

**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, October 25, 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 SEPTEMBER 27, 2023.**

**DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON OCTOBER 11, 2023.**

**DISTRIBUTE MINUTES OF THE SPECIAL SESSION CONDEMNATION HEARING HELD ON OCTOBER 24, 2023.**

**APPROVE ACCOUNTS PAYABLE BILL LISTS FOR 10/16/2023 & 10/23/2023**

**APPROVE MANUAL CHECK LISTING-SEPTEMBER 2023**

**1. GENERAL BUSINESS:**

- A. PROCLAMATION:** Proclaiming the week of November 6-11, 2023 as "National 4-H" Week" in Terrebonne Parish.
- B. PROCLAMATION:** Honoring the heroic deed of Good Samaritan Jimmy Benoit.
- C.** Informational presentation by Ms. Kayla Duthu regarding the duties, responsibilities and achievements of the Veterans Memorial Board.

**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 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. Dedicated Emergency Fund, \$8,808,788
- II. Dedicated Emergency Fund, \$755,000
- III. Dedicated Emergency Fund, \$7,493,772
- IV. Sewerage, \$175,000
- V. Coastal Restoration, \$25,000
- VI. Public Safety Fund, \$3,000,000
- VII. Road Lighting District #3A, \$30,000
- VIII. Parish Prisoners, \$985,000
- IX. Road Lighting District #6, \$5,000
- X. Bayou Terrebonne Miter Gate, \$250,000
- XI. Hollywood Road Roundabout, \$200,000
- XII. Terrebonne Basin Watershed, \$300,000
- XIII. Bayou Terrebonne Pump Station Twin Span, \$100,000
- 1. Consider the adoption of the ordinance.

- B.** An ordinance to amend the Terrebonne Parish Code of Ordinances to establish a "4-Way Stop" at the intersection of Chantilly Drive and Parnell Drive, to provide for the installation of said signs, and to provide for other matters relative thereto.
  - 1. Consider the adoption of the ordinance.
- C.** The Proposed 2024 Parish Budget and Five-Year Capital Outlay Budget.
  - 1. Continue the public hearing to the November 15, 2023, meeting.

**3. COMMITTEE REPORTS:**

- A.** Public Services Committee, 10/23/23
- B.** Budget and Finance Committee, 10/23/23\*  
**(Ratification of minutes call public hearings on Wednesday, November 15, 2023, at 6:30 p.m.)**

**4. STREET LIGHTS:**

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

**5. APPOINTMENTS TO VARIOUS BOARDS, COMMITTEES AND COMMISSIONS:**

- A. Downtown Development Corporation:** Five (5) expiring terms on 11-01-23. (Each representing the following entities: Two (2) representing the Parish Council, one (1) representing the Parish President, one (1) representing the Historical Society and one (1) representing the Garden Clubs). Ratify the re-appointment of Ms. Carmen Waitz, representing the Parish President, to the Houma Downtown Development Corporation.
- B. TEDA:** Two expired terms. Mr. Robbie Naquin, representing SCIA, submits application and resume for consideration.
- C. Coastal Zone Management and Restoration:** One (1) expiring terms on 10-31-23. (Representing Property Owners) and one (1) expired term (representing Commercial Fishing). Mr. Jordan P. Lirette (representing the Public) submits application for consideration.
- D. Terrebonne Parish Tree Board:** Three (3) vacancies due to resignations. Mr. Jordan P. Lirette submits application for consideration.

**6. VACANCIES TO VARIOUS BOARDS, COMMITTEES AND COMMISSIONS:**

- A. RECREATION DISTRICT NO. 2,3 BOARD:** One (1) vacancy due to a resignation.  
**RECREATION DISTRICT NO. 3A BOARD:** One (1) expiring term on 11-14-23 and two (2) vacancies.  
**RECREATION DISTRICT NO. 7:** One (1) expiring term on 11-14-23.  
**CHILDREN AND YOUTH SERVICES BOARD:** One (1) expiring term on 11-01-23 (Representing the Office of the District Public Defender 32nd JDC and 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).  
**TEDA:** One (1) expired term representing the Parish President.  
**TERREBONNE PARISH TREE BOARD:** Two (2) vacancies due to resignations.  
**PLANNING AND ZONING COMMISSION:** One (1) expiring term on 11-30-23 (Applicant must reside in the City of Houma).  
**COASTAL ZONE MANAGEMENT AND RESTORATION:** One (1) expiring term on 10-31-23 (Representing Property Owners) and one (1) expired term (representing Commercial Fishing).  
**HOUMA AREA CONVENTION AND VISITORS' BUREAU:** One (1) expiring term on 12-31-23. (Representing a Civic Non-Profit Organization)  
**DOWNTOWN DEVELOPMENT CORPORATION:** Four (4) expiring terms on 11-01-23. (Each representing the following entities: Two (2) representing the Parish Council, one (1) representing the Historical Society and one (1) representing the Garden Clubs).  
**MUNICIPAL CIVIL SERVICE BOARD:** One (1) expiring term on 11-29-23. (Representing the Council)  
**VETERANS MEMORIAL BOARD:** One expired term on 09-17-23 (representing the Parish President / North of the Intracoastal).  
**AIRPORT COMMISSION:** One (1) expiring term on 11-28-23.

**7. ANNOUNCEMENTS:**

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

**8. STAFF REPORTS:**

- A. RESOLUTION:** Authorizing the Parish President to submit an application to Economic Development Authority's FY 2023 Supplemental Grant Program for a waterline and road expansion project and confirming the commitment of funds for the Parish's Non-EDA match requirement.
- B. RESOLUTION:** Providing for Canvassing the returns and declaring the results of the Special Election

held within the boundaries of the Road Lighting District No. 7 of the Parish of Terrebonne, State of Louisiana, on October 14, 2023, to authorize the renewal of a Special Tax therein.

- C. **RESOLUTION:** Providing for the canvassing the returns and declaring the results of the Special Election held within the boundaries of the Parish of Terrebonne, State of Louisiana, on October 14, 2023, to rededicate the revenues derived from the Special Tax therein.
- D. **ADD ON: RESOLUTION: Authorizing the Parish President to Execute an Agreement with Keystone Partners, LLC d/b/a Keystone Nutrition for Food Services for the Juvenile Justice Center.**
  - 1. **Motion to add-on.**
  - 2. **Call for public comment on adding item.**
  - 3. **Close call for public comments and vote on motion.**
  - 4. **Discuss and/or take action.**

9. **ADJOURN**

Category Number:  
Item Number:



Wednesday, October 25, 2023

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**Item Title:**

INVOCATION

**Item Summary:**

INVOCATION

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Category Number:  
Item Number:



Wednesday, October 25, 2023

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**Item Title:**

PLEDGE OF ALLEGIANCE

**Item Summary:**

PLEDGE OF ALLEGIANCE

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Category Number:  
Item Number:



Wednesday, October 25, 2023

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**Item Title:**

APPROVE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON SEPTEMBER 27, 2023

**Item Summary:**

APPROVE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON SEPTEMBER 27, 2023.

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Category Number:  
Item Number:



Wednesday, October 25, 2023

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**Item Title:**

DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON OCTOBER 11, 2023

**Item Summary:**

**DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON OCTOBER 11, 2023.**

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Category Number:  
Item Number:



Wednesday, October 25, 2023

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**Item Title:**

DISTRIBUTE MINUTES OF THE SPECIAL SESSION CONDEMNATION HEARING HELD ON OCTOBER 24, 2023

**Item Summary:**

**DISTRIBUTE MINUTES OF THE SPECIAL SESSION CONDEMNATION HEARING HELD ON OCTOBER 24, 2023.**

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Category Number:  
Item Number:



Wednesday, October 25, 2023

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**Item Title:**

Accounts Payable Bill Lists for 10/16/2023 & 10/23/2023

**Item Summary:**

**APPROVE ACCOUNTS PAYABLE BILL LISTS FOR 10/16/2023 & 10/23/2023**

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Accounts Payable Bill Lists for 10/16/2023 & 10/23/2023	10/19/2023	Executive Summary



## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
ACCOUNTS PAYABLE BILL LISTS FOR 10/16/2023 & 10/23/2023

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)									
<b>PARISHWIDE</b>	1	2	3	4	5	6	7	8	9

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Category Number:  
Item Number:



Wednesday, October 25, 2023

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**Item Title:**

Manual Check Listing-September 2023

**Item Summary:**

**APPROVE MANUAL CHECK LISTING-SEPTEMBER 2023**

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**ATTACHMENTS:**

**Description**

Manual Check Listing-September 2023

**Upload Date**

10/19/2023

**Type**

Executive Summary



I

## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

### PROJECT TITLE

MANUAL CHECK LISTING-SEPTEMBER 2023

### PROJECT SUMMARY (200 WORDS OR LESS)

TO PROVIDE THE COUNCIL A LIST OF THE MANUAL CHECK PAYMENTS MADE TO VENDORS FOR GOODS AND SERVICES.

### PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

OPERATION OF GOVERNMENT

### TOTAL EXPENDITURE

N/A

#### AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

#### IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

IF YES AMOUNT  
BUDGETED:

### COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

1

2

3

4

5

6

7

8

9

s/Kandace Mauldin, CFO

October 19, 2023

Signature

Date

Category Number: 1.  
Item Number: A.



Wednesday, October 25, 2023

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**Item Title:**

Proclamation - National 4-H Week

**Item Summary:**

**PROCLAMATION:** Proclaiming the week of November 6-11, 2023 as "National 4-H" Week" in Terrebonne Parish.

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**ATTACHMENTS:**

**Description**

Proclamation

**Upload Date**

10/6/2023

**Type**

Presentation



# CITY OF HOUMA, LOUISIANA



## PARISH OF TERREBONNE

### A Proclamation

*WHEREAS, the Terrebonne Parish Consolidated Government is proud to honor the 4-H Youth Development Program of the LSU AgCenter Cooperative Extension Service for its 115 years of providing experience-based education to youth throughout the state; and*

*WHEREAS, the 4-H Program's more than 235,000 urban, suburban, and rural youth participants, ranging from ages eight to nineteen, hail from diverse ethnic and socioeconomic backgrounds, truly representing a cross-section of the state; and*

*WHEREAS, the 4-H Program undoubtedly could not have achieved the success it has done today were it not for the service of its more than 9,000 volunteers who have given generously of their time, talents, energies, and resources to the youth of Louisiana; and*

*WHEREAS, through its proud history, the 4-H Program has developed positive role models for countless citizens and, through its innovative and inspiring programs, continues to build character and instill the values that have made our state strong and great.*

*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 week of **November 6-11, 2023** be hereby proclaimed:*

## **“NATIONAL 4-H WEEK”**

### **IN TERREBONNE PARISH**

*BE IT FURTHER RESOLVED THAT the 4-H Youth Development Program of the LSU AgCenter Cooperative Extension Service be commended alongside the many men and women who have made the program a success.*

*Presented this the 11<sup>th</sup> day of October, 2023.*

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**GORDON E. DOVE**  
PARISH PRESIDENT

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**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: B.



Wednesday, October 25, 2023

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**Item Title:**

Good Samaritan Proclamation

**Item Summary:**

**PROCLAMATION:** Honoring the heroic deed of Good Samaritan Jimmy Benoit.

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**ATTACHMENTS:**

**Description**

Proclamation

**Upload Date**

10/18/2023

**Type**

Cover Memo





**CITY OF HOUMA,  
LOUISIANA**



**PARISH OF TERREBONNE  
PROCLAMATION**

*WHEREAS Jimmy Benoit is a second-generation Terrebonne Parish resident and the son of a World War II veteran; and*

*WHEREAS as a second-generation Terrebonne Parish resident and the son of a WWII veteran, Jimmy Benoit has always understood the importance of family and community; and*

*WHEREAS growing up in a large family in Dularge and raising a family of his own in Houma, Jimmy has always been dedicated to maintaining close connections with his family, his friends, and his community; and*

*WHEREAS Jimmy is always there and ready to lend a hand, never one to ignore a plea for help or shy away from hard work, always being steadfast in his devotion to helping those in need; and*

*WHEREAS from volunteering during hurricane recovery efforts and for various local, state and national veteran support organizations, to cooking for charitable events, to helping family and friends with daily projects, Jimmy has always been somebody upon whom a many call on in times of need because he will not only show up, but he will also lead the call to help; and*

*WHEREAS Jimmy's selflessness and his love for and devotion to family and community are qualities to which we should all aspire; and*

*WHEREAS Jimmy is not a hero because he put himself in harm's way to stop a crime against an unfamiliar couple on Oct 6<sup>th</sup>; and*

*WHEREAS Jimmy is a hero because of the selfless life he leads every day and his willingness to act at every opportunity to help those in need and to benefit his community.*

**NOW, THEREFORE BE IT PROCLAIMED** by Parish President Gordon E. Dove and the entire Terrebonne Parish Consolidated Government that

***Jimmy Benoit***

*be recognized for his quick heroic actions in selflessly defending those who could not defend themselves.*

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**GORDON E. DOVE  
PARISH PRESIDENT**



Wednesday, October 25, 2023

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**Item Title:**

Veterans Memorial District Duties and Achievements

**Item Summary:**

Informational presentation by Ms. Kayla Duthu regarding the duties, responsibilities and achievements of the Veterans Memorial Board.

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**ATTACHMENTS:**

**Description**

Executive Summary

**Upload Date**

10/17/2023

**Type**

Cover Memo



## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

### PROJECT TITLE

Informational Presentation: Kayla Duthu

### PROJECT SUMMARY (200 WORDS OR LESS)

Informational presentation by Ms. Kayla Duthu regarding the duties, responsibilities and achievements of the Veterans Memorial Board

### PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

N/A

### TOTAL EXPENDITURE

N/A

#### AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

#### IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

IF YES AMOUNT  
BUDGETED:

### COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE    1        2        3        4        5        6        7        8        9

*Brien Pledger*

*10/17/2023*

Signature

Date



Wednesday, October 25, 2023

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**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).

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Wednesday, October 25, 2023

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**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. Dedicated Emergency Fund, \$8,808,788
  - II. Dedicated Emergency Fund, \$755,000
  - III. Dedicated Emergency Fund, \$7,493,772
  - IV. Sewerage, \$175,000
  - V. Coastal Restoration, \$25,000
  - VI. Public Safety Fund, \$3,000,000
  - VII. Road Lighting District #3A, \$30,000
  - VIII. Parish Prisoners, \$985,000
  - IX. Road Lighting District #6, \$5,000
  - X. Bayou Terrebonne Miter Gate, \$250,000
  - XI. Hollywood Road Roundabout, \$200,000
  - XII. Terrebonne Basin Watershed, \$300,000
  - XIII. Bayou Terrebonne Pump Station Twin Span, \$100,000
1. Consider the adoption of the ordinance.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
2023 Various Items for Budget Amendment	10/5/2023	Executive Summary
2023 Various Items for Budget Amendment	10/5/2023	Budget Amendment
2023 Various Items for Budget Amendment	10/5/2023	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"> <li>I. Dedicated Emergency Fund, \$8,808,788</li> <li>II. Dedicated Emergency Fund, \$755,000</li> <li>III. Dedicated Emergency Fund, \$7,493,772</li> <li>IV. Sewerage, \$175,000</li> <li>V. Coastal Restoration, \$25,000</li> <li>VI. Public Safety Fund, \$3,000,000</li> <li>VII. Road Lighting District #3A, \$30,000</li> <li>VIII. Parish Prisoners, \$985,000</li> <li>IX. Road Lighting District #6, \$5,000</li> <li>X. Bayou Terrebonne Miter Gate, \$250,000</li> <li>XI. Hollywood Road Roundabout, \$200,000</li> <li>XII. Terrebonne Basin Watershed, \$300,000</li> <li>XIII. Bayou Terrebonne Pump Station Twin Span, \$100,000</li> </ul>

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

\_\_\_\_\_October 5, 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. Dedicated Emergency Fund, \$8,808,788
- II. Dedicated Emergency Fund, \$755,000
- III. Dedicated Emergency Fund, \$7,493,772
- IV. Sewerage, \$175,000
- V. Coastal Restoration, \$25,000
- VI. Public Safety Fund, \$3,000,000
- VII. Road Lighting District #3A, \$30,000
- VIII. Parish Prisoners, \$985,000
- IX. Road Lighting District #6, \$5,000
- X. Bayou Terrebonne Miter Gate, \$250,000
- XI. Hollywood Road Roundabout, \$200,000
- XII. Terrebonne Basin Watershed, \$300,000
- XIII. Bayou Terrebonne Pump Station Twin Span, \$100,000

#### SECTION I

WHEREAS, Administration is requesting funding of \$8,808,788 for the Dedicated Emergency Fund expenses from Hurricane Ida, and

WHEREAS, the funding is from the Dedicated Emergency Fund, fund balance.

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 Emergency Fund expenses. (Attachment A)

#### SECTION II

WHEREAS, Administration is requesting funding of \$755,000 for the interest payment of the Hurricane Recovery Revenue bonds, and

WHEREAS, the funding is from the Dedicated Emergency Fund, fund balance.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended for the interest payment for the Hurricane Recovery Revenue bonds. (Attachment B)

#### SECTION III

WHEREAS, Terrebonne Parish Consolidated Government received an additional \$7,493,772 in 2023 for Hurricane Ida insurance claims, and

WHEREAS, these funds will be placed into the Dedicated Emergency Fund to reimburse the Parish for hurricane expenses.

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

#### SECTION IV

WHEREAS, Administration is requesting funding of \$175,000 for generator installations at the various sewer stations, and

WHEREAS, the funding source will be from the Sewer Capital Fund.

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

#### SECTION V

WHEREAS, Administration is requesting funding of \$25,000 for the Coastal Restoration Fund, and

WHEREAS, the funding source will be from the General Fund, fund balance.

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

#### SECTION VI

WHEREAS, Administration is requesting funding of \$3,000,000 for the Public Safety Fund, and

WHEREAS, the funding source will be from the General Fund, fund balance.

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

#### SECTION VII

WHEREAS, Administration is requesting funding of \$30,000 for Road Lighting District #3A, and

WHEREAS, the funding source will be from the General Fund, fund balance.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended for Road Lighting District #3A. (Attachment G)

#### SECTION VIII

WHEREAS, Administration is requesting funding of \$985,000 for the Parish Prisoners fund, and

WHEREAS, the funding source will be from the General Fund, fund balance.

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

#### SECTION IX

WHEREAS, Road Lighting District #6 has received interest proceeds in the amount of \$5,000, and

WHEREAS, the funds will be recognized in the Interest-LAMP account.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended for Road Lighting District #6. (Attachment I)



## SECTION X

WHEREAS, additional insurance collections were received for the Emergency Bayou Terrebonne Miter Gate in the amount of \$250,000, and

WHEREAS, this insurance collections need to be reflected in the Bayou Terrebonne Miter Gate 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 Bayou Terrebonne Miter Gate. (Attachment J)

## SECTION XI

WHEREAS, Administration is requesting funding of \$200,000 for the Hollywood Road Roundabout, and

WHEREAS, the funding is from the Road Construction Fund.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget and 5-Year Capital Outlay Budget be amended for Hollywood Road Roundabout. (Attachment K)

## SECTION XII

WHEREAS, Administration is requesting funding of \$300,000 for the Terrebonne Basin Watershed, and

WHEREAS, the funding is from the Parishwide Drainage Construction Fund and the Capital Projects Control Fund.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget and 5-Year Capital Outlay Budget be amended for the Terrebonne Basin Watershed. (Attachment L)

## SECTION XIII

WHEREAS, Administration is requesting funding of \$100,000 for the Bayou Terrebonne Pump Station, Twin Span, and

WHEREAS, the funding is from the Drainage Construction Fund and the Capital Projects Control Fund.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget and 5-Year Capital Outlay Budget be amended for the Bayou Terrebonne Pump Station, Twin Span. (Attachment M)

## SECTION XIV

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 XV

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 XVI

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 – P  
Date Prepared: 10/4/23 BA #17

**ATTACHMENT A - Dedicated Emergency Fund**

	<b>2023</b>		
	<b>Adopted</b>	<b>Change</b>	<b>Amended</b>
Transfer to Emergency Event Fund	22,473,066	8,808,716	31,281,782
Fund Balance (decrease)	n/a	(8,808,716)	n/a
Transfer from Dedicated Emergency Fund	(22,473,066)	(8,808,716)	(31,281,782)
Accounting	2,430,814	752,019	3,182,833
Planning	471,636	65,749	537,385
Government Buildings	429,875	2,750	432,625
Government Buildings	609,123	119,364	728,487
Civic Center	288,969	311,062	600,031
Houma Fire Department	864,126	215,550	1,079,676
Engineering	97,500	26,654	124,154
Fleet Maintenance	1,422	27,000	28,422
Road & Bridge	93,742	189,719	283,461
Drainage	68,080	5,316	73,396
Sewerage	174,648	155,299	329,947
Sewerage	53,647	22,560	76,207
Sanitation	1,183,470	537,939	1,721,409
Sanitation	9,105	353,429	362,534
Library	185,273	49,986	235,259
Housing & Human Services	282,308	53,000	335,308
LSU Extension		13,500	13,500
Electric Generation	12,174,245	4,141,610	16,315,855
Electric Distribution	2,702,346	1,726,292	4,428,638
Office of Emergency Preparedness		39,918	39,918

**ATTACHMENT B - Dedicated Emergency Fund**

	<b>2023</b>		
	<b>Adopted</b>	<b>Change</b>	<b>Amended</b>
Interest on Bond	755,000	755,000	1,510,000
Fund Balance (decrease)	n/a	(755,000)	n/a

**ATTACHMENT C - Dedicated Emergency Fund**

	<b>2023</b>		
	<b>Adopted</b>	<b>Change</b>	<b>Amended</b>
Hurricane Ida-Comp Property Damage	(12,224,387)	(7,493,772)	(19,718,159)
Fund Balance (increase)	n/a	7,493,772	n/a

**ATTACHMENT D - Sewerage**

	<b>2023</b>		
	<b>Adopted</b>	<b>Change</b>	<b>Amended</b>
Generator Installations		175,000	175,000
Transfer from Sewer Capital Fund	(500,000)	(175,000)	(675,000)
Transfer to Sewer Collection	500,000	175,000	675,000
Oakshire/Southdown 2 Hold Basin	414,087	(175,000)	239,087

**ATTACHMENT E - Coastal Restoration**

	<b>2023</b>		
	<b>Adopted</b>	<b>Change</b>	<b>Amended</b>
Transfer from General Fund	(150,000)	(25,000)	(175,000)
Fund Balance (Increase)	n/a	25,000	n/a
Transfer to Coastal Restoration	150,000	25,000	175,000
Fund Balance (Decrease)	n/a	(25,000)	n/a

**ATTACHMENT F - Public Safety Fund**

	<b>2023</b>		
	<b>Adopted</b>	<b>Change</b>	<b>Amended</b>
Transfer from General Fund	(500,000)	(3,000,000)	(3,500,000)
Fund Balance (Increase)	n/a	3,000,000	n/a
Transfer to Public Safety Fund	500,000	3,000,000	3,500,000
Fund Balance (Decrease)	n/a	(3,000,000)	n/a

**ATTACHMENT G - Road Lighting District #3**

	<b>2023</b>		
	<b>Adopted</b>	<b>Change</b>	<b>Amended</b>
Transfer from General Fund		(30,000)	(30,000)
Fund Balance (Increase)	n/a	30,000	n/a
Transfer to Road Lighting Distr #3A		30,000	30,000
Fund Balance (Decrease)	n/a	(30,000)	n/a

**ATTACHMENT H - Parish Prisoners**

	<b>2023</b>		
	<b>Adopted</b>	<b>Change</b>	<b>Amended</b>
Transfer from General Fund	(3,765,000)	(985,000)	(4,750,000)
Fund Balance (Increase)	n/a	985,000	n/a
Transfer to Parish Prisoners Fund	3,765,000	985,000	4,750,000
Fund Balance (Decrease)	n/a	(985,000)	n/a

**ATTACHMENT I - Road Lighting District #6**

	<b>2023</b>		
	<b>Adopted</b>	<b>Change</b>	<b>Amended</b>
Interest-LAMP	(500)	(5,000)	(5,500)
Fund Balance (Increase)	n/a	5,000	n/a

**ATTACHMENT J - Bayou Terrebonne Miter Gate**

	<b>2023</b>		
	<b>Adopted</b>	<b>Change</b>	<b>Amended</b>
B Terr Miter Gate-Ins Reimb	(836,000)	(250,000)	(1,086,000)
Bayou Terrebonne Miter Gate	930,795	250,000	1,180,795

**ATTACHMENT K - Hollywood Road Roundabout**

	<b>2023</b>		
	<b>Adopted</b>	<b>Change</b>	<b>Amended</b>
Hollywood Road Roundabout	100,000	200,000	300,000
Chauvin Bridge	200,000	(200,000)	-

**ATTACHMENT L - Terrebonne Basin Watershed**

	<b>2023</b>		
	<b>Adopted</b>	<b>Change</b>	<b>Amended</b>
Terrebonne Basin Watershed		300,000	300,000
Exhibit 14 Channel Improv.	156,394	(140,339)	16,055
Mount Pilgrim 6-3 Humphries Drainage	1,803,526	(120,692)	1,682,834
Company Canal Road Pump Station	106,057	(6,057)	100,000
Transfer from Capital Projects Control	(65,000)	(32,912)	(97,912)
Transfer to Drainage Construction Fund	65,000	32,912	97,912
Act45 Misc State Aid	12,059	(12,059)	-
Aviation Rd Drainage	20,853	(20,853)	-

**ATTACHMENT M - Bayou Terrebonne P/S, Twin Span**

	<b>2023</b>		
	<b>Adopted</b>	<b>Change</b>	<b>Amended</b>
Bayou Terrebonne P/S Twin Span		100,000	100,000
Exhibit 14 Channel Improv.	16,055	(16,055)	-
Brady Road Drainage	99,795	(69,806)	29,989
Company Canal Road Pump Station	100,000	(2,290)	97,710
Transfer from Capital Projects Control	(97,912)	(11,849)	(109,761)
Transfer to Drainage Construction Fund	97,912	11,849	109,761
Windows Replacements-Jail	11,849	(11,849)	-

*Section I*

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

10/04/23

AUGUST 31, 2023 - MONTH LAST CLOSED

ACCT: 200-999-9102-90

DEDICATED EMERGENCY FD

OPERATING TRANSFERS

EMERGENCY EVENT

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	22,473,066	28,051,437.97	0	5,578,372-
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	62,572,107.23	N/A	62,572,107-

ENTER = CONTINUE      CF04 = DSP DETAIL      ACCOUNT EXCEEDS BUDGET AMOUNT      CF05 = DSP INV JE

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

ACCT: 290-000-7102-00  
EMERGENCY EVENT  
NO DEPARTMENT NAME  
DEDICATED EMERGENCY FUND

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	22,473,066	28,051,437.97-	0	5,578,372
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	62,572,107.23-	N/A	62,572,107

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

AUGUST 31, 2023 - MONTH LAST CLOSED

ACCT: 290-151-8349-01

EMERGENCY EVENT

ACCOUNTING

OTHER FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	2,430,814	3,182,833.14	0	752,019-
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	3,710,580.25	N/A	3,710,580-

ENTER = CONTINUE      CF04 = DSP DETAIL      ACCOUNT EXCEEDS BUDGET AMOUNT      CF05 = DSP INV JE

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



FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY  
AUGUST 31, 2023 - MONTH LAST CLOSED

10/04/23

ACCT: 290-193-8349-01

EMERGENCY EVENT  
PLANNING  
OTHER FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	471,636	537,385.08	0	65,749-
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	190,767.45	N/A	190,767-
2022	0	443,118.64	N/A	443,119-

ENTER = CONTINUE      CF04 = DSP DETAIL      ACCOUNT EXCEEDS BUDGET AMOUNT      CF05 = DSP INV JE

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

AUGUST 31, 2023 - MONTH LAST CLOSED

ACCT: 290-194-8325-01

EMERGENCY EVENT

GOVERNMENT BUILDINGS

OTHER CONTRACTS & RENTALS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	429,875	432,624.54	0	2,750-
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	2,354.00	N/A	2,354-
2022	0	41,149.60	N/A	41,150-

ENTER = CONTINUE      CF04 = DSP DETAIL      ACCOUNT EXCEEDS BUDGET AMOUNT      CF05 = DSP INV JE

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

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

10/04/23

AUGUST 31, 2023 - MONTH LAST CLOSED

ACCT: 290-194-8349-01

EMERGENCY EVENT  
GOVERNMENT BUILDINGS  
OTHER FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	609,123	728,486.60	0	119,364-
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	266,538.60	N/A	266,539-
2022	0	417,511.28	N/A	417,511-

ENTER = CONTINUE      CF04 = DSP DETAIL      ACCOUNT EXCEEDS BUDGET AMOUNT      CF05 = DSP INV JE

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

AUGUST 31, 2023 - MONTH LAST CLOSED

ACCT: 290-197-8349-01

EMERGENCY EVENT

CIVIC CENTER

OTHER FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	288,969	600,030.94	0	311,062-
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	71,063.53	N/A	71,064-
2022	0	981,981.68	N/A	981,982-

ENTER = CONTINUE      ACCOUNT EXCEEDS BUDGET AMOUNT      CF05 = DSP INV JE

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

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

10/04/23

AUGUST 31, 2023 - MONTH LAST CLOSED

ACCT: 290-222-8349-01

EMERGENCY EVENT

FIRE - URBAN

OTHER FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	864,126	1,079,675.80	0	215,550-
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	20,247.99	N/A	20,248-
2022	0	273,040.43	N/A	273,040-

ENTER = CONTINUE      CF04 = DSP DETAIL      ACCOUNT EXCEEDS BUDGET AMOUNT      CF05 = DSP INV JE

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

ACCT: 290-302-8349-01

EMERGENCY EVENT  
ENGINEERING  
OTHER FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	97,500	124,154.04	0	26,654-
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	97,500.00	N/A	97,500-

ENTER = CONTINUE      CF04 = DSP DETAIL      ACCOUNT EXCEEDS BUDGET AMOUNT      CF05 = DSP INV JE

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



AUGUST 31, 2023 - MONTH LAST CLOSED

ACCT: 290-310-8349-01

EMERGENCY EVENT

ROADS & BRIDGES

OTHER FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	93,742	283,460.53	0	189,719-
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	14,606.16	N/A	14,606-
2022	0	18,278.90	N/A	18,279-

ENTER = CONTINUE      CF04 = DSP DETAIL      ACCOUNT EXCEEDS BUDGET AMOUNT      CF05 = DSP INV JE

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





ACCT: 290-431-8349-01

EMERGENCY EVENT  
 SEWERAGE COLLECTION  
 OTHER FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	174,648	329,947.32	27,963	183,262-
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	16,831.88	N/A	16,832-

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



ACCT: 290-441-8342-06

EMERGENCY EVENT  
SOLID WASTE SERVICES  
SOLID WASTE CONTRACT

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	1,183,470	1,721,409.10	0	537,939-
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	33,683,856.07	N/A	33,683,856-
2022	0	22,238,149.25	N/A	22,238,149-

ENTER = CONTINUE      CF04 = DSP DETAIL      ACCOUNT EXCEEDS BUDGET AMOUNT      CF05 = DSP INV JE

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

ACCT: 290-441-8349-01

EMERGENCY EVENT  
 SOLID WASTE SERVICES  
 OTHER FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	9,105	362,533.82	0	353,429--
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	282,891.94	N/A	282,892--
2022	0	393,686.90	N/A	393,687--

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

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY  
AUGUST 31, 2023 - MONTH LAST CLOSED

10/04/23

ACCT: 290-506-8349-01

EMERGENCY EVENT

LIBRARY

OTHER FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	185,273	235,259.22	0	49,986-
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	14,102.54	N/A	14,103-

ENTER = CONTINUE      CF04 = DSP DETAIL      ACCOUNT EXCEEDS BUDGET AMOUNT      CF05 = DSP INV JE

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



FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY  
AUGUST 31, 2023 - MONTH LAST CLOSED

10/04/23

ACCT: 290-654-8349-01

EMERGENCY EVENT  
PARISH FARM AGENT  
LSU EXTENSION SERVICE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	0	13,500.00	48,608	62,108-
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	65,150.00	N/A	65,150-

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



ACCT: 290-802-8349-01

EMERGENCY EVENT  
 ELECTRIC GENERATION  
 OTHER FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	12,174,245	16,315,854.65	0	4,141,610-
CLOSED:				
2017	0	.00	N/A	0
2018	0	.00	N/A	0
2019	0	369.52-	N/A	370
2020	0	.00	N/A	0
2021	0	.00	N/A	0
2022	0	8,152,861.16	N/A	8,152,861-

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

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

10/04/23

AUGUST 31, 2023 - MONTH LAST CLOSED

ACCT: 290-803-8349-01

EMERGENCY EVENT

ELECTRIC DISTRIBUTION

OTHER FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	2,702,346	4,428,637.89	201,685	1,927,977-
CLOSED:				
2017	0	.00	N/A	0
2018	0	.00	N/A	0
2019	0	369.52	N/A	370-
2020	0	.00	N/A	0
2021	0	146,120.00	N/A	146,120-
2022	0	592,579.84	N/A	592,580-

ENTER = CONTINUE      ACCOUNT EXCEEDS BUDGET AMOUNT      CF05 = DSP INV JE

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

ACCT: 290-912-8413-02

EMERGENCY EVENT  
EMERGENCY PREPAREDNESS  
COMMUNICATION EQUIP REPAIRS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	0	39,918.15	0	39,918-
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	320.00	N/A	320-
2022	0	.00	N/A	0

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

*Section II*

FD171GG GENERAL LEDGER/BUDGET ACCOUNT INQUIRY 10/04/23

AUGUST 31, 2023 - MONTH LAST CLOSED

ACCT: 200-199-8814-01

DEDICATED EMERGENCY FD  
GENERAL - OTHER  
INTEREST ON BOND

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	755,000	1,510,000.00	0	755,000-
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	784,361.11	N/A	784,361-

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

*Section III*

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

10/04/23

AUGUST 31, 2023 - MONTH LAST CLOSED

ACCT: 200-000-6912-00

DEDICATED EMERGENCY FD

NO DEPARTMENT NAME

HURR IDA-COMP PROPERTY DAMAGE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	12,224,387	18,659,092.66-	0	6,434,706
		<i>+ 1059865.78</i>		
		<i>19718158.44</i>		
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	6,426,186.47-	N/A	6,426,186
2022	0	2,822,618.26-	N/A	2,822,618

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

*Section IV*

**Kayla Dupre**

---

**From:** Debbie Robichaux  
**Sent:** Thursday, August 24, 2023 10:23 AM  
**To:** Kayla Dupre  
**Cc:** David Rome; Scotty Dryden  
**Subject:** Budget Amendment Request

Kayla,

As per our telephone conversation, Pollution Control is requesting a Budget Amendment to provide funding to install generators, which were recently purchased. We are requesting that you set-up an account under 310-431 (Sewer Collection) named "Generator Installations", and place \$175,000 in the account from the following:

311-434-8927-38 - Oakshire/Southdown @ Holding Basin

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

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



*310-431-8999-29*

ACCT: 310-000-7103-11

SEWERAGE FUND  
 NO DEPARTMENT NAME  
 SEWER CAPITAL R&R FUND

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	500,000	270.05	0	500,270-
CLOSED:				
2017	500,000	1,448,471.93-	N/A	948,472
2018	500,000	346,302.19-	N/A	153,698-
2019	500,000	1,252,029.23-	N/A	752,029
2020	533,443	952,324.57-	N/A	418,882
2021	500,000	303,284.44-	N/A	196,716-
2022	500,000	5,902.00-	N/A	494,098-

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

ACCT: 311-999-9103-10

SEWER CAPITAL R & R FD  
 OPERATING TRANSFERS  
 SEWERAGE FUND

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	500,000	270.05-	0	500,270
CLOSED:				
2017	500,000	1,448,471.93	N/A	948,472-
2018	500,000	346,302.19	N/A	153,698
2019	500,000	1,252,029.23	N/A	752,029-
2020	533,443	952,324.57	N/A	418,882-
2021	500,000	303,284.44	N/A	196,716
2022	500,000	5,902.00	N/A	494,098

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



ACCT: 311-434-8927-38

SEWER CAPITAL R & R FD  
 SEWERAGE CAPITAL ADDT'N  
 OAKSHIRE/SOUTHDOWN 2 HOLD BASI

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	414,087	.00	0	414,087
CLOSED:				
2017	0	.00	N/A	0
2018	1,820,000	.00	N/A	1,820,000
2019	1,820,000	.00	N/A	1,820,000
2020	1,820,000	.00	N/A	1,820,000
2021	902,586	.00	N/A	902,586
2022	559,087	.00	N/A	559,087

ENTER = CONTINUE

CF01 = EXIT    CF02 = INPUT SCR    CF04 = DSP DETAIL    CF05 = DSP INV JE

CF06 = DSP ENCUMBRANCE    CF08 = PRT DETAIL

*Sections II, VI, VIII, XIII*

**Kayla Dupre**

---

**From:** Kandace Mauldin  
**Sent:** Tuesday, October 3, 2023 3:42 PM  
**To:** Kayla Dupre  
**Subject:** Budget Amendments (GF Transfers)

Kayla,

We need to do the following budget amendment to General Fund Transfers:

- Coastal Restoration General Fund transfer needs an additional \$25,000 for a total of \$175,000
- Public Safety Fund General Fund transfer needs an additional \$3,000,00 for a total of \$3,500,000
- RLD #3 General Fund transfer needs \$30,000
- Parish Prisoners General Fund transfers need and additional ~~\$3,765,000~~ <sup>999,000</sup> for a total of \$4,750,000

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**

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

10/04/23

AUGUST 31, 2023 - MONTH LAST CLOSED

ACCT: 215-000-7101-51

COASTAL RESTORE/PRESERV

NO DEPARTMENT NAME

GENERAL FUND

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	150,000	112,500.00-	0	37,500-
CLOSED:				
2017	95,516	95,516.00-	N/A	0
2018	40,000	40,000.00-	N/A	0
2019	80,546	80,546.00-	N/A	0
2020	129,452	129,452.00-	N/A	0
2021	133,007	133,007.00-	N/A	0
2022	159,452	159,452.00-	N/A	0

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

AUGUST 31, 2023 - MONTH LAST CLOSED

ACCT: 151-999-9102-15

GENERAL FUND

OPERATING TRANSFERS

COASTAL ZONE MANAGEMENT

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	150,000	112,500.00	0	37,500
CLOSED:				
2017	95,516	95,516.00	N/A	0
2018	40,000	40,000.00	N/A	0
2019	80,546	80,546.00	N/A	0
2020	129,452	129,452.00	N/A	0
2021	133,007	133,007.00	N/A	0
2022	159,452	159,452.00	N/A	0

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

AUGUST 31, 2023 - MONTH LAST CLOSED

ACCT: 204-000-7101-51

PUBLIC SAFETY FUND  
NO DEPARTMENT NAME  
GENERAL FUND

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	500,000	375,000.02-	0	125,000-
CLOSED:				
2017	2,294,884	2,294,884.00-	N/A	0
2018	2,729,884	2,729,884.00-	N/A	0
2019	3,252,872	3,252,872.00-	N/A	0
2020	632,283	632,283.00-	N/A	0
2021	2,916,147	2,916,147.00-	N/A	0
2022	500,000	500,000.00-	N/A	0

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

CF01 = EXIT CF02 = INPUT SCR

ACCT: 151-999-9102-04

GENERAL FUND  
OPERATING TRANSFERS  
PUBLIC SAFETY FUND

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	500,000	375,000.02	0	125,000
CLOSED:				
2017	2,294,884	2,294,884.00	N/A	0
2018	2,729,884	2,729,884.00	N/A	0
2019	3,252,872	3,252,872.00	N/A	0
2020	632,283	632,283.00	N/A	0
2021	2,916,147	2,916,147.00	N/A	0
2022	500,000	500,000.00	N/A	0

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

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY  
AUGUST 31, 2023 - MONTH LAST CLOSED

10/04/23

ACCT: 203-000-7101-51

PARISH PRISONERS FUND  
NO DEPARTMENT NAME  
GENERAL FUND

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	3,765,000	2,823,750.00-	0	941,250-
CLOSED:				
2017	2,750,000	2,750,000.00-	N/A	0
2018	3,342,000	3,342,000.00-	N/A	0
2019	4,855,886	4,855,886.00-	N/A	0
2020	3,938,488	3,938,488.00-	N/A	0
2021	4,131,810	4,131,810.00-	N/A	0
2022	3,765,000	3,765,000.00-	N/A	0

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

10/04/23

AUGUST 31, 2023 - MONTH LAST CLOSED

ACCT: 151-999-9102-03

GENERAL FUND

OPERATING TRANSFERS

PARISH PRISONERS FUND

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	3,765,000	2,823,750.00	0	941,250
CLOSED:				
2017	2,750,000	2,750,000.00	N/A	0
2018	3,342,000	3,342,000.00	N/A	0
2019	4,855,886	4,855,886.00	N/A	0
2020	3,938,488	3,938,488.00	N/A	0
2021	4,131,810	4,131,810.00	N/A	0
2022	3,765,000	3,765,000.00	N/A	0

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL



*Section IX*

**Kayla Dupre**

---

**From:** Kandace Mauldin  
**Sent:** Tuesday, October 3, 2023 3:44 PM  
**To:** Kayla Dupre  
**Subject:** Budget Amendment

We need to do a budget amendment recognizing the additional interest revenue we have received in RLD #6 (Fd 272) and increase the fund balance.

272-000-6711-03 – need to add an additional \$5,000 to the budget in this account, this will also increase the fund balance by the same amount.

**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**

ACCT: 272-000-6711-03  
 ROAD LIGHTING DIST. 6  
 NO DEPARTMENT NAME  
 INTEREST - LAMP

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	500	4,978.15-	0	4,478
CLOSED:				
2017	300	2,351.47-	N/A	2,051
2018	1,200	6,476.38-	N/A	5,276
2019	1,200	6,547.46-	N/A	5,347
2020	3,500	1,849.59-	N/A	1,650-
2021	1,400	68.57-	N/A	1,331-
2022	500	2,511.26-	N/A	2,011

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

Section IX

**Kayla Dupre**

---

**From:** Kandace Mauldin  
**Sent:** Tuesday, October 3, 2023 3:48 PM  
**To:** Kayla Dupre; Felicia Aubert  
**Subject:** BA - Bayou Terrebonne Miter Gate - ER

Kayla - we need to do a budget amendment to recognize the additional insurance collections for the Emergency Bayou Terrebonne Miter Gate (200-351-8422-09) - \$250,000 and add this additional funding to the expense account that paid for the repairs (200-351-8422-09).

**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

200-000-6375-00



**Saltwater Fishing Capital of the World**

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY  
AUGUST 31, 2023 - MONTH LAST CLOSED

10/04/23

ACCT: 200-000-6375-00

DEDICATED EMERGENCY FD  
NO DEPARTMENT NAME  
B TERR MITER GATE-INS REIMB

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	836,000	1,086,125.00-	0	250,125
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      CF02 = INPUT SCR      CF06 = DSP ENCUMBRANCE      CF08 = PRT DETAIL

AUGUST 31, 2023 - MONTH LAST CLOSED

ACCT: 200-351-8422-09

DEDICATED EMERGENCY FD  
DRAINAGE

BAYOU TERREBONNE MITER GATE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	930,795	1,107,210.15	0	176,415-
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	160,325	65,529.75	N/A	94,795

ENTER = CONTINUE      CF04 = DSP DETAIL      ACCOUNT EXCEEDS BUDGET AMOUNT      CF05 = DSP INV JE

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

*Section XI*

**Kayla Dupre**

---

**From:** Kandace Mauldin  
**Sent:** Wednesday, October 4, 2023 2:22 PM  
**To:** Kayla Dupre  
**Cc:** Felicia Aubert  
**Subject:** Budget Amendment

We need to do a budget amendment to add \$200,000 to Hollywood Rd. Roundabout (661-310-8916-90) the funding is from 661-310-8916-89 Chauvin Bridge and the Funding source is Fund 251 Road and Bridge.

**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 CONSOLIDATED GOVERNMENT  
2024 - FIVE YEAR CAPITAL OUTLAY  
FUND 661 - ROAD CONSTRUCTION FUND**

**661-310-8916-90  
HOLLYWOOD ROAD ROUNDABOUT  
VALHI-HOLLYWOOD ROUNDABOUT  
PARISH PROJECT # 23-ROAD-06**

<b>TOTAL FUNDING</b>	<b>\$</b>	<b>300,000</b>
<b>EXPENDITURES THRU 12/31/22</b>		<b>-</b>
<b>PROJECT BALANCE</b>	<b>\$</b>	<b>300,000</b>

<u>DATE</u>	<u>REFERENCE</u>	<u>FUNDING SOURCE</u>	<u>PRIOR YEARS</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
Jan-23	ORD 9446	FROM 255 1/4% SALES TAX FUND		100,000					
Nov-23	PENDING BA	FROM 661-310-8916-89 FD 251		200,000					

LESS PRIOR YEARS EXPENDITURES

FUNDS AVAILABLE	<u>\$</u>	<u>-</u>	<u>\$</u>	<u>300,000</u>	<u>\$</u>	<u>-</u>	<u>\$</u>	<u>-</u>	<u>\$</u>	<u>-</u>	<u>\$</u>	<u>-</u>
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**ENGINEER/ARCHITECT:**

**ALL SOUTH CONSULTING**

**DESCRIPTION:** Build a Round-a-bout and Hollywood Road and Valhi Blvd.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
 2024 - FIVE YEAR CAPITAL OUTLAY  
 FUND 661 - ROAD CONSTRUCTION FUND

661-310-8916-89  
 CHAUVIN BRIDGE

TOTAL FUNDING	\$	-
EXPENDITURES THRU 12/31/22		-
PROJECT BALANCE	<u>\$</u>	<u>-</u>

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2023	2024	2025	2026	2027	2028
Jan-23	ORD 9446	FROM FUND 251 ROAD AND BRIDGE		200,000					
Nov-23	PENDING BA	TO 661-310-8916-90 FD 251		(200,000)					

LESS PRIOR YEARS EXPENDITURES

FUNDS AVAILABLE	<u>\$</u>	-	<u>\$</u>	-	<u>\$</u>	-	<u>\$</u>	-	<u>\$</u>	-	<u>\$</u>	-
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DESCRIPTION: Replace a bridge in the Chauvin area.



ACCT: 661-310-8916-90

ROAD CONSTRUCTION FUND  
ROADS & BRIDGES  
HOLLYWOOD RD ROUNDABOUT

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	100,000	61,548.00	0	38,452
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

CF01 = EXIT

CF04 = DSP DETAIL

CF06 = DSP ENCUMBRANCE

CF05 = DSP INV JE

CF08 = PRT DETAIL

CF02 = INPUT SCR

AUGUST 31, 2023 - MONTH LAST CLOSED

ACCT: 661-310-8916-89

ROAD CONSTRUCTION FUND

ROADS & BRIDGES

CHAUVIN BRIDGE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	200,000	.00	0	200,000
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

Section XII

**Kayla Dupre**

---

**From:** Kandace Mauldin  
**Sent:** Thursday, October 5, 2023 8:01 AM  
**To:** Kayla Dupre  
**Cc:** Felicia Aubert  
**Subject:** RE: Budget Amendment

Below is the correct funding sources for this project

- Exhibit 14 Channel Improvements (655-351-8929-56) - \$73,049 (General Fund), \$67,290 (Fund 252 Drainage)
- Mount Pilgrim Forced Drainage (655-351-8929-94) - \$120,692 (Fund 252 Drainage)
- Company Canal Rd Pump Station (655-351-8939-09) – \$6,057 (GOMESA)
- District 5 Drainage Improvements (659-351-8929-14) - \$12,059 (Fund 252 Drainage)
- Aviation Road Drainage (659-351-8929-84) - \$20,853 (Fund 252 Drainage)

655-351-8929-99

**From:** Kandace Mauldin  
**Sent:** Wednesday, October 4, 2023 2:53 PM  
**To:** Kayla Dupre <kdupre@tpcg.org>  
**Cc:** Felicia Aubert <faubert@tpcg.org>  
**Subject:** Budget Amendment

We need to do a budget amendment (\$300,000) for the Terrebonne Basin Watershed (HNC @ Bayou Grand Caillou) - this will be a new account in Fund 655.

The funding is coming from:

- Exhibit 14 Channel Improvements (655-351-8929-56) - \$73,049 (General Fund), \$67,290 (Fund 252 Drainage)
- Mount Pilgrim Forced Drainage (655-351-8929-94) - \$120,629 (Fund 252 Drainage)
- Company Canal Rd Pump Station (655-351-8939-09) - \$2,404 (Fund 252 Drainage), \$3,716 (GOMESA)
- District 5 Drainage Improvements (659-351-8929-14) - \$12,059 (Fund 252 Drainage)
- Aviation Road Drainage (659-351-8929-84) - \$20,853 (Fund 252 Drainage)

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 CONSOLIDATED GOVERNMENT**  
**2024- FIVE YEAR CAPITAL OUTLAY**  
**FUND 655 - PARISHWIDE DRAINAGE CONSTRUCTION FUND**

**655-351-8929-99**  
**TERREBONNE BASIN WATERSHED (HNC @ BAYOU GRAND CAILLOU)**

TOTAL FUNDING	\$	300,000
EXPENDITURES THRU 12/31/22		-
PROJECT BALANCE	\$	300,000

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2023	2024	2025	2026	2027	2028
Nov-23	PENDING BA	FROM 655-351-8929-56 FD 151		73,049					
Nov-23	PENDING BA	FROM 655-351-8929-56 FD 252		67,290					
Nov-23	PENDING BA	FROM 655-351-8929-94 FD 252		120,692					
Nov-23	PENDING BA	FROM 655-351-8939-09 GOMESA		6,057					
Nov-23	PENDING BA	FROM 659-351-8929-14 FD 252		12,059					
Nov-23	PENDING BA	FROM 659-351-8929-84 FD 252		20,853					

FUNDS AVAILABLE	\$	-	\$	300,000	\$	-	\$	-	\$	-	\$	-	\$	-
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DESCRIPTION:

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
2024- FIVE YEAR CAPITAL OUTLAY  
FUND 655 - PARISHWIDE DRAINAGE CONSTRUCTION FUND**

**655-351-8929-56  
EXHIBIT 14 CHANNEL IMPROVEMENTS**

<b>TOTAL FUNDING</b>	\$	16,055
<b>EXPENDITURES THRU 12/31/22</b>		-
<b>PROJECT BALANCE</b>	\$	16,055

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2023	2024	2025	2026	2027	2028							
Jan-08	ORD 7401	FUND 151 GENERAL FUND	1,000,000													
Nov-08	ORD 7561	TO 252-351-8422-89 FD 151	(142,542)													
Dec-08	ORD 7572	TO 252-351-8422-90 FD 151	(343,535)													
Dec-08	ORD 7572	TO 252-351-8422-89 FD 151	(513,923)													
Jan-09	ORD 7566	FUND 151 GENERAL FUND	500,000													
Jan-10	ORD 7744	FROM 659-301-8941-02 FD 151 GENERAL FD	500,000													
Dec-10	LIA 081	TO 655-351-8929-14 FD 151	(500,000)													
Nov-11	ORD 8072	FUND 151 GENERAL FUND	457,394													
Jun-13	ORD 8301	TO 655-351-8929-93 FD 151	(255,000)													
May-14	ORD 8427	TO 655-351-8929-21 FD 151	(30,000)													
Jul-15	ORD 8573	TO 659-194-8915-08 GEN FUND	(216,000)													
Jan-17	ORD 8796	TO 659-301-8941-01 FD 151	(300,000)													
May-19	ORD 9052	EXCHANGE FUNDING SOURCE (252) FROM 655-351-8929-50	100,000													
May-19	ORD 9052	EXCHANGE FUNDING SOURCE (151) TO 655-351-8929-50	(100,000)													
Nov-23	PENDING BA	TO 655-351-8929-99 FD 151		(73,049)												
Nov-23	PENDING BA	TO 655-351-8929-99 FD 252		(67,290)												
LESS PRIOR YEARS EXPENDITURES																
<b>FUNDS AVAILABLE</b>			\$	156,394	\$	(140,339)	\$	-	\$	-	\$	-	\$	-	\$	-

**DESCRIPTION:** PROVIDE ON-GOING IMPROVEMENTS TO SEVERAL CHANNELS, BAYOU BLACK, BAYOU BLUE, BAYOU CANE, BAYOU CHAUVIN, BAYOU DULARGE, BAYOU GRAND CAILLOU, BAYOU LACACHE, BAYOU PETIT CAILLOU, BAYOU POINTE AU CHIEN, BAYOU TERREBONNE, CCC DITCH, CHACAHOUILA BAYOU, COMPANY CANAL, DONNER CANAL, FALGOUT CANAL, GULF INTRACOASTAL WATERWAY, HANSON CANAL, LITTLE BAYOU BLACK, MARMANDE CANAL, MINORS CANAL, OUISKI BAYOU, RINGO-COCKE CANAL, SIX FOOT DITCH, ST LOUIS BAYOU, ST LOUIS CANAL, TERREBONNE-LAFOURCHE DRNG CANAL, FORCED DRAINAGE PUMPING STATION MAIN FEEDER CHANNELS.

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
2024- FIVE YEAR CAPITAL OUTLAY  
FUND 655 - PARISHWIDE DRAINAGE CONSTRUCTION FUND**

655-351-8929-94  
MOUNT PILGRIM FORCED DRAINAGE (6-3) HUMPHRIES  
PROJECT # 01-DRA-44  
R# 655-000-6343-13

TOTAL FUNDING	\$	1,696,994
EXPENDITURES THRU 12/31/22		(291,734)
PROJECT BALANCE	\$	1,405,260

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2023	2024	2025	2026	2027	2028
Jul-98	LIA 025	FD 655 UNALLOCATED INTEREST	20,000						
Jan-02	LIA 005	ORD 6430 FUND 699 2000 PUB IMPRV	50,000						
Jan-03	ORD 6699	FUND 252 DRAINAGE TAX FUND	150,000						
Jan-05	ORD 6942	FROM 655-351-8929-79 FD 655 INTEREST	125,014						
Jan-05	ORD 6942	FROM 655-351-8929-79 FD 252	67,678						
Jan-05	ORD 6942	FROM 655-351-8929-79 FD 255	17,308						
Jan-06	ORD 7061	DEPT OF TRANSPORTATION & DEV	1,405,260						
Jan-06	ORD 7061	FD 655 DRAINAGE CONSTRUCTION FD	116,196						
Jan-06	ORD 7061	FD 255 CAPITAL SALES TAX FUND	143,804						
Aug-06	ORD 7185	FD 255 CAPITAL SALES TAX FUND	100,000						
Jan-07	ORD 7234	FD 151 GENERAL FUND	200,000						
Jan-09	ORD 7566	FD 151 GENERAL FUND	200,000						
Jul-17	ORD 8860	TO 655-351-8939-07 FD 151	(500,000)						
Oct-23	PENDING	TO 659-194-8912-25 (FD 255)		(277,574)					
Nov-23	PENDING BA	TO 655-351-8929-99 FD 252		(120,692)					
		LESS PRIOR YEARS EXPENDITURES	(291,734)						
		FUNDS AVAILABLE	\$ 1,803,526	\$ (398,266)	\$ -	\$ -	\$ -	\$ -	\$ -

**ENGINEER/ARCHITECT:** T. BAKER SMITH, LLC  
DELTA COAST CONSULTANTS

**DESCRIPTION:** PREPARE PLANS TO CONSTRUCT A NEW DRAINAGE PUMP STATION CLEANING OUT CANALS AND DITCHES AND INSTALLING CROSS DRAIN SLIDE GATES.

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
2024- FIVE YEAR CAPITAL OUTLAY  
FUND 655 - PARISHWIDE DRAINAGE CONSTRUCTION FUND**

655-351-8939-09  
COMPANY CANAL ROAD PUMP STATION  
BOURG CULVERTS/GATES  
PARISH PROJECT 20-DRA-32

TOTAL FUNDING	\$	6,900
EXPENDITURES THRU 12/31/22		(4,610)
PROJECT BALANCE	\$	2,290

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2023	2024	2025	2026	2027	2028
Jan-18	ORD 8915	FUND 252 DRAINAGE TAX FUND	80,000						
Jun-19	ORD 9055	FROM 655-351-8939-11 GOMESA	30,667						
Oct-23	PENDING BA	TO 659-310-8929-10 FD 252		(75,390)					
Oct-23	PENDING BA	TO 659-310-8929-10 GOMESA		(22,320)					
Nov-23	PENDING BA	TO 655-351-8929-99 GOMESA		(6,057)					
LESS PRIOR YEARS EXPENDITURES			(4,610)						
FUNDS AVAILABLE			\$ 106,057	\$ (103,767)	\$ -	\$ -	\$ -	\$ -	\$ -

**ENGINEER/ARCHITECT: DAVID WAITZ, ENGINEERING**

**DESCRIPTION: INSTALLING A CULVERT/GATES. ALSO, WILL BE  
ADDING A P/S AT THE COMPANY CANAL ROAD.**

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

659-351-8929-14  
 DISTRICT 5 DRAINAGE IMPROVEMENTS  
 R# 659-000-6343-33

TOTAL FUNDING	\$	105,941
EXPENDITURES THRU 12/31/22		<u>(105,941)</u>
PROJECT BALANCE	<u>\$</u>	<u>-</u>

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2023	2024	2025	2026	2027	2028
Apr-21	ORD 9254	ACT 45 MISC STATE AIDE	100,000						
Apr-21	ORD 9254	FROM 252 FUND BALANCE	18,000						
Nov-23	PENDING BA	TO 655-351-8929-99 FD 252		(12,059)					
		LESS PRIOR YEARS EXPENDITURES	(105,941)						
		FUNDS AVAILABLE	\$ 12,059	\$ (12,059)	\$ -	\$ -	\$ -	\$ -	\$ -

DESCRIPTION: DISTRICT 5 DRAINAGE IMPROVEMENTS



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

**659-351-8929-84**  
**AVIATION ROAD DRAINAGE (HTAC)**

TOTAL FUNDING	\$	54,147
EXPENDITURES THRU 12/31/22		(54,147)
PROJECT BALANCE	\$	-

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2023	2024	2025	2026	2027	2028
Mar-10	ORD 7798	FUND 252 DRAINAGE TAX FUND	75,000						
Nov-23	PENDING BA	TO 655-351-8929-99 FD 252		(20,853)					
		LESS PRIOR YEARS EXPENDITURES	(54,147)						
		FUNDS AVAILABLE	\$ 20,853	\$ (20,853)	\$ -	\$ -	\$ -	\$ -	\$ -

**DESCRIPTION: DRAINAGE IMPROVEMENTS ALONG AVIATION**  
**ROAD TO BE DONE WITH HTAC.**

AUGUST 31, 2023 - MONTH LAST CLOSED

ACCT: 655-351-8929-56  
 P/W DRAINAGE CONSTR.  
 DRAINAGE  
 EXHIBIT 14 CHANNEL IMPROV.

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	156,394	.00	0	156,394
CLOSED:				
2017	156,394	.00	N/A	156,394
2018	156,394	.00	N/A	156,394
2019	156,394	.00	N/A	156,394
2020	156,394	.00	N/A	156,394
2021	156,394	.00	N/A	156,394
2022	156,394	.00	N/A	156,394

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

AUGUST 31, 2023 - MONTH LAST CLOSED

ACCT: 655-351-8929-94

P/W DRAINAGE CONSTR.

DRAINAGE

MNT PILGRIM 6-3 HUMPHRIES DRNG

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	1,803,526	.00	0	1,803,526
CLOSED:				
2017	1,813,170	7,071.85	N/A	1,806,098
2018	1,806,098	1,908.28	N/A	1,804,190
2019	1,804,190	663.80	N/A	1,803,526
2020	1,803,526	.00	N/A	1,803,526
2021	1,803,526	.00	N/A	1,803,526
2022	1,803,526	.00	N/A	1,803,526

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

CF02 = INPUT SCR

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY  
AUGUST 31, 2023 - MONTH LAST CLOSED

10/04/23

ACCT: 655-351-8939-09

P/W DRAINAGE CONSTR.  
DRAINAGE

COMPANY CANAL RD PUMP STATION

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	106,057	.00	0	106,057
CLOSED:				
2017	0	.00	N/A	0
2018	80,000	.00	N/A	80,000
2019	110,667	.00	N/A	110,667
2020	110,667	4,610.00	N/A	106,057
2021	106,057	.00	N/A	106,057
2022	106,057	.00	N/A	106,057

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

CF02 = INPUT SCR

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY  
AUGUST 31, 2023 - MONTH LAST CLOSED

10/04/23

ACCT: 659-351-8929-14

CAPITAL PROJECTS CONTRL  
DRAINAGE  
ACT45 MISC STATE AID

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	12,059	.00	0	12,059
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	118,000	105,941.30	N/A	12,059
2022	12,059	.00	N/A	12,059

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

CF02 = INPUT SCR

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY  
AUGUST 31, 2023 - MONTH LAST CLOSED

10/04/23

ACCT: 659-351-89229-84

CAPITAL PROJECTS CONTRL  
DRAINAGE  
AVIATION RD DRNG (HTAC)

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	20,853	.00	0	20,853
CLOSED:				
2017	20,853	.00	N/A	20,853
2018	20,853	.00	N/A	20,853
2019	20,853	.00	N/A	20,853
2020	20,853	.00	N/A	20,853
2021	20,853	.00	N/A	20,853
2022	20,853	.00	N/A	20,853

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

ACCT: 659-999-9106-55

CAPITAL PROJECTS CONTRL  
OPERATING TRANSFERS  
PARISHWIDE DRAINAGE CONST FUND

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	65,000	65,000.00	0	0
CLOSED:				
2017	5,676,604	5,676,604.00	N/A	0
2018	0	.00	N/A	0
2019	483,281	483,281.00	N/A	0
2020	534,733	534,733.00	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      CF02 = INPUT SCR      CF06 = DSP ENCUMBRANCE      CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

10/05/23

AUGUST 31, 2023 - MONTH LAST CLOSED

ACCT: 655-000-7106-59

P/W DRAINAGE CONSTR.

NO DEPARTMENT NAME

CAPITAL PROJECTS CONTROL FUND

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	65,000	65,000.00-	0	0
CLOSED:				
2017	5,676,604	5,676,604.00-	N/A	0
2018	0	.00	N/A	0
2019	483,281	483,281.00-	N/A	0
2020	534,733	534,733.00-	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

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL



*Section XIII*

**Kayla Dupre**

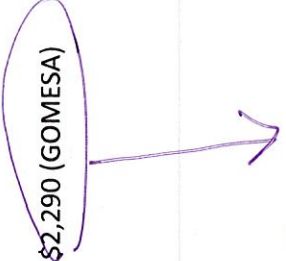
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**From:** Kandace Mauldin  
**Sent:** Thursday, October 5, 2023 8:05 AM  
**To:** Kayla Dupre  
**Cc:** Felicia Aubert  
**Subject:** RE: Budget Amendment

*655-351-8939-31*

Below is the correct funding source

- Exhibit 14 Channel Improvements (655-351-8929-56) - \$16,055 (General Fund); \$2,290 (GOMESA)
- Window Replacement – Jail (659-201-8912-03) - \$11,849 (General Fund)
- Brady Road Drainage (655-351-8939-22) - \$69,806 (Public Improvement Bonds)



**From:** Kandace Mauldin  
**Sent:** Wednesday, October 4, 2023 2:57 PM  
**To:** Kayla Dupre <kdupre@tpcg.org>  
**Cc:** Felicia Aubert <faubert@tpcg.org>  
**Subject:** Budget Amendment

We need to do a budget amendment for Bayou Terrebonne Pump Station, Twin Span (this is a new account) for \$100,000.

The funding is coming from:

- Company Canal Rd Pump Station (655-351-8939-09) - \$73,049 (Fund 252 Drainage), \$26,951 (GoMESA)

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 CONSOLIDATED GOVERNMENT**  
**2024- FIVE YEAR CAPITAL OUTLAY**  
**FUND 655 - PARISHWIDE DRAINAGE CONSTRUCTION FUND**

**655-351-8939-31**  
**BAYOU TERREBONNE PUMP STATION (TWIN SPAN)**

TOTAL FUNDING	\$	100,000
EXPENDITURES THRU 12/31/22		-
PROJECT BALANCE	\$	<u>100,000</u>

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2023	2024	2025	2026	2027	2028
Nov-23	PENDING BA	FROM 655-351-8929-56 FD 151		16,055					
Nov-23	PENDING BA	FROM 655-351-8939-09 GOMESA		2,290					
Nov-23	PENDING BA	FROM 659-201-8912-03 FD 151		11,849					
Nov-23	PENDING BA	FROM 655-351-8939-22 FD PI BONDS		69,806					
LESS PRIOR YEARS EXPENDITURES									
FUNDS AVAILABLE			\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -

**DESCRIPTION:**  
 TO PROVIDE A PUMP STATION AT THE TWIN SPAN

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
2024- FIVE YEAR CAPITAL OUTLAY  
FUND 655 - PARISHWIDE DRAINAGE CONSTRUCTION FUND**

655-351-8929-56  
EXHIBIT 14 CHANNEL IMPROVEMENTS

TOTAL FUNDING	\$	-
EXPENDITURES THRU 12/31/22	\$	-
PROJECT BALANCE	\$	-

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2023	2024	2025	2026	2027	2028							
Jan-08	ORD 7401	FUND 151 GENERAL FUND	1,000,000													
Nov-08	ORD 7561	TO 252-351-8422-89 FD 151	(142,542)													
Dec-08	ORD 7572	TO 252-351-8422-90 FD 151	(343,535)													
Dec-08	ORD 7572	TO 252-351-8422-89 FD 151	(513,923)													
Jan-09	ORD 7566	FUND 151 GENERAL FUND	500,000													
Jan-10	ORD 7744	FROM 659-301-8941-02 FD 151 GENERAL FD	500,000													
Dec-10	LIA 081	TO 655-351-8929-14 FD 151	(500,000)													
Nov-11	ORD 8072	FUND 151 GENERAL FUND	457,394													
Jun-13	ORD 8301	TO 655-351-8929-93 FD 151	(255,000)													
May-14	ORD 8427	TO 655-351-8929-21 FD 151	(30,000)													
Jul-15	ORD 8573	TO 659-194-8915-08 GEN FUND	(216,000)													
Jan-17	ORD 8796	TO 659-301-8941-01 FD 151	(300,000)													
May-19	ORD 9052	EXCHANGE FUNDING SOURCE (252) FROM 655-351-8929-50	100,000													
May-19	ORD 9052	EXCHANGE FUNDING SOURCE (151) TO 655-351-8929-50	(100,000)													
Nov-23	PENDING BA	TO 655-351-8929-99 FD 151		(73,049)												
Nov-23	PENDING BA	TO 655-351-8929-99 FD 252		(67,290)												
Nov-23	PENDING BA	TO 655-351-8939-31 FD 151		(16,055)												
LESS PRIOR YEARS EXPENDITURES																
FUNDS AVAILABLE			\$	156,394	\$	(156,394)	\$	-	\$	-	\$	-	\$	-	\$	-

**DESCRIPTION:** PROVIDE ON-GOING IMPROVEMENTS TO SEVERAL CHANNELS, BAYOU BLACK, BAYOU BLUE, BAYOU CANE, BAYOU CHAUVIN, BAYOU DULARGE, BAYOU GRAND CAILLOU, BAYOU LACACHE, BAYOU PETIT CAILLOU, BAYOU POINTE AU CHIEN, BAYOU TERREBONNE, CCC DITCH, CHACAOULA BAYOU, COMPANY CANAL, DONNER CANAL, FALGOUT CANAL, GULF INTRACOASTAL WATERWAY, HANSON CANAL, LITTLE BAYOU BLACK, MARMANDE CANAL, MINORS CANAL, OUISKI BAYOU, RINGO-COCKE CANAL, SIX FOOT DITCH, ST LOUIS BAYOU, ST LOUIS CANAL, TERREBONNE-LAFOURCHE DRNG CANAL, FORCED DRAINAGE PUMPING STATION MAIN FEEDER CHANNELS.

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

659-201-8912-03  
 WINDOW REPLACEMENT JAIL

TOTAL FUNDING	\$	297,060
EXPENDITURES THRU 12/31/22		(297,060)
PROJECT BALANCE	\$	-

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2023	2024	2025	2026	2027	2028
Oct-15	ORD 8642	FD 151 GENERAL FUND	318,532						
Jan-20	ORD 9117	FD 203 PARISH PRISONERS	55,000						
Apr-23	LIA #15	TO 659-201-8912-08 FD 203		(42,424)					
Apr-23	LIA #15	TO 659-201-8912-09 FD 203		(12,576)					
Apr-23	LIA #15	TO 659-201-8912-09 FD 151		(9,623)					
Nov-23	PENDING BA	TO 655-351-8939-31 FD 151		(11,849)					
		LESS PRIOR YEARS EXPENDITURES	(297,060)						
		FUNDS AVAILABLE	\$ 76,472	\$ (76,472)	\$ -	\$ -	\$ -	\$ -	\$ -

DESCRIPTION: CHANGING INTERNAL WINDOWS AT JAIL.

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT**  
**2024- FIVE YEAR CAPITAL OUTLAY**  
**FUND 655 - PARISHWIDE DRAINAGE CONSTRUCTION FUND**

**655-351-8939-22**  
**BRADY ROAD DRAINAGE**

TOTAL FUNDING	\$	30,194
EXPENDITURES THRU 12/31/22		(205)
PROJECT BALANCE	\$	29,989

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2023	2024	2025	2026	2027	2028
Nov-20	ORD 9213	PUBLIC IMPROVEMENT BONDS	100,000						
Nov-23	PENDING BA	TO 655-351-8939-31 FD PI BONDS		(69,806)					
		LESS PRIOR YEARS EXPENDITURES	(205)						
		FUNDS AVAILABLE	\$ 99,795	\$ (69,806)	\$ -	\$ -	\$ -	\$ -	\$ -

**DESCRIPTION:** To improve the drainage along Brady Rd. Culverts, flap gates etc.)

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT**  
**2024- FIVE YEAR CAPITAL OUTLAY**  
**FUND 655 - PARISHWIDE DRAINAGE CONSTRUCTION FUND**

**655-351-8939-09**  
**COMPANY CANAL ROAD PUMP STATION**  
**BOURG CULVERTS/GATES**  
**PARISH PROJECT 20-DRA-32**

TOTAL FUNDING	\$	4,610
EXPENDITURES THRU 12/31/22		(4,610)
PROJECT BALANCE	\$	-

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2023	2024	2025	2026	2027	2028
Jan-18	ORD 8915	FUND 252 DRAINAGE TAX FUND	80,000						
Jun-19	ORD 9055	FROM 655-351-8939-11 GOMESA	30,667						
Oct-23	PENDING BA	TO 659-310-8929-10 FD 252		(75,390)					
Oct-23	PENDING BA	TO 659-310-8929-10 GOMESA		(22,320)					
Nov-23	PENDING BA	TO 655-351-8929-99 GOMESA		(6,057)					
Nov-23	PENDING BA	TO 655-351-8939-31 GOMESA		(2,290)					
LESS PRIOR YEARS EXPENDITURES			(4,610)						
FUNDS AVAILABLE			\$ 106,057	\$ (106,057)	\$ -	\$ -	\$ -	\$ -	\$ -

**ENGINEER/ARCHITECT: DAVID WAITZ, ENGINEERING**

**DESCRIPTION: INSTALLING A CULVERT/GATES. ALSO, WILL BE ADDING A P/S AT THE COMPANY CANAL ROAD.**

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

10/05/23

AUGUST 31, 2023 - MONTH LAST CLOSED

ACCT: 655-351-8929-56

P/W DRAINAGE CONSTR.

DRAINAGE

EXHIBIT 14 CHANNEL IMPROV.

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	156,394	.00	0	156,394
CLOSED:				
2017	156,394	.00	N/A	156,394
2018	156,394	.00	N/A	156,394
2019	156,394	.00	N/A	156,394
2020	156,394	.00	N/A	156,394
2021	156,394	.00	N/A	156,394
2022	156,394	.00	N/A	156,394

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

CF02 = INPUT SCR

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

10/05/23

AUGUST 31, 2023 - MONTH LAST CLOSED

ACCT: 655-351-8939-22

P/W DRAINAGE CONSTR.

DRAINAGE

BRADY ROAD DRAINAGE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	99,795	.00	0	99,795
CLOSED:				
2017	0	.00	N/A	0
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	100,000	.00	N/A	100,000
2021	100,000	.00	N/A	100,000
2022	100,000	205.00	N/A	99,795

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

CF02 = INPUT SCR



FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

10/05/23

AUGUST 31, 2023 - MONTH LAST CLOSED

ACCT: 655-351-8939-09

P/W DRAINAGE CONSTR.

DRAINAGE

COMPANY CANAL RD PUMP STATION

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	106,057	.00	0	106,057
CLOSED:				
2017	0	.00	N/A	0
2018	80,000	.00	N/A	80,000
2019	110,667	.00	N/A	110,667
2020	110,667	4,610.00	N/A	106,057
2021	106,057	.00	N/A	106,057
2022	106,057	.00	N/A	106,057

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

ACCT: 655-000-7106-59

P/W DRAINAGE CONSTR.

NO DEPARTMENT NAME

CAPITAL PROJECTS CONTROL FUND

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	65,000	65,000.00-	0	0
CLOSED:				
2017	5,676,604	5,676,604.00-	N/A	0
2018	0	.00	N/A	0
2019	483,281	483,281.00-	N/A	0
2020	534,733	534,733.00-	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

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY  
AUGUST 31, 2023 - MONTH LAST CLOSED

10/05/23

ACCT: 659-999-9106-55

CAPITAL PROJECTS CONTRL  
OPERATING TRANSFERS  
PARISHWIDE DRAINAGE CONST FUND

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	65,000	65,000.00	0	0
CLOSED:				
2017	5,676,604	5,676,604.00	N/A	0
2018	0	.00	N/A	0
2019	483,281	483,281.00	N/A	0
2020	534,733	534,733.00	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

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

ACCT: 659-201-8912-03

CAPITAL PROJECTS CONTRL  
 PARISH PRISONERS  
 WINDOWS REPLACEMENTS - JAIL

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	11,849	.00	0	11,849
CLOSED:				
2017	127,332	105,860.00	N/A	21,472
2018	21,472	.00	N/A	21,472
2019	21,472	.00	N/A	21,472
2020	76,472	.00	N/A	76,472
2021	76,472	.00	N/A	76,472
2022	76,472	.00	N/A	76,472

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



Wednesday, October 25, 2023

---

**Item Title:**

ORDINANCE: Establishing 4 Way Stop at Intersection of Chantilly Drive and Parnell Drive

**Item Summary:**

An ordinance to amend the Terrebonne Parish Code of Ordinances to establish a “4-Way Stop” at the intersection of Chantilly Drive and Parnell Drive, to provide for the installation of said signs, and to provide for other matters relative thereto.

1. Consider the adoption of the ordinance.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Executive Summary	10/5/2023	Executive Summary
Ordinance	10/4/2023	Ordinance



## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

### PROJECT TITLE

**ORDINANCE:** Amending Parish Code to Establish a 4-Way Stop at Intersection of Chantilly Drive and Parnell Drive

### PROJECT SUMMARY (200 WORDS OR LESS)

Introduce an ordinance to amend the Terrebonne Parish Code of Ordinances to establish a “4-Way Stop” at the intersection of Chantilly Drive and Parnell Drive, to provide for the installation of said signs, and to provide for other matters relative thereto, and call a public hearing on said matter on Wednesday, October 25, 2023 at 6:30 p.m.

### PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

N/A

### TOTAL EXPENDITURE

N/A

#### AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

#### IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

IF YES AMOUNT  
BUDGETED:

### COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

1

2

3

4

5

6

7

8

9

*Darrin Guidry*

10/04/2023

Signature

Date

ORDINANCE NO.

AN ORDINANCE TO AMEND THE PARISH CODE OF TERREBONNE PARISH BY ADDING TO CHAPTER 18: MOTOR VEHICLES AND TRAFFIC, ARTICLE IV: OPERATION OF VEHICLES, DIVISION 3: CITY, SECTION 18-120(c) TO ESTABLISH A "4-WAY STOP" AT THE INTERSECTION OF CHANTILLY DRIVE AND PARNELL DRIVE; TO PROVIDE FOR THE INSTALLATION OF SAID SIGNS; AND TO PROVIDE FOR OTHER MATTERS RELATIVE THERETO.

SECTION I

BE IT ORDAINED, by the Terrebonne Parish Council, in regular session convened and on behalf of the Terrebonne Parish Consolidated Government, that the Parish Code of Terrebonne Parish be amended by adding to Chapter 18: Motor Vehicles and Traffic: Article IV: Operation of Vehicles, Division 3: City, Section 18-120(c): To establish a "4-Way Stop" at the intersection of Chantilly Drive and Parnell Drive, as follows:

CHAPTER 18: MOTOR VEHICLES AND TRAFFIC

ARTICLE IV: OPERATION OF VEHICLES

DIVISION 3: CITY

SECTION 18-120(c): 4-WAY STOP INTERSECTIONS

The intersection of Chantilly Drive and Parnell Drive is hereby designated as a "4-Way Stop" intersection and appropriate "4-Way Stop" signs shall be erected and maintained along said roadways to create and maintain said intersection. Any vehicle traveling along Chantilly Drive and/or Parnell Drive shall respect the signs erected and maintained under the provisions of this section.

SECTION II

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

SECTION III

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

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



Wednesday, October 25, 2023

---

**Item Title:**

2024 Proposed Budget Review

**Item Summary:**

The Proposed 2024 Parish Budget and Five-Year Capital Outlay Budget.

1. Continue the public hearing to the November 15, 2023, meeting.

---

**ATTACHMENTS:**

**Description**

**Upload Date**

**Type**

2024 Proposed Budget Review

10/3/2023

Executive Summary

2024 Budget Hearings 1st Mtg

10/3/2023

Backup Material





## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

### PROJECT TITLE

Budget Hearing for Proposed 2024 Budget

### PROJECT SUMMARY (200 WORDS OR LESS)

To review the proposed 2024 Budget for the following funds/departments/agencies:

- Parish Council
- Council Clerk
- Official Fees/Publications
- City Court
- District Court
- Ward Court
- Judicial-Other
- Registrar of Voters
- Elections
- Government Buildings
- Janitorial Services
- Auditoriums
- General - Other
- Parish VA Service Office
- Health and Welfare
- Road District #6 O&M
- Road Lighting Districts
- Housing and Human Services
- Recap Housing and Human Service Grants

### PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

See above

### TOTAL EXPENDITURE

N/A

### AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

### IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

IF YES AMOUNT  
BUDGETED:

### COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE      1      2      3      4      5      6      7      8      9

/s/Kayla Dupre

10/2/23

Signature

Date

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT**  
**2024 PROPOSED BUDGET**  
**SCHEDULE OF BUDGET HEARINGS**  
**October 9, 2023**

---

Fund Number	Funds/Departments	Small Bk. Page	Big Bk. Page	Representative
151-111	Parish Council	59	7	Tammy Triggs
151-115	Council Clerk	61	9	Tammy Triggs
151-119	Official Fees/Publications	64	11	Kandace Mauldin
151-120	City Court	65	12	Judge Hagen/Doug Holloway
151-121	District Court	67	13	Judge Pickett
151-126	Ward Court	71	17	Kandace Mauldin
151-129	Judicial - Other	73	18	Kandace Mauldin
151-141	Registrar of Voters	77	21	Rhonda Rogers
151-142	Elections	79	23	Kandace Mauldin
151-194	Government Buildings	92	31	Mike Toups/David Drury
151-198	Janitorial Services	96	34	Mike Toups/David Drury
205-196	Auditoriums	145	97	Mike Toups/David Drury
151-199	General - Other	97	35	Kandace Mauldin
151-408	Parish VA Service Office	102	39	Kandace Mauldin
151-409	Health and Welfare	103	40	Kandace Mauldin
258	Road District #6 O&M	167	262	Kandace Mauldin
267-276	Road Lighting Districts	168	266	Kandace Mauldin
151-653	Housing and Human Services	113	49	Kelli Cunningham
HHS Grants	Recap Housing and Human Services Grants	198	132	Kelli Cunningham

Category Number: 3.  
Item Number: A.



Wednesday, October 25, 2023

---

**Item Title:**

Public Services Committee

**Item Summary:**

Public Services Committee, 10/23/23

---

Category Number: 3.  
Item Number: B.



Wednesday, October 25, 2023

---

**Item Title:**

Budget and Finance Committee

**Item Summary:**

Budget and Finance Committee, 10/23/23\*

**(Ratification of minutes call public hearings on Wednesday, November 15, 2023, at 6:30 p.m.)**

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Category Number: 4.  
Item Number: A.



Wednesday, October 25, 2023

---

**Item Title:**  
Street Lights

**Item Summary:**  
Lights installations, removals and/or activations.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Street Light Listing	10/20/2023	Backup Material

**STREET LIGHT LIST**  
**10-25-2023**

INSTALL ONE (1) STREET LIGHT AND POLE AT 5014 N. BAYOU BLACK DR., GIBSON,  
LA; RLD #8; SLECA; DISTRICT 6; DARRIN GUIDRY.



Wednesday, October 25, 2023

---

**Item Title:**

Houma Downtown Development Corporation

**Item Summary:**

**Downtown Development Corporation:** Five (5) expiring terms on 11-01-23. (Each representing the following entities: Two (2) representing the Parish Council, one (1) representing the Parish President, one (1) representing the Historical Society and one (1) representing the Garden Clubs). Ratify the re-appointment of Ms. Carmen Waitz, representing the Parish President, to the Houma Downtown Development Corporation.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Letter for Re-Appointment	10/18/2023	Backup Material



GORDON E. DOVE  
PARISH PRESIDENT

OFFICE OF THE PARISH PRESIDENT  
TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
P.O. Box 6097  
HOUMA, LOUISIANA 70361-6097



(985) 873-6401  
FAX: (985) 873-6409  
E-MAIL: gdove@tpcg.org

October 17, 2023

Ms. Tammy Triggs  
Terrebonne Parish Council  
8026 Main Street, Suite 600  
Houma, LA 70360

Re: Re-Appointment to Houma Downtown Development Corporation

Council members,

I would like to re-appoint Mrs. Carmen Waitz to the Houma Downtown Development Corporation for her term expiring on November 1, 2023. I respectfully request your ratification of Mrs. Waitz's re-appointment, which I will introduce at the next Regular Council Meeting.

Respectfully,

Gordon E. Dove  
Parish President

Cc: Administration Reading File  
Council Reading File





Wednesday, October 25, 2023

---

**Item Title:**

TEDA

**Item Summary:**

**TEDA:** Two expired terms. Mr. Robbie Naquin, representing SCIA, submits application and resume for consideration.

---



Wednesday, October 25, 2023

---

**Item Title:**

Coastal Zone Management and Restoration

**Item Summary:**

**Coastal Zone Management and Restoration:** One (1) expiring terms on 10-31-23. (Representing Property Owners) and one (1) expired term (representing Commercial Fishing). Mr. Jordan P. Lirette (representing the Public) submits application for consideration.

---



Wednesday, October 25, 2023

---

**Item Title:**

Tree Board

**Item Summary:**

**Terrebonne Parish Tree Board:** Three (3) vacancies due to resignations. Mr. Jordan P. Lirette submits application for consideration.

---



Wednesday, October 25, 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. 3A BOARD:** One (1) expiring term on 11-14-23 and two (2) vacancies.

**RECREATION DISTRICT NO. 7:** One (1) expiring term on 11-14-23.

**CHILDREN AND YOUTH SERVICES BOARD:** One (1) expiring term on 11-01-23 (Representing the Office of the District Public Defender 32nd JDC and 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).

**TEDA:** One (1) expired term representing the Parish President.

**TERREBONNE PARISH TREE BOARD:** Two (2) vacancies due to resignations.

**PLANNING AND ZONING COMMISSION:** One (1) expiring term on 11-30-23 (Applicant must reside in the City of Houma).

**COASTAL ZONE MANAGEMENT AND RESTORATION:** One (1) expiring term on 10-31-23 (Representing Property Owners) and one (1) expired term (representing Commercial Fishing).

**HOUMA AREA CONVENTION AND VISITORS' BUREAU:** One (1) expiring term on 12-31-23. (Representing a Civic Non-Profit Organization)

**DOWNTOWN DEVELOPMENT CORPORATION:** Four (4) expiring terms on 11-01-23. (Each representing the following entities: Two (2) representing the Parish Council, one (1) representing the Historical Society and one (1) representing the Garden Clubs).

**MUNICIPAL CIVIL SERVICE BOARD:** One (1) expiring term on 11-29-23. (Representing the Council)

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

**AIRPORT COMMISSION:** One (1) expiring term on 11-28-23.

---

**ATTACHMENTS:**

**Description**

Notice to the Public

**Upload Date**

10/20/2023

**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 **OCTOBER 25, 2023, REGULAR SESSION** meeting the following vacancies and appointments:

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

**RECREATION DISTRICT NO. 3A BOARD:** One (1) expiring term on 11-14-23 and two (2) vacancies.

**RECREATION DISTRICT NO. 7:** One (1) expiring term on 11-14-23.

**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:** One (1) expired term.

**COTEAU FIRE PROTECTION DISTRICT BOARD:** One (1) expired term.

**CHILDREN AND YOUTH SERVICES BOARD:** One (1) expiring term on 11-01-23 (Representing the Office of the District Public Defender 32<sup>nd</sup> JDC and 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:** One (1) expired term. (Representing the Parish President).

**PLANNING AND ZONING COMMISSION:** One (1) expiring term on 11-30-23. (Applicant must reside in the City of Houma).

**VETERANS MEMORIAL BOARD:** One (1) expired term. (Representing the Parish President North of the Intracoastal).

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

**HOUMA AREA CONVENTION AND VISITORS’ BUREAU:** One (1) expiring term on 12-31-23. (Representing a Civic Non-Profit Organization)

**AIRPORT COMMISSION:** One (1) expiring term on 11-28-23.

**DOWNTOWN DEVELOPMENT CORPORATION:** Five (5) expiring terms on 11-01-23. (Each representing the following entities: Two (2) representing the Parish Council, one (1) representing the Parish President, one (1) representing the Historical Society and one (1) representing the Garden Clubs).

**MUNICIPAL CIVIL SERVICE BOARD:** One (1) expiring term on 11-29-23. (Representing the Council)

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](mailto: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, OCTOBER 23, 2023**. A brief résumé and/or letter of interest in serving should also be submitted.

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

Category Number: 7.  
Item Number: A.



Wednesday, October 25, 2023

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**Item Title:**

Parish President

**Item Summary:**

Parish President.

---

Category Number: 7.  
Item Number: B.



Wednesday, October 25, 2023

---

**Item Title:**

Council Members

**Item Summary:**

Council Members.

---





Wednesday, October 25, 2023

---

**Item Title:**

Resolution for EDA Grant Application and Commitment of Match Funds

**Item Summary:**

**RESOLUTION:** Authorizing the Parish President to submit an application to Economic Development Authority's FY 2023 Supplemental Grant Program for a waterline and road expansion project and confirming the commitment of funds for the Parish's Non-EDA match requirement.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Executive Summary	10/23/2023	Executive Summary
Cover Memo	10/23/2023	Cover Memo
Resolution	10/23/2023	Resolution
EDA FY 2023 Supplement Grant NOFO	10/23/2023	Backup Material
Preliminary Plans and Cost Estimate	10/23/2023	Backup Material



**EXECUTIVE SUMMARY  
(REQUIRED FOR ALL SUBMISSIONS)**

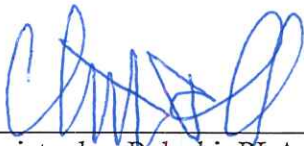
<b>PROJECT TITLE</b>
Resolution authorizing the Parish President to submit an application and confirming the Non-EDA match requirements funding availability for the EDA FY 2023 Disaster Supplement Grant Program.

<b>PROJECT SUMMARY (200 WORDS OR LESS)</b>
Waterline expansion project in the area of Enterprise Drive, Westside Blvd, and MLK Blvd which also includes the widening of Enterprise Drive from Corporate Drive to Westside Blvd. The project total is approximately \$3.2M and requires a 20% local match which will be shared by our project partners thru reimbursements to the Parish.

<b>PROJECT PURPOSE &amp; BENEFITS (150 WORDS OR LESS)</b>
EDA has an annual grant for these types of projects, but this particular supplemental grant is only available to communities impacted by federal declared natural disasters in 2021-2022 so our competition is reduced. This infrastructure project will open up these corridors for future economic development and job creation especially in the vicinity of the future TGHS Wellness Center as well as the frontages along Westside Blvd and MLK Blvd which are primary development corridors which will not only provide additional jobs, but also considerable tax revenue for the Parish and its residents while improving the overall water quality by connecting and closing the loop to existing lines.

<b>TOTAL EXPENDITURE</b>	
\$651,570.00	
<b>AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)</b>	
ACTUAL	<u>ESTIMATED</u>
<b>IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)</b>	
N/A	NO
<u>YES</u>	IF YES AMOUNT BUDGETED:
	\$651,570

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

  
 \_\_\_\_\_  
 Christopher Pulaski, PLA  
 Planning & Zoning Director

  
 \_\_\_\_\_  
 Date



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



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

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## TERREBONNE PARISH CONSOLIDATED GOVERNMENT

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### MEMORANDUM

**To:** Hon. Gordon E. Dove  
Parish President

**From:** Chris Pulaski, Director  
Planning & Zoning Department

**Date:** October 23, 2023

**Re:** EDA FY 2023 Supplement Grant Application and Commitment of Match Funds

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The Economic Development Administration (EDA) offers an annual grant for infrastructure projects to further economic development and job creation. This particular supplemental grant program offers the same except it is only available to communities that were impacted by federal declared natural disasters in 2021-2022 so our competition is greatly reduced. The proposed \$3.2M waterline expansion includes the widening of Enterprise Drive from Corporate Drive to Westside Blvd. Both efforts will further TGHS Wellness Center project that will offer hundreds of higher paying salaries as well as open up the remaining corridors which is one of our major growth areas. These future developments will bring tax revenue to the Parish. The waterline connections will serve to close the loop of the entire area improving the water quality for hundreds of residents and businesses in the area. The 20% match totals approximately \$651,570, but the Parish is only responsible for the match associated with the roadway expansion (approx. \$200,000) with the rest being reimbursed by our project partners (Waterworks and TGHS).

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

RESOLUTION  
AUTHORIZING PARISH PRESIDENT TO APPLY FOR AND CONFIRMING  
NON-EDA MATCH REQUIREMENTS FUNDING AVAILABILITY FOR EDA  
FY 2023 DISASTER SUPPLEMENT GRANT PROGRAM

WHEREAS, the government of the United States of America through the Economic Development Administration (EDA) has issued a FY 2023 Disaster Supplement to help communities and regions devise and implement long-term economic recovery strategies through a variety of non-construction and construction projects, as appropriate, to address economic challenges in areas where a Presidential declaration of a major disaster was issued. (Program); and

WHEREAS, the Parish of Terrebonne has been negatively impacted as a result of federally declared disaster in Terrebonne Parish during 2021-2022 and is eligible to apply for assistance under the Program; and

WHEREAS, Terrebonne Parish Consolidated Government (applicant) will utilize funds on hand (cash) that are unencumbered, unrestricted and committed to provide the local match requirements for the construction of waterline and roadway improvements to support development of a new healthcare facility in Houma, Louisiana (the “Project”).

NOW THEREFORE, BE IT RESOLVED that Parish President Dove on behalf of the Parish Council is hereby authorized to submit an application to the EDA FY 2023 Disaster Supplement Grant Program and confirmed that TPCG has the funds and will commit the funds at the time of award to provide the local match required as part of the Program. The funds are unencumbered, unrestricted and committed up to \$651,570.

Approved this 25<sup>th</sup> day of October, 2023.

**NOTICE OF FUNDING OPPORTUNITY  
FY 2023 EDA Disaster Supplemental  
EXECUTIVE SUMMARY**

- **Federal Agency Name:** Economic Development Administration (EDA or the Agency), U.S. Department of Commerce (DOC).
- **Federal Funding Opportunity Title:** FY 2023 EDA Disaster Supplemental Notice of Funding Opportunity (NOFO) (Disaster Supplemental NOFO).
- **Announcement Type and Date:** Disaster Supplemental NOFO announcement publishing EDA’s application submission requirements and review procedures for the review of applications received under EDA’s Economic Adjustment Assistance (EAA) disaster recovery program, as authorized by Sections 209 and 703 of the Public Works and Economic Development Act of 1965, as amended (42 U.S.C. § 3121 *et seq.*) (PWEDA). **Effective date:** April 24, 2023.
- **Funding Opportunity Number:** EDA-DISASTER-2023
- **Catalog of Federal Domestic Assistance (CFDA) Number:** 11.307, Economic Adjustment Assistance
- **Dates:** There are no submission deadlines. Applications will be accepted on an ongoing basis until the publication of a new Disaster Supplemental NOFO, cancellation of this Disaster Supplemental NOFO or all available funds have been expended. EDA intends to review applications expeditiously upon receipt of the complete application.
- **Eligible Applicants:** Pursuant to Section 3(4) of PWEDA (42 U.S.C. § 3122(4)(a)) and 13 C.F.R. § 300.3 (Eligible Recipient), eligible applicants under the EAA program include a(n): (i) District Organization of an EDA-designated Economic Development District (EDD); (ii) Indian Tribe or a consortium of Indian Tribes; (iii) State, county, city, or other political subdivision of a State, including a special purpose unit of a State or local government engaged in economic or infrastructure development activities, or a consortium of political subdivisions; (iv) institution of higher education or a consortium of institutions of higher education; or (v) public or private non-profit organization or association acting in cooperation with officials of a political subdivision of a State. Individuals and for-profit entities are not eligible for funding under this NOFO.
- **Funding Opportunity Description:** Subject to the availability of funds, awards made under this NOFO will help communities and regions devise and implement long-term economic recovery strategies through a variety of non-construction and construction projects, as appropriate, to address economic challenges in areas where a Presidential declaration of a major disaster was issued under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. § 5121 *et seq.*) (Stafford Act) “as a result of Hurricanes Ian and Fiona, and of wildfires, flooding, and other natural disasters occurring in calendar years 2021 and 2022....”

**FULL ANNOUNCEMENT TEXT**

**FY 2023 EDA Disaster Supplemental Notice of Funding Opportunity**

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## A. Program Description

### 1. Overview and Program Information

EDA's mission is to lead the Federal economic development agenda by promoting innovation and competitiveness, and preparing American regions for growth and success in the worldwide economy. Through this Disaster Supplemental NOFO, EDA will award investments in regions experiencing severe economic distress or other economic harm resulting from Hurricanes Ian and Fiona, and of wildfires, flooding, and other natural disasters occurring in calendar years 2021 and 2022.<sup>1</sup> Under this announcement, EDA solicits applications under the authority of its Economic Adjustment Assistance (EAA) program. The EAA program is intended to be flexible and responsive to the economic development needs and priorities of local and regional stakeholders, including those seeking assistance recovering from Federally declared disasters.<sup>2</sup>

EAA funds can be awarded to assist a wide variety of activities related to disaster recovery, including economic recovery strategic planning grants, and public works construction assistance. It is a flexible resource that responds adaptively to pressing economic issues and is well-suited to help address challenges faced by regions recovering from natural disasters. Examples of projects that EDA can support through this program include, but are not limited to:

- construction or upgrading of public infrastructure, including broadband infrastructure;
- workforce development, including the design and implementation of sectoral partnerships (see section 3.a.);
- activities necessary to strengthen cluster acceleration and expansion;
- capitalization or recapitalization of revolving loan funds (RLFs);
- development and implementation of long-term disaster recovery and resiliency plans, including capacity building;
- enhancement of infrastructure to make it more resilient to natural disasters;
- development or expansion of commercialization and proof of concept centers;
- procurement of equipment for workforce training programs;
- market or industry research and analysis for larger economic development projects;
- creation or expansion of foreign direct investment, trade, or export initiatives;
- economic development projects that enhance density in the vicinity of other economic development;
- "strategy grants" to develop, update, or refine a Comprehensive Economic Development Strategy (CEDS) as described in EDA's regulations at 13 C.F.R. § 307.3; and
- development of projects that provide technical assistance to enhance the capacity of key economic development actors in the region to promote the region's locally owned strategies.

EDA recognizes that urgent infrastructure rebuilding needs exist throughout disaster impacted regions. In EDA's experience with post-disaster recovery, the most effective rebuilding efforts are based on long-term regional development or redevelopment strategies that leverage Federal funding in coordination

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<sup>1</sup> Note that this does not include COVID-19 disaster declarations.

<sup>2</sup> See 42 U.S.C. §§ 3149(c)(2), 3233.



with state, local and private sector resources. For this reason, EDA encourages the submission of applications based on long-term, regionally oriented, coordinated and collaborative economic development or redevelopment strategies that foster economic growth and resilience. EDA will regard applications that are substantively supported by such strategies as more competitive, while applications for rebuilding damaged infrastructure that are not demonstrably supported by or otherwise related to a long-term plan for economic growth and resilience will not be considered competitive.

In addition to implementation projects, applicants may also seek funding in the form of a “strategy grant” to develop, update, or refine a Comprehensive Economic Development Strategy (CEDS) that alleviates long-term economic deterioration or a sudden and severe economic dislocation, as described in EDA’s regulations at 13 C.F.R. § 307.3.<sup>3</sup> Depending on the needs of a region, Applicants may be eligible for an initial strategy grant and a subsequent implementation grant. For the purposes of this Disaster Supplemental NOFO, non-construction strategy grants may include the otherwise ineligible areas, due to not receiving a major disaster designation under the Stafford Act in calendar year 2021/2022, of an Economic Development District (EDD) when a majority of the counties of a defined region, such as an EDD, are otherwise eligible under this Disaster Supplemental NOFO. EDA will consider applications submitted by eligible applicants located in or acting on behalf of the disaster-affected regions, including one or more institutions of higher education; one or more States, cities or other units of local government; and economic development organizations, including but not limited to regional multi-jurisdictional District Organizations and public or private non-profit organizations working in cooperation with private for-profit organizations, local businesses, and industry leaders.

Prospective applicants should note that Section C of this Disaster Supplemental NOFO sets out eligibility criteria for applications seeking funding for disaster recovery assistance. Only applications meeting the eligibility criteria will be considered. EDA will evaluate and select applications according to the evaluation criteria set forth in Section E of this announcement. Further, EDA will give priority to applications that propose or reflect sound resilience planning for disasters and are ready for implementation of that plan.

As noted above, this Disaster Supplemental NOFO will support disaster economic recovery activities that address the impacts of Hurricanes Ian and Fiona, and of wildfires, flooding, and other natural disasters occurring in calendar years 2021 and 2022. For all other EDA program and investment opportunities, please review <https://www.grants.gov> (Grants.gov) or visit <https://www.eda.gov/funding/funding-opportunities>.

EDA may make changes or additions or cancel the Disaster Supplemental NOFO at any time. All changes will be communicated via Grants.gov.

#### **a. Resiliency**

To be competitive, applications must clearly incorporate principles for enhancing the resilience of the relevant community/region or demonstrate the integration of resilience principles into the investment project itself. Resilience is an essential component of any strategy for mitigating the potential for future

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<sup>3</sup> The regulations implementing the EAA program may be found at 13 C.F.R. part 307. Please note that Section 307.3 of EDA’s regulations describes the differences between an EAA implementation grant and an EAA strategy grant. See also 42 U.S.C. § 3149(b)(2) (EAA planning project is not required to be carried out in an area with a CEDS or be consistent with an existing CEDS).

disaster-related losses and adverse economic impacts for communities. Therefore, inclusion of resilience principles in the project is a necessary step to improve the capacity of the region to recover more quickly from future disaster events.

In terms of economic development, resilience is broadly defined as the ability of a community or region to anticipate, withstand, and bounce back from various disruptions to its economic base. These disruptions can be caused by a variety of things, including extreme weather events. Enhancing resilience, especially in light of the ongoing impacts of a changing climate, is a multi-dimensional effort emphasizing engagement and support from all aspects of the community, including economic development practitioners. Some examples include:

- Efforts to broaden the industrial base or local sectoral specialization with diversification initiatives (*e.g.*, moving away from a local or regional economy overly dependent on one industry that might be susceptible to economic downturns). This may include spurring economic and job creation opportunities in industries that help communities recover from disasters, become more climate resilient, and assist the transition to a lower carbon future.
- Enhancing business retention and expansion programs to strengthen existing high-growth sectors and industries, including increasing supplier diversification.
- Development and construction of high-performance and resilient infrastructure and buildings to mitigate future risk and vulnerability, including from impacts of climate change.
- Enhancing the development and adoption of new technologies that play a vital role in strengthening economic resilience (*e.g.*, through modern infrastructure like broadband and renewable energy), and nurturing technology ecosystems that support dynamic, diverse economies that better withstand acute disruptions.
- Comprehensive planning efforts that involve extensive engagement from the community to define and implement a collective vision for economic recovery and resiliency.
- Comprehensive vulnerability assessments to identify disaster and climate risks to economic assets, infrastructure, businesses, and industrial sectors, and planning, design, and construction projects to reduce these risks.
- Capacity building measures including disaster recovery/resiliency coordinators.
- Planning and design efforts that support voluntary placement of industrial parks and critical economic development infrastructure in more resilient locations.

One particular type of resilience is climate resilience. EDA expects every project it funds to be resilient to future disruptions, to the greatest extent possible, including the impacts of climate change. The manner in which this manifests will vary by project and may include considerations such as siting, construction methods, construction materials, elevation, etc. Applicants should demonstrate that they have sufficiently accounted for current and future weather- and climate-related risks, such as wildfires, droughts, extreme heat and cold, inland and coastal flooding, and the high-impact winds produced by weather events such as tornadoes and hurricanes. The proposed project application should include how new infrastructure assets will be designed, built, and operated to prove resilient to high-impact weather and climate changes that may occur over the asset's lifetime. Applicants should make use of available tools and resources from the National Oceanic and Atmospheric Administration (NOAA) and the Federal

Emergency Management Agency (FEMA), and other federal agencies, as well as applicant-level resources and centers of expertise, in drawing up their applications.<sup>4</sup>

Resilience (within the context of economic development) is strengthened when it includes methods and measures to mitigate the potential for future economic injury, including through disaster mitigation, promoting a faster “up-time” for economic anchors (*e.g.*, key businesses and/or industries), and strengthening local and regional capacity to troubleshoot and address vulnerabilities within the regional economy. Resilience includes assessing and addressing current and future risks to major industries, economic development infrastructure, business districts, and the workforce, and assisting the transition to economic opportunities that foster climate resilience and low-carbon alternatives.

As noted above, application submissions that explicitly incorporate resilience principles will be more competitive. Additional information about this subject is available at <https://www.eda.gov/node/10701>.

The project’s compliance with these resiliency principles should be documented in section B.2 of the ED-900 (as discussed below) and will be evaluated as part of the project’s competitiveness.

#### **b. Comprehensive Economic Development Strategy (CEDS)**

Except for a strategy grant as described above, each project funded under EAA must be consistent with the region’s current CEDS, or if a CEDS does not exist, an equivalent EDA-accepted regional economic development strategy meeting EDA’s CEDS or strategy requirements. Applicants must clearly detail how the proposed project will support the economic development needs and objectives outlined in the CEDS or equivalent strategy, and identify the CEDS or strategy and provide a copy of this planning document, either by attaching the document to the application, including the web link for the document. In addition, applicants should indicate if other Federal funds have been secured for, or have been requested to support, any portion of the project for which an EDA investment is proposed. Applicants should describe how the EDA investment will complement, leverage, or otherwise align with other public and private investments to accomplish the planned deliverables and outcomes. Where other Federal funding may be involved in the project, the applicant should provide the Federal program name and contact information with their application in order to facilitate interagency coordination and avoid duplication of resources.

#### **c. Workforce Projects**

To the extent that a project involves workforce development activities, both non-construction and construction, there are specific program objectives to consider.

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<sup>4</sup> FEMA Hazard Mitigation Plan Information is available at: <https://www.fema.gov/emergency-managers/risk-management/hazard-mitigation-planning>. The Federal Flood Risk Management Standard resource is available at: <https://www.fema.gov/floodplain-management/intergovernmental/federal-flood-risk-management-standard>. NOAA’s Climate Mapping for Resilience and Adaptation is available at: <https://www.noaa.gov/news-release/biden-administration-launches-portal-to-help-communities-assess-exposure-to-climate-hazards>. The AT&T, FEMA and DOE Argonne National Laboratory, Climate Risk and Resilience Portal is available at: <https://about.att.com/story/2022/fema-argonne-climrr.html>. FEMA’s National Risk Index is available at: <https://www.fema.gov/flood-maps/products-tools/national-risk-index>.

Non-construction workforce projects eligible under this NOFO should support demand-driven sectoral partnerships that will support Americans in securing and retaining quality jobs, consistent with the Department of Commerce workforce principles.<sup>5</sup> For the purposes of this NOFO, “sectoral partnership” is defined as a partnership of employers from the same industry who join with other strategic partners to train and place workers into high-quality jobs that the employers need filled and intend to fill through the partnership. The strategic partners can include: government, education (including community and technical colleges), training organizations, economic development organizations, workforce development organizations, unions, labor management partnerships, industry associations, employer-serving organizations, and/or community-based organizations. A sectoral partnership is focused on one specific industry and one or more specific roles within that industry. The lead entity of a sectoral partnership (*i.e.*, Backbone Organization) serves as an intermediary across all the partners in the sectoral partnership and must be an EDA eligible applicant to receive funding through this NOFO. Sectoral partnerships are effective because: they are carefully built to include *all* necessary partners before workforce solutions are designed; they cut across traditional economic development, workforce, education, and social services system silos; they are targeted to in-demand sectors with high-quality jobs; and they consider the economic realities of a regional industry in assessing workforce demand and training needs.

A project that is entirely or partially intended to develop, deploy, expand, or initiate workforce training, must:

- connect trained workers with quality job<sup>6</sup> opportunities through a sectoral partnership;
- demonstrate employer leadership. EDA is seeking applications that have employer engagement in the development of the training and firm employer commitments to hire people who complete the training, which can come in different forms including earn-and-learn models like Registered Apprenticeships;
- include comprehensive wrap-around services (*e.g.*, childcare, transportation) to support vulnerable populations;<sup>7</sup>
- increase educational and workplace diversity, equity, accessibility, and inclusion, including through recruitment and retention efforts focused on underserved populations;
- carry out activities in one or both of the following categories:
  - **Program Design** funding for sectoral partnerships to identify the skills needed by industry and workers, develop the skills training curriculum and materials, and secure technical expertise needed to train workers with the skills needed by businesses, including providing professional development and capacity-building to trainers and educators, and/or

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<sup>5</sup> <https://www.commerce.gov/issues/workforce-development>.

<sup>6</sup> For more information on what constitutes a quality job, see <https://www.dol.gov/general/good-jobs/principles>.

<sup>7</sup> Note that not all wrap-around services will be eligible expenses. You will need to work with EDA to identify those that qualify as eligible participant support costs under 2 CFR 200.1 and 200.456.

- **Program Implementation** funding to deliver workforce training and wrap-around services that place workers into quality jobs through a new or expanded sectoral partnerships; and
- measure and evaluate outcomes such as workers' employment and earnings. Ensure that data is transparent, actionable, secure, and linked back to those executing programs.

If the project is a workforce project, its compliance with these workforce principles must be documented in section B.2 of the ED-900 (as discussed below) and will be evaluated as part of the project's competitiveness. See section E.1, Criteria.

EDA recognizes that in many circumstances having adequate, modernized facilities is a critical component of a successful workforce training program that responds to industry needs today and into the future. As such, equipment costs, expenses related to securing adequate space (*e.g.*, rent, leases), and other non-construction capital expenses are allowable expenses under workforce projects. Building-based construction projects (*i.e.*, any activity that disturbs the ground or modifies a structure) should be submitted as a construction project.

For construction projects, it is critical that any future programming that will occupy the facility also follow the above principles related to employer engagement and job commitments.

#### **d. Equity**

Consistent with Executive Order 13985, Advancing Racial Equity and Support for Underserved Communities through the Federal Government, and EDA's Equity Investment Priority, EDA expects projects to advance equity to underserved populations to the extent practicable. In this context, EDA is seeking projects that directly benefit: 1) one or more traditionally underserved populations, including but not limited to women, Black, Latino, and Indigenous and Native American persons, Asian Americans, and Pacific Islanders or 2) underserved communities within geographies that have been systemically and/or systematically denied a full opportunity to participate in aspects of economic prosperity such as Tribal Lands, Persistent Poverty Counties, and rural areas with demonstrated, historical underservice. Underserved and marginalized communities may be more vulnerable to the effects of natural disasters and climate change, and slower to recover.

A successful project will articulate which populations or communities will benefit (as noted above and <https://www.eda.gov/funding/investment-priorities>) and include a plan for inclusive community engagement in the project and ensuring that the economic benefits of the project will be shared by all communities in the project region, including any underserved communities. Your explanation should address the communities affected, barriers those communities may face in accessing benefits of the project, contemplated outreach efforts, and other planned steps to address identified barriers, as appropriate.

The project's compliance with these equity principles should be documented in section E.1 of the ED-900 (as discussed below) and will be evaluated as part of the project's competitiveness.

#### e. Puerto Rico

Given the unprecedented amount of federal funding flowing into Puerto Rico, the need to be coordinated across the archipelago and ensure that the most effective resiliency projects are selected, EDA expects Puerto Rico applications to identify how the proposed project fits in the greater landscape of funding activities occurring in Puerto Rico. Thus, either consistent with the CEDS requirement described above, or in lieu thereof, EDA expects Puerto Rico-related applications to reference a Puerto Rico-wide strategic planning document (such as “PROpósito,” available at: <https://ddec.pr.gov/proposito-en/> or “Transformation and Innovation in the Wake of Devastation: An Economic and Disaster Recovery Plan for Puerto Rico” available at: <https://www.rand.org/hsrd/hsoac/projects/puerto-rico-recovery.html>) and describe how the proposed project fits within the parameters of the strategic planning document.

#### f. Ineligible Projects

Some projects are generally ineligible under this NOFO, including projects that are primarily residential in nature (*e.g.*, housing), projects to create community amenities (*e.g.*, swimming pools, zoos, recreational centers), projects that support casinos or gaming, projects that support general governmental functions (see 2 C.F.R. 200.444), and requests for funding to supplement operating budgets or replace lost revenue (including lost tax revenue). Applicants who are unsure whether their proposed project is eligible under this NOFO should consult the appropriate EDA Regional Office Point of Contact (POC) listed in section G.

Funds may not be used, directly or indirectly as an offset for other funds, to support or oppose collective bargaining.

### 2. EDA Investment Priorities

EDA’s Investment Priorities are:

1. Equity
2. Recovery & Resilience
3. Workforce Development
4. Manufacturing
5. Technology-Based Economic Development
6. Environmentally-Sustainable Development
7. Exports & Foreign Direct Investment

**Under this NOFO, each project must be consistent with #2, Recovery & Resilience. Consistency with additional Investment Priorities may make a project more competitive.** Further, for workforce development projects, incorporation of the principles found in section A.1.c. of this NOFO will make the project more competitive.

More information about these Investment Priorities, including definitions, can be found at <https://www.eda.gov/funding/investment-priorities>. EDA’s website may be updated from time to time if there are any revisions to these Investment Priorities. While all are important, equity and recovery and resilience are also evaluation factors and incorporating such principles or elements into a project application may make it more competitive.

### **3. Statutory Authorities for EDA’s Programs**

The statutory authority for the EAA program is Section 209 of PWEDA (42 U.S.C. § 3149). The statutory authorization of supplemental appropriations for disaster economic recovery activities is Section 703 of PWEDA (42 U.S.C. § 3233).

Applicant eligibility and program requirements are set forth in EDA’s regulations (codified at 13 C.F.R. Chapter III), and all applicants must address these requirements. EDA’s regulations are accessible at the U.S. Government Publishing Office (GPO) website at <https://www.gpo.gov/fdsys/>. Under “Browse,” select the Code of Federal Regulations, choose the most recent year, and scroll down to find Title 13, Chapter III.

### **4. Federal Awarding Agency Contact**

Potential applicants should contact the EDA representative listed for their State (see Section G of this NOFO) to obtain additional information regarding any information in this NOFO.

## **B. Federal Award Information**

### **1. What Funding Is Available Under this Announcement?**

Under the Disaster Relief Supplemental Appropriations Act, 2023 (Div. N of the Consolidated Appropriations Act, 2023, Pub. L. 117-328), Congress provided EDA with the following disaster-specific program appropriation to supplement its core FY23 appropriations:

*Pursuant to section 703 of the Public Works and Economic Development Act (42 U.S.C. 3233), for an additional amount for “Economic Development Assistance Programs” for necessary expenses related to flood mitigation, disaster relief, long-term recovery, and restoration of infrastructure in areas that received a major disaster designation as a result of Hurricanes Ian and Fiona, and of wildfires, flooding, and other natural disasters occurring in calendar years 2021 and 2022 under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5121 et seq.), \$500,000,000, to remain available until expended: Provided, That within the amount appropriated under this heading in this Act, up to 3 percent of funds may be transferred to the “Salaries and Expenses” account for administration and oversight activities: Provided further, That the Secretary of Commerce is authorized to appoint and fix the compensation of such temporary personnel as may be necessary to implement the requirements under this heading in this Act, without regard to the provisions of title 5, United States Code, governing appointments in competitive service: Provided further, That within the amount appropriated under this heading in this Act, \$2,000,000 shall be transferred to the “Office of Inspector General” account for carrying out investigations and audits related to the funding provided under this heading in this Act.*

Consistent with the above, EDA has allocated \$483 million in EAA program funds under this Disaster Supplemental NOFO among its six Regional Offices that cover the applicable disaster areas, as described below in Section B.2 of this Disaster Supplemental NOFO. If an applicant is awarded funding, neither DOC nor EDA is under any obligation to provide any future funding in connection with that award or to make any future award(s). Amendments or renewals of an award to increase funding or to extend the period of performance are at the sole discretion of DOC and EDA.

Publication of this announcement does not obligate DOC or EDA to award any specific grant or cooperative agreement or to obligate all or any part of available funds. The award of any grant is subject to the availability of funds at the time of award as well as to DOC priorities at the time of award. Neither DOC nor EDA will be held responsible for application preparation costs. EDA plans on funding between 100 and 150 disaster recovery projects with this appropriation.

## 2. Initial EDA Regional Office Allocations

Applying a number of factors, including impact and distress, EDA has allocated the \$483 million in disaster supplemental program funds among six Regional Offices as follows:

Atlanta Regional Office — \$160,000,000  
Austin Regional Office — \$110,000,000  
Chicago Regional Office — \$18,000,000  
Denver Regional Office — \$57,000,000  
Philadelphia Regional Office — \$103,000,000  
Seattle Regional Office — \$35,000,000

**Note: When appropriate, EDA may exercise its discretion to adjust the allocations to the Regional Offices based on its experience in administering disaster supplemental appropriations to ensure funds are used to maximum effect, or to adjust to unforeseen changes in recovery efforts.**<sup>8</sup>

## 3. What Type of Funding Instrument Will Be Used to Make Awards? How Long Will a Project's Period of Performance Be?

*Funding Instrument:* Subject to the availability of funds, EDA may award grants or cooperative agreements to eligible applicants to help support economic development project-based activities. EDA will award a cooperative agreement on a case-by-case basis if substantial agency involvement is required. For a cooperative agreement, the nature of EDA's "substantial involvement" (to be included in the terms and conditions of the award) will generally be collaboration between EDA and the recipient on the scope of work. However, other possible examples of EDA's "substantial involvement" may include, but are not limited to: (i) authority to halt immediately an activity if detailed performance specifications are not met; (ii) stipulation that the recipient must meet or adhere to specific procedural requirements before subsequent stages of a project may continue; and (iii) operational involvement and monitoring during the project to ensure compliance with statutory requirements.

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<sup>8</sup> If EDA determines that an application is eligible for funding under another EDA NOFO (e.g., the Fiscal Year (FY) 2023 Public Works and Economic Adjustment Assistance NOFO), EDA may at its sole discretion transfer the application for processing from the original NOFO to another. EDA will document that the applicant is in compliance with the application requirements of the NOFO to which the application is transferred.

At EDA's sole discretion, EDA may also jointly fund a project under more than one NOFO if a project meets the eligibility requirements of each respective NOFO at time of award. This may arise where a disaster impacts a project previously funded under a separate NOFO or where an area has been impacted by multiple disasters across several years. EDA will document the project's eligibility under the respective NOFOs and that the applicant complied with the respective application requirements of all NOFOs under which funding is awarded.



*Period of Performance:* Under the EAA program, the project period of performance depends on the nature of the project for which the grant is awarded. Typically, disaster and economic recovery strategy grants may range in duration from 12 to 18 months with extensions considered on a case-by-case basis. Implementation grants involving construction of project facilities and infrastructure generally are expected to range from 12 to 48 months. EDA will work closely with the recipients to accommodate their projected timelines within reason and allowances of regulations and grant policies. EDA expects that all projects will proceed efficiently and expeditiously, and EDA encourages applicants to clearly document how quickly they will be able to start and complete the proposed project scope of work.

## **C. Eligibility Information**

### **1. Eligible Applicants**

Eligible applicants for EDA EAA investment assistance include a(n):

- a. District Organization;
- b. Indian Tribe or a consortium of Indian Tribes;
- c. State,<sup>9</sup> county, city, or other political subdivision of a State, including a special purpose unit of a State or local government engaged in economic or infrastructure development activities, or a consortium of political subdivisions;
- d. Institution of higher education or a consortium of institutions of higher education; or
- e. Public or private non-profit organization or association acting in cooperation with officials of a political subdivision of a State.<sup>10</sup>

### **2. Eligible Counties Based on Disaster Declarations**

The project of an eligible applicant must be able to meet area eligibility requirements to be considered for funding under this Disaster Supplemental NOFO. Such eligibility is predicated upon the project being located in or primarily serving one or more communities impacted by Hurricanes Ian and Fiona, and of wildfires, flooding, and other natural disasters occurring in calendar years 2021 and 2022.

More specifically, consistent with 13 C.F.R. parts 301 and 307, EDA will determine area eligibility pursuant to the applicable Federal disaster declaration under the Stafford Act, and the Federal Emergency Management Agency (FEMA) designation of areas as eligible for public assistance or individual assistance due to the declared disasters listed on FEMA's website ([www.fema.gov/disaster/](http://www.fema.gov/disaster/)). For construction projects (including design and engineering), the project must be located within an eligible county. For non-construction projects, the project's scope of work must primarily benefit eligible

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<sup>9</sup> Under section 3(10) of PWEDA (42 U.S.C. § 3122), the term "State" includes any State, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, the Republic of the Marshall Islands, the Federated States of Micronesia, and the Republic of Palau.

<sup>10</sup> This may include labor unions to the extent they can provide proof that they are organized as and operating as a non-profit organization. See section D.2.c.v, Organizational Documentation, for documentation required to show eligibility.

counties, and stakeholders representing those eligible counties must be directly engaged in the project.<sup>11</sup>

### **3. Cost Sharing or Matching**

#### **a. EDA Investment Rate**

Funds for this Disaster Supplemental NOFO must be used to carry out paragraph (c)(2) of Section 209 of PWEDA, which provides, in relevant part, that EAA assistance may be provided for activities identified by communities, the economies of which are injured by “disasters or emergencies, in areas with respect to which a major disaster or emergency has been declared under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. § 5121 *et seq.*), for post-disaster economic recovery.” Subsection (b) of Section 703 of PWEDA provides that the Federal Share of the cost of activities funded with such amounts made available may be up to 100%, as described below.

Once applicant and area eligibility are established, EDA generally expects to fund up to 80% of the eligible costs of such assistance. However, EDA’s consideration of factors such as scale of the project, the extent of the impact of the relevant disaster on the region, total project cost, relative distress of the community, or geographic distribution of disaster funds, may cause EDA to fund projects at a grant rate that is lower than 80%. The remaining portion of the costs for the EDA scope of work must be borne by the recipient or provided to the recipient by a third party as a contribution for the purposes of and subject to the terms of the award. Further, in accordance with the agency’s statutory authority under Section 703 of PWEDA (42 U.S.C. § 3233), EDA may increase the investment rate up to a maximum of 100%. In determining whether to increase the Federal Share above 80%, EDA’s Grants Officer in the applicable Regional Office will consider on a case-by-case basis whether the circumstances of the proposed project warrant a Federal Share in excess of 80%, including whether the applicant has exhausted its effective taxing or borrowing capacity or meets other thresholds for elevated need based on the overall economic situation of the region. Additionally, EDA may establish a maximum investment rate of up to 100% for projects of Indian Tribes. The applicant is responsible for demonstrating to EDA that an enhanced grant rate is justified by providing statistics and other appropriate information on the nature and level of economic distress in the region, including information regarding other disaster-related needs facing the region and the level of resources available to address those needs.

#### **b. Documentation of Cost Share or Matching**

Applications must include commitment letters or equivalent documents that demonstrate, to the satisfaction of EDA, that all matching funds (whether cash, loans, bonds, or in-kind) from all sources (*e.g.*, any applicant, any co-applicants, and any other sources of matching funds) referenced in the application will be unencumbered, unrestricted, and committed at the time of award and that are signed by authorized representatives of the sources of the matching funds. Authorized representatives must have the authority to execute documents and to obligate and expend funds on behalf of their respective organizations.

Each matching share commitment letter must state whether the contribution is cash, loans, bonds, or in-kind; if in-kind, provide a valuation for in-kind contributions. In-kind match must consist of

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<sup>11</sup> See also 13 C.F.R. § 301.3(a).

contributions directly related to the proposed project, such as services, equipment, or space. EDA will fairly evaluate all in-kind contributions, which must be eligible project costs and which must meet applicable federal cost principles and uniform administrative requirements. Funds from other federal financial assistance awards may be considered matching share funds only if authorized by statute, which may be determined by EDA's reasonable interpretation of the statute.

Additional documentation may be requested by EDA to substantiate the availability of the matching funds. For example, if bonds are contemplated as match, counsel opinion of the applicant's bonding authority and eligibility of the bonds for use as match, along with full disclosure of the type of bonds and the schedule of the applicant's intended bond issue, are required.

A provider of matching share, including an entity providing cash or in-kind contributions, may not serve as a contractor under the same award, and may not be paid with award funds to provide goods or services to the award recipient.

In addition, applicants should indicate if other Federal funds have been secured for, or have been requested to support, any portion of the project for which an EDA investment is proposed. Applicants should describe how the EDA investment will complement, leverage, or otherwise align with other public and private investments to implement the project. Where other Federal funding may be involved in the project, the applicant should provide the Federal program name and contact information with their application to facilitate interagency coordination and avoid duplication of resources. Note that consistent with 2 CFR § 200.306, not all sources of Federal funding may be allowed as match and applicants shall raise any concerns as early as possible with their EDA Regional Office POC listed in section G.

#### **D. Application Submission Information**

**Please note that all submissions under this Disaster Supplemental NOFO are subject to EDA's review process for EAA projects.**

An applicant must submit a complete application, as detailed in Section D.2.a of this NOFO, to be considered for funding. EDA intends to review each application expeditiously after receiving the complete application. EDA may request additional documentation or information from the applicant to make an eligibility determination. EDA will reject any documentation of eligibility that the agency determines is inaccurate or incomplete, which may cause the application to be rejected. Please see Section E of this NOFO for more information on award criteria, and the review and selection process.

##### **1. Obtaining an Application and Electronic Submission through EDGE**

An applicant must obtain, complete, and submit an application electronically through the Economic Development Grants Experience (EDGE) at [sfgrants.eda.gov](https://sfgrants.eda.gov). EDA will not accept paper, facsimile, or email transmissions of applications except as provided below. In order to obtain and submit an application through EDGE, an applicant must register for an EDGE account at [sfgrants.eda.gov](https://sfgrants.eda.gov). As part of the registration process, you will register one Authorized Representative for your organization, however, multiple points of contact may be registered or added by the applicant to the application workspace to view or work on completing the application. The Authorized Representative will be the only official with the authority to submit applications.

### **a. Verification of Submission**

Applicants should save and print written proof of an electronic submission made through EDGE. Applicants, specifically the Authorized Representative submitting the application and materials, will receive a time and date stamped email from EDGE confirming the submission and receipt of the application and other required documents.

Applicants should save and print both the confirmation screen provided on EDGE after the applicant has submitted an application and the confirmation email sent when the application has been successfully submitted.

It is the applicant's responsibility to verify that its submission was timely received and submitted successfully through EDGE. To see the date your application was submitted, log on to EDGE and click on the Submitted Application section from the Home Page.

If you experience a systems issue with EDGE, see Section D.8. below for instructions.

### **b. Alternatives to Submission through EDGE**

To accommodate an applicant's accessibility requirements, a paper version of this application may be obtained by contacting the appropriate POC listed in section G of this NOFO. Or if an applicant is otherwise unable to submit an application through EDGE for reasons beyond the control of the applicant, EDA, in its sole discretion, may pre-approve in writing submission via an alternate method (e.g., email).

## **2. Content and Form of Application Submission**

### **a. Application Format and Signatures**

All relevant forms must be signed electronically by the applicant's Authorized Representative, as identified per Section D.1 of this NOFO.

The preferred electronic file format for attachments is Adobe portable document format (PDF); however, EDA will accept electronic files in Microsoft Word, WordPerfect, or Microsoft Excel formats. All documentation and data submitted should be current and applicable as of the date submitted.

### **b. Required Documents**

The following application forms must be submitted for all project types in addition to any other forms required for your specific project type:

- Form SF-424 (Application for Federal Assistance)
- Form ED-900 (General Application for EDA Programs)
- Budget Narrative
- Match Commitment Letter and supporting documentation (See section C.2.)
- Form CD-511 (Certification Regarding Lobbying)

*ED-900 Information.* Each section of the ED-900 must be filled out. Please also note the following additional instructions for the ED-900:

- Every project must discuss resiliency principles detailed in section A.1.a. above incorporated into the project in section B.2 of the ED-900.
- In section B.2, for construction projects only, explain whether and/or how the project will incorporate strong labor standards, including project labor agreements and community benefit agreements, that offer wages at or above the prevailing rate and include local hire provisions, and a description of the applicant’s workforce plans and practices, including the use of Registered Apprenticeships.
- If the project is a workforce project, in order to be competitive, the ED-900 must discuss in section B.2 its compliance with the workforce principles detailed in section A.1.c. above, including any plans to establish a Registered Apprenticeship program.
- In order to receive competitive consideration for inclusion of equity principles discussed in section A.1.d. above, the project must explain in section E.1 of the ED-900 the steps that you will take to ensure inclusive community engagement in the project, and that the economic benefits of the project will be shared by all communities in the project region, including any underserved communities such as women, Black, Latino, and Indigenous and Native American persons, Asian Americans, Pacific Islanders, or any underserved communities within geographies that have been systemically and/or systematically denied a full opportunity to participate in economic prosperity. Your explanation should address the communities affected, barriers those communities may face in accessing benefits of the project, contemplated outreach efforts, and other planned steps to address identified barriers, as appropriate.

If a project requires or anticipates the payment of federal funds to third parties (such as partners, consultants, vendors, and/or service providers), it is the applicant’s responsibility to determine whether a third party should be characterized as a subrecipient or a contractor. The characterization must be reflected in the terms of each agreement made with each third party. (See 2 C.F.R. § 200.1 for definitions of contract, contractor, subaward, and subrecipient; see also 2 C.F.R. § 200.331, Subrecipient and contractor determinations.)

All subawards must receive EDA prior approval. If selected for award, and before initial disbursement of any funds by EDA for any costs incurred by a subrecipient, EDA may request documentation demonstrating that the subrecipient is an entity eligible to receive EDA assistance.

In addition to the four forms required for all applications, Table 2 below provides a complete list of documents required based on the type of EDA assistance:

**TABLE 2**

	<b>Construction</b>	<b>Design &amp; Engineering</b>	<b>Non-Construction (including sectoral partnerships)</b>	<b>Revolving Loan Fund</b>
SF-424 (Application for Federal Assistance)	X	X	X	X
ED-900 (General Application for EDA Programs)	X	X	X	X

Match Commitment Documentation	X	X	X	X
CD-511 (Certification Regarding Lobbying)	X	X	X	X
SF-LLL (If Applicable)	X	X	X	X
SPOC Documentation (If Applicable)	X	X	X	X
Indirect Cost Rate Documentation (If Applicable)		X	X	X
Organizational Documentation (If Applicable) (See below for examples)	X	X	X	X
SF-424A (Budget Information— Non-Construction Programs)			X	X
SF-424C (Budget Information— Construction Programs)	X	X		
SF-424D (Assurances— Construction Programs)	X	X		
ED-900B (Beneficiary Information Form) from each beneficiary, as applicable	X			
ED-900C (EDA Application Supplement for Construction Programs) and supporting documentation, <i>e.g.</i> , Preliminary Engineering Report (PER).	X			
ED-900D (Requirements for Design and Engineering Assistance)		X		
ED-900E (Calculation of Estimated Relocation and Land Acquisition Expenses)	X			
ED-900F (Additional EDA Assurances for Revolving Loan Fund Applications)				X
Environmental Narrative	X	X		
Certification Clause (with environmental narrative)	X	X		
Map	X	X		
Draft RLF Plan				X
Budget Narrative (See below)	X	X	X	X

\*Co-applicants will be required to submit their own SF-424, CD-511, SF-LLL (if applicable), SF-424D (if applicable), Applicant Certification Clause as part of the Environmental Narrative (if applicable), and organizational documentation.

The Draft RLF plan must address all components required by EDA’s regulation at 13 C.F.R. § 307.9.

The Budget Narrative must identify and justify how funds in each line item of the budget will be used to support the proposed project. The Budget Narrative should specifically address each budget line item (including both the Federal Share and matching Non-Federal Share), and the narrative total should match the total project costs listed in both the SF-424 question 18, line g, and SF-424A or SF-424C, as applicable. This includes describing any other Federal funds that have been secured or requested to support the project (see Section A.1). The Budget Narrative should include itemized valuations of any in-kind matching funds. The non-Federal Share, whether in cash or in-kind, is expected to be paid out at the same general rate as the Federal Share; however, if the applicant's Budget Narrative proposes otherwise, applicants must also include information that clearly indicates what project elements the matching share funds will support and explain why deviation from paying out at the same general rate is required for the project to be implemented. For construction projects, the budget narrative may be included in the Preliminary Engineering Report.

**i. Additional Requirements for Incubators and Accelerators**

In addition to the required forms listed above, applications for **a business technology, or other type of incubator or accelerator**, must also include the following:

1. A feasibility study establishing the market demand for the specific start-up companies proposed for incubation (technology, general business, bio-tech, manufacturing, etc.) and the presence of necessary resources and community support;
2. Documentation with detailed demonstration that the applicant has the financial capacity to operate the facility (if applicable) and reach a positive cash flow within a reasonable period of time, which EDA generally expects to be three years; and
3. A management plan for operation that, at a minimum, includes a/an:
  - Tenant/client selection policy that includes a description of the types of businesses sought and any established selection criteria;
  - Tenant lease or license agreement (if applicable) that enumerates the shared services to be provided; delineates the business assistance policy, including the provision of management, technical, and training assistance, and the graduation policy; and establishes periodic access to the tenant's business records to permit assessment of the financial and operational viability of the tenant's business;
  - Business assistance policy that outlines the various types of assistance that will be provided to start-up firms, including how support will be provided to tenants/clients with access to capital needed to grow their businesses successfully;
  - Staffing plan that details the talent and resources that will be dedicated to supporting the startup companies accepted;
  - Tenant graduation policy that is documented as a provision of the tenant lease or license agreement (if applicable) with clear requirements for tenant graduation from the facility or services; and
  - Performance plan that includes how the entity will track the success of tenants/clients, specifically identifying what performance measurement data are proposed to be collected from tenants/clients and for what period of time during and after the service period the data will be collected. This should also include members of any oversight or policy board that will be responsible for setting performance goals, selecting or

approving selections of staff, establishing and reviewing policy, and monitoring performance.

**c. Conditionally Required Documents**

These documents may be required for a complete application, depending on the circumstances:

**i. Form SF-LLL (Disclosure of Lobbying Activities)**

A form SF LLL is required if an applicant has retained a registered lobbyist in conjunction with the proposed project.

**ii. SPOC Compliance Documentation**

If a project’s primary service area is located within one or more States that participate in the intergovernmental review process established by Executive Order 12372, “Intergovernmental Review of Federal Programs,” an applicant must submit documentation demonstrating compliance with that State’s or those States’ processes. See section D.5 “Intergovernmental Review” of this NOFO. The current list of participating States and their Single Points of Contact (SPOC) can be found at <https://www.whitehouse.gov/wp-content/uploads/2020/04/SPOC-4-13-20.pdf>. Each State may participate for all or a subset of federal grant programs. EDA strongly encourages applicants to contact SPOCs early in the application period to determine the relevant State’s or States’ processes.

Based on the applicant’s State, EDA requires the following documentation:

State does not participate	No documentation required—check SF-424 box 19(c).
State participates; this grant program not subject to review	Documentation ( <i>e.g.</i> , a State executive order, a letter from the SPOC) showing that this grant program is not subject to review—provide the documentation as an attachment to the application and check SF-424 box 19(b).
State participates; this grant program subject to review	Documentation ( <i>e.g.</i> , a letter from the SPOC) with comments or indicating that this project was not selected for review, or, if the comment period has expired or comments were not received, a copy of the applicant’s request for comments ( <i>e.g.</i> , email)—provide the documentation as an attachment to the application and check SF-424 box 19(a).

**iii. Indirect Cost Rate Documentation**

If indirect costs are included in the budget, the applicant must include documentation to support the indirect cost rate they are using (unless claiming the 10 percent de minimis indirect cost rate, discussed below). The applicant must submit a copy of its current, approved, and negotiated indirect cost rate agreement (NICRA). The maximum dollar amount of allocable indirect costs for which EDA will reimburse a recipient will be the lesser of the (i) line-item amount for the federal share of indirect costs contained in the EDA approved budget for the award, or (ii) federal share of the total allocable indirect costs of the award based on either (i) the indirect cost rate approved by EDA (or applicable cognizant



federal agency), provided that the cost rate is current at the time the costs were incurred and provided that the rate is approved on or before the award end date, or (ii) other acceptable documentation as indicated below.

If the applicant does not have a current or pending NICRA, it may propose indirect costs in its budget; however, the applicant must prepare and submit an allocation plan and rate proposal for approval within ninety calendar days from the award start date (unless claiming the 10 percent de minimis indirect cost rate, discussed below). See 2 C.F.R. part 200 Apps. III, IV, V, VI, VII for guidance. The allocation plan and the rate proposal shall be submitted to EDA's Office of Regional Affairs (or the applicable cognizant federal agency). The applicant should include a statement in its Budget Narrative that it does not have a current or pending NICRA and will submit an allocation plan and rate proposal to EDA or the applicant's cognizant federal agency for approval.

In accordance with 2 CFR § 200.414(f), an applicant that does not have a current negotiated or provisional NICRA, may elect to charge a de minimis rate of 10 percent of modified total direct costs (subject to the exceptions of § 200.414(f)). No documentation is required to justify the 10 percent de minimis indirect cost rate; however, an applicant electing to charge a de minimis rate of 10 percent must include a statement in its Budget Narrative that it does not have a current negotiated (including provisional) rate and is electing to charge the de minimis rate.

If the applicant is a state or local unit of government that receives less than \$35 million in direct federal funding per year it may submit any of the following:

- a NICRA;
- a Certificate of Indirect Costs from the Department of the Interior (DOI) or EDA (See: <https://www.eda.gov/sites/default/files/filebase/archives/2021/files/tools/grantee-forms/Certificate-of-Indirect-Costs-template.pdf>);
- an acknowledgment received from EDA and a Certificate of Indirect Costs in the form prescribed at 2 C.F.R. pt. 200, app. VII; or
- a Cost Allocation Plan approved by a federal agency (note that cost allocation plans or indirect cost rates approved by state agencies are not acceptable).

As noted in EDA's Standard Terms and Conditions for Construction Projects (Construction ST&Cs), indirect costs are generally not applicable to construction awards.

#### **iv. Environmental and Historic Preservation Documentation**

All applicants for EDA construction assistance (and design and engineering assistance) are required to provide adequate environmental information. This includes filling out an environmental narrative attached to section H of the ED-900C and a certification clause found on Appendix A to the environmental narrative. Each application will be reviewed by EDA for compliance with the National Environmental Policy Act (NEPA) of 1969, as amended. During the NEPA review process, applicants may be instructed to contact the designated State and/or Tribal Historic Preservation Officer (SHPO/THPO), provide approvals from other governmental agencies, or provide more detailed environmental information. EDA, after compliance with requirements for consultation with Federally recognized Indian Tribes, may require applicants to participate in Tribal consultation, as necessary. The implementing regulations of NEPA require EDA to provide public notice of the availability of project-specific

environmental documents, such as environmental impact statements, environmental assessments, findings of no significant impact, and records of decision, to the affected public.

#### **v. Organizational Documentation**

Depending on the type of organization, an applicant may need to provide documentation that supports its organizational status as an eligible entity:

- States, federally-recognized Indian tribes, cities or other political subdivisions of States, and institutions of higher education that are 100% publicly controlled are not required to submit organizational documentation.
- Nonprofit organizations, including unions, must submit documentation that demonstrates their status as nonprofit organizations. This must include articles of incorporation, bylaws, and certificate of good standing, or equivalent. It may also include proof of tax-exempt status.
  - Nonprofit or for-profit tribal entities, may need to submit similar documentation that demonstrate the entity is wholly owned by and operated for the benefit of the tribe.
- Other entities, including institutions of higher education that are not 100% publicly controlled, must provide documentation that demonstrates their organization type.

Regardless of entity type, EDA reserves the right to request documentation or additional proof of organizational status.

### **3. Unique Entity Identifier (UEI) and System for Award Management (SAM)**

Applicants are required to: (i) be registered in SAM before submitting an application; (ii) provide a valid unique entity identifier (UEI) in the application; (iii) make certain certifications (see also section H.5 of this NOFO); and (iv) continue to maintain an active SAM registration with current information at all times during which they have an active federal award, or an application or plan under consideration by a federal awarding agency. EDA may not make a federal award to an applicant until the applicant has complied with all applicable UEI and SAM requirements and, if an applicant has not fully complied with the requirements by the time the EDA is ready to make an award, EDA may determine that the applicant is not qualified. Recipients will be subject to reporting requirements, as identified in OMB guidance published at 2 C.F.R. parts 25 and 170. All subawardees must have a UEI before any subawards are made.

### **4. Submission Dates and Times**

There are no submission deadlines under this NOFO. Applications are accepted on a rolling basis until the publication of a new Disaster Supplemental NOFO, cancellation of this Disaster Supplemental NOFO or all available funds have been expended. EDA may cancel, modify, or withdraw this NOFO at any time. Due to the volume of declared disasters between 2021-2022, EDA anticipates strong demand for this program and encourages applicants to submit proposals as soon as they are viable and ready, and to work with their local Economic Development Representatives (EDR) to prepare a competitive proposal. EDA anticipates it will begin making awards in August 2023.

### **5. Intergovernmental Review**

Applications submitted under this NOFO are subject to the requirements of Executive Order (EO) 12372, "Intergovernmental Review of Federal Programs," if a State has adopted a process under EO 12372 to

review and coordinate proposed Federal financial assistance and direct Federal development (commonly referred to as the “single point of contact review process”). All applicants must give States and local governments a reasonable opportunity to review and comment on the proposed Project, including review and comment from area-wide planning organizations in metropolitan areas. To find out more about a State’s process under EO 12372, applicants may contact their State’s Single Point of Contact (SPOC). Names and addresses of some States’ SPOCs are listed on OMB’s website at <https://www.whitehouse.gov/wp-content/uploads/2020/04/SPOC-4-13-20.pdf>. Question 19 of Form SF-424 allows applicants to demonstrate compliance with EO 12372.

An applicant seeking funding under the Public Works program, or for a construction or RLF grant under the EAA program, that is not a State, Indian Tribe, or general purpose local governmental authority must afford the appropriate general purpose local governmental authority in the project region a minimum of 15 days to review and comment on the proposed project and provide with its application a statement of its efforts to seek comments and either (i) a copy of the comments received and a statement of any actions to address those comments or (ii) a statement that no comments were received.

See section D.2.c.ii. of this NOFO for instructions on how to comply with this requirement.

## **6. Funding Restrictions**

In general, EDA does not reimburse pre-award project costs. Applicants that are in need of such reimbursement should work closely with the EDA representative for their State to determine if their pre-award costs may be considered for reimbursement. For contracted pre-award costs to be eligible for reimbursement, the applicant must competitively procure services pursuant to the Federal government’s procurement procedures. All pre-award costs are incurred at an applicant’s own risk and will be considered for reimbursement, in EDA’s sole discretion, only if an applicant receives an award and such costs are approved by EDA in writing. Under no circumstances will EDA or DOC be held responsible for application preparation expenditures, which are distinguished from pre-award project costs.

It is DOC policy that funds may not be used to pay for management fees in excess of costs or profits, unless statutorily authorized. Funds may not be used, directly or indirectly as an offset for other funds, to support or oppose collective bargaining. Additionally, the use of project funds to make equity or hybrid investments in businesses is not an allowable cost.

See section A.1.f. for project types that are generally ineligible.

## **7. Other Submission Requirements**

After EDA reviews an application, EDA may contact the applicant to request additional documentation to clarify or substantiate submitted application materials, depending on the type of project proposed. Examples of additional documentation may include, but are not limited to, title verification, documentation of the value of in-kind contributions, evidence all funding is available and committed to the project, or documentation required for environmental or legal compliance. This additional documentation will be required to ensure that the proposed project complies with all applicable rules and regulations prior to EDA’s issuance of an award. EDA will provide applicants a reasonable amount of

time to provide any additional documentation. Failure to provide complete and accurate supporting documentation in a timely manner when requested by EDA may result in the denial of an application.

## **8. EDGE Systems Issues**

If you experience a systems issue with EDGE (*i.e.*, a technical problem or glitch with the webpage) that you believe threatens your ability to complete a submission before a deadline, please (i) print any error message received; (ii) email the help desk at [GrantHDSupport@eda.gov](mailto:GrantHDSupport@eda.gov); and (iii) contact EDA using the contact information in Section G. of this NOFO. Please be sure to track your issue using a case number given to you by the help desk. Please note that problems with an applicant's computer system or equipment are **not** considered systems issues. Similarly, an applicant's failure to, *e.g.*, (i) complete the required registration, (ii) ensure that a registered Authorized Representative submits the application, or (iii) notice receipt of an email message from EDGE are **not** considered systems issues. An EDGE issue is an issue occurring in connection with the operations of the website itself, such as the temporary loss of service due to unexpected volume of traffic or failure of information technology systems, both of which are highly unlikely. In the event of a confirmed systems issue, EDA reserves the right to accept an application in an alternate format.

Applicants should go to [sfgrants.eda.gov](http://sfgrants.eda.gov) and click on the Resources page for assistance in navigating EDGE and for a list of useful resources.

## **E. Application Review Information**

Throughout the review and selection process, EDA reserves the right to seek clarification in writing from applicants whose application packages are being reviewed. This may include reaching out to applicants and proposing they seek funding under a different EDA program or other federal financial assistance program under which they may be more competitively assessed. EDA may additionally ask applicants to clarify application materials, objectives, and work plans, or modify budgets or other specifics necessary to comply with Federal requirements. After applications are reviewed during the Competitiveness Review but before the Investment Review Committee as those processes are described below, EDA will screen applications to verify that all required forms are complete and all required documentation is included. Applications that do not contain all elements listed in section D.2.a will not be reviewed.

As discussed further in the sections below, the review and selection process will consist of a Competitiveness Review and an Investment Review Committee (IRC).

### **1. Criteria**

#### **a. Competitiveness Review Criteria**

Each project will be reviewed on a pass/fail basis according to the following criteria in the Competitiveness Review process (detailed below):

- i. Whether the project is responsive to this NOFO, including whether the proposed project budget is consistent with EDA's funding guidelines, and whether the project demonstrates area eligibility pursuant to an applicable Federal disaster declaration;
- ii. The project's demonstrated alignment with EDA's Recovery & Resiliency Investment Priority as outlined at <https://www.eda.gov/funding/investment-priorities>;

- iii. The availability and committed nature of proposed matching funds; and
- iv. The project's alignment with the regional CEDS or other CEDS equivalent EDA-accepted economic development strategy if a CEDS does not exist.

**Only applications that pass competitiveness review will be reviewed further, according to the following additional criteria in an IRC (detailed below).**

**b. Investment Review Committee (IRC) Criteria**

**For construction and non-construction projects** (except proposals for preparation or revision of a CEDS), the following criteria will receive equal weight:

- i. The project's feasibility or likelihood that it will achieve its projected outcomes on the proposed schedule;
- ii. The extent to which the project is responsive to the needs of communities impacted by the relevant disasters regarding disaster relief, long-term economic recovery, resilience to future disasters, and restoration and enhancement of infrastructure;
- iii. The extent to which the project demonstrates support from and involvement with regional stakeholders, *e.g.* private, public, and non-profit entities, civil rights- and equity-focused organizations, community-based organizations, civil society and consumer-focused groups, unions and worker organizations, workforce boards, economic development organizations, schools, community colleges, neighborhood and housing associations, and the communities that stand to benefit;
- iv. The project's alignment with the regional CEDS or other CEDS equivalent EDA-accepted economic development strategy, including the extent to which the project is aligned with and integrated into other public or private investments currently ongoing or planned for the community and region;
- v. The extent to which the project incorporates resiliency principles articulated in section A.1.a. of this NOFO and demonstrates resiliency to future sudden and severe economic dislocations, *e.g.*, closures of major local employers, climate change, etc.;
- vi. The significance of the project's impact on the region's recovery from the relevant disaster;
- vii. The project's demonstrated ability to foster job creation and retention, including whether the project will create union and well-paying, quality jobs with good benefits, and Registered Apprenticeships when possible;
- viii. The likelihood that the project is capable of starting quickly and the immediacy of its impacts;
- ix. The applicant's organizational capacity, including its financial and management capacity;
- x. The extent to which the project will enable the community/region to become more economically diversified, prosperous, and resilient to disasters;
- xi. The degree of economic distress experienced in the project region;
- xii. The extent to which the application articulates a plan for ensuring that the project's benefits are shared across all affected communities, with a priority given to serving historically

underserved areas, rural areas, minority populations, and women as discussed in section A.1.d. of this NOFO; and

- xiii. The project's demonstrated alignment with Investment Priorities beyond the Recovery & Resiliency Investment Priority (see: <https://www.eda.gov/funding/investment-priorities>).

In addition to the above criteria, for workforce projects only, EDA will consider the following criterion equal to the combined weight of the above thirteen criteria:

- i. The extent to which the project incorporates the workforce principles articulated in section A.1.c. of this NOFO, including the number of job placements expected and the number and type of employer commitments, relative to the capacity of the region.

In addition to the above criteria, for Puerto Rico projects only, EDA will consider the following criterion to be 25% of the combined weight of the above fourteen criteria:

- i. The project's alignment with a Puerto Rico-wide strategic planning document as described in section A.1.e. of this NOFO.

**For proposals to prepare or revise a CEDS (*i.e.*, a strategy grant), the following criteria will receive equal weight:**

- i. The quality of the proposed scope of work for the development, implementation, revision, or replacement of a strategic or economic development recovery, mitigation, or resilience plan;
- ii. The project's potential to increase the capacity of the community or region to promote job creation, private investment in the regional economy, and resilience to sudden and severe economic dislocations;
- iii. The project's feasibility and the likelihood that the project will achieve its projected outcomes;
- iv. The project's demonstrated alignment with EDA's current Investment Priorities as outlined at <https://www.eda.gov/funding/investment-priorities>;
- v. The ability of the applicant to successfully implement the proposed project;
- vi. The extent to which the project demonstrates support from regional stakeholders (private, public, and non-profit entities, etc.); and
- vii. The extent to which the project articulates a plan for ensuring that the needs of all affected communities are considered in strategy development, including by providing opportunities for meaningful participation by those communities in strategy development, and the extent to which the project demonstrates the capacity to account for the unique needs of historically underserved areas and populations.

Note: Throughout the application review and selection process, strategy grants will be evaluated independently from all other applications and will be reviewed based on the above specified strategy grants evaluation criteria.

## **2. Review and Selection Process**

### **a. Competitiveness Review (CR) Process**

**For construction and non-construction projects, except proposals for preparation or revision of a CEDS, EDA will conduct a Competitiveness Review (CR).**

In CR, each Regional Office will review applications for their region. This review will be conducted by at least two EDA staff members. This CR team will review each application against the pass/fail evaluation criteria described above. Applications that the two reviewers agree fail any of the listed criteria will be deemed “Not Competitive” and will not receive further consideration. Projects that pass all criteria will be deemed “Competitive” and will advance to a full merit review by an Investment Review Committee (described below). Grants for the preparation or revision of a CEDS are not subject to CR.

### **b. Investment Review Committee (IRC) Process**

**For projects deemed Competitive after the CR, and all proposals for preparation or revision of a CEDS,** each EDA Regional Office will convene periodic IRCs consisting of at least three EDA staff members. The IRC will make a group evaluation of the merits of each application based on the extent to which the application meets the program specific award and application requirements. Specifically, the IRC will evaluate and rate projects according to the criteria listed in E.1 above.

Note: Throughout the application review and selection process, strategy grants will be evaluated independently from all other applications and will be reviewed based on specified strategy grants evaluation criteria.

### **c. Additional Review Information**

Among construction projects, Applicants are encouraged to utilize Registered Apprentices on the jobsite.

Based on consideration of the above factors, the IRC will prepare a ranking or other categorization of applications (*e.g.*, fund, don't fund, or carry forward) to assist the Regional Director in making funding decisions. EDA's final decision on whether to fund a project is dependent upon the ability of the applicant to provide sufficient documentation.

EDA intends to provide applicants written notification of the collective outcome of the CR and IRC expeditiously after receipt of a complete application. Applications for complex or large dollar value projects may require a longer review time.

## **3. Due Diligence**

EDA may request that an applicant submit additional documents and information to allow EDA to fully evaluate compliance with applicable rules and regulations. If the applicant provides the requested information and supporting documentation in a timely fashion and EDA determines that the project is fully compliant with applicable rules and regulations, the application will be forwarded to the Grants Officer for a final decision and potential award approval. Applicants that do not provide the additional information and supporting documentation in a timely fashion or who are deemed not to be in compliance with applicable rules and regulations will receive notification that their application was not successful.

#### **4. Grants Officer's Decision**

Applications recommended by the IRC and deemed fully compliant with applicable rules and regulations will be forwarded to the Regional Director, who is the designated Grants Officer under this NOFO. Each Regional Director has been delegated the final authority regarding funding of applications and may select a project for funding that differs from the IRC's recommendations based on any of the following selection factors:

- i. Responsiveness to the NOFO;
- ii. The extent to which the application meets the overall objectives of Section 2 of PWEDA (42 U.S.C. § 3121);
- iii. The extent to which resilience is integrated, as defined in Section A.1.a. of this NOFO, into the project scope of work;
- iv. The applicant's performance under previous Federal financial assistance awards, including whether the grantee submitted required performance reports and data;
- v. The availability of program funding;
- vi. The extent to which the project supports EDA's goals of geographic balance in distribution of program funds, project types, organizational type (to include smaller and rural organizations) and the overall portfolio;
- vii. The extent to which the application articulates a plan for ensuring that the project's benefits are shared across all affected communities and the extent to which the application demonstrates the capacity to account for the unique needs of historically underserved areas and populations as discussed in section A.1.d.; and
- viii. The relative economic distress of the area.

The Regional Director's final decision must be consistent with EDA's and DOC's published policies. Any time a Regional Director makes a selection that differs from the IRC's recommendation, the Regional Director will document the rationale for the decision in writing.

#### **5. Review of Responsibility/Qualification Information in SAM.gov**

Before making an award with a total amount of Federal Share greater than the simplified acquisition threshold (currently \$250,000 but periodically adjusted), EDA is required to review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM (formerly FAPIIS). See 41 U.S.C. § 2313.

Each applicant, at its option, may review information in the designated integrity and performance systems accessible through SAM and comment on any information about itself that a Federal awarding agency previously entered and is currently in the designated integrity and performance system accessible through SAM. EDA will consider any comments by the applicant, in addition to the other information in the designated integrity and performance system, in making a judgment about the applicant's integrity, business ethics, and record of performance under Federal awards when completing the review of risk posed by applicants as described in 2 C.F.R. § 200.206.



## **F. Federal Award Administration Information**

### **1. Federal Award Notification**

If an applicant successfully and timely completes all due diligence requirements and the application is selected for funding, EDA will notify the successful applicant in writing. This notice is not an authorization to begin work, however; work should not be undertaken until the award is signed by EDA and the applicant's authorized representative, as discussed below.

The EDA Grants Officer will issue the award (Notice of Award), which is the authorizing financial assistance award document and includes Specific Award Conditions and, as applicable, the DOC Financial Assistance Standard Terms and Conditions (DOC ST&Cs), the EDA Revolving Loan Fund Financial Assistance Award Standard Terms and Conditions (RLF ST&Cs), and/or the EDA Construction ST&Cs, as described in Section F.2.b, below.

By accepting the Notice of Award, the applicant agrees to comply with all award provisions. EDA will provide the Notice of Award to the applicant's authorized representative. The applicant's authorized representative must review and accept the Notice of Award without modification within 30 calendar days of the date of receipt.

If an applicant is awarded funding, neither DOC nor EDA is under any obligation to provide any additional future funding in connection with that award or to make any future award(s). Amendment or renewal of an award to increase funding or to extend the period of performance is at the discretion of DOC and EDA.

EDA will notify unsuccessful applicants in writing to the applicant's authorized representative. EDA will retain unsuccessful applications in accordance with EDA's record retention schedule.

### **2. Administrative and National Policy Requirements**

#### **a. Uniform Administrative Requirements, Cost Principles and Audit Requirements**

Recipients of an EDA award will be bound by the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) as set forth in 2 C.F.R. part 200.

#### **b. DOC Financial Assistance Standard Terms and Conditions and EDA Standard Terms and Conditions for RLF and Construction Projects**

Recipients of all non-construction EDA awards will be bound by the DOC ST&Cs applicable on the date of the award. The DOC ST&Cs may be accessed at the following website:  
[http://www.osec.doc.gov/oam/grants\\_management/policy/default.htm](http://www.osec.doc.gov/oam/grants_management/policy/default.htm).

Recipients of an RLF award will be bound by the DOC ST&Cs and the EDA RLF ST&Cs. The RLF ST&Cs may be accessed at <https://www.eda.gov/funding/programs/revolving-loan-fund/guidance> under the header "Standard Terms and Conditions for RLF and Construction Projects."

Recipients of an EDA construction award will be bound by EDA's Construction ST&Cs. The Construction ST&Cs may be accessed at <https://www.eda.gov/grant-resources/find-grant-resources/grantee->

guidance/construction-awards under the header “Standard Terms and Conditions for RLF and Construction Projects.”

Recipients of DOC financial assistance are obligated to comply with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color or national origin, and Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination against people with disabilities, in Federally assisted programs or activities.

**c. DOC Pre-Award Notification Requirements**

DOC will apply the Pre-Award Notification Requirements for Grants and Cooperative Agreements effective December 26, 2014, 79 Fed. Reg. 78,390. The Pre-Award Notice may be accessed at the Government Printing Office (GPO) website at <http://www.gpo.gov/fdsys/pkg/FR-2014-12-30/pdf/2014-30297.pdf>.

**d. Build America, Buy America Requirements Inapplicable**

Projects funded under this NOFO are not subject to the Build America, Buy America Act because they are post disaster expenditures pursuant to a major disaster or emergency declared under the Robert T. Stafford Disaster Relief and Emergency Assistant Act.

**3. Reporting**

**a. Financial, Performance, and Impact Reports**

All recipients are required to submit financial, performance, and impact reports in accordance with the terms and conditions of the grant award, generally no less than semi-annually. All project progress and financial reports must be submitted to the applicable EDA program officer in an electronic format to be determined at the time of award.

**b. Federal Funding Accountability and Transparency Act of 2006**

The Federal Funding Accountability and Transparency Act of 2006 includes a requirement for awardees of applicable Federal grants to report information about first-tier subawards and executive compensation under Federal assistance awards issued in FY 2011 or later. All awardees of applicable grants and cooperative agreements are required to report to the Federal Subaward Reporting System (FSRS) available at [www.FSRS.gov](http://www.FSRS.gov) on all subawards over \$30,000. See 2 C.F.R. part 170.

**c. Government Performance and Results Act**

EDA will require additional data on activities, outputs, and actual impact of the funded investment, in part to fulfill the requirements of the Government Performance and Results Act (GPRA). EDA anticipates that recipients will be expected to track their engagement activities within the scope of work, with project beneficiaries, and other project stakeholders. EDA further anticipates recipients will be expected to collect data, using surveys of beneficiaries or clients if necessary, on the outputs and outcomes of their activities, such as the number of strategic plans or economic development tools developed, the number of new business partnerships formed, or the range of new capabilities acquired. EDA plans to collect this information using Forms ED-915 (Public Works, Economic Adjustment Infrastructure and Revolving Loan Fund Investments) ED-916 (Semi-annual Program Outputs Questionnaire for EDA

grantees), ED-917 (Annual Capacity Outcomes Questionnaire for EDA Grantees serving clients), and ED-918 (Annual Capacity Outcomes Questionnaire for EDA Grantees). For more information, please refer to <https://www.eda.gov/performance/gpra>. EDA may also engage with leading research institutions to perform third-party program evaluations, which will require cooperation between the grantee, organizations within their service area, and the evaluating institution.

**d. Requirements for Recipients with More than \$10 Million in Federal-wide Funding**

As required by appendix XII to 2 C.F.R. part 200, a recipient with more than \$10 million in federal-wide funding must maintain the currency of information reported to SAM that is made available in the designated integrity and performance system (formerly FAPIIS) about civil criminal, or administrative proceedings.

**G. Federal Awarding Agency Contacts**

For questions concerning this NOFO, including technical assistance with application requirements, you may contact the appropriate EDA representative listed on EDA's website at <https://www.eda.gov/contact/>.

**H. Other Information**

**1. Right to Use Information**

The applicant acknowledges and understands that information and data contained in applications for financial assistance, as well as information and data contained in financial, performance and other reports submitted by applicants, may be used by the Department of Commerce in conducting reviews and evaluations of its financial assistance programs. For this purpose, applicant information and data may be accessed, reviewed, and evaluated by Department of Commerce employees, other Federal employees, and also by Federal agents and contractors, and/or by non-Federal personnel, all of whom enter into appropriate conflict of interest and confidentiality agreements covering the use of such information. As may be provided in the terms and conditions of a specific financial assistance award, applicants are expected to support program reviews and evaluations by submitting required financial and performance information and data in an accurate and timely manner, and by cooperating with Department of Commerce and external program evaluators. In accordance with 2 C.F.R. § 200.303(e), applicants are reminded that they must take reasonable measures to safeguard protected personally identifiable information and other confidential or sensitive personal or business information created or obtained in connection with a Department of Commerce financial assistance award.

**2. Freedom of Information Act Disclosure**

EDA may publish any applications it receives, including any supporting documentation, on its website or through other means.

In addition, Department of Commerce regulations implementing the Freedom of Information Act (FOIA), 5 U.S.C. § 552, are found at 15 C.F.R. part 4, Public Information. These regulations set forth rules for the Department regarding making requested materials, information, and records publicly available under the FOIA. Applications submitted in response to this Notice of Funding Opportunity may be subject to

requests for release under the Act. In the event that an application contains information or data that the applicant deems to be confidential commercial information that should be exempt from disclosure under FOIA, that information should be identified, bracketed, and marked as Privileged, Confidential, Commercial or Financial Information. In accordance with 15 C.F.R. § 4.9, the Department of Commerce will protect from disclosure confidential business information contained in financial assistance applications and other documentation provided by applicants to the extent permitted by law.

### **3. Notice of Government-Wide Procurement Restriction**

The general rule for Federal financial assistance is that contractors that develop draft specifications, requirements, statements of work, invitations for bids or requests for proposals are prohibited from competing for the final procurement. For instance, a professional engineer or architect who prepared the Preliminary Engineering Report for an EDA application would be excluded from bidding on the same work under the award under 2 C.F.R § 200.319. Under 2 C.F.R. 200.317, only State recipients are expressly exempt from this prohibition. Local governments and Indian Tribes may also take advantage of the exemption in two narrow circumstances: (i) if they are required (by statute, for example) to follow the State's procurement rules in full and without exception; or (ii) if they are required to follow a specific State procurement rule that creates an explicit conflict with the prohibition in 2 C.F.R. § 200.319(a) (*i.e.*, there is a statute that requires or permits the local government or Indian Tribe to award the final procurement to the same contractor that developed the draft specifications). Absent one of these two scenarios, the local government or Indian Tribe must comply with the prohibition. Applicants are encouraged to contact the EDA representative listed for their applicable State in Section G of this NOFO with any questions regarding application of this regulation.

### **4. Past Performance and Non-Compliance with Award Provisions**

Unsatisfactory performance under prior Federal awards may result in an application not being considered for funding. Failure to comply with any or all of the provisions of an award may have a negative impact on future funding by the DOC (or any of its operating units) may be considered grounds for any or all of the following actions: (1) establishing an account receivable; (2) withholding payments to the recipient under any DOC award(s); (3) changing the method of payment from advance to reimbursement only; (4) imposing other specific award conditions; (5) suspending any active DOC award(s); and (6) terminating any active DOC award(s).

### **5. Certifications Required by Annual Appropriations Acts for Corporations and for Awards over \$5 Million**

As discussed in section D.2.d, all applicants are required to be registered in SAM before applying under this NOFO. SAM requires registering entities to certify compliance with all limitations imposed by annual appropriation acts. For corporations, this certification includes that the corporation:

- (a) Was not convicted of a felony criminal violation under a Federal law within the preceding 24 months, unless a Federal agency has considered suspension or debarment of the corporation and made a determination that this further action is not necessary to protect the interests of the Government; and/or
- (b) Does not have any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax

liability, unless a Federal agency has considered suspension or debarment of the corporation and made a determination that this further action is not necessary to protect the interests of the Government.

For financial assistance awards in excess of \$5 million, this certification includes that the entity:

(a) To the best of its knowledge and belief, has filed all Federal tax returns required during the three years preceding the certification;

(b) Has not been convicted of a criminal offense under the Internal Revenue Code of 1986; and/or

(c) Has not been notified, more than 90 days prior to certification, of any unpaid Federal tax assessment for which the liability remains unsatisfied, unless the assessment is the subject of an installment agreement or offer in compromise that has been approved by the Internal Revenue Service and is not in default, or the assessment is the subject of a non-frivolous administrative or judicial process.

## **6. EDA's Non-Relocation Policy**

If an application is selected for award, the recipient will be required to adhere to a specific award condition relating to EDA's non-relocation policy as follows:

In signing this award of financial assistance, Recipient(s) attests that EDA funding is not intended by the Recipient to assist its efforts to induce the relocation of existing jobs within the U.S. that are located outside of its jurisdiction to within its jurisdiction in competition with other U.S. jurisdictions for those same jobs. In the event that EDA determines that its assistance was used for those purposes, EDA retains the right to pursue appropriate enforcement action in accord with the Standard Terms and Conditions of the Award, including suspension of disbursements and termination of the award for convenience or material noncompliance, which may include the establishment of a debt requiring the Recipient to reimburse EDA.

For purposes of ensuring that EDA assistance will not be used to merely transfer jobs from one location in the United States to another, each applicant must inform EDA of all employers that constitute primary beneficiaries of the project assisted by EDA. EDA will consider an employer to be a "primary beneficiary" if: (i) the employer is specifically named in the application as benefitting from the project, and the applicant estimates that the employer will create or save 100 or more permanent jobs as a result of the investment assistance (if the jobs in question were originally located in a smaller community, EDA may extend this policy to the relocation of 50 or more jobs); or (ii) the employer is or will be located in an EDA-assisted building, port, facility, or industrial, commercial, or business park constructed or improved in whole or in part with investment assistance prior to EDA's final disbursement of funds.

## **7. NOFO Changes Communicated on Grants.gov**

EDA may make changes or additions to this NOFO. All changes will be communicated on Grants.gov. It is recommended that applicants set up a Grants.gov account and subscribe to this funding opportunity in order to be notified of any updates or changes. DOC or EDA may cancel, modify, or withdraw this NOFO at any time. EDA is not obligated to make any federal award or commitment as a result of this announcement.

## **8. Disclosure of Information**

For the purpose of achieving rigorous program evaluations, all applications (including those not selected for funding) may be shared with EDA staff, outside parties contracted by EDA for the purposes of evaluation, and other federal agencies.

## **9. Audit Requirements**

Single or program-specific audits shall be performed in accordance with the requirements contained in the Uniform Guidance (see 2 C.F.R. part 200, Subpart F, "Audit Requirements").

The Uniform Guidance requires any non-Federal entity (*i.e.*, non-profit organizations, including non-profit institutions of higher education and hospitals, States, local governments, and Indian Tribes) that expends Federal awards of \$750,000 or more in the recipient's fiscal year to conduct a single or program-specific audit in accordance with the requirements set out in the OMB Uniform Guidance. Applicants are reminded that EDA or the DOC's Office of Inspector General also may conduct an audit of an award at any time.

## **10. Fraud Awareness Training**

Consistent with 2 CFR part 200, in signing a financial assistance award, Recipient personnel responsible for managing the Recipient's finances and overseeing any contractors, sub-contractors or sub-grantees, will be required to complete the training PowerPoint entitled "Compliance with EDA Program Requirements" and return the signed Certificate of Training Completion to EDA as instructed by the Agency. Further, Recipient will be required to monitor award activities for common fraud schemes and report suspicious activity to EDA and the Office of Inspector General.

## **11. Office of Inspector General Rights and Responsibilities**

The U.S. Department of Commerce Office of Inspector General (OIG) seeks to improve the efficiency and effectiveness of the Department's programs, including deterring and detecting fraud, waste, abuse, and mismanagement. The OIG accomplishes this mission primarily through investigations, audits, and inspections of Department activities, including grants, cooperative agreements, loans, and contracts.

### **a. Disclosures**

Recipients of financial assistance originating from the U.S. Department of Commerce, including EDA, shall timely disclose, in writing, to the OIG and awarding agency, whenever, in connection with the award, performance, or closeout of this grant or sub-award thereunder, the recipient has credible evidence that a principal, employee, agent, or sub-recipient has committed:

(i) A violation of federal criminal law involving fraud, conflict of interest, bribery, or gratuity violations found in Title 18 of the United States Code; or

(ii) A violation of the civil False Claims Act (31 U.S.C. §§ 3729-3733).

### **b. Reporting**

The OIG maintains a hotline to receive allegations of fraud, waste, or abuse. To report such allegations, please visit <https://www.oig.doc.gov/Pages/Hotline.aspx>. Upon request, the OIG will take appropriate measures to protect the identity of any individual who reports misconduct, as authorized by the Inspector General Act of 1978, as amended. Reports to the OIG may also be made anonymously.

**c. Whistleblower Protection**

Recipients, sub-recipients, and employees working on this grant award will be subject to the whistleblower rights and remedies established under 41 U.S.C. § 4712.

An employee of a recipient or sub-recipient may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing information that the employee reasonably believes is evidence of: gross mismanagement of a federal contract or award; a gross waste of federal funds; an abuse of authority (*i.e.*, an arbitrary and capricious exercise of authority that is inconsistent with the mission of EDA or the U.S. Department of Commerce or the successful performance of a contract or grant awarded by EDA or the Department) relating to a federal contract or award; a substantial and specific danger to public health or safety; or a violation of a law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.

The recipient or sub-recipient shall inform its employees and contractors, in writing, in the predominant language of the workforce or organization, of employee whistleblower rights and protections under 41 U.S.C. § 4712, as described above and at <https://www.oig.doc.gov/Pages/Whistleblower-Protection-Program.aspx>.

**TGHS EDA Grant Project Estimation  
16" Along Westside**

Item	Description	Quantity	Unit	Unit Price	Price
	Mobilization	1	LS	\$81,273.74	\$81,273.74
	16" C-905 Waterline	6,000	LF	\$125.00	\$750,000.00
	16" HDPE SDR11 Series 4000 Waterline	570	LF	\$134.00	\$76,380.00
	HDD for 16" HDPE	550	LF	\$100.50	\$55,275.00
	16" Hot Tap to 16" C-905 Saddle & Valve w/ box	1	EA	\$26,864.00	\$26,864.00
	12"-C-900 Waterline	5,109	LF	\$80.00	\$408,720.00
	12" HDPE SDR11 Series 4000 Waterline	600	LF	\$115.00	\$69,000.00
	HDD for 12" HDPE	600	LF	\$90.00	\$54,000.00
	DI Fittings	9,000	LBS	\$13.00	\$117,000.00
	16" MJ Valve w/ box	4	EA	\$5,800.00	\$23,200.00
	12" FG x MJ Valve w/ box	10	EA	\$4,200.00	\$42,000.00
	16" Harvey Adapter w/ Long Body Solid Sleeve	12	EA	\$2,000.00	\$24,000.00
	FH Double Steamer complete	39	EA	\$6,450.00	\$251,550.00
	Health Sample Point	14	EA	\$2,650.00	\$37,100.00
	Misc	5%			\$96,754.45
	<b>Waterline Section Probable Cost</b>				<b>\$2,031,843.45</b>
	Mobilization	1	LS	\$37,788.77	\$37,788.77
	Traffic Signs & Barricades	1	LS	\$5,000.00	\$5,000.00
	Demolition of Existing Roadway	1	LS	\$12,000.00	\$12,000.00
	New 8" PCCP	7,750	SY	\$105.00	\$813,750.00
	Curb	5,500	LF	\$11.00	\$60,500.00
	Linear Grading	8.7	STA	\$975.00	\$8,482.50
	Misc	5%			\$44,986.63
	<b>Roadway Section Probable Cost</b>				<b>\$982,507.89</b>
	<b>Total Probable Construction Cost</b>				<b>\$3,014,351.34</b>
	Engineering Design	5.60%	\$168,800.00		
	Permitting		\$9,500.00		
	Topographic Survey		\$9,000.00		
	Project Representation		\$48,000.00		
	Record Drawings		\$5,200.00		
	Reimbursable		\$2,500.00		
	<b>Total Estimated Design Cost</b>			\$243,000.00	
	<b>Total Probable Project Cost</b>				<b>\$3,257,351.34</b>

**Milford & Associates, Inc.**

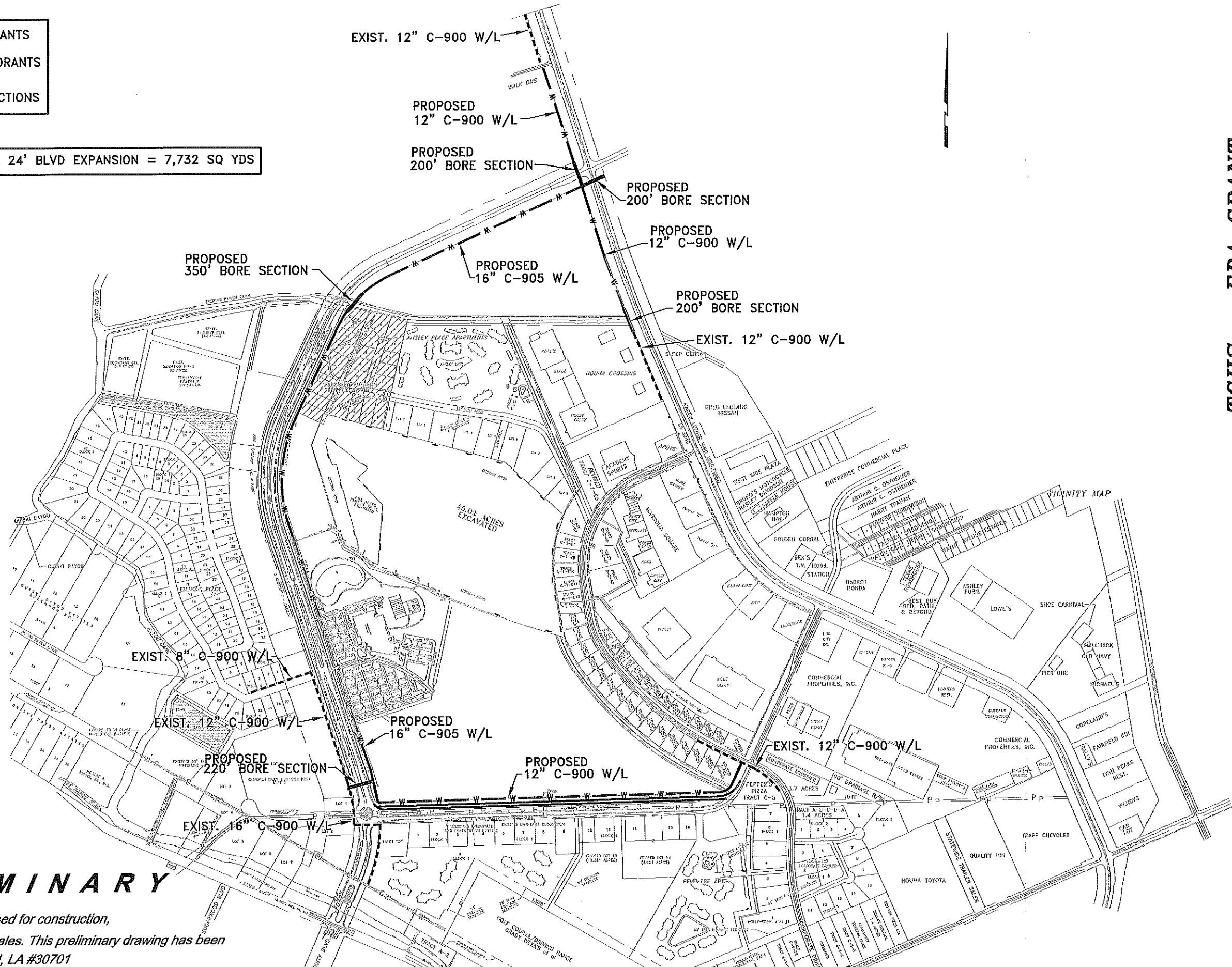
*Civil & Consulting Engineers*  
Houma, LA 70360

985-868-2561 FAX 985-868-2123  
milfordassociate@bellsouth.net



ABOUT 39 FIRE HYDRANTS  
EVERY 300'.  
DOUBLE STEAMER HYDRANTS  
±10,945' OPEN CUT  
±1,170' OF BORE SECTIONS

2750' OF ADDITIONAL 24' BLVD EXPANSION = 7,732 SQ YDS



**TGHS - EDA GRANT**

16" ALONG WESTSIDE

DRAWN BY : D.A.B.	CHECKED BY : F.E.M. III	DATE : 29AUG23
JOB NO. : 23-65	CAD NO. : 2365 TGHS- EDA GRANT	SCALE : 1" = 800'

**PRELIMINARY**

This drawing is not to be used for construction, recordation, conveyance, sales. This preliminary drawing has been prepared by F.E. Milford, III, LA #30701

**MILFORD & ASSOCIATES, INC.**

CONSULTING ENGINEERS HOUMA, LOUISIANA

Category Number: 8.  
Item Number: B.



Wednesday, October 25, 2023

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**Item Title:**

Road Lighting District No. 7 Tax Renewal Election

**Item Summary:**

**RESOLUTION:** Providing for Canvassing the returns and declaring the results of the Special Election held within the boundaries of the Road Lighting District No. 7 of the Parish of Terrebonne, State of Louisiana, on October 14, 2023, to authorize the renewal of a Special Tax therein.

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**ATTACHMENTS:**

**Description**

Resolution

**Upload Date**

10/23/2023

**Type**

Cover Memo

The following resolution was offered by \_\_\_\_\_, and seconded by \_\_\_\_\_:

**RESOLUTION PROCES VERBAL NO. \_\_\_\_\_**

**A RESOLUTION OF THE TERREBONNE PARISH COUNCIL, STATE OF LOUISIANA, PROVIDING FOR CANVASSING THE RETURNS AND DECLARING THE RESULTS OF THE SPECIAL ELECTION HELD WITHIN THE BOUNDARIES OF THE ROAD LIGHTING DISTRICT NO. 7 OF THE PARISH OF TERREBONNE, STATE OF LOUISIANA, ON OCTOBER 14, 2023, TO AUTHORIZE THE RENEWAL OF A SPECIAL TAX THEREIN.**

**BE IT RESOLVED** by the Terrebonne Parish Council (the “**Governing Authority**”), acting as the governing authority of the Road Lighting District No. 7 of the Parish of Terrebonne, State of Louisiana (the “**District**”), that:

**Section 1. Canvass.** The Governing Authority does now proceed in open and public session to examine the official tabulations of votes cast at the special election held in the District on **Saturday, October 14, 2023**, to continue to levy that special tax therein, and said Governing Authority does further proceed to examine and canvass the returns and declare the results of the special election.

**Section 2. Procès Verbal.** A *Procès Verbal* of the canvass of the returns of said election shall be made and a certified copy shall be forwarded to the Secretary of State, Baton Rouge, Louisiana, and the Clerk of Court and *Ex-Officio* Recorder of Mortgages in and for the Parish of Terrebonne, who shall record the same in their respective offices as required by law; and another copy thereof shall be retained in the archives of the Governing Authority.

**Section 3. Promulgation of Election Results.** The results of said election shall be promulgated by publication in the manner provided by law.

**Section 4. Conflicting Resolutions.** All resolutions or parts thereof, in conflict herewith are hereby repealed.

**Section 5. Electronic Signatures.** The Governing Authority consents and agrees to the execution of documents by electronic signature in accordance with the Louisiana Uniform Electronic Transactions Act (La. Rev. Statutes 9§2601, *et seq.*), and electronically executed documents are deemed binding and legal on all parties to the extent allowed by the provisions of that act.

This Resolution having been submitted to a vote and adopted by the Governing Authority with the votes on the Resolution recorded as follows:

Members	Yea	Nay	Absent	Abstaining
Amedée, John (Vice-Chair)				
Babin, Daniel				
Domangue, Jessica (Chairwoman)				
Guidry, Darrin, Sr.				
Guidry, Dirk J.				
Harding, Carl				
Michel, Gerald				
Pledger, Brien				
Trosclair, Steve				

And the Resolution was declared adopted on this, the **25th day of October, 2023.**

**TERREBONNE PARISH COUNCIL  
PARISH OF TERREBONNE  
STATE OF LOUISIANA**

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JESSICA DOMANGUE  
COUNCIL CHAIRWOMAN

---

TAMMY TRIGGS  
COUNCIL CLERK

**PROCÈS VERBAL AND PROCLAMATION OF THE CANVASS OF THE VOTES CAST AT THE SPECIAL ELECTION HELD IN THE ROAD LIGHTING DISTRICT NO. 7 OF THE PARISH OF TERREBONNE, STATE OF LOUISIANA, ON SATURDAY, OCTOBER 14, 2023.**

BE IT KNOWN AND REMEMBERED that on **October 25, 2023 at 6:00 p.m.**, at its regular meeting place, the Terrebonne Parish Government Building, 8026 Main Street, Houma, Louisiana, the Terrebonne Parish Council (the "**Governing Authority**") acting as the governing authority of the Road Lighting District No. 7 of the Parish of Terrebonne, State of Louisiana (the "**District**"), and being the Governing Authority ordering the special election held therein on **Saturday, October 14, 2023**, with a quorum present per the following roll call:

Members	Present	Absent
Amedée, John (Vice-Chair)		
Babin, Daniel		
Domangue, Jessica (Chairwoman)		
Guidry, Darrin, Sr.		
Guidry, Dirk J.		
Harding, Carl		
Michel, Gerald		
Pledger, Brien		
Trosclair, Steve		

The Governing Authority, in open and public session, did examine and canvass the official certified tabulations of votes and returns of the said election, there having been submitted at said election the following proposition, to-wit:

**ROAD LIGHTING DISTRICT NO. 7 PROPOSITION  
(TAX RENEWAL)**

“Shall Road Lighting District No. 7 of the Parish of Terrebonne, State of Louisiana (the "District"), continue to levy a six and twenty-two hundredths (6.22) mill tax on all property subject to taxation in the District (an estimated \$367,907 reasonably expected at this time to be collected from the levy of the tax for an entire year), for a period of ten (10) years, beginning with the year 2024 and ending with the year 2033, for the purposes of providing and maintaining electric lights on the streets, roads, highways, alleys and public places in said District?”

There was found by said count and canvass that the following votes had been cast at the said special election for the proposition as hereinabove set forth at the following polling places, to-wit:

**LOUISIANA DEPARTMENT OF ELECTIONS & REGISTRATION PRECINCTS  
LOCATION REPORT FOR THE ROAD LIGHTING DISTRICT NO. 7 OF THE  
PARISH OF TERREBONNE, STATE OF LOUISIANA**

PRECINCT	LOCATION	ADDRESS	YES	NO
056	BOURG COMMUNITY CENTER	4411 ELDRED ST., BOURG	2	0
057	RECREATION DISTRICT NO 6 GYM	107 RECREATION DR., MONTEGUT	1	3
059	CHAUVIN SENIOR CENTER	113 SENIOR CITIZENS ST., CHAUVIN	227	135
060	CHAUVIN SENIOR CENTER	113 SENIOR CITIZENS ST., CHAUVIN	178	106
063	LITTLE CAILLOU VOL FIRE DEPT FITNESS CTR	5612 HWY 56, CHAUVIN	183	70
Early Voting			217	67
<b>TOTALS</b>			<b>808</b>	<b>381</b>

The polling places above specified being the only polling places designated at which to hold the said election, it was therefore shown that there was a total of **808 votes** cast **IN FAVOR OF** the Proposition and a total of **381 votes** cast **AGAINST** the Proposition, as herein above set forth, and that there was a majority of **57%** votes cast **IN FAVOR OF** the Proposition as hereinabove set forth and the Proposition **PASSED**.

Therefore, the Governing Authority did declare and proclaim in open and public session that the Proposition as hereinabove set forth was duly **APPROVED** by a majority of the votes cast by the qualified electors voting at the said special election held in the District on **October 14, 2023**.

THUS DONE AND SIGNED at Houma, Louisiana, on this, the **25th day of October, 2023**.

**TERREBONNE PARISH COUNCIL  
PARISH OF TERREBONNE  
STATE OF LOUISIANA**

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JESSICA DOMANGUE  
COUNCIL CHAIRWOMAN

---

TAMMY TRIGGS  
COUNCIL CLERK

## PROCLAMATION

I, the undersigned Clerk of the Terrebonne Parish Council (the “**Governing Authority**”), acting as the governing authority of the Road Lighting District No. 7 of the Parish of Terrebonne, State of Louisiana (the “**District**”), do hereby declare, proclaim and announce that the Proposition submitted at the election held within the District, on **October 14, 2023**, was **APPROVED**, with a majority of the votes cast at the said special election **IN FAVOR OF** the Proposition, all as described and set out in the above Procès Verbal.

**THUS DONE AND SIGNED**, at Houma, Louisiana, on this, the **25th day of October, 2023**.

**TERREBONNE PARISH COUNCIL  
PARISH OF TERREBONNE  
STATE OF LOUISIANA**

---

TAMMY TRIGGS  
COUNCIL CLERK



**CERTIFICATE OF AUTHENTICITY**

**STATE OF LOUISIANA**

**PARISH OF TERREBONNE**

I, the undersigned Clerk of the Terrebonne Parish Council (the “**Governing Authority**”), acting as the governing authority of the Road Lighting District No. 7 of the Parish of Terrebonne, State of Louisiana (the “**District**”), do hereby certify that the foregoing pages constitute a true and correct copy of the proceedings taken by the Governing Authority on **October 25, 2023** and the *Procès Verbal* made by the Governing Authority providing for canvassing the returns and declaring the result of the special election held in the District on **October 25, 2023**.

**IN FAITH WHEREOF**, witness my official signature at Houma, Parish of Terrebonne, State of Louisiana, on this \_\_\_\_ day of October, 2023.

**TERREBONNE PARISH COUNCIL  
PARISH OF TERREBONNE  
STATE OF LOUISIANA**

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TAMMY TRIGGS  
COUNCIL CLERK



Wednesday, October 25, 2023

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**Item Title:**

Health Tax Rededication

**Item Summary:**

**RESOLUTION:** Providing for the canvassing the returns and declaring the results of the Special Election held within the boundaries of the Parish of Terrebonne, State of Louisiana, on October 14, 2023, to rededicate the revenues derived from the Special Tax therein.

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**ATTACHMENTS:**

**Description**

Resolution

**Upload Date**

10/23/2023

**Type**

Cover Memo

The following resolution was offered by \_\_\_\_\_, and seconded by \_\_\_\_\_:

**RESOLUTION PROCES VERBAL NO. \_\_\_\_\_**

**A RESOLUTION OF THE TERREBONNE PARISH COUNCIL, STATE OF LOUISIANA, PROVIDING FOR CANVASSING THE RETURNS AND DECLARING THE RESULTS OF THE SPECIAL ELECTION HELD WITHIN THE BOUNDARIES OF THE PARISH OF TERREBONNE, STATE OF LOUISIANA, ON OCTOBER 14, 2023, TO REDEDICATE THE REVENUES DERIVED FROM THE SPECIAL TAX THEREIN.**

**BE IT RESOLVED** by the Terrebonne Parish Council (the “**Governing Authority**”), acting as the governing authority of the Parish of Terrebonne, State of Louisiana (the “**Parish**”), that:

**Section 1. Canvass.** The Governing Authority does now proceed in open and public session to examine the official tabulations of votes cast at the special election held in the Parish on **Saturday, October 14, 2023**, to rededicate the revenues derived from that special tax therein, and said Governing Authority does further proceed to examine and canvass the returns and declare the results of the special election.

**Section 2. Procès Verbal.** A *Procès Verbal* of the canvass of the returns of said election shall be made and a certified copy shall be forwarded to the Secretary of State, Baton Rouge, Louisiana, and the Clerk of Court and *Ex-Officio* Recorder of Mortgages in and for the Parish of Terrebonne, who shall record the same in their respective offices as required by law; and another copy thereof shall be retained in the archives of the Governing Authority.

**Section 3. Promulgation of Election Results.** The results of said election shall be promulgated by publication in the manner provided by law.

**Section 4. Conflicting Resolutions.** All resolutions or parts thereof, in conflict herewith are hereby repealed.

**Section 5. Electronic Signatures.** The Governing Authority consents and agrees to the execution of documents by electronic signature in accordance with the Louisiana Uniform Electronic Transactions Act (La. Rev. Statutes 9§2601, *et seq.*), and electronically executed documents are deemed binding and legal on all parties to the extent allowed by the provisions of that act.

This Resolution having been submitted to a vote and adopted by the Governing Authority with the votes on the Resolution recorded as follows:

Members	Yea	Nay	Absent	Abstaining
Amedée, John (Vice-Chair)				
Babin, Daniel				
Domangue, Jessica (Chairwoman)				
Guidry, Darrin, Sr.				
Guidry, Dirk J.				
Harding, Carl				
Michel, Gerald				
Pledger, Brien				
Trosclair, Steve				

And the Resolution was declared adopted on this, the **25th day of October, 2023.**

**TERREBONNE PARISH COUNCIL  
PARISH OF TERREBONNE  
STATE OF LOUISIANA**

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JESSICA DOMANGUE  
COUNCIL CHAIRWOMAN

---

TAMMY TRIGGS  
COUNCIL CLERK

**PROCÈS VERBAL AND PROCLAMATION OF THE CANVASS OF THE VOTES CAST AT THE SPECIAL ELECTION HELD IN THE PARISH OF TERREBONNE, STATE OF LOUISIANA, ON SATURDAY, OCTOBER 14, 2023.**

BE IT KNOWN AND REMEMBERED that on **October 25, 2023 at 6:00 p.m.**, at its regular meeting place, the Terrebonne Parish Government Building, 8026 Main Street, Houma, Louisiana, the Terrebonne Parish Council (the "**Governing Authority**") acting as the governing authority of the Parish of Terrebonne, State of Louisiana (the "**Parish**"), and being the Governing Authority ordering the special election held therein on **Saturday, October 14, 2023**, with a quorum present per the following roll call:

<b>Members</b>	<b>Present</b>	<b>Absent</b>
Amedée, John (Vice-Chair)		
Babin, Daniel		
Domangue, Jessica (Chairwoman)		
Guidry, Darrin, Sr.		
Guidry, Dirk J.		
Harding, Carl		
Michel, Gerald		
Pledger, Brien		
Trosclair, Steve		

The Governing Authority, in open and public session, did examine and canvass the official certified tabulations of votes and returns of the said election, there having been submitted at said election the following proposition, to-wit:

**PARISHWIDE PROPOSITION**  
(Rededication)

"Shall the Parish of Terrebonne, State of Louisiana (the "Parish"), be authorized to repurpose the revenue of one (1) mill of the already authorized special tax of one and sixty-six hundredths (1.66) mills on all property subject to taxation in the Parish (the "Tax") authorized pursuant to an election held on November 6, 2012, and ending in the year 2030, currently dedicated and used for the purpose of acquiring, constructing, operating and maintaining the Terrebonne Parish Health Unit and health unit facilities and rededicate the revenue of one (1) mill of that special tax to provide additional funds for improving, operating, providing and maintaining public safety personnel, pedestrian facilities and at school sites within the Parish (an estimated \$982,768.66 reasonably expected to be collected from the levy of the Tax for an entire year)?"

There was found by said count and canvass that the following votes had been cast at the said special election for the proposition as hereinabove set forth at the following polling places, to-wit:

**LOUISIANA DEPARTMENT OF ELECTIONS & REGISTRATION  
PRECINCTS LOCATION REPORT FOR THE  
PARISH OF TERREBONNE, STATE OF LOUISIANA**

PRECINCT	LOCATION	ADDRESS	YES	NO
001	ROBICHAUX'S FORD	272 W MAIN ST, THIBODAUX	108	72
002	SCHRIEVER ELEMENTARY SCHOOL	2052 W MAIN ST, SCHRIEVER	198	124
005	CALDWELL MIDDLE SCHOOL	445 HWY 311, SCHRIEVER	73	72
007A	H L BOURGEOIS HIGH SCHOOL	1 RESERVATION DR, GRAY	60	70
007L	H L BOURGEOIS HIGH SCHOOL	1 RESERVATION DR, GRAY	68	93
008	N. HOUMA BRANCH LIBRARY	4130 W PARK AVE, GRAY	200	146
009	S CENTRAL PLANN & DEV COMM	5058 W MAIN ST, HOUMA	33	30
010	OAKSHIRE GYM	5457 VICARI DR, HOUMA	92	69
011	COTEAU-BAYOU BLUE SCHOOL	2550 COTEAU RD, HOUMA	48	35
012	FR. PAT O'BRIEN CENTER	409 FUNDERBURK AVE., HOUMA	174	131
014	SOUTHDOWN ELEMENTARY SCHOOL	112 ST. CHARLES ST, HOUMA	122	84
015	SOUTHDOWN ELEMENTARY SCHOOL	1124 ST CHARLES ST, HOUMA	186	139
016	SOUTHDOWN ELEMENTARY SCHOOL	1124 ST CHARLES ST, HOUMA	207	153
017	BROADMOOR ELEMENTARY SCHOOL	1010 BROADMOOR AVE, HOUMA	234	177
018	LISA PARK SCHOOL	6639 LISA PARK AVE, HOUMA	183	151
019	SHADY ACRES SR CENTER	6512 W MAIN ST, HOUMA	113	59
020	TERREBONNE PAR SCHOOL BRD OFF.	201 STADIUM DR, HOUMA	93	60
021	WEST HOUMA RECREATION CTR	800 WILLIAMS AVE, HOUMA	11	10
022	CALDWELL MIDDLE SCHOOL	445 HWY 311, SCHRIEVER	7	3
023	WEST HOUMA RECREATION CTR	800 WILLIAMS AVE, HOUMA	35	43
024	CALDWELL MIDDLE SCHOOL	445 HWY 311, SCHRIEVER	22	26
025	WEST HOUMA RECREATION CTR	800 WILLIAMS AVE, HOUMA	164	88
027	COTEAU FIRE PROTECTION DIST - ADMIN BLDG	2325 COTEAU RD, HOUMA	53	28
028	OAKSHIRE GYM	5457 VICARI DR, HOUMA	117	68
029	HONDURAS ELEMENTARY SCHOOL	530 GRAND CAILLOU RD, HOUMA	70	74
030	COTEAU-BAYOU BLUE SCHOOL	2550 COTEAU RD, HOUMA	27	15
031	VILLAGE EAST SCHOOL	315 LAFAYETTE WOODS BLVD, HOUMA	92	60
033	COTEAU-BAYOU BLUE SCHOOL	2550 COTEAU RD, HOUMA	44	28
034A	MECHANICVILLE RECREATION CENTER	2814 SENATOR ST, HOUMA	58	52
034M	MECHANICVILLE RECREATION CENTER	2814 SENATOR ST, HOUMA	56	49
035	EAST HOUMA RECREATION CENTER	126 BOUNDRY RD, HOUMA	55	39
036	EAST HOUMA RECREATION CENTER	126 BOUNDRY RD, HOUMA	25	18
037	COTEAU-BAYOU BLUE SCHOOL	2550 COTEAU RD, HOUMA	82	46
038	EAST HOUMA BRANCH LIBRARY	778 GRAND CAILLOU RD, HOUMA	98	69
039	OAKSHIRE GYM	5457 VICARI DR, HOUMA	25	19
040	OAKSHIRE GYM	5457 VICARI DR, HOUMA	1	0
041	EAST HOUMA BRANCH LIBRARY	778 GRAND CAILLOU RD, HOUMA	40	37
042	SOUTHDOWN ELEMENTARY SCHOOL	112 ST. CHARLES ST, HOUMA	246	158
043	OAKLAWN JR HIGH SCHOOL CAFETERIA	2215 ACADIAN DRIVE, HOUMA	159	86

PRECINCT	LOCATION	ADDRESS	YES	NO
045	TERREBONNE PARISH MAIN LIBRARY	151 LIBRARY DRIVE, HOUMA	111	70
046	MUNICIPAL AUDITORIUM	880 VERRET ST, HOUMA	13	16
048	DUMAS AUDITORIUM	301 W TUNNEL BLVD, HOUMA	30	40
049	HOUMA JR HIGH SCHOOL	315 ST CHARLES ST, HOUMA	31	51
051	SHADY ACRES SR CENTER	6512 W MAIN ST, HOUMA	142	110
052	GRAND CAILLOU MIDDLE SCHOOL	2161 GRAND CAILLOU RD, HOUMA	42	33
053	KC HOME COUNCIL NO 7722	5396 SHRIMPERS ROW, DULAC	108	98
055	BOURG COMMUNITY CENTER	4411 ELDRED ST, BOURG	184	127
056	BOURG COMMUNITY CENTER	4411 ELDRED ST, BOURG	223	158
057	RECREATION DISTRICT NO 6 GYM	107 RECREATION DRIVE, MONTEGUT	193	128
058	RECREATION DISTRICT NO 6 GYM	107 RECREATION DRIVE, MONTEGUT	36	29
059	CHAUVIN SENIOR CENTER	113 SENIOR CITIZENS ST, CHAUVIN	245	154
060	CHAUVIN SENIOR CENTER	113 SENIOR CITIZENS ST, CHAUVIN	174	110
062	WEST HOUMA RECREATION CTR	800 WILLIAMS AVE, HOUMA	65	69
063	LITTLE CAILLOU VOL FIRE DEPT FITNESS CTR	5612 HWY 56, CHAUVIN	141	109
064	DONNER COMMUNITY CENTER	361 AZALEA DR, DONNER	117	98
065	GIBSON ELEMENTARY CAFETERIA	6357 S BAYOU BLACK DR, GIBSON	32	27
067	GIBSON EAST FIRE STATION	5218 N BAYOU BLACK DR, GIBSON	50	64
068	BAYOU BLACK RECREATION CENTER	3688 SOUTHDOWN MANDALAY RD, HOUMA	156	100
069	GRACE LUTHERAN CHURCH	422 VALHI BLVD, HOUMA	262	185
071	DULARGE MIDDLE SCHOOL	621 BAYOU DULARGE RD, HOUMA	72	49
072	DULARGE RECREATION CENTER	1330 DR BEATROUS RD, THERIOT	115	92
073	DULARGE RECREATION CENTER	1330 DR BEATROUS RD, THERIOT	87	111
074	SOUTHDOWN ELEMENTARY SCHOOL	112 ST. CHARLES ST, HOUMA	12	2
076	SCHRIEVER ELEMENTARY SCHOOL	2052 W MAIN ST, SCHRIEVER	85	47
078	EAST HOUSE RECREATION CENTER	126 BOUNDRY RD, HOUMA	4	7
081	EAST HOUMA BRANCH LIBRARY	778 GRAND CAILLOU RD, HOUMA	73	57
083	MULBERRY ELEMENTARY SCHOOL	450 COUGAR DR, HOUMA	215	124
084	TERREBONNE PARISH MAIN LIBRARY	151 LIBRARY DRIVE, HOUMA	84	56
085	TERREBONNE PARISH MAIN LIBRARY	151 LIBRARY DRIVE, HOUMA	238	111
087	BROADMOOR ELEMENTARY SCHOOL	1010 BROADMOOR AVE, HOUMA	143	74
088	BOURG COMMUNITY CENTER	4411 ELDRED ST, BOURG	202	114
090	BAYOU BLACK RECREATION CENTER	3688 SOUTHDOWN MANDALAY RD, HOUMA	128	110
094	MUNICIPAL AUDITORIUM	880 VERRET ST, HOUMA	67	32
095	MUNICIPAL AUDITORIUM	880 VERRET ST, HOUMA	77	50
100	GRAND CAILLOU MIDDLE SCHOOL	2161 GRAND CAILLOU RD, HOUMA	73	47
103	CHAUVIN SENIOR CENTER	113 SENIOR CITIZENS ST, CHAUVIN	24	9
110	OAKLAWN JR HIGH SCHOOL CAFETERIA	2215 ACADIAN DRIVE, HOUMA	55	40
115	TERREBONNE PAR SCHOOL BRD OFF.	201 STADIUM DR, HOUMA	27	23
Early Voting			4,132	2,583
<b>TOTALS</b>			<b>11,947</b>	<b>8,195</b>

The polling places above specified being the only polling places designated at which to hold the said election, it was therefore shown that there was a total of **11,947 votes** cast **IN FAVOR OF** the Proposition and a total of **2,583 votes** cast **AGAINST** the Proposition, as herein above set forth, and that there was a majority of **59%** votes cast **IN FAVOR OF** the Proposition as hereinabove set forth and the Proposition **PASSED**.



Therefore, the Governing Authority did declare and proclaim in open and public session that the Proposition as hereinabove set forth was duly **APPROVED** by a majority of the votes cast by the qualified electors voting at the said special election held in the Parish on **October 14, 2023**.

THUS DONE AND SIGNED at Houma, Louisiana, on this, the **25th day of October, 2023**.

**TERREBONNE PARISH COUNCIL  
PARISH OF TERREBONNE  
STATE OF LOUISIANA**

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JESSICA DOMANGUE  
COUNCIL CHAIRWOMAN

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TAMMY TRIGGS  
COUNCIL CLERK

## PROCLAMATION

I, the undersigned Clerk of the Terrebonne Parish Council (the “**Governing Authority**”), acting as the governing authority of the Parish of Terrebonne, State of Louisiana (the “**Parish**”), do hereby declare, proclaim and announce that the Proposition submitted at the election held within the Parish, on **October 14, 2023**, was **APPROVED**, with a majority of the votes cast at the said special election **IN FAVOR OF** the Proposition, all as described and set out in the above Procès Verbal.

**THUS DONE AND SIGNED**, at Houma, Louisiana, on this, the **25th day of October, 2023**.

**TERREBONNE PARISH COUNCIL  
PARISH OF TERREBONNE  
STATE OF LOUISIANA**

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TAMMY TRIGGS  
COUNCIL CLERK

**CERTIFICATE OF AUTHENTICITY**

**STATE OF LOUISIANA**

**PARISH OF TERREBONNE**

I, the undersigned Clerk of the Terrebonne Parish Council (the “**Governing Authority**”), acting as the governing authority of the Parish of Terrebonne, State of Louisiana (the “**Parish**”), do hereby certify that the foregoing pages constitute a true and correct copy of the proceedings taken by the Governing Authority on **October 25, 2023** and the *Procès Verbal* made by the Governing Authority providing for canvassing the returns and declaring the result of the special election held in the Parish on **October 25, 2023**.

**IN FAITH WHEREOF**, witness my official signature at Houma, Parish of Terrebonne, State of Louisiana, on this \_\_\_\_ day of October, 2023.

**TERREBONNE PARISH COUNCIL  
PARISH OF TERREBONNE  
STATE OF LOUISIANA**

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TAMMY TRIGGS  
COUNCIL CLERK



Wednesday, October 25, 2023

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**Item Title:**

Keyston Partners, LLC for Food Services for the Juvenile Justice Center

**Item Summary:**

**ADD ON: RESOLUTION: Authorizing the Parish President to Execute an Agreement with Keystone Partners, LLC d/b/a Keystone Nutrition for Food Services for the Juvenile Justice Center.**

- 1. Motion to add-on.**
- 2. Call for public comment on adding item.**
- 3. Close call for public comments and vote on motion.**
- 4. Discuss and/or take action.**

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Excutive Summary	10/25/2023	Executive Summary
Resolution	10/25/2023	Resolution
Contract for Services	10/25/2023	Backup Material



## EXECUTIVE SUMMARY

### PROJECT TITLE

RESOLUTION: Authorizing the Parish President to Execute an Agreement with Keystone Partners, LLC d/b/a Keystone Nutrition for Food Services for the Juvenile Justice Center

### PROJECT SUMMARY (200 WORDS OR LESS)

Keystone shall review JJC menus and ensure compliance with Department of Children and Family Services recommended food allowances. Keystone shall review JJC's system of dietary allowances in accordance with DCFS nutritional requirements and daily schedule guidelines. Keystone shall prepare accurate, timely, and appropriate records for the services performed hereunder in accordance with TPCG policy, practice, and expectations.

### PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

Keystone will provide services to TPCG in connection with food services for the JJC.

### TOTAL EXPENDITURE

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

### COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE    1       2       3       4       5       6       7       8       9

  
 \_\_\_\_\_  
 Mike Toups, Parish Manager

10/25/23  
 \_\_\_\_\_  
 Date

OFFERED BY:

SECONDED BY:

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO EXECUTE AN AGREEMENT WITH KEYSTONE PARTNERS, LLC, D/B/A KEYSTONE NUTRITION, FOR FOOD SERVICES FOR THE JUVENILE JUSTICE CENTER**

**WHEREAS**, TPCG wishes to contract with Keystone Partners, LLC d/b/a Keystone Nutrition (Keystone), to provide food services for the Juvenile Justice Center (JJC); and

**WHEREAS**, Keystone shall review JJC menus and ensure compliance with DCFS recommended food allowances. Keystone shall review JJC’s system of dietary allowances in accordance with DCFS nutritional requirements and daily schedule guidelines; and

**WHEREAS**, Keystone shall prepare accurate, timely, and appropriate records for the services performed hereunder in accordance with TPCG policy, practice and expectations. Such records shall be recorded and executed accurately in a timely fashion; and

WHEREAS, pursuant to the Terrebonne Parish Code of Ordinances Sec. 2-109, a resolution is needed for TPCG to enter into agreement with Keystone.

**NOW, THEREFORE BE IT RESOLVED** by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, does hereby authorize the Parish President to sign the attached Agreement on behalf of the Terrebonne Parish Consolidated Government.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:

ABSENT:

The Chairperson declared the resolution adopted on this, the \_\_\_\_ day of \_\_\_\_\_, 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 Public Service Committee on the \_\_\_\_ day of \_\_\_\_\_, 2023 and subsequently ratified by the Terrebonne Parish Council in Regular Session on the \_\_\_\_ day of \_\_\_\_\_, 2023 at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS \_\_\_\_\_<sup>TH</sup> DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
TAMMY E. TRIGGS  
COUNCIL CLERK  
TERREBONNE PARISH COUNCIL

**PARISH OF TERREBONNE**

**STATE OF LOUISIANA**

**CONTRACT FOR SERVICES**

This agreement is entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2023, but with an effective date of November 1, 2023 (“Effective Date”) by and between **Keystone Partners, LLC** d/b/a Keystone Nutrition, whose mailing address for the purposes herein is PO Box 2064, Lafayette LA 70502, represented herein by its sole Manager, Jennifer Jackson (“Contractor”) and **Terrebonne Parish Consolidated Government** (“TPCG”), a political subdivision of the State of Louisiana whose mailing address for these purposes is PO Box 2768, Houma LA 70361, represented herein by its duly authorized Parish President by virtue of his authority under the Terrebonne Parish Home Rule Charter.

NOW THEREFORE, for and in consideration of the mutual covenants, promises and payments as hereinafter set forth, the parties do hereby agree as follows:

1. Nature of Relationship.

1.1. It is agreed and understood by and between the parties hereto that Contractor is associated with TPCG only for the purposes and to the extent set forth herein, and his/her relation to TPCG shall be that of an independent contractor. This Agreement shall not be construed as an agreement of employment, a partnership or any other form of business entity. As such, Contractor shall not be permitted to participate in any benefits provided to employees of the TPCG, including, but not limited to sick leave, retirement benefits, health and hospitalization benefits, vacation, holiday benefits and annual leave benefits, workers’ compensation, and unemployment.

1.2. It is further agreed that Contractor is responsible for the payment of all taxes due and any other statutory obligations which may be created as a result of this Agreement. The parties hereby acknowledge that TPCG has no responsibility for withholding any sums for payroll taxes, FICA or any other such employee related benefits or statutory requirements. As an independent contractor, Contractor acknowledges that it is his or her sole responsibility to provide for tax liabilities or other statutory obligations, that might arise from the services rendered by Contractor on behalf of TPCG pursuant to this Agreement, which shall include, but not limited to, his or her own worker’s compensation insurance.

2. Definitions.

2.1. DCFS shall mean the Louisiana Department of Children and Family Services.

2.2. JJC shall mean the Terrebonne Parish Juvenile Justice Complex, a division of the Terrebonne Parish Consolidated Government.

3. Obligations of Contractor.

- 3.1. Contractor agrees to provide the following services to TPCG in connection with food services for the JJC:
- 3.2. Contractor shall review JJC menus and ensure compliance with DCFS recommended food allowances. Contractor shall review JJC's system of dietary allowances in accordance with DCFS nutritional requirements and daily schedule guidelines.
- 3.3. Contractor shall review modified diet menus at the JJC and ensure compliance with DCFS guidelines for youth with special dietary requirements, including, but not limited to, youth with allergies or other medical issues, pregnant youth, and youth with dental problems, and youth with religious beliefs that require adherence to religious dietary laws.
- 3.4. Contractor agrees to prepare accurate, timely, and appropriate records for the services performed hereunder in accordance with TPCG policy, practice and expectations. Such records shall be recorded and executed accurately in a timely fashion.
- 3.5. Contractor covenants and agrees that he or she will not, under any circumstances, provide services while in an impaired condition. The term impaired condition shall include, but is not limited to, under the influence of alcohol or mind-altering drugs, illness, or psychiatric condition. Contractor further covenants and agrees that he or she will notify TPCG immediately of any impairment.
- 3.6. Contractor agrees to defend, indemnify, save, and hold harmless the Terrebonne Parish Consolidated Government, including all parish 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, tortuous, 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 Contractor, its subcontractors, agents, servants, officers and/or employees, related to the performance or nonperformance of this Agreement or obligations herein entered into, including and as a result of any such claims, lawsuits and demands, Contractor 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. Damages are defined to include, but not be limited to, general, special, punitive, exemplary, delay, attorney fees, court costs, fines, penalties, interest, and/or expenses.
- 3.7. Contractor shall maintain, for the duration of this Agreement, insurance in compliance with Section 19 of this Agreement, entitled MINIMUM COMPLIANCE FOR PROFESSIONAL SERVICES.



4. Obligations of TPCG. TPCG shall pay Contractor a sum equal to \$600.00 per month for services provided herein for the purpose of facilitating the above listed duties. Contractor shall be paid monthly based services performed in the previous month.
5. Term. The Term of this Agreement shall be one (1) year from the Effective Date of this Agreement.
6. Confidentiality. The parties acknowledge that as part of this Agreement they may have access to and may obtain individually identifiable health information or other personal information about youths participating in the program. Each party shall use appropriate safeguards to prevent unauthorized use and/or disclosure of such Information and to otherwise protect the confidentiality of such Information accessed or maintained under this Agreement.
7. 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.
8. 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.
9. Amendments. Any amendments to this Agreement will be effective only if in writing and signed by TPCG and Contractor.
10. Termination or Suspension. The terms of this contract shall be binding upon the parties hereto until the work has been completed and accepted by the Terrebonne Parish Consolidated Government (hereinafter, "TPCG" or "TPCG") and all payments required to be made to Keystone Partners, LLC (hereinafter, the "Contractor") have been made; but this contract may be terminated under any or all of the following conditions:
  - 10.1. By mutual agreement and consent of the parties hereto.
  - 10.2. By the TPCG as a consequence of the failure of the Contractor to comply with the terms, progress or quality of work in a satisfactory manner, proper allowance being made for circumstances beyond the control of the Contractor.
  - 10.3. By either party upon failure of the other party to fulfill its obligations as set forth in this contract.
  - 10.4. By the TPCG due to the departure for whatever reason of any principal member or members of the Contractor's firm.
  - 10.5. TPCG believes that Contractor is behaving in an unprofessional manner;
  - 10.6. Except in the case of a bona fide emergency or impairment, Contractor fails to report

for duty at the agreed upon time.

- 10.7. By the TPCG by giving thirty (30) days' notice to the Contractor in writing and paying fees due for completed work.
- 10.8. Should the TPCG desire to suspend the work, but not definitely terminate the contract, this may be done by thirty (30) days' notice given by the TPCG in writing to that effect, and the work may be reinstated and resumed in full force and effective upon receipt from the TPCG of thirty (30) days' notice in writing to that effect.
11. Non-appropriation. Notwithstanding any provisions herein, in the event sufficient funds for the performance of this contract are not appropriated by the governing authority of the TPCG in any fiscal year covered by this contract, this agreement may be terminated by the TPCG giving notice to Contractor of such facts and the TPCG's intention to terminate its financial obligation.
12. Survival. Any provisions of this Agreement creating obligations extending beyond the term of this Agreement will survive the termination of this Agreement.
13. Upon completion/termination, the Contractor shall deliver to the TPCG all plans and records of the work compiled to the date of termination and the TPCG shall pay in full for all work accomplished up to the date of termination, including any retained percentage earned to date.
14. Re-use of Documents. All documents prepared by Contractor pursuant to this Agreement are instruments of service in respect of the services. They are not intended or represented to be suitable for re-use by TPCG or others on extensions of these services or on any other project. Any re-use without written verification or adaptation by Contractor for the specific purpose intended will be at TPCG's sole risk and without liability or legal exposure to Contractor, and TPCG shall indemnify and hold harmless Contractor from all claims, damages, losses and expenses including attorney's fees arising out of or resulting there from.
15. Controlling Law. This agreement is to be governed by the principal place of business of TPCG, and it is agreed that all litigation concerning this contract shall be in Terrebonne Parish, Louisiana.
16. Successors and Assigns. TPCG and Contractor each binds himself and his partners, successors, executors, administrators, assigns and legal representatives to the other party to this Agreement and to the partners, successors, executors, administrators, assigns and legal representatives of such other party, in respect to all covenants, agreements and obligations of this Agreement.
17. Neither TPCG nor Contractor shall assign, sublet or transfer any rights under or interest in (including, but without limitation, monies that may become due or monies that are due) this Agreement without the written consent of the other, and except to the extent that the effect of this limitation may be restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent Contractor from employing such independent Contractors, associates and

subcontractors, as she may deem appropriate to assist her in the performance of services hereunder, at her own expense.

18. Claim for Liens. The Contractor shall hold the TPCG harmless from any and all claims for liens of labor, services or material furnished to the Contractor in connection with the performance of its obligations under this contract.

19. MINIMUM REQUIREMENTS FOR PROFESSIONAL SERVICES

19.1. Professional Liability Insurance

The Contractor shall maintain professional liability coverage during the term of this agreement. The limits of this coverage shall be a minimum of \$500,000.00 combined single limit. This requirement shall extend to all professional subcontractors employed by the prime Contractor or surveyor. Contractor shall provide certification of such insurance and a copy of the policy upon request.

19.2. General Liability Insurance

The Contractor shall maintain general liability coverage during the terms of this agreement. The limit of this coverage shall be a minimum of \$1,000,000.00 combined single limit per occurrence for bodily injury, personal injury, and property damage; naming the Terrebonne Parish Consolidated Government as an additional insured. Contractor shall provide certification of such insurance and a copy of the policy upon request.

19.3. Workers' Compensation Insurance

The Contractor shall maintain workers' compensation coverage during the term of this agreement. The limits of this coverage shall be the Louisiana statutory minimum requirements and a waiver of subrogation shall be provided. Exception: Employers Liability limit is \$1,000,000 when work is to be over water and involves maritime exposure. Contractor shall provide certification of such insurance and a copy of the policy upon request. Terrebonne Parish Consolidated Government and the CONTRACTOR mutually agree that it is their intention to recognize the Terrebonne Parish Consolidated Government as the statutory employer of the Contractor's employees (whether direct employees or statutory employees of the Contractor) when any of the Contractor's employees are doing work under this contract.

19.4. Auto Liability Insurance

The Contractor shall maintain automobile liability coverage during the term of this agreement. The limits of this coverage shall be a minimum \$500,000.00, combined single limit per accident for owned, non-owned and hired vehicles. Contractor shall provide certification of such insurance and a copy of the policy upon request.

19.5. Deductibles and Self-Insured Retentions

ANY DEDUCTIBLES OR SELF-INSURED RETENTIONS MUST BE DECLARED TO, AND APPROVED BY THE TPCG. Prior to entering into this agreement, and at the option of TPCG, either,

19.5.1. The TPCG shall accept and approve the deductible or self-insured retention.

19.5.2. The insurer shall reduce or eliminate such deductibles or self-insured retentions as respects TPCG.

19.5.3. The Contractor shall procure a bond guaranteeing payment for losses and related investigations, claim administration and defense expenses.

#### 19.6. Other Insurance Provisions

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

##### 19.6.1. General Liability and Automobile Liability Coverage

19.6.1.1. TPCG is to be added as “additional insured” as respects liability arising out of activities performed by or on behalf of the Contractor; products and completed operations of the Contractor; premises owned, occupied or used by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to TPCG. It is understood that the business auto policy under “Who is an insured” automatically provides liability coverage in favor of TPCG.

19.6.1.2. Any failure to comply with reporting provisions of the policy shall not affect coverage provided to TPCG.

19.6.1.3. The Contractor’s insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer’s liability.

##### 19.6.2. Workers’ Compensation and Employer’s Liability Coverage

The insurer shall agree to **waive all rights of subrogation against TPCG**, for losses arising from work performed by the Contractor’s for TPCG.

##### 19.6.3. All Coverage

Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled thirty (30) days prior written notice by certified mail, return receipt requested, has been given to TPCG.

#### 19.7. Acceptability of Insurers

Insurance is to be placed with insurers with an A.M. BEST’S RATING OF NO LESS THAN A: VI. This requirement will be waived for workers’ compensation coverage only for those CONTRACTORS whose workers’ compensation coverage is placed with companies who participate in the State of Louisiana Worker’s Assigned Risk Pool or Louisiana Worker’s Compensation Corporation.

19.8. Verification of Coverage

Contractor shall furnish TPCG with certificates of insurance effecting coverage required. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. **THE CERTIFICATES ARE TO BE RECEIVED AND APPROVED BY TPCG BEFORE WORK COMMENCES.** TPCG reserves the right to require complete, certified copies of all required insurance policies, at any time.

19.9. Subcontractors

Contractor shall include all subcontractors as insured's under its policies or shall furnish separate certificates for each subcontractor. All coverage for subcontractors shall be subject to all of the requirements stated herein.

20. Notices. All notices, requests, demands and other communications required or permitted hereunder shall be in writing and shall be given by 1) hand delivery; (2) first-class registered or certified mail with postage prepaid; (3) overnight receipt courier service; or (4) fax transmission to:

**Keystone Partners, LLC** d/b/a Keystone Nutrition  
PO Box 2064  
Lafayette LA 70502  
Fax:       N/A      

**TPCG**  
Attn. Parish President  
PO Box 2768  
Houma LA 70361  
985-873-6409 (fax)

With a copy to:  
TPJJC Director  
180 Government Street  
Gray LA 70359  
Fax 985-853-1165

The addresses set forth above may be changed by appropriate notice to the other party.

21. Force Majeure. The performance of this Agreement may be suspended and the obligations hereunder excused in the event and during the period that such performance is prevented by a cause or causes beyond reasonable control of such party. The performance of this Agreement will be suspended and the obligations hereunder excused only until the condition preventing performance is remedied. Such conditions shall include, but not be limited to, acts of God, acts of war, accident, explosion, fire, flood, riot, sabotage, acts of terrorists, unusually severe weather, lack of adequate fuel, or judicial or governmental laws or regulations.

22. Financial Disclosure. Contractor acknowledges that TPCG is a governmental entity, subject to the laws of the state of Louisiana. State law requires that each recipient shall be audited in accordance with R.S. 24:513. If the amount of public funds received by the provider is below the amount for which an audit is required under R.S. 24:513, the transferring agency shall monitor and evaluate the use of the funds to ensure effective achievement of the project goals and objectives.
23. Audit of Records. Contractor acknowledges that Louisiana law requires that the Legislative Auditor of the State of Louisiana, and/or the Office of the Governor, Division of Administration auditors shall have the option of inspecting and auditing all data, records and accounts which relate to this Agreement, upon request. Records shall be made available during normal working hours for this purpose.
24. Legal Compliance. Contractor and TPCG shall comply with all federal, state, and local laws and regulations, including, specifically, the Louisiana Code of Governmental Ethics (R.S. 42:1101, et seq.) in carrying out the provisions of this Agreement.
25. Entire Agreement. This Agreement constitutes the entire agreement of the parties with respect to the subject matter hereof, and hereby supersedes all prior and existing agreements (written or oral) between the parties.
26. Signatures.

THUS done and signed on this \_\_\_\_ day of \_\_\_\_\_ 2023 before me, Notary Public, and in the presence of the undersigned competent witnesses in the city of \_\_\_\_\_, Parish of \_\_\_\_\_, Louisiana after a thorough reading of the whole.

WITNESSES:

TPCG:

\_\_\_\_\_  
 \_\_\_\_\_

X: \_\_\_\_\_  
 BY: Dr. Jennifer Jackson, CEO, Manager

\_\_\_\_\_  
 NOTARY PUBLIC

THUS done and signed on this \_\_\_\_ day of \_\_\_\_\_ 2023 before me, Notary Public, and in the presence of the undersigned competent witnesses in the city of Houma, Terrebonne Parish, Louisiana after a thorough reading of the whole.

WITNESSES:

TPCG:

\_\_\_\_\_

X: \_\_\_\_\_

BY: GORDON E. DOVE, PARISH PRESIDENT

\_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC