

TERREBONNE PARISH RECREATION DISTRICT NO. 2/3

P.O. Box 4254, Houma, LA 70361

Shawn Dupre, Chairman
Wayne Champagne, Vice-Chairman
Lee Dillard
Wren "Buddy" Halford
Stuart Babin

Chad Adams
Terese McCormick
Jerome Boykin
Roy Miller

AGENDA

**Regular Board Meeting
Wednesday, August 6, 2025
6:00 p.m.**

**Meeting Location – Lisa Park Recreation Center
6667 Lisa Park Avenue, Houma 70364**

- 1) Call meeting to order
- 2) Invocation and Pledge of Allegiance
- 3) Roll call
- 4) Public wishing to address the board
 - a) Pernell Pellegrin with Martin and Pellegrin
- 5) Engineers and Architects Project Status
 - a) Brandon Arceneaux with Total Project Services – Bayou Region Miracle League Complex
- 6) Approve the minutes for the regular meeting of July 2, 2025.
- 7) Financial Report
 - a) Current financial statements to include Balance Sheet and Budget to Actual through July 31, 2025.
- 8) Report on all parks and playgrounds – Discussion and/or possible action regarding:
 - a) Broadmoor
 - b) Southland Field
 - c) Westside Girls' Softball Complex
 - d) Lisa Park Recreation Center
 - e) Summerfield Park
 - f) Rozand Park
 - g) Skate Park
 - h) Westgate
 - i) Cottage Drive
 - j) Bike Trail
 - k) Lisa Park Playground
- 9) New Business
- 10) Council Member's Comments

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE, PLEASE CONTACT SONJA LABAT (985) 438-4668, DESCRIBING THE ASSISTANCE THAT IS NECESSARY.

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11) Board Member Comments

12) Adjourn

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MINUTES

REGULAR BOARD MEETING

July 2, 2025

The Board of Commissioners of Recreation District No. 2/3 of the Parish of Terrebonne, State of Louisiana, met at the Lisa Park Recreation Center at 6667 Lisa Park Avenue on Wednesday, July 2, 2025, at 6:00 p.m.

Commissions Present: Stuart Babin, Terese McCormick, Chad Adams, Jerome Boykin, Roy Miller, Lee Dillard, Wren "Buddy" Halford, Wayne Champagne and Shawn Dupre

Commissioners Absent: None

Others Present: Sonja Labat and Brandon Arceneaux with Total Project Services

The meeting was called to order by Shawn Dupre at 6:05 p.m. who led us in prayer. Sonja Labat called the roll, and it was determined that a quorum was present to conduct business.

Public Wishing to Address the Board:

There was no public present. Motion by Chad Adams, seconded by Terese McCormick to close public. Motion passed.

Engineers and Architects Project Status

Brandon Arceneaux with Total Project Services was present to discuss the Bayou Region Miracle League Complex. He did more design work since the last meeting and discussed the drawings presented.

Motion by Stuart Babin, seconded by Jerome Boykin to approve the minutes for the regular meeting of June 4, 2025. Motion passed.

Motion by Chad Adams, seconded by Jerome Boykin to approve the June financial report. Motion passed. Pernell Pellegrin with Martin and Pellegrin will present the 2024 audit at the August meeting.

Parks and Playgrounds: Shawn read Brock's report aloud.

Broadmoor – Utilizing the fields for T-Ball, Maintaining fields, Contractor has began by removing the soft surface. The poles and swings are going in today. Contractor should be done by the end of next week.

Southland Field – Utilizing the fields for summer ball. Maintained.

Westside Girls' Softball Complex – Maintained.

Lisa Park Recreation Center – Maintained. The gym is being utilized with wee ball. Chad advised that soap is needed in the restrooms. He also advised that the elderly guests cannot make it upstairs. The use of chairs were discussed. A door that does not stay closed was also discussed. Shawn discussed the

quotes from Lee Whitney for the plaque. The cost of an aluminum plaque is \$3,051.70. The cost of a bronze plaque is \$5,267.93. Motion by Terese McCormick, seconded by Wayne Champagne to purchase the plaque in bronze to match the other sign. Motion passed.

Summerfield Park – Maintained. Received a complaint that disc golf is a hazard.

Rozand Park – New playground and soft surface is up and complete.

Skate Park – Maintained. The park has been graffitied again.

Westgate – Maintained.

Cottage Drive – New playground and soft surface is up and complete.

Bike Trail – Maintained. Stuart Babin discussed the National Trails Day event. They had a great turn out.

Lisa Park Playground – Maintained.

New Business

Shawn discussed the addition of an administrator/administrators for the Facebook account. He would like to see the account more active. Chad Adams and Wayne Champagne offered their assistance. Motion by Lee Dillard, seconded by Terese McCormick to add Wayne Champagne and Chad Adams as Facebook/Instagram administrators. Motion passed.

Chad Adams wished everyone a Happy 4th.

The next regular meeting is scheduled for Wednesday, August 6, 2025, at the Lisa Park Recreation Center.

Motion by Lee Dillard, seconded by Chad Adams to adjourn. Motion passed.

Meeting as adjourned at 7:02 p.m.

Balance Sheet

As of July 31, 2025

	Jul 31, 25
ASSETS	
Current Assets	
Checking/Savings	
0001100 · Cash-Whitney-368814	259,412.13
0001101 · Cash - Synergy - 665738	1,099,083.84
0001102 · Synergy - Debt Service	734,740.70
0001103 · Synergy - Capital Projects	2,780,836.36
Total Checking/Savings	<u>4,874,073.03</u>
Other Current Assets	
0001301 · Ad Valorem Taxes Receivable	1,341,038.38
0001401 · Due from Tax Collector	165,562.48
0001402 · Due from State of Louisiana	10,538.00
0001500 · Meter Deposits	2,185.00
Total Other Current Assets	<u>1,519,323.86</u>
Total Current Assets	<u>6,393,396.89</u>
TOTAL ASSETS	<u>6,393,396.89</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
0002100 · Accounts Payable	16,171.82
Total Accounts Payable	<u>16,171.82</u>
Other Current Liabilities	
0002200 · Payroll Liabilities	990.61
0002201 · Direct Deposit Liabilities	-8,593.92
0002403 · Deferred Revenue-Ad Val Tax	1,567,973.76
0002410 · 2023 Bond Issuance	3,266,125.00
Total Other Current Liabilities	<u>4,826,495.45</u>
Total Current Liabilities	<u>4,842,667.27</u>
Total Liabilities	<u>4,842,667.27</u>
Equity	
0004000 · Opening Balance Equity	1,765,607.92
0004001 · Unrestricted Net Assets	-600,459.29
Net Income	385,580.99
Total Equity	<u>1,550,729.62</u>
TOTAL LIABILITIES & EQUITY	<u>6,393,396.89</u>

Terrebonne Parish Recreation District No. 2-3

Profit & Loss Budget vs. Actual

January through July 2025

	Jan - Jul 25	Budget	\$ Over Budget	% of Budget
Income				
0005100 · Ad Valorem Tax Revenue	1,434,128.44	1,472,940.00	-38,811.56	97.4%
0005101 · State Revenue Sharing	28,137.00	20,242.00	7,895.00	139.0%
0005301 · Rental Fees	0.00	10,000.00	-10,000.00	0.0%
0005400 · Interest	6,908.73	10,000.00	-3,091.27	69.1%
0005600 · Compensation-Property Damage	440.00			
Total Income	1,469,614.17	1,513,182.00	-43,567.83	97.1%
Expense				
0006100 · Payroll Expenses	105,851.10	220,000.00	-114,148.90	48.1%
0006102 · Group Insurance	15,561.87	40,000.00	-24,438.13	38.9%
0006103 · Life Insurance	0.00	1,000.00	-1,000.00	0.0%
0006104 · Worker's Comp	5,986.97	10,000.00	-4,013.03	59.9%
0006106 · New Employee Expenses	0.00	500.00	-500.00	0.0%
0006200 · Office Supplies	1,040.05	1,500.00	-459.95	69.3%
0006201 · Supplies and Materials	13,619.54	10,000.00	3,619.54	136.2%
0006203 · Chemicals	1,538.52	2,500.00	-961.48	61.5%
0006204 · Fuel	5,004.13	9,000.00	-3,995.87	55.6%
0006300 · Utilities	10,826.65	15,000.00	-4,173.35	72.2%
0006301 · Telephone Expense	260.67	1,000.00	-739.33	26.1%
0006302 · Alarm Monitoring	1,037.94	1,000.00	37.94	103.8%
0006303 · Garbage	1,710.00	4,000.00	-2,290.00	42.8%
0006304 · Pest Control	1,965.00	5,000.00	-3,035.00	39.3%
0006305 · Bank Charges	80,958.97	130,000.00	-49,041.03	62.3%
0006306 · Gen Liab & Building Insurance	14,297.00	50,000.00	-35,703.00	28.6%
0006307 · Bond Insurance	0.00	5,000.00	-5,000.00	0.0%
0006308 · Director's & Officer's Insur	4,268.18	2,000.00	2,268.18	213.4%
0006309 · Vehicle Insurance	0.00	2,500.00	-2,500.00	0.0%
0006310 · Engineering and Design Fees	100,575.95	250,000.00	-149,424.05	40.2%
0006311 · Legal Fees	1,890.00	5,500.00	-3,610.00	34.4%
0006312 · Accounting and Secretary Fees	10,850.00	18,600.00	-7,750.00	58.3%
0006313 · Audit Fees	12,270.00	12,000.00	270.00	102.3%
0006314 · Advertising	0.00	1,000.00	-1,000.00	0.0%
0006400 · Equip Rep & Maint	1,143.83	4,000.00	-2,856.17	28.6%
0006401 · Vehicle Rep & Maint	255.00	2,500.00	-2,245.00	10.2%
0006402 · Facility Rep & Maint	39,407.14	100,000.00	-60,592.86	39.4%
0006500 · Capital Expenses	652,614.67			
0006600 · Misc Expense	1,100.00	5,000.00	-3,900.00	22.0%
Total Expense	1,084,033.18	908,600.00	175,433.18	119.3%
Net Income	385,580.99	604,582.00	-219,001.01	63.8%