 consecutive years.
(Primary residential address, City, State, Zip Code) (No. of yrs.)

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

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

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

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

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

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

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

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COUNCIL

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

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

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

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

If yes, explain:

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

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

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

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

If yes, explain:

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

If yes, explain:

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

Yes or No

If yes, explain: T.P.V.B. I served 3 months on TPVMO and my application was "lost" with the parish - therefore I am reapplying.

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

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.**

George S. Baumg
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

George S. Bourg
4133 Grand Caillou Road
Houma, LA 70363

Home 985-872-6635 or Cell 985-860-2244
gsbourg@bellsouth.net

Born: 7 November 1946, Boudreaux, La 70353 to Leonard J. Bourg, Sr. (Merchant Marine) & Mary Songe Bourg (Homemaker).

Graduate: Terrebonne High School, 1966, studied: Math, Science & Industrial Science

Graduate: South Louisiana Trade School, studied: Drafting & Surveying

Military Service: US Army 245 Combat Engineers, six years.

Married: Former Charis Rock, 1969. Two sons, Stefan & Lane.

Work History: Draftsman, finished carpenter, home builder, steel building erector, oil field worker, shipyard owner, raw land developer and Lifetime member and a volunteer at the Regional Military Museum.

Business:

Dulac Shipyard, Inc.

Caillou Grove, LLC.

Caillou Grove Boat Storage, LLC

Awards:

United States Patents: Shore Shields

Netherland's Patents: Shore Shields

Objective:

My objective is to serve on the Terrebonne Parish Veterans Memorial District Board so I can help guide the museum to greater things. I am a lifetime member and volunteer at the museum. Also want to be active in the activities at the museum itself using my expertise in construction, repair, and maintenance. My goal would be to make sure that the museum will continue to be a bright spot in the lineup of things to do or a place to visit when someone is vacationing in Terrebonne Parish.

George S. Bourg

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COUNCIL



REGIONAL MILITARY MUSEUM FOUNDATION

**1154 BARROW ST. HOUMA, LA 70360
(985) 873-8200 – RMMUSEUM@GMAIL.COM**

Board of Director
Will Theriot,
President/ CEO

11 August 2023

Riley Gros
Vice-President

Dear Terrebonne Parish Council President and Members,

**Linda “Too Too”
Theriot, Secretary**

The Regional Military Museum Foundation is recommending Mr. George Bourg’s appointment to the Terrebonne Parish Veterans Memorial Board to replace Mr. C. J. Christ as he is retiring his position.

Bonita Dupre
Treasurer

C.J. Christ,
President Emeritus

Your vote of approval would be greatly appreciated.

Dwayne Adams
Yvonne Jones
Faron Naquin
Larry Peterson
Bruce Rogers
Evan Stark
Dr. Kurt Stiegler
Kim Suggs
Melanie Voisin
William Yates

Will Theriot
President

wt/lmt

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**TERREBONNE PARISH
COUNCIL**



Wednesday, September 13, 2023

Item Title:

TEDA Board

Item Summary:

TEDA: One (1) expiring term on 09-09-23 (representing the Parish Council) and two (2) expired terms. Mr. Michael Lewis expresses his interest in being reappointed (representing the Parish Council).

ATTACHMENTS:

Description	Upload Date	Type
Notice of Vacancy	9/6/2023	Backup Material
Application - Michael lewis	9/6/2023	Application

“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 **SEPTEMBER 13, 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: Two (2) vacancies.

RECREATION DISTRICT NO. 6 BOARD: One (1) expired term.

RECREATION DISTRICT NO. 10 BOARD: One (1) expiring term on 10-26-23.

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.

DOWNTOWN DEVELOPMENT: Two (2) expired terms. (One representing each of the following: Downtown Merchants, and Arts and Humanities)

HOUMA – TERREBONNE PUBLIC TRUST FINANCE: Two (2) expired terms.



TEDA: Three (3) expired terms (One representing each of the following: Parish President, Parish Council, and Chamber of Commerce).

PLANNING AND ZONING COMMISSION: One (1) vacancy due to a resignation.

VETERANS MEMORIAL BOARD: Three (3) expiring terms on 09-17-23. (One representing each of the following: Parish President North of the Intracoastal, Legislative Delegation North, and the Marine Corps League) and one (1) vacancy due to a resignation.

AIRPORT COMMISSION: One (1) expiring term on 10-26-23.

COASTAL ZONE MANAGEMENT AND RESTORATION: Four (4) expiring terms on 10-31-23. (Each representing the following entities: Two (2) representing the Public, one (1) representing Recreational Fishing and one (1) representing Property Owners) and one (1) expired term (representing Commercial Fishing).

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, SEPTEMBER 11, 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: September 1, 2023

I, Michael A. Lewis, of full majority age, whose primary
(Applicant's Name)

residence and permanent mailing address is 3377 Caleb Drive,
(Address)

Houma, La 70360, Telephone number is (985)628-0443 ,
(City, State, and Zip Code)

and E-mail is mike@bigmikesbbqsh.com, wish to qualify for appointment.

as a member of the Terrebonne Economic Development Authority 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
3377 Caleb Drive, Houma, La 70360 for 10 consecutive years.
(Primary residential address, City, State, Zip Code) (No. of yrs.)

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

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

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

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

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

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

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

Yes X or No _____.



G. Applicant affirms that his/her employment with MJ Restraunts Inc
(Name of Employer)

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

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

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

If yes, explain:

LATWorkforceCommission

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

If yes, explain:

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

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

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

If yes, explain:

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

If yes, explain: _____

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**TERREBONNE PARISH
COUNCIL**

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

Yes X or No _____

If yes, explain: I have been on the TEDA board for the last 8 months filling a vacant seat

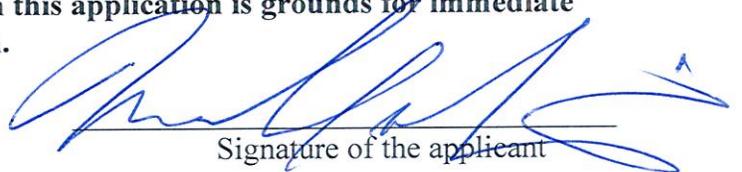
Applicant must complete and return this application **along with a copy of their resume** to:

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

New Applicants should submit their application by **9:00 a.m. the Friday prior to the Regular Council Session**. New applicants can view the list of meeting dates on the Parish website tpcg.org.

Individuals interested in being re-appointed should email *Interim Council Clerk Tammy Triggs* at ttriggs@tpcg.org or *Interim Assistant Council Clerk Keith Hampton* at khampton@tpcg.org to express their wishes with regards to (re)appointment to said positions.

***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

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**TERREBONNE PARISH
COUNCIL**



Wednesday, September 13, 2023

Item Title:

Houma-Terrebonne Regional Planning Commission

Item Summary:

~~**PLANNING AND ZONING COMMISSION:** One (1) vacancy due to a resignation. Mr. Jordan Lirette submits application for consideration. (Application pulled prior to meeting due residency requirement for vacancy.)~~

ATTACHMENTS:

Description	Upload Date	Type
Notice of Vacancy	9/5/2023	Backup Material
Application	9/5/2023	Application

“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 **SEPTEMBER 13, 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: Two (2) vacancies.

RECREATION DISTRICT NO. 6 BOARD: One (1) expired term.

RECREATION DISTRICT NO. 10 BOARD: One (1) expiring term on 10-26-23.

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.

DOWNTOWN DEVELOPMENT: Two (2) expired terms. (One representing each of the following: Downtown Merchants, and Arts and Humanities)

HOUMA – TERREBONNE PUBLIC TRUST FINANCE: Two (2) expired terms.

TEDA: Three (3) expired terms (One representing each of the following: Parish President, Parish Council, and Chamber of Commerce).



PLANNING AND ZONING COMMISSION: One (1) vacancy due to a resignation.

VETERANS MEMORIAL BOARD: Three (3) expiring terms on 09-17-23. (One representing each of the following: Parish President North of the Intracoastal, Legislative Delegation North, and the Marine Corps League) and one (1) vacancy due to a resignation.

AIRPORT COMMISSION: One (1) expiring term on 10-26-23.

COASTAL ZONE MANAGEMENT AND RESTORATION: Four (4) expiring terms on 10-31-23. (Each representing the following entities: Two (2) representing the Public, one (1) representing Recreational Fishing and one (1) representing Property Owners) and one (1) expired term (representing Commercial Fishing).

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, SEPTEMBER 11, 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: ~~Seton~~ September 3, 2023

I, Jordan Lirette, of full majority age, whose primary
(Applicant's Name)

residence and permanent mailing address is 302 Hidalgo Dr,
(Address)

Houma, Louisiana, 70363, Telephone number is (985) 790-3492,
(City, State, and Zip Code)

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

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

A. Applicant has maintained his/her primary residence in Terrebonne Parish at
302 Hidalgo Dr Houma, LA 70363 for 7 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. 1.

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

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

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

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

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

~~the~~ Children and Youth Services
(Board/Committee/Commission)

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

Yes or No _____.

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COUNCIL

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

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

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

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

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

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

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

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

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

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TERREBONNE PARISH
COUNCIL

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

Yes _____ or No

If yes, explain: _____

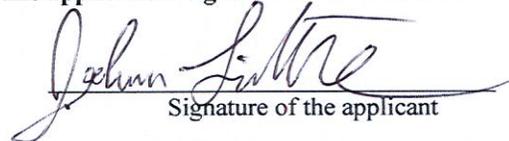
Applicant must complete and return this application along with a copy of their resume to:

**MRS. TAMMY E. TRIGGS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL
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E-MAIL: council@tpcg.org or FAX: (985) 873-6521**

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

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Signature of the applicant

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Revision Date: December 9, 2020

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**TERREBONNE PARISH
COUNCIL**



Wednesday, September 13, 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. 10 BOARD: One (1) expiring term on 10-26-23.

TEDA: Two (2) expired terms.

TERREBONNE PARISH TREE BOARD: Three (3) vacancies due to resignations.

AIRPORT COMMISSION: One (1) expiring term on 10-26-23.

COASTAL ZONE MANAGEMENT AND RESTORATION: Four (4) expiring terms on 10-31-23.
(Each representing the following entities: Two (2) representing the Public, one (1) representing Recreational Fishing and one (1) representing Property Owners) and one (1) expired term (representing Commercial Fishing).

VETERANS MEMORIAL BOARD: One expiring term on 09-17-23 (representing the Parish President / North of the Intracoastal).

ATTACHMENTS:

Description

Notice to the Public

Upload Date

8/31/2023

Type

Cover Memo

“NOTICE TO THE PUBLIC”

The Terrebonne Parish Council is seeking individuals to serve on various boards, committees, and commissions designed to maintain and improve the quality of life in our community. The agencies in need of members are governmental or quasi-governmental organizations that require people who are familiar with each agency and are willing to give of their time and talents. The Parish Council will consider at its **SEPTEMBER 13, 2023, REGULAR SESSION** meeting the following vacancies and appointments:

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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).

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PLANNING AND ZONING COMMISSION: One (1) vacancy due to a resignation.

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



Wednesday, September 13, 2023

Item Title:

Milford and Associates, Inc.

Item Summary:

Milford and Associates, Inc.

ATTACHMENTS:

Description

Milford and Associates, Inc.

Upload Date

9/6/2023

Type

Report

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

September 13, 2023

1. PROJECT: COUNCIL DISTRICT 5

a. Parish Project No.: 20-ROAD-54
b. Title: PAVEMENT MARKINGS
PROJECT "PHASE 1B"

2. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement 5-OCT-20
b. Type (Hourly, Lump Sum, %) "LUMP SUM" & %
c. Total Fees (Basic Services) \$58,800.00

3. PLAN AND PREPARATION STATUS:

a. Study and Reports (%) 100%
b. Preliminary Design (%) 100%
c. Final Design (%) 100%
d. Bidding and Negotiating (%) 100%
e. Construction Admin (%) 0%
f. Estimated Bid Date 14JUN22
g. Estimated Cost of Construction \$217,000.00

4. CONSTRUCTION STATUS:

a. Actual Bid Date 22SEP22
b. Contractor Southern Synergy, LLC
c. Contract Amount \$366,629.00
d. Work Order Issued 19JAN23
e. Total Contract Time (Working Days) 90
f. Scheduled Completion Date 25MAY23
g. Time Elapse Days (%) 90/100%
h. Project Complete (%) 100%
i. Estimates Paid to Date (\$) \$316,799.55
j. Date of Substantial Completion 7JUN23

5. PROJECT COORDINATOR: MILFORD & ASSOCIATES, INC.

6. REMARKS: PROJECT IS COMPLETE.

F.E. Milford III, P.E.

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

September 13, 2023

1. PROJECT: COUNCIL DISTRICT 5

a. Parish Project No.: 23-BRG-10
b. Title: EAST WOODLAWN
BRDG REPLACE

2. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement 1-JUN-23
b. Type (Hourly, Lump Sum, %) "LUMP SUM" & %
c. Total Fees (Basic Services) \$65,700.00

3. PLAN AND PREPARATION STATUS:

a. Study and Reports (%) 100%
b. Preliminary Design (%) 60%
c. Final Design (%) 0%
d. Bidding and Negotiating (%) 0%
e. Construction Admin (%) 0%
f. Estimated Bid Date _____
g. Estimated Cost of Construction \$1,038,100.00

4. CONSTRUCTION STATUS:

a. Actual Bid Date _____
b. Contractor _____
c. Contract Amount _____
d. Work Order Issued _____
e. Total Contract Time (Working Days) _____
f. Scheduled Completion Date _____
g. Time Elapse Days (%) 0/0%
h. Project Complete (%) 0%
i. Estimates Paid to Date (\$) \$0
j. Date of Substantial Completion _____

5. PROJECT COORDINATOR: MILFORD & ASSOCIATES, INC.

6. REMARKS: FINALIZING REQUIRED PILE DESIGN.

F.E. Milford III, P.E.

Category Number: 8.
Item Number: B.



Wednesday, September 13, 2023

Item Title:

T. Baker Smith

Item Summary:

T. Baker Smith

ATTACHMENTS:

Description

T. Baker Smith

Upload Date

9/7/2023

Type

Report

TERREBONNE PARISH CONSOLIDATED GOVERNMENT
MONTHLY STATUS REPORT FOR THE
PARISH COUNCIL MEETING, SEPTEMBER 13, 2023

PREPARED BY:



T. BAKER SMITH
A CENTURY OF SOLUTIONS

JACK E. PLAISANCE
SR. PROJECT MANAGER

SEPTEMBER 2023

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

September 13, 2023

1. PROJECT COORDINATOR Jack E. Plaisance, Sr. Project Manager

2. PROJECT:

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

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	December 26,2001
b. Type (Hourly, Lump Sum, %)	% Construction
c. Fees	
1. Total Estimated (Basic & Additional)	\$856,136.02
2. Current Budgeted Level	\$402,166.00
3. Remaining to be earned at current budgeted level	\$130,030.92
4. Earned to date	\$272,135.08

4. PLAN PREPARATION STATUS:

a. Right-of-way	20%
b. Permits	50%
c. Soil Survey	0%
d. Field Survey	40%
e. Preliminary Plans	50%
f. Final Plans	0%
g. Estimated Bid Date	Not yet established
h. Estimated Cost of Construction	\$3,715,550.00

5. CONSTRUCTION STATUS:

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

6. REMARKS:

TBS is awaiting TPCG Staff direction for when ready to proceed with this project. The permit was withdrawn in July 2019.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

September 13, 2023

1. PROJECT COORDINATOR Jack E. Plaisance, Sr. Project Manager

2. PROJECT:

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

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	October 6, 2009
b. Type (Hourly, Lump Sum, %)	% Construction
c. Fees	
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. 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:

Additional field surveys were completed in May 2017. TBS submitted revised 30% Design in July 2017 for the North System. TBS is awaiting TPCG Staff direction to proceed with final design of North System and permit acquisition. TBS shall revise Amendment No. 3 upon Notice to Proceed.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

September 13, 2023

1. PROJECT COORDINATOR Jack E. Plaisance, Sr. Project Manager

2. PROJECT:

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

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	<u>February 24, 2010</u>
b. Type (Hourly, Lump Sum, %)	<u>% Construction</u>
c. Fees	
1. Total Estimated (Basic & Additional)	<u>\$334,580.00</u>
2. Current Budgeted Level	<u>\$111,147.00</u>
3. Remaining to be earned at current budgeted level	<u>\$14,607.53</u>
4. Earned to date	<u>\$96,539.47</u>

4. PLAN PREPARATION STATUS:

a. Right-of-way	<u>8% (3 of 24)</u>
b. Permits	<u>100%</u>
c. Soil Survey	<u>N/A</u>
d. Field Survey	<u>100%</u>
e. Preliminary Plans	<u>100%</u>
f. Final Plans	<u>95%</u>
g. Estimated Bid Date	<u>Not yet established</u>
h. Estimated Cost of Construction	<u>\$1,283,500.00</u>

5. CONSTRUCTION STATUS:

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

6. REMARKS:

TBS is awaiting staff direction for when they are ready to move forward with this project.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

September 13, 2023

1. PROJECT COORDINATOR Jack E. Plaisance, Sr. Project Manager

2. PROJECT:

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

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	February 24, 2010
b. Type (Hourly, Lump Sum, %)	% Construction
c. Fees	
1. Total Estimated (Basic & Additional)	\$342,440.00
2. Current Budgeted Level	\$126,664.00
3. Remaining to be earned at current budgeted level	\$17,088.28
4. Earned to date	\$109,575.72

4. PLAN PREPARATION STATUS:

a. Right-of-way	35% (9 of 26)
b. Permits	100%
c. Soil Survey	N/A
d. Field Survey	100%
e. Preliminary Plans	100%
f. Final Plans	95%
g. Estimated Bid Date	Not yet established
h. Estimated Cost of Construction	\$1,249,000.00

5. CONSTRUCTION STATUS:

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

6. REMARKS:

TBS is awaiting staff direction for when they are ready to move forward with this project. 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.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

September 13, 2023

1. PROJECT COORDINATOR Jack E. Plaisance, Sr. Project Manager

2. PROJECT:

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

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	<u>February 24, 2010</u>
b. Type (Hourly, Lump Sum, %)	<u>% Construction</u>
c. Fees	
1. Total Estimated (Basic & Additional)	<u>\$319,550.00</u>
2. Current Budgeted Level	<u>\$648,087.13</u>
3. Remaining to be earned at current budgeted level	<u>\$146,245.15</u>
4. Earned to date	<u>\$501,841.98</u>

4. PLAN PREPERATION STATUS:

a. Right-of-way	<u>95%</u>
b. Permits	<u>100%</u>
c. Soil Survey	<u>100%</u>
d. Field Survey	<u>95%</u>
e. Preliminary Plans	<u>100%</u>
f. Final Plans	<u>98%</u>
g. Estimated Bid Date	<u>Not yet established</u>
h. Estimated Cost of Construction	<u>\$1,421,500.00</u>

5. CONSTRUCTION STATUS:

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

6. REMARKS:

TBS is awaiting staff direction for when they are ready to move forward with this project.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

September 13, 2023

1. PROJECT COORDINATOR Jack Plaisance

2. PROJECT:

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

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	<u>February 26, 2011</u>
b. Type (Hourly, Lump Sum, %)	<u>% Construction, T&M</u>
c. Fees	
1. Total Estimated (Basic & Additional)	<u>\$706,499.30</u>
2. Current Budgeted Level	<u>\$706,499.30</u>
3. Remaining to be earned at current budgeted level	<u>\$280,441.92</u>
4. Earned to date	<u>\$426,057.38</u>

4. PLAN PREPARATION STATUS:

a. Right-of-way	<u>80% (Phase I)</u>
b. Permits	<u>95% (Overall)</u>
c. Soil Survey	<u>50% (Overall)</u>
d. Field Survey	<u>100%</u>
e. Preliminary Plans	<u>100%</u>
f. Final Plans	<u>95% (Overall)</u>
g. Estimated Bid Date	<u>November 2021 (Phase 1)</u>
h. Estimated Cost of Construction	<u>\$2,566,655.00 (Phases I thru III)</u>

5. CONSTRUCTION STATUS:

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

6. REMARKS:

TBS met with staff on May 4, 2022, to discuss construction budget, right-of-way, and mitigation. We have continued to engage the Corps and DNR as environmental impacts were determined. As of June 7, 2023, the USACE Regulatory has determined that compensatory mitigation will be required for 14.97 acres of impacts. The Parish is now coordinating with the Corps and assessing the path forward.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

September 13, 2023

1. PROJECT COORDINATOR Jason Chauvin

2. PROJECT:
 - a. Parish Project No. 17-OYS-37
 - b. TBS Project No 2017.0907
 - c. Title Oyster Bed Surge Protection in Lake Chien and Tambour

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	May 2, 2018
b. Type (Hourly, Lump Sum, %)	Lump Sum/T&M
c. Fees	
1. Total Estimated (Basic & Additional)	\$745,272.00 (Phase I)
2. Current Budgeted Level	\$665,272.00
3. Remaining to be earned at current budgeted level	\$138,089.48
4. Earned to date	\$527,182.52

4. PLAN PREPARATION STATUS:

a. Right-of-way	20%
b. Permits	80%
c. Soil Survey	100%
d. Field Survey	100%
e. Preliminary Plans	100%
f. Final Plans	95%
g. Estimated Bid Date	TBD
h. Estimated Cost of Construction	TBD (PHASE I)

5. CONSTRUCTION STATUS:

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

6. REMARK

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 include revised permit applications, finalize construction documents and prepare ROW documents for the Lake Chien portion of the project. The amendment is under review by the Parish. TPCG continues to seek funding for required construction administration costs. TBS continues to coordinate with permitting agencies for the required environmental permits.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

TBS ENGINEERING STATUS REPORT

September 13, 2023

1. PROJECT COORDINATOR Jack Plaisance

2. PROJECT:

- a. Parish Project No.
- b. TBS Project No 2022.1792
- c. Title Barrow Street Pump Station

3. PROFESSIONAL AGREEMENT:

a. Date of Original Agreement	November 3, 2022
b. Type (Hourly, Lump Sum, %)	% Construction, T&M
c. Fees	
5. Total Estimated (Basic & Additional)	\$916,162.50
6. Current Budgeted Level	\$650,537.50
7. Remaining to be earned at current budgeted level	\$496,633.88
8. Earned to date	\$153,903.62

4. PLAN PREPARATION STATUS:

a. Right-of-way	0%
b. Permits	0%
c. Soil Survey	0%
d. Field Survey	82%
e. Preliminary Plans	60%
f. Final Plans	0%
g. Estimated Bid Date	February 2024
h. Estimated Cost of Construction	TBD

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:

Initial field surveys are complete. TPCG administration requested station capacity increase with electric pumps in February 2023. Preliminary plans and renderings are complete. TBS to meet with Public Works/ Administration in September to review the drawings.

Category Number: 9.
Item Number: A.



Wednesday, September 13, 2023

Item Title:

Parish President

Item Summary:

Parish President.

Category Number: 9.
Item Number: B.



Wednesday, September 13, 2023

Item Title:

Council Members

Item Summary:

Council Members.
