
TERREBONNE PARISH COUNCIL

BUDGET AND FINANCE COMMITTEE

| | |
|--------------------------|---------------|
| Mr. Dirk J. Guidry | Chairman |
| Mr. Carl Harding | Vice-Chairman |
| Mr. Brien Pledger | Member |
| Mr. Gerald Michel | Member |
| Mr. John Amedee | Member |
| Ms. Jessica Domangue | Member |
| Mr. Darrin W. Guidry Sr. | Member |
| Mr. Daniel Babin | Member |
| Mr. Steve Trosclair | Member |



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.

AGENDA

November 13, 2023
5:35 PM

Robert J. Bergeron Government Tower Building
8026 Main Street
2nd Floor Council Meeting Room
Houma, LA 70360

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

1. Approve the co-sponsorship request from the Eastside Day Organization for the Community Thanksgiving Dinner to be held November 19, 2023 from 4:00 p.m. to 7:00 p.m. at the Mechanicville Gym.
2. **RESOLUTION:** To award the Request for Proposals (RFPS) received for RFP #23-EMP-37 Disaster Recovery Services (re-advertisement) to DRC Emergency Services, LLC and Lemoine Disaster Services, LLC and authorizing the Parish President and/or his designee to execute the contracts and to provide for related matters.

3. **RESOLUTION:** Concurring with Parish Administration to award RFP 23-FIRE-75 Purchase of One (1) New/Unused 75' Aerial Ladder Fire Apparatus with Pump to Sunbelt Fire Inc.
4. **RESOLUTION:** Concurring with Parish Administration to award Bid 23-PLAN-76 Contract for Grass Cutting of Offensive Accumulations and Trash Removal to N.E.A.T. LLC.
5. Introduce an ordinance to authorize the Terrebonne Parish President to execute on behalf of the Terrebonne Parish Consolidated Government an intergovernmental agreement with the Houma City Court to grant Houma City Court a right of use of TPCG's building situated at 8046 Main Street, Houma, Louisiana, 70360 in consideration for Houma City Court's continued operation in the parish and call a public hearing on said matter on Wednesday, November 29, 2023, at 6:30 p.m.
6. Introduce 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. Road Lighting District 2, \$50,000
II. Houma Fire Department, \$100,000
III. City Court, \$354,164
IV. Emergency Preparedness Department-EMPG, \$29,747
and calling a public hearing on said matter on November 29, 2023, at 6:30 pm
7. To review the 2024 Proposed Budget for the following departments/agencies:
District Attorney
Criminal Court Fund
Clerk of Court
Dedicated Emergency Fund
Office of Coastal Restoration/Preservation
Sales Tax Fund
Terrebonne Levee & Conservation District
Bayou Country Sports Park
Civic Center
Debt Service Funds
City Marshal
Health Unit
Mental Health
Risk Managment
Group Insurance
Human Resources
Parish Farm Agent
8. Adjourn

Category Number:
Item Number:



Monday, November 13, 2023

Item Title:

INVOCATION

Item Summary:

INVOCATION

Category Number:
Item Number:



Monday, November 13, 2023

Item Title:

PLEDGE OF ALLEGIANCE

Item Summary:

PLEDGE OF ALLEGIANCE

Category Number:
Item Number: 1.



Monday, November 13, 2023

Item Title:

Co-sponsorship - Community Thanksgiving Dinner

Item Summary:

Approve the co-sponsorship request from the Eastside Day Organization for the Community Thanksgiving Dinner to be held November 19, 2023 from 4:00 p.m. to 7:00 p.m. at the Mechanicville Gym.

ATTACHMENTS:

| Description | Upload Date | Type |
|---------------------------|--------------------|-------------|
| Cosponsorship Application | 10/27/2023 | Application |

From: rashadrainey15@gmail.com
To: [Leilani Adams](#); [Tammy Triggs](#); [Keith Hampton](#); [Cheryl Lirette](#)
Subject: New Co-Sponsorship Application - Terrebonne Parish Consolidated Government
Date: Tuesday, October 24, 2023 12:06:44 PM



Co-Sponsorship Application

A new co-sponsorship application has been submitted through the Parish website.

Requesting Use Yes
of the Parish
Seal?

Event Name: Community Thanksgiving Dinner
Location: 2814 Percy Gabriel In. Houma, La 70363 Mechanicville Gym
Date(s) of 11/19/2023 (4:00 PM - 7:00 PM)
Event:

Reason for Co-Sponsorship: This is a community service event open to the public. We will prepare a thanksgiving style menu to serve to the community in a dine in fashion. The purpose of this event is for community involvement. This is a time to give thanks and support those who may not have a large family during these times.

Services /
Resources
Needed: Insurance

Additional Non-profit organization? YES
Details Selling Tickets? NO

Organization: Eastside Day

Authorized Rashad Rainey (*Director*)
Representative:

Contact Person: *** Same as above ***

Mailing 47 Killarney Loop

Address: Houma, LA 70363

Daytime Phone (985) 860-2532

Number:

E-mail: rashadrainey15@gmail.com

This email is sent by an automated process for an Online Co-Sponsorship Request submission. If you have any questions, please contact our Information Technology team at development@tpcg.org. Thank you!



Monday, November 13, 2023

Item Title:

RESOLUTION, to award the Request for Proposals (RFPS) received for RFP #23-EMP-37 Disaster Recovery Services (re-advertisement) to DRC Emergency Services, LLC and Lemoine Disaster Services, LLC

Item Summary:

RESOLUTION: To award the Request for Proposals (RFPS) received for RFP #23-EMP-37 Disaster Recovery Services (re-advertisement) to DRC Emergency Services, LLC and Lemoine Disaster Services, LLC and authorizing the Parish President and/or his designee to execute the contracts and to provide for related matters.

ATTACHMENTS:

| Description | Upload Date | Type |
|--------------------|--------------------|-------------------|
| Exec Summary | 11/3/2023 | Executive Summary |
| Resolution | 11/3/2023 | Resolution |
| Proposal Forms | 11/3/2023 | Backup Material |



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

RESOLUTION, to award the Request for Proposals (RFPs) received for RFP #23-EMP-37 Disaster Recovery Services (re-advertisement) to DRC Emergency Services, LLC and Lemoine Disaster Services, LLC and authorizing the Parish President and/or his designee to execute the contracts and to provide for related matters.

PROJECT SUMMARY (200 WORDS OR LESS)

This is to provide disaster recovery services.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

Contracts would be activated should a hurricane, tornado, ice storm, or other emergency event impact Terrebonne Parish and require response beyond the capability of local resources which includes additional products, services and personnel resources.

TOTAL EXPENDITURE

NONE- Until Contract is Activated

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

IF YES AMOUNT
BUDGETED:

Requirements Contract

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

1

2

3

4

5

6

7

8

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Sharon Ellis

Sharon Ellis, Purchasing/Warehouse Manager

November 3, 2023

Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO: _____

RESOLUTION, to award the Request for Proposals (RFPS) received for RFP #23-EMP-37 Disaster Recovery Services (re-advertisement) to DRC Emergency Services, LLC and Lemoine Disaster Services, LLC and authorizing the Parish President and/or his designee to execute the contract and to provide for related matters.

WHEREAS, proposals were received on September 20, 2023, for Disaster Recovery Services (re-advertisement), and

WHEREAS, after reviewing the proposals submitted, it is recommended that a contract be awarded to DRC Emergency Services, Inc and Lemoine Disaster Services, LLC, , and

WHEREAS, the Parish Administration concurs with this recommendation and recommends the contract be awarded to DRC Emergency Services, LLC and Lemoine Disaster Service, LLC, and

NOW, THEREFORE BE IT RESOLVED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the recommendation of the Parish President be and is hereby authorized to contract for Disaster Recovery Services with DRC Emergency Service, LLC and Lemoine Disaster Service, LLC in accordance with the proposals submitted on September 20, 2023.

BE IT FURTHER RESOLVED that the Parish President and/or his designee and all other appropriated parties be, and they are hereby authorized to execute any and all contract documents associated herewith.

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING:

ABSENT:

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

ATTACHMENT
OFFICIAL PROPOSAL FORM
PROPOSAL # 23-EMP-37 Disaster Recovery Services
(Re-advertisement)

Proposers must acknowledge all addenda. The proposer acknowledges receipt of the following ADDENDA: (Enter the number assigned to each addendum on the following line) 1.

SUBMITTED BY: Kristy Fuentes

PROPOSER: DRC Emergency Services, LLC

SIGNED: 

NAME (PRINT): Kristy Fuentes

TITLE: Vice President/Secretary/Treasurer

ADDRESS: 111 Veterans Boulevard, Suite 401

CITY / STATE: Metairie, LA

TELEPHONE: (888) 721-4372

FAX: (504) 482-2852

EMAIL ADDRESS: Kfuentes@drcusa.com


**** Signature Authorization. (Required) Written evidence of the person signing the proposal shall be submitted at the time of submission.**

ATTACHMENT
OFFICIAL PROPOSAL FORM
PROPOSAL # 23-EMP-37 Disaster Recovery Services
(Re-advertisement)

Proposers must acknowledge all addenda. The proposer acknowledges receipt of the following **ADDENDA: (Enter the number assigned to each addendum on the following line)** 1 .

SUBMITTED BY: Robert "Mike" Rice

PROPOSER: Lemoine Disaster Recovery, L.L.C.

SIGNED: 

NAME (PRINT): Robert "Mike" Rice

TITLE: President of LEMOINE Disaster Services

ADDRESS: 1200 Brickyard Ln., Ste. 300

CITY / STATE: Baton Rouge, LA 70802

TELEPHONE: (225) 383-3710

FAX: (225) 383-3978

EMAIL ADDRESS: disaster@1lemoine.com

**** Signature Authorization. (Required) Written evidence of the person signing the proposal shall be submitted at the time of submission.**

ATTACHMENT
OFFICIAL PROPOSAL FORM
PROPOSAL # 23-EMP-37 Disaster Recovery Services
/(Re-advertisement)

/Proposers must acknowledge all addenda. The proposer acknowledges receipt of the following ADDENDA: (Enter the number assigned to each addendum on the following line) Addenda 1 23EMP37 9/8/2023

SUBMITTED BY: Cotton Commercial USA Inc

PROPOSER: Cotton Commercial USA Inc

SIGNED: 

NAME (PRINT): James Scaife

TITLE: President

ADDRESS: 5443 Katy Hockley Cut Off Road

CITY / STATE: Katy, Tx 77493

TELEPHONE: (877) 427-4927

FAX: () N/A

EMAIL ADDRESS: JamesS@cottonteam.com

**** Signature Authorization. *(Required)* Written evidence of the person signing the proposal shall be submitted at the time of submission.**

ATTACHMENT
OFFICIAL PROPOSAL FORM
PROPOSAL # 23-EMP-37 Disaster Recovery Services
(Re-advertisement)

Proposers must acknowledge all addenda. The proposer acknowledges receipt of the following ADDENDA: (Enter the number assigned to each addendum on the following line) No. 1_

SUBMITTED BY: Rachel Hutchinson

PROPOSER: Grand Isle Shipyard, LLC

SIGNED: 

NAME (PRINT): Brad Pregeant

TITLE: Vice President

ADDRESS: 18838 Highway 3235

CITY / STATE: Galliano, LA 70354

TELEPHONE: (985) 475-5238

FAX: (985) 475-7014

EMAIL ADDRESS: proposals@gisy.com

**** Signature Authorization. (Required) Written evidence of the person signing the proposal shall be submitted at the time of submission.**

**ATTACHMENT
OFFICIAL PROPOSAL FORM
PROPOSAL # 23-EMP-37 Disaster Recovery Services
(Re-advertisement)**

Proposers must acknowledge all addenda: The proposer acknowledges receipt of the following **ADDENDA: (Enter the number assigned to each addendum on the following line)** Addenda 1, Exhibit B - Revised, Proposal Packet_____.

SUBMITTED BY: Nichol C. Palumbo_____

PROPOSER: AFIMAC US Inc._____

SIGNED: _____


NAME (PRINT): Joe Schollaert_____

TITLE: President & CEO_____

ADDRESS: 15830 Foltz Parkway_____

CITY / STATE: Strongsville, OH_____

TELEPHONE: (440) 878-7616_____

FAX: (440) 878-7673_____

EMAIL ADDRESS: jschollaert@afimacglobal.com_____

**** Signature Authorization. (Required) Written evidence of the person signing the proposal shall be submitted at the time of submission.**

Category Number:
Item Number: 3.



Monday, November 13, 2023

Item Title:

RESOLUTION: Award RFP 23-FIRE-75 Purchase of One (1) New/Unused 75' Aerial Ladder Fire Apparatus with Pump to Sunbelt Fire Inc.

Item Summary:

RESOLUTION: Concurring with Parish Administration to award RFP 23-FIRE-75 Purchase of One (1) New/Unused 75' Aerial Ladder Fire Apparatus with Pump to Sunbelt Fire Inc.

ATTACHMENTS:

| Description | Upload Date | Type |
|--------------------|--------------------|-------------------|
| Executive Summary | 11/7/2023 | Executive Summary |
| Resolution | 11/7/2023 | Resolution |
| Support Material | 11/7/2023 | Backup Material |



EXECUTIVE SUMMARY
(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

RESOLUTION: Award RFP 23-FIRE-75 Purchase of One (1) New/Unused 75' Aerial Ladder Fire Apparatus with Pump to Sunbelt Fire Inc.

PROJECT SUMMARY (200 WORDS OR LESS)

To contract with Sunbelt Fire Inc. for the Purchase of One (1) 75' Aerial Ladder Fire Apparatus with Pump

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

The new fire truck will replace unit 413 a 2000 E-One 75' ladder truck

TOTAL EXPENDITURE

\$1,199,105.00

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

☐ ACTUAL

☐ ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

☐ N/A

☐ NO

☒ YES

IF YES, AMOUNT
BUDGETED:

\$1,250,000.00

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

☒ PARISHWIDE

☐ 1

☐ 2

☐ 3

☐ 4

☐ 5

☐ 6

☐ 7

☐ 8

☐ 9

Sharon Ellis

11-7-2023

Sharon Ellis, Purchasing/Warehouse Manager

Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO: 23-

A resolution authorizing the Terrebonne Parish Consolidated Government (TPCG) to contract with Sunbelt Fire Inc. for Request for Proposal (RFP) 23-FIRE-75 Purchase of One (1) New/Unused 75' Aerial Ladder Fire Apparatus with Pump for the Houma Fire Department

WHEREAS, one submittal was received by the TPCG on October 31, 2023 for the RFP 23-FIRE-75 Purchase of One (1) New/Unused 75' Aerial Ladder Fire Apparatus with Pump for the Houma Fire Department, and

WHEREAS, after careful review by the Purchasing Division and the Houma Fire Department , it has been determined that Sunbelt Fire Inc. complied with the requirements and specifications of the RFP, and recommends the acceptance of their submittal in the amount of One Million, One Hundred Ninety-Nine Thousand, One Hundred and Five Dollars (\$1,199,105.00), and

WHEREAS, Parish Administration concurs with the recommendation that Sunbelt Fire Inc. be awarded for RFP 23-FIRE-75 Purchase of One (1) New/Unused 75' Aerial Ladder Fire Apparatus with Pump at the aforementioned price, as per attached documents.

NOW, THEREFORE BE IT RESOLVED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the recommendation of Parish Administration be accepted and hereby authorized the contract for the 75' Aerial Ladder Fire Apparatus, as per attached documents.

BE IT FURTHER RESOLVED that the Parish President or his designee and all other appropriate parties be hereby authorized to execute all contract documents associated herewith.

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING:

ABSENT:

The Chairman declared the resolution adopted this _____ day of _____, 2023

Bid Cover Sheet

Bid Name: RFP 23-FIRE-75 Purchase of One (1) New/Unused 75' Aerial Ladder Fire Apparatus with Pump

Bid(s) Received: 1

Bid Date: 10/31/2023

Bids Opened By: Gina Bergeron

| Bidder's Name: | Amount: | Check: | Bond: |
|-------------------|----------------|--------|-----------|
| Sunbelt Fire Inc. | \$1,199,105.00 | | 119910.50 |

Award Bid To: _____ **Amount:** .00

Purshasing Department Comments:

One proposal was submitted. After careful review by the evaluation team, it has been determined that the submittal of Sunbelt Fire Inc. meets the minimum requirements and adheres to the specifications of the RFP. The file is being circulated for further approval per the results of the evaluation.



Purchasing Bid Form Listing > Maintenance Bid: '8037'

[-< Return to List](#)[Approval Details](#)[Printer Version](#)

Bid Form Id: 8037

Bid Name: RFP 23-FIRE-75 Purchase of One (1) New/Unused 75' Aerial La

* Bids Opened By: Gina Bergeron

* Department: Public Safety

* Division:

Bid Type: Bid Cover Sheet

Approval Sequence: 1. Department Head - approved on 11/06/2023 by chenry

2. Chief Financial Officer - approved on 11/06/2023 by kmauldin

3. Parish Manager - approved on 11/06/2023 by mctoups

4. Parish President - approved on 11/06/2023 by ladams

5. Purchasing Manager - approved on 11/06/2023 by purh08

* Date: 10/31/2023 (mm/dd/yyyy)

Related RFB: New 75' Ladder Truck to replace current apparatus that is a 2000 75' L... 

Charge Account: 204-222-8914-02

Estimated Price: 1250000.00

Amount Budgeted: .00

Status: Complete

Comments: One proposal was submitted. After careful review by the evaluation team, it has been determined that the submittal of Sunbelt Fire Inc. meets the minimum requirements and adheres to the specifications of the RFP. The file is being circulated for further approval per the results of the evaluation.



Award Bid

To:

Award Amount: .00

Bidders:

* Name: Sunbelt Fire Inc.

* Amount: 1199105.00

[Remove Bidder Entry](#)

* Check: 0
* Bond: 119910.50

Add New Bidder

Additional Departments

| Department | Division | ChargeAccount |
|------------|----------|---------------|
|------------|----------|---------------|

Documents:

[DOC110623-11062023084212.pdf](#) - Added By
Gina Bergeron (purh05)

Evaluation Score Sheet and
RFP documents

Edit

Delete

Add New Document

Save Changes

* Denotes required fields.

Bid added by Gina Bergeron on 11/06/2023

RFP 23-FIRE-75 Purchase of One (1) New/Unused 75' Aerial Ladder Fire Apparatus with Pump

Evaluation Committee Score Sheet

| Category / Description | Points Available | Sunbelt Fire Inc. |
|--------------------------------|------------------|-------------------|
| Adherence to the Specification | 40 | 40 |
| Technical Approach | 10 | 10 |
| References | 10 | 10 |
| Price Proposal | 40 | 35 |
| Total Score: | | 95 |

Committee Members:

X Chief Comy Hany

X for the

X Sharon Ellis

X Line in. Baze

"Official Price Proposal Form"

RFP 23-FIRE-75 Purchase of One (1) New/Unused 75' Aerial Ladder Fire Apparatus with Pump

Delivery of the Fire Apparatus shall be made in 1020 Calendar Day After Receipt of Order (ARO)

| Item # | Qty. | Item Description | Make/Model/Brand Proposed | Unit Price |
|--------|------|--|---|------------------------|
| 1 | 1 | Purchase of One (1) New/Unused 75' Aerial Ladder Fire Apparatus with Pump | E-ONE HP75 Aerial Ladder on a Custom E-ONE Typhoon Chassis | \$ <u>1,199,105.00</u> |

Pricing Written in Words: One Million One Hundred Ninty-nine Thousand One Hundred Five Dollars and Zero Cents

Proposers must acknowledge all addenda. The proposer acknowledges receipt of the following
ADDENDA: (Enter the number assigned to each addendum on the following line)

CORPORATE RESOLUTION

BE IT RESOLVED by the Board of Directors of Sunbelt Fire, Inc. in a meeting duly assembled,

that Matthew G. Nettles (name),

Chief Financial Officer (title), of the Corporation, be, and is hereby authorized, empowered, and directed for and on behalf of the Corporation to negotiate for and sign any and all bid proposals and/or contracts which this Corporation might enter into for the furnishing of services for the Corporation under such terms, conditions, and stipulations, and for such consideration as he might deem to be the best interest of the Corporation.

I, Lisa McLendon (name), Secretary of Sunbelt Fire, Inc., do hereby certify that the above and foregoing is a true and correct copy of Resolution unanimously adopted at a meeting of the Board of Directors of said Corporation held on the 27th day of October, 2023, at which meeting all members of the Board of Directors were present and voted thereon and that said Resolution has been spread upon the minute books of the Corporation, and the same is now in full force and effect.

WITNESS MY SUGNATURE this 27th day of October, 2023 at
Fairhope, Alabama :

Lisa McLendon

Secretary



Louisiana
**SECRETARY
OF STATE**
R. KYLE ARDOIN

(<https://www.sos.la.gov/Pages/default.aspx>)

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| Name | Type | City | Status |
|--------------------|--------------------------------------|----------|--------|
| SUNBELT FIRE, INC. | Business Corporation (Non-Louisiana) | FAIRHOPE | Active |

Previous Names

SUNBELT FIRE APPARATUS, INC. (Changed: 6/30/2003)

Business: SUNBELT FIRE, INC.

Charter Number: 34899828F

Registration Date: 3/2/2000

Domicile Address

8050 MCGOWIN DR.
FAIRHOPE, AL 36532

Mailing Address

8050 MCGOWIN DR.
FAIRHOPE, AL 36532

Principal Business Office

8050 MCGOWIN DR.
FAIRHOPE, AL 36532

Registered Office in Louisiana

2466 BAYOU BLUE ROAD
HOUMA, LA 70364

Principal Business Establishment in Louisiana

2466 BAYOU BLUE RD
HOUMA, LA 70364

Status

Status: Active

Annual Report Status: In Good Standing

Qualified: 3/2/2000

Last Report Filed: 2/2/2023

Type: Business Corporation (Non-Louisiana)

Registered Agent(s)

| | |
|--------------------------|----------------------|
| Agent: | TOMMY CHAMPAGNE |
| Address 1: | 2466 BAYOU BLUE ROAD |
| City, State, Zip: | HOUMA, LA 70364 |
| Appointment Date: | 3/2/2000 |

Session Warning: Your Session will expire in 4:38

Additional Officers: No

Officer(s)
Officer: SLADE M. MCLENDON, SR.
Title: Officer
Address 1: 500 MYRTLE AVE.
City, State, Zip: FAIRHOPE, AL 36532

Officer: THOMAS E. MCLENDON, III
Title: Director
Address 1: 18269 COLONY DRIVE
Address 2: UNIT 801
City, State, Zip: FAIRHOPE, AL 36532

Officer: RHONDA J. MCLENDON
Title: Director
Address 1: 602 BON SECOUR
City, State, Zip: FAIRHOPE, AL 36532

Officer: LISA MCLENDON
Title: Secretary/Treasurer
Address 1: 416 FORESTER AVE
City, State, Zip: FAIRHOPE, AL 36532

Amendments on File (1)

| Description | Date |
|-------------|-----------|
| Name Change | 6/30/2003 |

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Business Structure Form

SUBMITTED ON, 27 Oct 2023

If Proposer is:

An Individual

By: _____ (SEAL)
(Firm's Name)

(Authorized Representative Name)

(Signature)

A Corporation

By: Sunbelt Fire, Inc (SEAL)
(Corporation's Name)

Alabama
(State of Incorporation)

Matthew Nettles, CFO
(Authorized Representative Name and Title)

Mark C. Nettles, CPA
(Signature)

Attest: Bisa McHendon (Corporate Seal)
(Secretary)

Date of qualification to do business is 8/22/1983

A Joint Venture or Partnership

By _____ (SEAL)
(Name)

(Signature)

(Address)

(Address)

Category Number:
Item Number: 4.



Monday, November 13, 2023

Item Title:

RESOLUTION: Award Bid 23-PLAN-76 Contract for Grass Cutting of Offensive Accumulations and Trash Removal to N.E.A.T. LLC

Item Summary:

RESOLUTION: Concurring with Parish Administration to award Bid 23-PLAN-76 Contract for Grass Cutting of Offensive Accumulations and Trash Removal to N.E.A.T. LLC.

ATTACHMENTS:

| Description | Upload Date | Type |
|--------------------|--------------------|-------------------|
| Executive Summary | 11/7/2023 | Executive Summary |
| Resolution | 11/7/2023 | Resolution |
| Support Material | 11/7/2023 | Backup Material |



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

RESOLUTION: Award Bid 23-PLAN-76 Contract for Grass Cutting of Offensive Accumulations and Trash Removal to N.E.A.T. LLC

PROJECT SUMMARY (200 WORDS OR LESS)

To contract with N.E.A.T. LLC for Bid 23-PLAN-76 Contract for Grass Cutting of Offensive Accumulations and Trash Removal at the unit prices on the attached listing

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

To protect the health, safety and welfare of the general public. The contractor will furnish labor, supplies, and equipment for the cutting of grass and cleaning of debris / trash from lots and open land throughout the Parish by authorization of TPCG Ordinance # 8126.

TOTAL EXPENDITURE

The total expenditure, using unit prices, will be based on the number of work orders issued and the extent of work each property requires for the size and severity of accumulation

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECTALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

☒ YES

IF YES AMOUNT
BUDGETED:

\$140,000.00

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

☒ PARISHWIDE

1

2

3

4

5

6

7

8

9

Sharon Ellis

11-7-2023

Sharon Ellis, Purchasing/Warehouse Manager

Date

OFFERED BY:

SECONDED BY:

RESOLUTION NO. _____

WHEREAS, on November 6, 2023 bids were received by the Terrebonne Parish Consolidated Government (TPCG) for Bid 23-PLAN-76 Contract for Grass Cutting of Offensive Accumulations and Trash Removal for the Nuisance Abatement Division of the Planning and Zoning Department, and

WHEREAS, after careful review by the Purchasing Division and the Nuisance Abatement Division it has been determined that the sole bid of N.E.A.T. LLC is qualified and should be accepted for unit prices on the attached listing, and

WHEREAS, The initial contract term shall be for a one (1) year period from or about January 5, 2024 or the date noted within the Notice of Award. Subject to the availability of funds appropriated, the contract may be extended, at TPCG's option, for two (2) additional one (1) year periods provided there is no change in the terms, conditions, specifications, and pricing structure. Such an extension may be granted if the contractor has adequately performed in accordance with the requirements of the contract during the initial term, and

WHEREAS, Parish Administration has concurred with the recommendation that the bid of N.E.A.T. LLC be accepted for Bid 23-PLAN-76 Contract for Grass Cutting of Offensive Accumulations and Trash Removal as per attached documents.

NOW, THEREFORE BE IT RESOLVED by Terrebonne Parish Council (Budget and Finance Committee), on behalf of the Terrebonne Parish Consolidated Government, that the recommendation of the Parish Administration be accepted for grass cutting and trash removal of offensive accumulations as per attached documents.

BE IT FURTHER RESOLVED, that the Parish President or his designee and all other appropriate parties be hereby authorized to execute all contract documents associated herewith.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:

ABSENT:

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

Bid Cover Sheet

Bid Name: Bid 23-PLAN-76 Contract for Grass Cutting of Offensive Accumulations and Trash Removal

Bid(s) Received: 1

Bid Date: 11/06/2023

Bids Opened By: Gina Bergeron

| Bidder's Name: | Amount: | Check: | Bond: |
|----------------|-------------|--------|-------|
| N.E.A.T. LLC | \$28,372.50 | | 0.00 |

Award Bid To:

Amount: .00

Purshasing Department Comments:

One bid was submitted. The sole bidder, N.E.A.T. LLC, provided all the proper documentation as required by the "Instructions for Bidders." The file is being forwarded to the requesting Division for review and award recommendation.



Purchasing Bid Form Listing > Maintenance Bid: '8038'

[<- Return to List](#)[Approval Details](#)[Printer Version](#)

Bid Form Id: 8038

Bid Name: Bid 23-PLAN-76 Contract for Grass Cutting of Offensive Accumu

* Bids Opened By: Gina Bergeron

* Department: Planning and Zoning

* Division:

Bid Type: Bid Cover Sheet

Approval Sequence:

1. Division Head - approved on 11/06/2023 by perm04
2. Department Head - approved on 11/06/2023 by perm04
3. Chief Financial Officer - approved on 11/07/2023 by kmauldin
4. Parish Manager - approved on 11/07/2023 by mctoups
5. Parish President - approved on 11/07/2023 by ladams
6. Purchasing Manager - approved on 11/07/2023 by purh08

* Date: 11/06/2023 (mm/dd/yyyy)

Related RFB: Code enforcement grass cutting, junk, and trash removal on improved an...

Charge Account: 151-195-8353-16

Estimated Price: 140000.00

Amount Budgeted: .00

Status: Complete

Comments: One bid was submitted. The sole bidder, N.E.A.T. LLC, provided all the proper documentation as required by the "Instructions for Bidders." The file is being forwarded to the requesting Division for review and award recommendation.



Award Bid To:

Award Amount: .00

Bidders:

* Name: N.E.A.T. LLC

[Remove Bidder Entry](#)

* Amount: 28372.50

* Check: 0

* Bond: 0.00

Add New Bidder

Additional Departments

| Department | Division | ChargeAccount |
|------------|----------|---------------|
|------------|----------|---------------|

Documents:

[DOC110623-11062023135017.pdf](#) - Added By Gina
Bergeron (purh05)

Bid Documents with
pricing

Edit

Delete

Add New Document

Save Changes

* Denotes required fields.

Bid added by Gina Bergeron on 11/06/2023

OFFICIAL BID FORM

SECTION "A"

TO: TPCG Planning & Zoning
Grass Cutting of Offensive Accumulations
Post Office Box 2768
Houma, LA 70361

FROM: N.E.A.T. LLC
Owner- David Lyons

PHONE: 985 860-5327
EMAIL: CaptaineDavid@gmail.com

Bid 23-PLAN-76 Contract for Grass Cutting of Offensive Accumulations and Trash Removal

The undersigned bidder hereby declares and represents that she/he; a) has carefully examined and understands the Bidding Documents, b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) hereby proposes to provide all labor, equipment, materials and supplies to accomplish the services required herein, all in strict accordance with the Bidding Documents prepared by: *TPCG Purchasing Division and dated September 2023.*

Bidders must acknowledge all addenda. The Bidder acknowledges receipt of the following **Addenda: (Enter the number assigned to each of the addenda that the Bidder is acknowledging)**

NAME OF BIDDER: David Lyons

ADDRESS OF BIDDER: 9076 Main ST.
Houma La 70360

NAME OF AUTHORIZED SIGNATORY BIDDER (type or print): David Lyons

SIGNATURE OF AUTHORIZED SIGNATORY BIDDER David Lyons

TITLE OF AUTHORIZED SIGNATORY BIDDER: Owner

DATE: 11-4-23

Signature Authorization. (Required by ALL bidders) Written evidence of the person signing the bid SHALL be submitted at the time of bidding, in accordance with LA R.S. 38:2212(B)(5)

OFFICIAL BID FORM
SECTION "A" (continued)
Bid Prices

Company Name: N.E.A.T. LLC.

| Item No. | Estimated Hours | Item Description | Unit Price | Extended Price |
|---|-----------------|--|-----------------|--------------------|
| 1 | 200 | Labor for trash picking and associated duties | \$ <u>32.50</u> | \$ <u>6,500</u> |
| EXTENDED PRICE OF ITEM 1 Written in Words: <u>Six Thousand Five Hundred Dollars</u> | | | | |
| 2 | 50 | Front end Loader (1/2 cubic Yard bucket minimum) or Equivalent with Operator | \$ <u>56.75</u> | \$ <u>2,837.50</u> |
| 3 | 300 | Tractor w/Bush hog (5' minimum width) or Equivalent with Operator | \$ <u>42.50</u> | \$ <u>12,750</u> |
| 4 | 50 | Dump Truck (8 cubic yards minimum) with Driver | \$ <u>25.00</u> | \$ <u>1,250.00</u> |
| 5 | 100 | Riding Lawn Mower (10 H.P. minimum) with Operator | \$ <u>25.00</u> | \$ <u>2,500.00</u> |
| 6 | 50 | Push Lawn Mower (3.5 H.P. minimum) with Operator | \$ <u>3.50</u> | \$ <u>175.00</u> |
| 7 | 10 | D-4 Bulldozer or equivalent with Operator | \$ <u>1.00</u> | \$ <u>10.00</u> |
| 8 | 50 | Weed Eater or Edger with Operator | \$ <u>37.50</u> | \$ <u>1,875.00</u> |
| 9 | 10 | Excavator: 0-50 HP with operator | \$ <u>25.00</u> | \$ <u>250.00</u> |
| 10 | 10 | Skid Steer with Bush Hog with operator | \$ <u>20.00</u> | \$ <u>200.00</u> |
| 11 | 1 | Mobilization/Show-up Fee | \$ <u>25.00</u> | \$ <u>25.00</u> |
| 12 | As required | All other tools/supplies at no cost to TPCG | N/C | N/C |

OFFICIAL BID FORM
SECTION "A" (continued)
Bid Prices

Company Name: N.E.A.T. LLC.

EXTENDED PRICE of ITEMS 2-11 (Written Numerically) \$ 21,872.50

EXTENDED PRICE of ITEMS 2-11 (Written in Words) Twenty one thousand
eight Hundred seventy Two Dollars & Fifty cents

TOTAL BID AMOUNT OF ALL ITEMS COMBINED: ITEMS 1-11 (Written Numerically) \$ 28,372.50

TOTAL BID AMOUNT OF ALL ITEMS COMBINED: ITEMS 1-11 (Written in Words) Twenty Eight
thousand three Hundred seventy two Dollars & Fifty cents

The quantities referenced are estimated. In the event a greater or lesser quantity is needed, the TPCG reserves the right to increase or decrease the amount, at the unit price stated in the bid.

R. Kyle Ardoin
Secretary of State



LIMITED LIABILITY COMPANY

ANNUAL REPORT

For Period Ending
6/16/2023



42695826K



2023

Mailing Address Only (INDICATE CHANGES TO THIS ADDRESS IN THIS BOX)

42695826 K
N.E.A.T. LAWN AND PRESSURE WASHING SERVICE L.L.C.

C/O DAVID LYONS
9076 MAIN ST.
HOUMA, LA 70363

1

(INDICATE CHANGES TO THIS ADDRESS IN THIS BOX)

Registered Office Address in Louisiana (Do not use P. O. Box)
9076 MAIN ST.
HOUMA, LA 70363

Federal Tax ID Number

82-1938994

Our records indicate the following registered agents for the company. Indicate any changes or deletions below. All agents must have a Louisiana address. Do not use a P. O. Box. **A**

NEW REGISTERED AGENT REQUIRES A NOTARIZED SIGNATURE

DAVID LYONS
9076 MAIN ST. HOUMA, LA 70363

I hereby accept the appointment of registered agent(s).

Sworn to and subscribed before me on
NOTARY NAME MUST BE TYPED OR PRINTED WITH NOTARY #

New Registered Agent Signature

Notary Signature

Date

This report reflects a maximum of three members/managers for the company. Indicate any changes or deletions below. Include a listing of all names and addresses. Do not use a P. O. Box. If additional space is needed attach an addendum. *Officer titles, such as president or secretary are not acceptable.*

DAVID LYONS
9076 MAIN ST. HOUMA, LA 70363

Member

The filing of a false public record, with the knowledge of its falsity, is a crime, subjecting the filer to the fine or imprisonment or both under R.S. 14:133.

| | | | | |
|---|--|---|-----------------------|--------------------|
| SIGN → | To be signed by a manager, member, or agent Davidlyons (SIGNED ELECTRONICALLY) | Title Owner | Phone | Date 11/05/2023 |
| | Signee's address | Email Address ON FILE | (For Office Use Only) | |
| Enclose filing fee of \$30.00 Make remittance payable to Secretary of State Do Not Send Cash Do Not Staple web site: www.sos.louisiana.gov | | Return by: 6/16/2023 To: Commercial Division P. O. Box 94125 Baton Rouge, LA 70804-9125 Phone (225) 925-4704 | | 1 |

UNSIGNED REPORTS WILL BE RETURNED



LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN DVM, COMMISSIONER

Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3002, Baton Rouge, LA 70806, (225) 952-8100, FAX (225) 923-3760

HORTICULTURE REGISTRATION: DAVID B LYONS SR

Date: 12/29/2022

LICENSE(S): LANDSCAPE HORTICULTURIST 23-4585

LDAF ID: 170158

Please verify information for correctness. If changes are necessary, make corrections and promptly return to issuing agency.

21

LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN DVM, COMMISSIONER

Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3002, Baton Rouge, LA 70806, (225) 952-8100, FAX (225) 923-3760

Be it known, that effective 2/1/2023 through 1/31/2024 having complied with all relevant requirements of the Louisiana Revised Statutes, the individual named below is hereby licensed in the following profession(s):

LICENSE(S): LANDSCAPE HORTICULTURIST 23-4585

DAVID B LYONS SR
9076 MAIN ST
HOUMA LA 70363

DISPLAY IN A PROMINENT PLACE.

LDAF ID: 170158

Commissioner





Monday, November 13, 2023

Item Title:

Right of Use - City Court

Item Summary:

Introduce an ordinance to authorize the Terrebonne Parish President to execute on behalf of the Terrebonne Parish Consolidated Government an intergovernmental agreement with the Houma City Court to grant Houma City Court a right of use of TPCG's building situated at 8046 Main Street, Houma, Louisiana, 70360 in consideration for Houma City Court's continued operation in the parish and call a public hearing on said matter on Wednesday, November 29, 2023, at 6:30 p.m.

ATTACHMENTS:

| Description | Upload Date | Type |
|--------------------|--------------------|-------------------|
| Executive Summary | 11/7/2023 | Executive Summary |
| Ordinance | 11/7/2023 | Ordinance |
| Backup | 11/7/2023 | Backup Material |



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

| PROJECT TITLE |
|---|
| Right of Use Agreement – Houma City Court |

| PROJECT SUMMARY (200 WORDS OR LESS) |
|--|
| An ordinance to authorize the Terrebonne Parish President (or administration) to execute on behalf of the Terrebonne Parish Consolidated Government an intergovernmental agreement with the Houma City Court to grant Houma City Court a right of use of TPCG's building situated at 8046 Main Street, Houma, Louisiana, 70360 in consideration for Houma City Court's continued operation in the parish |

| PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS) |
|--|
| See Above |

| TOTAL EXPENDITURE | | | |
|--|----|------------------|-------------------------|
| \$0 | | | |
| AMOUNT SHOWN ABOVE IS: (CIRCLE ONE) | | | |
| ACTUAL | | <u>ESTIMATED</u> | |
| IS PROJECTALREADY BUDGETED: (CIRCLE ONE) | | | |
| N/A | NO | YES | IF YES AMOUNT BUDGETED: |

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

Signature s/Kandace M. Mauldin, CFO

Date 11/7/2023

ORDINANCE NO. _____

AN ORDINANCE TO AUTHORIZE THE TERREBONNE PARISH PRESIDENT (OR ADMINISTRATION) TO EXECUTE ON BEHALF OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT AN INTERGOVERNMENTAL AGREEMENT WITH THE HOUMA CITY COURT TO GRANT HOUMA CITY COURT A RIGHT OF USE OF TPCG'S BUILDING SITUATED AT 8046 MAIN STREET, HOUMA, LOUISIANA, 70360 IN CONSIDERATION FOR HOUMA CITY COURT'S CONTINUED OPERATION IN THE PARISH

WHEREAS, La. R.S. 33:1324 provides any parish or political subdivision of the state may make agreements among themselves to engage jointly in the construction or improvement of any public project or the promotion and maintenance of any undertaking provided that at least one of the participants to the agreement is authorized by law to complete the undertaking; and

WHEREAS, Section 1-05 of the Terrebonne Parish Charter in its pertinent part provides that "The parish government shall have and exercise such other powers, rights, privileges, immunities, authority and functions not inconsistent with this charter as may be conferred on or granted to a local governmental subdivision by the constitution and general laws of the state, and more specifically, the parish government shall have and is hereby granted the right and authority to exercise any power and perform any function necessary, requisite or proper for the management of its affairs, not denied by this charter, or by general law, or inconsistent with the constitution" and furthermore, Louisiana Constitution Article VI, Section 20, Louisiana Revised Statutes 33:1324 and Section 1-07 of the Terrebonne Parish Charter provides "the parish government is authorized, as provided by state law, to enter into joint service agreements or cooperative efforts with other governmental agencies and political subdivisions"; and,

WHEREAS, pursuant to statute, the Terrebonne Parish Consolidated Government recognizes its legal obligation to provide for a suitable building for the sitting of the Courts within the Parish; and

WHEREAS, TPCG owns the building and facilities at 8046 Main Street, Houma, Louisiana, 70360, in which TPCG provides City Court with office space/facilities to conduct the business of City Court; and

WHEREAS, the above parties believe that this serves a necessary public purpose and that the right of use terms of the agreement attached to this Ordinance and incorporated herein are suitable for the parties to jointly maintain the facilities and services of a City Court in the city of Houma, parish of Terrebonne; and

NOW THEREFORE, be it ORDAINED that

Section I

The Terrebonne Parish President (or Administration) is hereby authorized to execute an intergovernmental agreement on behalf of the TPCG to grant a right of use of the building located at 8046 Main Street, Houma LA 70360, to the Houma City Court for continued operations of a city court in the parish of Terrebonne, under terms and conditions materially similar to those in the attached agreement, subject to approval by the Terrebonne Parish legal department.

Section II

The Parish President (or Administration) is authorized to execute any acts necessary or reasonable to facilitate the grant of right of use of the said facilities to the City Court.

Section III

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

Section IV

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

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

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:

ABSENT:

The chairman declared the ordinance adopted on this, the _____ day of _____ 2023.

Chairwoman
Terrebonne Parish Council

Council Clerk
Terrebonne Parish Council

Date and time delivered to Parish President:

approved _____ vetoed

Gordon E. Dove, Parish President
Terrebonne Parish Consolidated Government

Date and time return to Council Clerk:

I, Council Clerk for Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of an ordinance adopted by the assembled council in regular session on _____ 2023, at which meeting a quorum was present.

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

Council Clerk
Terrebonne Parish Council

STATE OF LOUISIANA

PARISH OF TERREBONNE

**INTERGOVERNMENTAL RIGHT OF USE AGREEMENT
BETWEEN
TERREBONNE PARISH CONSOLIDATED GOVERNMENT
AND HOUMA City Court**

Be it know that on the dates inscribed below, and in the presence of the undersigned Notary(ies) Public, came and appeared:

1. Parties

1.1. **Terrebonne Parish Consolidated Government** (hereinafter “TPCG”), a political subdivision of the state of Louisiana, whose mailing address is PO Box 2768, Houma LA 70361, represented herein by its Parish President, Gordon E. Dove, by virtue of Terrebonne Parish Council Ordinance No. _____, or his duly authorized designee, Michael C. Toups, Parish Manager, by virtue of that certain Act of Designation filed for record in Terrebonne Parish Conveyance Entry No. 1627089; and

1.2. **Houma City Court** (“City Court”), a political subdivision of the State of Louisiana, herein represented by Matthew H. Hagen, Chief Judge of Houma City Court;

who, in order to serve the public for the purposes hereinafter stated, declared, and acknowledged, as follows:

2. Preambles

2.1. WHEREAS, La. R.S. 33:1324 provides any parish or political subdivision of the state may make agreements among themselves to engage jointly in the construction or improvement of any public project or the promotion and maintenance of any undertaking provided that at least one of the participants to the agreement is authorized by law to complete the undertaking; and

2.2. WHEREAS, Section 1-05 of the Terrebonne Parish Charter in its pertinent part provides that “The parish government shall have and exercise such other powers, rights, privileges, immunities, authority and functions not inconsistent with this charter as may be conferred on or granted to a local governmental subdivision by the constitution and general laws of the state, and more specifically, the parish government shall have and is hereby granted the right and authority to exercise any power and perform any function necessary, requisite or proper for the management of its affairs, not denied by this charter, or by general law, or inconsistent with the constitution” and furthermore, Louisiana Constitution Article VI, Section 20, Louisiana Revised Statutes 33:1324 and Section 1-07 of the Terrebonne Parish Charter provides “the parish government is authorized, as provided by state law, to enter into joint service agreements or cooperative efforts with other governmental agencies and political subdivisions”; and,

2.3. WHEREAS, pursuant to statute, the Terrebonne Parish Consolidated Government recognizes its legal obligation to provide for a suitable building for the sitting of the Courts within the Parish; and

2.4. WHEREAS, TPCG owns the building and facilities at 8046 Main Street, Houma, Louisiana, 70360, in which TPCG provides City Court with office space/facilities to conduct the business of City Court; and

2.5. WHEREAS, the above parties believe that this serves a necessary public purpose and that the right of use terms of this agreement are suitable for the parties to jointly maintain the services of a City Court in the city of Houma, parish of Terrebonne; and

2.6. NOW THEREFORE, in consideration of the mutual covenants herein contained, the Terrebonne Parish Consolidated Government and Houma City Court, each represented by the

undersigned, duly authorized to acting herein pursuant to their respective authority, agree to the following:

3. Grant of Right of Use and Term

3.1. TPCG hereby grants City Court the right to use that certain immovable property, and all improvements and facilities thereon, more fully described as:

Lot 179.57' on south side of East Main Street by depth of 214.48' on west side of Gabasse Street being part of Lots 1 and 2, Block 54, Gabasse Addition to City of Houma, in the parish of Terrebonne, state of Louisiana (CB 1973/66);

situated at 8046 Main Street, Houma, Louisiana, 70360, identified by the Terrebonne Parish Tax Assessor as Parcel No. 21724;

hereinafter referred to as "Courthouse."

3.2. TPCG may allocate additional parking spots to City Court in the Government Tower Parking Facility located adjacent to and immediately behind the Courthouse based on need. Any parking spots so allocated shall be included under the definition of "Courthouse" for purposes of the parties' insurance obligations herein. Any or all parking allocated to City Court may be subject to reallocation should the spots become necessary for a different use by TPCG.

3.3. TPCG shall provide and install all letters and numerals on or about the entrance to the Courthouse. All such letters and numerals shall be in the Courthouse's standard graphics and in accordance with applicable law. No signs, numerals, letters, or other graphics shall be used or permitted on the exterior of the Courthouse, or which otherwise may be visible from outside the Courthouse, unless approved in writing by TPCG. TPCG shall maintain in a segment of the Courthouse a building directory containing occupants' names and locations within the Courthouse.

3.4. Notwithstanding any provision of this Agreement to the contrary, all space provided to City Court at this location may be subject to reallocation or revocation should the premises become necessary for a different use by TPCG.

4. Consideration

In consideration of City Court's right of use of the Courthouse, City Court agrees as follows:

4.1. It was the previous agreement between TPCG and City Court, in consideration for the right of use, City Court would pay to TPCG an annual rental equal to the fees levied in accordance with the Parish Code not to exceed \$20.00 per civil filing and per criminal conviction as allowed for in Act 901 of the 1999 Louisiana Legislative Session, Amended with Act 518 in 2003. TPCG then allocated a portion of these fees to the City Court Building Fund in accordance with adopted Ordinance Number 6382 in February 2001. It has been determined by both parties the previous agreement is no longer beneficial and should be adjusted according to the following:

4.1.1. TPCG shall return the unused fees collected in accordance with Louisiana Revised Statute Title 13, Section 1910. Parties agree to calculate unused fees in a manner agreeable to both parties.

4.1.2. City Court will continue to collect \$20.00 per civil filing and per criminal conviction as allowed for in Act 901 of the 1999 Louisiana Legislative Session, Amended with Act 518 in 2003.

4.2. City Court shall use the funds in Section 4.1.2 of this Agreement and the returned unused fees in Section 4.1.1 of this Agreement to establish its own City Court Building Fund account to be dedicated exclusively to the acquisition, leasing, construction, equipping, and maintenance of new and existing City Courts and for the maintenance and payment of any bond indebtedness on any such existing facilities.

4.3. City Court shall continue to reimburse TPCG on a monthly basis for the salaries and wages of City Court workers whose salaries and wages are paid by TPCG.

4.4. In addition to the monthly reimbursements City Court currently makes to TPCG, TPCG shall bill City Court annually for the property insurance and utilities to City Court for its use of the Courthouse. City Court shall pay such invoices within 30 days of receipt.

4.5. City Court shall not modify the interior or exterior of the Courthouse without prior written approval of TPCG.

4.6. City Court shall continuously use, occupy, maintain, repair, and operate, for the duration of the initial term and all renewal terms, the Courthouse for the purpose of conducting everyday business germane to City Court. City Court shall not use the Courthouse for any other purpose without the written consent of TPCG.

4.7. City Court has inspected the Courthouse and accepts it and all improvements, equipment, machinery, and appurtenances thereto in their present "AS IS, WHERE IS" condition on the commencement date of this agreement, with no obligation by TPCG to make improvements, repairs, or replacements thereto. City Court acknowledges that the Courthouse is in good and satisfactory condition and assumes responsibility throughout the term and any renewal term of this right of use for maintaining the Courthouse in good, orderly, and safe condition and state of repair and in at least the same condition as it existed when City Court began occupying the Courthouse.

4.8. City Court's property situated in and around the Courthouse shall be and remain at the Courthouse at City Court's sole risk. TPCG shall not be liable to City Court or to any other person for, and City Court hereby releases TPCG from any and all liability for theft or damage to City Court's Property and any and all liability for any injury to City Court or its employees, agents, contractors, guests, and invitees in or about the Courthouse, except to the extent of personal injury caused solely by the negligence or willful misconduct of TPCG or its agents or employees.

4.9. Upon the expiration or earlier termination of this agreement, City Court shall, at its sole cost and expense, immediately (a) surrender the Courthouse to TPCG in a broom-clean condition and in good order, condition and repair, ordinary wear and tear, casualty, and condemnation excepted; (b) remove from the Courthouse all of City Court's property, and (c) repair any damage caused by any such removal and restore the Courthouse to the condition existing at the time of its first occupancy, reasonable wear and tear, casualty, and condemnation excepted. All of City Court's property that is not removed within thirty (30) days following expiration or earlier termination of this agreement shall be conclusively deemed to have been abandoned and TPCG shall be entitled to dispose of such property at City Court's cost without incurring any liability to City Court. This Section shall survive the expiration or any earlier termination of this Lease.

4.10. The consideration is for the entire agreement.

5. Term, Renewal Terms, Termination

5.1. This agreement shall continue in effect for a term of ten (10) years commencing on October 1, 2023, regardless of date of execution, and ending on September 30, 2032, or until the Courthouse becomes necessary for a different use by TPCG, or until termination of this agreement as provided for hereinbelow.

5.2. This agreement shall renew automatically for continuous and subsequent one-year renewal terms subject to the same terms and conditions as this Agreement.

5.3. The parties may, from time to time, amend the terms of this agreement by mutual written agreement.

5.4. This intergovernmental agreement may be terminated under any or all of the following conditions:

5.4.1. By written mutual agreement and consent of TPCG and City Court.

5.4.2. By either party by 180 days prior written notice to the other.

6. Additional Terms and Conditions

6.1. Hold Harmless. Each party shall defend, indemnify, and hold the other harmless from any and all claims, expenses, demands, losses, suits, costs, actions, fines, penalties, and liability, arising out of or resulting from injury, including death, and destruction of property, which may occur or be caused by or in any way result from any damages sustained by the indemnified party as a result of the defending party's negligence, use of the Courthouse, or breach of this agreement. For the purpose of this provision, "each party" shall include the respective parties' directors, officers, agents, elected officials, employees, and volunteers.

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

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

6.4. Legal Construction. In case any one or more of the provisions contained in this agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions thereof and this agreement shall be considered as if such invalid, illegal, or unenforceable provision had never been contained in this agreement.

6.5. Amendment. No amendment to this agreement shall be effective unless it is in writing, signed by the duly authorized representatives of both parties.

6.6. No Waiver. The failure of the either party to enforce any of the terms of this Agreement or to provide any of the supporting documentation in any particular instance shall not constitute a waiver of, or preclude the subsequent enforcement of, any or all of the terms or conditions of this Agreement.

6.7. Entire Agreement. This Agreement, including its preambles and any attachments that are expressly referred to in this Agreement, contains the entire Agreement between the parties and supersedes any and all Agreements or contracts previously entered into between the parties regarding the use of the Courthouse. No representations were made or relied upon by either party, other than those that are expressly set forth.

6.8. Assignment. City Court shall not assign its rights under this Agreement to any other party without prior written approval of TPCG.

6.9. City Court may be audited in accordance with La. R.S. 24:513. If the amount of public funds received by City Court is below the amount for which an audit is required under La. R.S. 24:513, TPCG and City Court shall monitor and evaluate the use of the funds to ensure effective achievement of the project goals and objectives.

6.10. City Court may be deemed to be a subrecipient pursuant to 2 C.F.R. §200.332 and shall comply with the requirements of 2 C.F.R. §200.332 and shall assist TPCG with requirement compliance, if necessary.

6.11. In the event funds are not budgeted or appropriated in any fiscal year for payments due under this Agreement for the then current or succeeding fiscal year, this Agreement shall impose no obligation on the TPCG as to such current or succeeding fiscal year, and said Agreement shall become null and void, and no right of action shall accrue to the benefit of either party, their successors or assigns for any further payments.

7. Signatures

This Agreement may be executed in one or more counterparts, or duplicate originals, all of which when taken together will constitute one and the same agreement. City Court shall deliver one "ink-signed" original of this Agreement to TPCG. TPCG shall combine City Court's original signature page with TPCG's original signature page for this Agreement for purposes of filing it

for record with the Recorder of Conveyances of Terrebonne Parish, Louisiana. TPCG shall provide City Court with a file-stamped copy of this Agreement.

THUS DONE AND SIGNED, by Terrebonne Parish Consolidated Government in the presence of the undersigned Notary Public and competent witnesses after due reading of the whole at Houma, Terrebonne Parish, Louisiana, this _____ day of November 2023.

WITNESSES:

TERREBONNE PARISH
CONSOLIDATED GOVERNMENT

BY: _____
Gordon E. Dove, Parish President
or Michael C. Toups, Parish Manager

NOTARY PUBLIC

THUS DONE AND SIGNED, by Houma City Court in the presence of the undersigned Notary Public and competent witnesses after due reading of the whole at Houma, Terrebonne Parish, Louisiana, this _____ day of November 2023.

WITNESSES:

HOUMA City Court

BY: _____
Honorable Matthew H. Hagen
CHIEF JUDGE

NOTARY PUBLIC



Monday, November 13, 2023

Item Title:

2023 Various Items for Budget Amendment

Item Summary:

Introduce 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. Road Lighting District 2, \$50,000

II. Houma Fire Department, \$100,000

III. City Court, \$354,164

IV. Emergency Preparedness Department-EMPG, \$29,747

and calling a public hearing on said matter on November 29, 2023, at 6:30 pm

ATTACHMENTS:

| Description | Upload Date | Type |
|---|--------------------|-------------------|
| 2023 Various Items for Budget Amendment | 11/8/2023 | Executive Summary |
| 2023 Various Items for Budget Amendment | 11/8/2023 | Budget Amendment |
| 2023 Various Items for Budget Amendment | 11/8/2023 | Backup Material |



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

| PROJECT TITLE |
|----------------------------------|
| Ordinance for a Budget Amendment |

| PROJECT SUMMARY (200 WORDS OR LESS) |
|--|
| AN ORDINANCE TO AMEND THE 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. Road Lighting District 2, \$50,000 II. Houma Fire Department, \$100,000 III. City Court, \$354,164 IV. Emergency Preparedness Department-EMPG, \$29,747 |

| 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

November 8, 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. Road Lighting District 2, \$50,000
- II. Houma Fire Department, \$100,000
- III. City Court, \$354,164
- IV. Emergency Preparedness Department-EMPG, \$29,747

SECTION I

WHEREAS, Administration is requesting funding of \$50,000 for Road Lighting District 2 road lights for the Bayou Country Sports Park, and

WHEREAS, the funding is from the Road Lighting District 2 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 Road Lighting District 2. (Attachment A)

SECTION II

WHEREAS, Administration is requesting funding of \$100,000 for the purchase of a fire truck for the Houma Fire Department, and

WHEREAS, the funding is from the Public Safety 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 Houma Fire Department. (Attachment B)

SECTION III

WHEREAS, Administration is requesting the return of unused fees collected in accordance with Louisiana Revised Statute Title 13, Section 1910 to City Court in the amount of \$354,164, and

WHEREAS, this funding is from collections from the City Court for the civil filing fees, and was previously used as the rental rates for the office and court space provided to the City Court and accounted for in the Parish's City Court Building Fund, and

WHEREAS, the right of use agreement has been updated and the collection and City Court will now establish its own City Court Building Fund account to be dedicated exclusively to the acquisition, leasing, construction, equipping, and maintenance of new and existing City Courts and for the maintenance and payment of any bond indebtedness on any such existing facilities, and

WHEREAS, the funding is from the General Fund, fund balance for \$331,664 and the City Court Building Fund for \$22,500.

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 City Court. (Attachment C)

SECTION IV

WHEREAS, the Parish has been awarded \$29,747 for the Emergency Management Performance Grant Program - 2022 from the State of Louisiana, Governor's Office of Homeland Security and Emergency Preparedness, and

WHEREAS, the dollars will be reimbursement for the operations associated with the Office of Emergency Preparedness including daily duties conducted by the office staff.

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

SECTION V

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 VI

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 VII

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 – R
Date Prepared: 11/8/23 BA #19

ATTACHMENT A - Road Lighting District 2

| | 2023 | | |
|-------------------------|---------|----------|---------|
| | Adopted | Change | Amended |
| BCSP-Road Lights | 153,096 | 50,000 | 203,096 |
| Fund Balance (Decrease) | n/a | (50,000) | n/a |

ATTACHMENT B - Houma Fire Department

| | 2023 | | |
|-------------------------|-----------|-----------|-----------|
| | Adopted | Change | Amended |
| Fire Engines/Trucks | 1,100,000 | 100,000 | 1,200,000 |
| Fund Balance (Decrease) | n/a | (100,000) | n/a |

ATTACHMENT C - City Court

| | 2023 | | |
|--|---------|-----------|----------|
| | Adopted | Change | Amended |
| Other Fees | | 354,164 | 354,164 |
| Fund Balance (Decrease) | n/a | (331,664) | n/a |
| Transfer from City Court Building Fund | | (22,500) | (22,500) |
| Transfer to General Fund | | 22,500 | 22,500 |
| Land Purchase | 51,083 | (22,500) | 28,583 |

ATTACHMENT D - OEP

| | 2023 | | |
|----------------------------------|---------|----------|----------|
| | Adopted | Change | Amended |
| Utilities-Other | 63,000 | 29,747 | 92,747 |
| Office of Emergency Preparedness | | (29,747) | (29,747) |

Section I

Kayla Dupre

From: Kandace Mauldin
Sent: Thursday, November 2, 2023 8:26 AM
To: Kayla Dupre
Cc: Felicia Aubert
Subject: Budget Amendment

We need to do a budget amendment for \$50,000 to 268-321-8919-02 from 268 fund balance

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



Saltwater Fishing Capital of the World

FD171GG

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

11/08/23

ACCT: 268-321-8919-02

ROAD LIGHTING DIST. 2

ROAD LIGHTING

BCSP-ROAD LIGHTS

| | <u>BUDGET</u> | <u>ACTUAL</u> | <u>ENCUMBERED</u> | <u>VARIANCE</u> |
|---------|---------------|---------------|-------------------|-----------------|
| OPEN: | | | | |
| 2023 | 153,096 | 197,646.17 | 0 | 44,550- |
| 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 | 105,000 | 21,969.32 | N/A | 83,031 |
| 2022 | 180,768 | 33,431.83 | N/A | 147,336 |

| | | | |
|------------------|-------------------|-------------------------------|-------------------|
| 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 II

Kayla Dupre

From: Kandace Mauldin
Sent: Monday, November 6, 2023 1:56 PM
To: Kayla Dupre
Subject: Budget Amendment

The bids have come in for the new firetruck and we need to do a budget amendment adding \$100,000 to 204-222-8914-02, the funding source is fund balance.

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



Saltwater Fishing Capital of the World

FD171GG

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

11/08/23

ACCT: 204-222-8914-02

PUBLIC SAFETY FUND
FIRE - URBAN
FIRE ENGINES/TRUCKS

| | <u>BUDGET</u> | <u>ACTUAL</u> | <u>ENCUMBERED</u> | <u>VARIANCE</u> |
|---------|---------------|---------------|-------------------|-----------------|
| OPEN: | | | | |
| 2023 | 1,100,000 | .00 | 0 | 1,100,000 |
| CLOSED: | | | | |
| 2017 | 257,245 | .00 | N/A | 257,245 |
| 2018 | 198,703 | .00 | N/A | 198,703 |
| 2019 | 0 | .00 | N/A | 0 |
| 2020 | 0 | .00 | N/A | 0 |
| 2021 | 80,000 | 80,000.00 | N/A | 0 |
| 2022 | 300,000 | .00 | N/A | 300,000 |

ENTER = CONTINUE

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

CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

Section III

Kayla Dupre

From: Kandace Mauldin
Sent: Thursday, November 2, 2023 12:29 PM
To: Kayla Dupre
Cc: Felicia Aubert
Subject: Budget Amendment
Attachments: City Court 2023.doc; City Court Calculations.pdf

We need to do a budget amendment for the following:

151-120-8349-01 – Other Fees – \$354,164
151-000-7106-04 – City Court Building Fund – (\$22,500)
151-000-5111-00 – Fund Balance – (\$331,664)
604-120-8911-01 – Land Purchase – (\$22,500)
604-999-9101-51 – General Fund - \$22,500

This is related to the attached Draft CEA and Calculations.

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

City Court Building Fund Calculations

| | | |
|----------|----------------|--|
| Revenues | 3,123,281.00 | Per info provided by City Court - 2002 - 2023 |
| Expenses | (1,019,155.00) | Expenses recorded to date in Fund 604 - doesn't include building |
| | (676,000.00) | Amount put towards purchase of the building |
| | (399,104.37) | Insurance Premium - see calculation below |
| | (674,857.90) | Annual Utilities - see calculation below |
| | (2,769,117.26) | |

Amt Due 354,163.74

Insurance Premium

We have the records from 2015 - 2023 for insurance premiums below:

| Year | Premium |
|------|---|
| 2015 | 21,569.23 |
| 2016 | 19,656.11 |
| 2017 | 12,716.04 |
| 2018 | 14,362.36 |
| 2019 | 13,749.30 |
| 2020 | 15,811.70 |
| 2021 | 16,800.00 |
| 2022 | 21,919.81 |
| 2023 | 32,478.30 |
| | <u>169,062.85</u> |
| | (45,194.34) Sum of highest and lowest |
| | 123,868.51 Average Below based on this number |

To determine the amount of premium paid from 2002 - 2014 I took the average of the above actual amounts (minus the highest and lowest amounts) and multiplied by the number of years (13)

230,041.52

I added the average total to the actual totals to come up with the \$399,1044 above

399,104.37

Utilities

I was able to pull from our system the location for City Court and determine annual payments for 2015-2022

| Year | Premium |
|------|------------|
| 2015 | 32,163.60 |
| 2016 | 32,780.86 |
| 2017 | 33,668.23 |
| 2018 | 33,533.09 |
| 2019 | 28,717.72 |
| 2020 | 26,778.84 |
| 2021 | 29,900.55 |
| 2022 | 43,992.90 |
| | 261,535.79 |

(70,771.74) Sum of highest and lowest

190,764.05 Average Below based on this number

To determine the amount of annual utilities from 2002 - 2014 I took the average (minus the highest and lowest) of the above actual amounts and multiplied by the number of years (13)

413,322.11

I added the average total to the actual totals to come up with the \$674,857.90 above

674,857.90

STATE OF LOUISIANA
PARISH OF TERREBONNE

INTERGOVERNMENTAL RIGHT OF USE AGREEMENT
BETWEEN
TERREBONNE PARISH CONSOLIDATED GOVERNMENT
AND HOUMA CITY COURT

Be it known that on the dates inscribed below, and in the presence of the undersigned Notary(ies) Public, came and appeared:

1. Parties

1.1. **Terrebonne Parish Consolidated Government** (hereinafter “TPCG”), a political subdivision of the state of Louisiana, whose mailing address is PO Box 2768, Houma LA 70361, represented herein by its Parish President, Gordon E. Dove, by virtue of Terrebonne Parish Council Ordinance No. _____, or his duly authorized designee, Michael C. Troups, Parish Manager, by virtue of that certain Act of Designation filed for record in Terrebonne Parish Conveyance Entry No. 1627089; and

1.2. **Houma City Court** (“City Court”), a political subdivision of the State of Louisiana, herein represented by Matthew H. Hagen, Chief Judge of Houma City Court;

who, in order to serve the public for the purposes hereinafter stated, declared, and acknowledged, as follows:

2. Preambles

2.1. WHEREAS, La. R.S. 33:1324 provides any parish or political subdivision of the state may make agreements among themselves to engage jointly in the construction or improvement of any public project or the promotion and maintenance of any undertaking provided that at least one of the participants to the agreement is authorized by law to complete the undertaking; and

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

management of its affairs, not denied by this charter, or by general law, or inconsistent with the constitution” and furthermore, Louisiana Constitution Article VI, Section 20, Louisiana Revised Statutes 33:1324 and Section 1-07 of the Terrebonne Parish Charter provides “the parish government is authorized, as provided by state law, to enter into joint service agreements or cooperative efforts with other governmental agencies and political subdivisions”; and,

2.3. WHEREAS, pursuant to statute, the Terrebonne Parish Consolidated Government recognizes its legal obligation to provide for a suitable building for the siting of the Courts within the Parish; and

2.4. WHEREAS, TPCG owns the building and facilities at 8046 Main Street, Houma, Louisiana, 70360, in which TPCG provides City Court with office space/facilities to conduct the business of City Court; and

2.5. WHEREAS, the above parties believe that this serves a necessary public purpose and that the right of use terms of this agreement are suitable for the parties to jointly maintain the services of a City Court in the city of Houma, parish of Terrebonne; and

2.6. NOW THEREFORE, in consideration of the mutual covenants herein contained, the Terrebonne Parish Consolidated Government and Houma City Court, each represented by the undersigned, duly authorized to acting herein pursuant to their respective authority, agree to the following:

3. Grant of Right of Use and Term

3.1. TPCG hereby grants City Court the right to use that certain immovable property, and all improvements and facilities thereon, more fully described as:

Lot 179.57’ on south side of East Main Street by depth of 214.48’ on west side of Gabasse Street being part of Lots 1 and 2, Block 54, Gabasse Addition to City of Houma, in the parish of Terrebonne, state of Louisiana (CB 1973/66);

situated at 8046 Main Street, Houma, Louisiana, 70360, identified by the Terrebonne Parish Tax Assessor as Parcel No. 21724;

hereinafter referred to as “Courthouse.”

3.2. TPCG may allocate additional parking spots to City Court in the Government Tower Parking Facility located adjacent to and immediately behind the Courthouse based on need. Any parking spots so allocated shall be included under the definition of “Courthouse” for purposes of the parties’ insurance obligations herein. Any or all parking allocated to City Court may be subject to reallocation should the spots become necessary for a different use by TPCG.

3.3. TPCG shall provide and install all letters and numerals on or about the entrance to the Courthouse. All such letters and numerals shall be in the Courthouse’s standard graphics and in

accordance with applicable law. No signs, numerals, letters, or other graphics shall be used or permitted on the exterior of the Courthouse or which otherwise may be visible from outside the Courthouse, unless approved in writing by TPCG. TPCG shall maintain in a segment of the Courthouse a building directory containing occupants' names and locations within the Courthouse.

3.4. Notwithstanding any provision of this Agreement to the contrary, all space provided to City Court at this location may be subject to reallocation or revocation should the premises become necessary for a different use by TPCG.

4. Consideration

In consideration of City Court's right of use of the Courthouse, City Court agrees as follows:

4.1. It was the previous agreement between TPCG and City Court, in consideration for the right of use, City Court would pay to TPCG an annual rental equal to the fees levied in accordance with the Parish Code not to exceed \$20.00 per civil filing and per criminal conviction as allowed for in Act 901 of the 1999 Louisiana Legislative Session, Amended with Act 518 in 2003. TPCG then allocated a portion of these fees to the City Court Building Fund in accordance with adopted Ordinance Number 6382 in February 2001. It has been determined by both parties the previous agreement is no longer beneficial and should be adjusted according to the following:

4.1.1. TPCG shall return the unused fees collected in accordance with Louisiana Revised Statute Title 13, Section 1910. Parties agree to calculate unused fees in a manner agreeable to both parties.

4.1.2. City Court will continue to collect \$20.00 per civil filing and per criminal conviction as allowed for in Act 901 of the 1999 Louisiana Legislative Session, Amended with Act 518 in 2003.

4.2. City Court shall use the funds in Section 4.1.2 of this Agreement and the returned unused fees in Section 4.1.1 of this Agreement to establish its own City Court Building Fund account to be dedicated exclusively to the acquisition, leasing, construction, equipping, and maintenance of new and existing City Courts and for the maintenance and payment of any bond indebtedness on any such existing facilities.

4.3. **In addition to the monthly reimbursements** City Court currently makes to TPCG, TPCG shall bill City Court annually for the property insurance and utilities to City Court for its use of the Courthouse. City Court shall pay such invoices within 30 days of receipt.

4.4. City Court shall not modify the interior or exterior of the Courthouse without prior written approval of TPCG.

4.5. City Court shall continuously use, occupy, maintain, repair, and operate, for the duration of the initial term and all renewal terms, the Courthouse for the purpose of conducting everyday

business germane to City Court. City Court shall not use the Courthouse for any other purpose without the written consent of TPCG.

4.6. City Court has inspected the Courthouse and accepts it and all improvements, equipment, machinery, and appurtenances thereto in their present "AS IS, WHERE IS" condition on the commencement date of this agreement, with no obligation by TPCG to make improvements, repairs, or replacements thereto. City Court acknowledges that the Courthouse is in good and satisfactory condition and assumes responsibility throughout the term and any renewal term of this right of use for maintaining the Courthouse in good, orderly, and safe condition and state of repair and in at least the same condition as it existed when City Court began occupying the Courthouse.

4.7. City Court's property situated in and around the Courthouse shall be and remain at the Courthouse at City Court's sole risk. TPCG shall not be liable to City Court or to any other person for, and City Court hereby releases TPCG from any and all liability for theft or damage to City Court's Property and any and all liability for any injury to City Court or its employees, agents, contractors, guests, and invitees in or about the Courthouse, except to the extent of personal injury caused solely by the negligence or willful misconduct of TPCG or its agents or employees.

4.8. Upon the expiration or earlier termination of this agreement, City Court shall, at its sole cost and expense, immediately (a) surrender the Courthouse to TPCG in a broom-clean condition and in good order, condition and repair, ordinary wear and tear, casualty, and condemnation excepted; (b) remove from the Courthouse all of City Court's property, and (c) repair any damage caused by any such removal and restore the Courthouse to the condition existing at the time of its first occupancy, reasonable wear and tear, casualty, and condemnation excepted. All of City Court's property that is not removed within thirty (30) days following expiration or earlier termination of this agreement shall be conclusively deemed to have been abandoned and TPCG shall be entitled to dispose of such property at City Court's cost without incurring any liability to City Court. This Section shall survive the expiration or any earlier termination of this Lease.

4.9. The consideration is for the entire agreement.

5. Term, Renewal Terms, Termination

5.1. This agreement shall continue in effect for a term of ten (10) years commencing on October 1, 2023, regardless of date of execution, and ending on September 30, 2032, or until the Courthouse becomes necessary for a different use by TPCG, or until termination of this agreement as provided for hereinbelow.

5.2. This agreement shall renew automatically for continuous and subsequent one-year renewal terms subject to the same terms and conditions as this Agreement.

5.3. The parties may, from time to time, amend the terms of this agreement by mutual written agreement.

5.4. This intergovernmental agreement may be terminated under any or all of the following conditions:

5.4.1. By written mutual agreement and consent of TPCG and City Court

5.4.2. By either party by 180 days prior written notice to the other.

6. Additional Terms and Conditions

6.1. Hold Harmless. Each party shall defend, indemnify, and hold the other harmless from any and all claims, expenses, demands, losses, suits, costs, actions, fines, penalties, and liability, arising out of or resulting from injury, including death, and destruction of property, which may occur or be caused by or in any way result from any damages sustained by the indemnified party as a result of the defending party's negligence, use of the Courthouse, or breach of this agreement. For the purpose of this provision, "each party" shall include the respective parties' directors, officers, agents, elected officials, employees, and volunteers.

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

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

6.4. Legal Construction. In case any one or more of the provisions contained in this agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions thereof and this agreement shall be considered as if such invalid, illegal, or unenforceable provision had never been contained in this agreement.

6.5. Amendment. No amendment to this agreement shall be effective unless it is in writing, signed by the duly authorized representatives of both parties.

6.6. No Waiver. The failure of the either party to enforce any of the terms of this Agreement or to provide any of the supporting documentation in any particular instance shall not constitute a waiver of, or preclude the subsequent enforcement of, any or all of the terms or conditions of this Agreement.

6.7. Entire Agreement. This Agreement, including its preambles and any attachments that are expressly referred to in this Agreement, contains the entire Agreement between the parties and supersedes any and all Agreements or contracts previously entered into between the parties regarding the use of the Courthouse. No representations were made or relied upon by either party, other than those that are expressly set forth.

6.8. Assignment. City Court shall not assign its rights under this Agreement to any other party without prior written approval of TPCG.

6.9. City Court may be audited in accordance with La. R.S. 24:513. If the amount of public funds received by City Court is below the amount for which an audit is required under La. R.S. 24:513, TPCG and City Court shall monitor and evaluate the use of the funds to ensure effective achievement of the project goals and objectives.

6.10. City Court may be deemed to be a subrecipient pursuant to 2 C.F.R. §200.332 and shall comply with the requirements of 2 C.F.R. §200.332 and shall assist TPCG with requirement compliance, if necessary.

6.11. In the event funds are not budgeted or appropriated in any fiscal year for payments due under this Agreement for the then current or succeeding fiscal year, this Agreement shall impose no obligation on the TPCG as to such current or succeeding fiscal year, and said Agreement shall become null and void, and no right of action shall accrue to the benefit of either party, their successors or assigns for any further payments.

7. Signatures

This Agreement may be executed in one or more counterparts, or duplicate originals, all of which when taken together will constitute one and the same agreement. City Court shall deliver one “ink-signed” original of this Agreement to TPCG. TPCG shall combine City Court’s original signature page with TPCG’s original signature page for this Agreement for purposes of filing it for record with the Recorder of Conveyances of Terrebonne Parish, Louisiana. TPCG shall provide City Court with a file-stamped copy of this Agreement.

THUS DONE AND SIGNED, by Terrebonne Parish Consolidated Government in the presence of the undersigned Notary Public and competent witnesses after due reading of the whole at Houma, Terrebonne Parish, Louisiana, this ____ day of November 2023.

WITNESSES:

**TERREBONNE PARISH
CONSOLIDATED GOVERNMENT**

BY: _____

**Gordon E. Dove, Parish President
or Michael C. Toups, Parish Manager**

NOTARY PUBLIC

THUS DONE AND SIGNED, by Houma City Court in the presence of the undersigned
Notary Public and competent witnesses after due reading of the whole at Houma, Terrebonne
Parish, Louisiana, this _____ day of November 2023.

WITNESSES:

HOUMA City Court

BY: _____

Honorable Matthew H. Hagen
CHIEF JUDGE

NOTARY PUBLIC

FD171GG

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

11/08/23

ACCT: 604-120-8911-01

CITY COURT BUILDING FD
CITY COURT
LAND PURCHASE

| | <u>BUDGET</u> | <u>ACTUAL</u> | <u>ENCUMBERED</u> | <u>VARIANCE</u> |
|---------|---------------|---------------|-------------------|-----------------|
| OPEN: | | | | |
| 2023 | 51,083 | 28,582.64 | 0 | 22,500 |
| CLOSED: | | | | |
| 2017 | 222,315 | 28,813.00 | N/A | 193,502 |
| 2018 | 193,502 | 47,468.04 | N/A | 146,034 |
| 2019 | 213,534 | 44,885.32 | N/A | 168,649 |
| 2020 | 198,649 | 73,958.85 | N/A | 124,690 |
| 2021 | 124,690 | 37,955.40 | N/A | 86,735 |
| 2022 | 86,735 | 56,542.26 | N/A | 30,193 |

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

Terrebonne Parish Consolidated Government
Office of Emergency Preparedness
Emergency Management Performance Grant (EMPG)
Budget Amendment
10/25/2023

| | | Current | Adjustment | Final |
|-----------------|-------------------|---------|------------|----------|
| 151-912-8311-03 | Utilities - Other | 63,000 | 29,747 | 92,747 |
| 151-000-6318-05 | EMPG | - | (29,747) | (29,747) |

Section IV

To input the Emergency Management Performance Grant into the parish budget for EMPG claims.

Payment Request #1: Project - 7 Expenses

Terrebonne Parish Consolidated Government
Project (L), Cat EMPG, \$53,132.43

Submitted by Mary Lajaunie on May 22, 2023 at 2:44 PM.

Summary

| Type | Amount | Eligible Now |
|----------------------|-------------|--------------|
| Emergency Management | \$35,632.43 | \$29,746.95 |

Solution Area Summary

| Type | Eligible Now |
|----------|--------------|
| Planning | \$29,746.95 |

Budget Category Summary

| Type | Eligible Now |
|-------|--------------|
| Other | \$29,746.95 |

Expenses

| # | Type | Vendor | Doc No. | Dates | Requested Amount | Eligible Now |
|---|----------------------|--|-----------|-------|------------------|--------------|
| 1 | Emergency Management | South Louisiana Electric Cooperative Association | 30640-235 | | \$8,167.61 | \$2,282.13 |
| 2 | Emergency Management | South Louisiana Electric Cooperative Association | 30640-235 | | \$3,423.51 | \$3,423.51 |
| 3 | Emergency Management | South Louisiana Electric Cooperative Association | 30640-235 | | \$3,817.72 | \$3,817.72 |
| 4 | Emergency Management | South Louisiana Electric Cooperative Association | 30640-235 | | \$4,086.47 | \$4,086.47 |
| 5 | Emergency Management | South Louisiana Electric Cooperative Association | 30640-235 | | \$5,074.87 | \$5,074.87 |
| 6 | Emergency Management | South Louisiana Electric Cooperative Association | 30640-235 | | \$5,939.35 | \$5,939.35 |

| | | |
|--------------|--------------------|--------------------|
| Total | \$35,632.43 | \$29,746.95 |
|--------------|--------------------|--------------------|

| # | Type | Vendor | Doc No. | Dates | Requested Amount | Eligible Now |
|--------------|----------------------|--|-----------|-------|--------------------|--------------------|
| 7 | Emergency Management | South Louisiana Electric Cooperative Association | 30640-235 | | \$5,122.90 | \$5,122.90 |
| Total | | | | | \$35,832.43 | \$29,746.95 |

Adjustments

| Expense # | Invoice Amount | Requested Amount | Adjustment Amount | Eligible Amount | Adjustment Code |
|--------------|-------------------|-------------------|---------------------|-------------------|----------------------|
| 1 | \$8,167.61 | \$8,167.61 | (\$5,885.48) | \$2,282.13 | Partially Documented |
| Total | \$8,167.61 | \$8,167.61 | (\$5,885.48) | \$2,282.13 | |

Comments

RE: Expense #1
Utility Costs to maintain the Emergency Operation Center.
Anonymous

RE: Expense #2
Utility costs to maintain the Emergency Operation Center.
Anonymous

RE: Expense #3
Utility costs to maintain the Emergency Operation Center.
Anonymous

RE: Expense #4
Utility Costs to maintain the Emergency Operation Center.
Anonymous

RE: Expense #5
Utility costs to maintain the Emergency Operation Center.
Anonymous

RE: Expense #6
Utility costs to maintain the Emergency Operation Center.
Anonymous

RE: Expense #7
Utility costs to maintain the Emergency Operation Center.
Anonymous

Signatures

Submission has been Advanced by Mary Lajaunie, Executive Secretary, on May 22, 2023 at 2:44 PM.
Grant Specialist Review has been Returned by Toniequa Yates, Program Specialist, on May 30, 2023 at 10:17 AM.
Submission has been Advanced by Mary Lajaunie, Executive Secretary, on May 30, 2023 at 11:12 AM.
Grant Specialist Review has been Returned by Toniequa Yates, Program Specialist, on Jun 1, 2023 at 8:34 AM.
Submission has been Advanced by Mary Lajaunie, Executive Secretary, on Jun 2, 2023 at 9:09 AM.
Grant Specialist Review has been Returned by Toniequa Yates, Program Specialist, on Jun 6, 2023 at 9:08 AM.
Submission has been Advanced by Mary Lajaunie, Executive Secretary, on Jun 16, 2023 at 1:29 PM.
Grant Specialist Review has been Advanced by Toniequa Yates, Program Specialist, on Jun 20, 2023 at 11:34 AM.
Supervisor Review has been Returned by Catesha Williams-Smith, Non Disaster Grants Section Chief, on Jun 21, 2023 at 10:11 PM.

Grant Specialist Review has been Advanced by Tonlequa Yates, Program Specialist, on Jun 26, 2023 at 10:49 AM.
Supervisor Review has been Advanced by Catesha Williams-Smith, Non Disaster Grants Section Chief, on Jul 4, 2023 at 10:05 PM.

*Last left Cursory Review on Jun 26, 2023.
Printed from GCHSEPGGrants.la.gov on Aug 28, 2023 at 7:57 AM.*

Project: - EMPG EMPG Project (Eligible: \$53,132.43, Federal: \$53,132.43)
Grant: EMT-2022-EP-00003-S01-EMPG, **Applicant:** Terrebonne Parish Consolidated Government (109-99109-00)

Planning - Develop and enhance plans and protocols - Utilities for the EOC, Cost Estimate Total: \$35,632.43

Project Worksheet - 1 - State Emergency Management Program

| RRF# | Invoice # | Vendor | Requested | Adjustments | Reimbursed | Scope Balance |
|------------|-----------|--|--------------------|-------------------|--------------------|-------------------|
| 1 (Step 1) | 30640-235 | South Louisiana Electric Cooperative Association | \$3,423.51 | \$0.00 | \$3,423.51 | \$32,208.92 |
| 1 (Step 1) | 30640-235 | South Louisiana Electric Cooperative Association | \$3,817.72 | \$0.00 | \$3,817.72 | \$28,391.20 |
| 1 (Step 2) | 30640-235 | South Louisiana Electric Cooperative Association | \$4,086.47 | \$0.00 | \$4,086.47 | \$24,304.73 |
| 1 (Step 3) | 30640-235 | South Louisiana Electric Cooperative Association | \$5,074.87 | \$0.00 | \$5,074.87 | \$19,229.86 |
| 1 (Step 3) | 30640-235 | South Louisiana Electric Cooperative Association | \$5,939.35 | \$0.00 | \$5,939.35 | \$13,290.51 |
| 1 (Step 4) | 30640-235 | South Louisiana Electric Cooperative Association | \$5,122.90 | \$0.00 | \$5,122.90 | \$8,167.61 |
| 1 (Step 5) | 30640-235 | South Louisiana Electric Cooperative Association | \$8,167.61 | \$5,885.48 | \$2,282.13 | \$5,885.48 |
| | | | \$35,632.43 | \$5,885.48 | \$29,746.95 | \$5,885.48 |

Grand Total

\$35,632.43 \$5,885.48 \$29,746.95 \$5,885.48

Project Obligated Amount: \$53,132.43 Entered Cost Estimate Total: \$35,632.43 Difference Between Project Obligated Amount and Cost Estimate Total: \$17,500.00



Governor's Office of Homeland Security and Emergency Preparedness Grant Agreement

| GRANT AWARD INFORMATION | |
|------------------------------|---|
| Subrecipient Name | Terrebonne Parish Consolidated Government |
| Address | 8026 Main Street |
| City, State | Houma, LA |
| Zip | 70360-3407 |
| Authorized Agent Name, Title | Gordon Dove, Parish President |
| Primary Agent Name, Title | Earl Eues, TOHSEP Director |
| Alternate Agent Name, Title | Mary Lajaunie, Executive Secretary |

| | | | |
|------------------------------------|---|-----------------|-------------------------|
| Grant Title | EMT-2022-EP-00003-S01 Emergency Management Performance Grant (EMPG) | | |
| Grant Award Number | EMT-2022-EP-00003-S01 | | |
| CFDA Number | 97.042 | | |
| Grant Award Amount | \$53,132.43 | | |
| Subrecipient Award Date | September 14, 2022 | | |
| Subrecipient Period of Performance | Begin Date Federal | October 1, 2021 | End Date State/Local |
| Grant Cost Share | 100.00% | | May 31, 2024 0.00% |

GRANT AWARD CERTIFICATIONS

- ☒ As the duly authorized representative to sign on behalf of the sub-recipient participating in this grant and, on behalf of the sub-recipient, I do hereby certify as listed by my signature below that I have reviewed the designated representatives listed above, and that all information is current and correct. The above Primary Agent and Alternate Agent is hereby authorized to execute and file an application on behalf of the sub-recipient for the purpose of obtaining certain federal financial assistance under the Emergency Management Performance Grant (EMPG) program.
- ☒ As the duly authorized representative to sign on behalf of the sub-recipient participating in this grant and, on behalf of the sub-recipient, I do hereby certify as listed by my signature below that I have reviewed, will accept and will comply with the State Administrative Agent (SAA) special conditions, attached hereto.
- ☒ As the duly authorized representative to sign on behalf of the sub-recipient participating in this grant and, on behalf of the sub-recipient, I do hereby certify as listed by my signature below that I have reviewed, will accept and will comply with the federal grant agreement articles and grant guidance, attached hereto.

STATE ADMINISTRATIVE AGENT AUTHORIZATION OF AWARD

September 14, 2022
Date of Sub-Award
Casey Tingle Director

SUB-RECIPIENT GRANT CERTIFICATION AND ACCEPTANCE BY AUTHORIZED AGENT

October 6, 2022
Date of Certification and Acceptance
Gordon Dove, Parish President

FD171GG

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

10/23/23

ACCT: 151-000-6318-05

GENERAL FUND

NO DEPARTMENT NAME

OFC. OF EMERGENCY PREPAREDNESS

| | <u>BUDGET</u> | <u>ACTUAL</u> | <u>ENCUMBERED</u> | <u>VARIANCE</u> |
|---------|---------------|---------------|-------------------|-----------------|
| OPEN: | | | | |
| 2023 | 0 | .00 | 0 | 0 |
| CLOSED: | | | | |
| 2017 | 36,107 | 36,107.40- | N/A | 0 |
| 2018 | 0 | 3.00 | N/A | 3- |
| 2019 | 33,423 | 66,611.08- | N/A | 33,188 |
| 2020 | 33,731 | 33,731.21- | N/A | 0 |
| 2021 | 33,616 | 33,616.16- | 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
SEPTEMBER 30, 2023 - MONTH LAST CLOSED

10/23/23

ACCT: 151-912-8311-03

GENERAL FUND
EMERGENCY PREPAREDNESS
UTILITIES - OTHER

| | <u>BUDGET</u> | <u>ACTUAL</u> | <u>ENCUMBERED</u> | <u>VARIANCE</u> |
|---------|---------------|---------------|-------------------|-----------------|
| OPEN: | | | | |
| 2023 | 63,000 | 54,131.69 | 0 | 8,868 |
| CLOSED: | | | | |
| 2017 | 26,847 | 24,990.54 | N/A | 1,856 |
| 2018 | 32,600 | 33,771.61 | N/A | 1,172- |
| 2019 | 82,527 | 45,968.70 | N/A | 36,558 |
| 2020 | 66,000 | 48,337.85 | N/A | 17,662 |
| 2021 | 56,000 | 48,319.99 | N/A | 7,680 |
| 2022 | 56,000 | 68,750.15 | N/A | 12,750- |

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



Monday, November 13, 2023

Item Title:

2024 Proposed Budget Review

Item Summary:

To review the 2024 Proposed Budget for the following departments/agencies:

District Attorney
Criminal Court Fund
Clerk of Court
Dedicated Emergency Fund
Office of Coastal Restoration/Preservation
Sales Tax Fund
Terrebonne Levee & Conservation District
Bayou Country Sports Park
Civic Center
Debt Service Funds
City Marshal
Health Unit
Mental Health
Risk Management
Group Insurance
Human Resources
Parish Farm Agent

ATTACHMENTS:

| Description | Upload Date | Type |
|------------------------------|--------------------|-------------------|
| 2024 Proposed Budget Review | 10/30/2023 | Executive Summary |
| 2024 Budget Hearings 3rd Mtg | 10/30/2023 | 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: |
| <div>District Attorney Criminal Court Fund Clerk of Court Dedicated Emergency Fund Office of Coastal Restoration/Preservation Sales Tax Fund Terrebonne Levee & Conservation District Bayou Country Sports Park Civic Center Debt Service Funds City Marshal Health Unit Mental Health Risk Management Group Insurance Human Resources Parish Farm Agent</div> |

| 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 | NO | <u>YES</u> | 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

10/30/23

SignatureDate

TERREBONNE PARISH CONSOLIDATED GOVERNMENT
2024 PROPOSED BUDGET
SCHEDULE OF BUDGET HEARINGS
November 13, 2023

| Fund/Dept Number | Department Name | Small Bk. Page | Big Bk. Page | Representative |
|---------------------|--|-------------------|-----------------|---------------------------|
| 151-123 | District Attorney | 68 | 15 | Joe Waitz/Kevin Guidry |
| 299 | Criminal Court Fund | 196 | 392 | Joe Waitz/Kevin Guidry |
| 151-124 | Clerk of Court | 70 | 16 | Theresa Robichaux |
| 200 | Dedicated Emergency Fund | 123 | 57 | Kandace Mauldin |
| 215 | Office of Coastal Restoration/Preservation | 152 | 121 | Mart Black |
| 255 | Sales Tax Fund | 166 | 259 | Kandace Mauldin |
| 282 | Terrebonne Levee & Conservation District | 191 | 350 | Reggie Dupre/Angela Rains |
| 283 | Terrebonne Levee & Conservation District | 192 | 352 | Reggie Dupre/Angela Rains |
| 285 | Bayou Country Sports Park | 194 | 356 | Kandace Mauldin |
| 385-197 | Civic Center | 240 | 480 | Dean Schouest |
| 401-499 | Debt Service Funds | 265 | 496 | Kandace Mauldin |
| 209 | City Marshal | 149 | 106 | Herbert Fitch |
| 277 | Health Unit | 170 | 306 | Dr. Eric Brooks |
| 281 | Mental Health | 187 | 344 | Kandace Mauldin |
| 354 | Risk Management | 247 | 461 | J. Dana Ortego |
| 357 | Group Insurance | 251 | 467 | J. Dana Ortego |
| 370 | Human Resources | 252 | 471 | J. Dana Ortego |
| 151-654 | Parish Farm Agent | 115 | 52 | Cherie Roger |