

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

Chad Adams
Terese McCormick
Jerome Boykin
Roy Miller

AGENDA
Regular Board Meeting
Wednesday, October 2, 2024
6:00 p.m.
Meeting Location – TPR Annex Building
1192 Barrow Street, Houma 70360

- 1) Call meeting to order
- 2) Invocation and Pledge of Allegiance
- 3) Roll call
- 4) Public wishing to address the board
- 5) Engineers and Architects Project Status
 - a) AllSouth – Hurricane Ida Facility Repairs
- 6) Approve the minutes for the regular meeting of September 4, 2024.
- 7) Financial Report
 - a) Current financial statements to include Balance Sheet and Budget to Actual through September 30, 2024.
- 8) Report on all parks and playgrounds – Discussion and/or possible action regarding:
 - a) Broadmoor
 - b) Southland Field – Bleacher Cover
 - 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
 - a) Rental fees for Lisa Park
 - b) Discussion and/or possible action of changes to the bylaws

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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10) Council Member's Comments

11) Board Member Comments

12) Adjourn

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MINUTES

REGULAR BOARD MEETING

September 4, 2024

The Board of Commissioners of Recreation District No. 2/3 of the Parish of Terrebonne, State of Louisiana, met at the TPR Annex Building at 1192 Barrow Street on Wednesday, September 4, 2024, at 6:00 p.m.

Commissions Present: Shawn Dupre, Lee Dillard, Chad Adams, Wayne Champagne and Terese McCormick

Commissioners Absent: Wren "Buddy" Halford, Jerome Boykin and Roy Miller

Others Present: Sonja Labat, Brock Landry, Derick Bercegeay with the Law Office of Michelle Neil, Mike Slovensky with All South, Brandon Arceneaux with Total Project Services and Merlin Lirette

The meeting was called to order by Shawn Dupre at 6:00 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:

Motion by Chad Adams, seconded by Wayne Champagne to close public. Motion passed.

Engineers and Architects Project Status

Mike Slovensky with All South was present to discuss the Hurricane Ida facility repairs. He gave an update on Southland and the Westside Girls Complex. He advised that he is waiting on the delivery date for the canopy for Broadmoor.

Brandon Arceneaux with Total Project Services was present to discuss the Westgate project as it is complete. We will owe the contractor \$43,004.60 in retainage once a clear lien certificate is provided. Brandon discussed the Southland bull pen area as that project is also complete. The contractor owes us joint sealant.

Merlin Lirette was present to give an update on the Lisa Park Gym project and provided pictures of the progress.

Motion by Chad Adams, seconded by Lee Dillard to approve the minutes for the regular meeting of August 7, 2024. Motion passed.

Motion by Terese McCormick, seconded by Chad Adams to approve the August financial report. Motion passed.

Motion by Terese McCormick, seconded by Lee Dillard to move to new business. Motion passed.

New Business

Derick Bercegeay discussed the CEA with CCA and the Southland Hogs for use of Southland as he is changing a few things due to the fields being turf. Motion by Terese McCormick, seconded by Lee Dillard to approve legal to make the necessary changes and include new updated verbiage. Motion passed.

Brock discussed the rental rates and what the district charged in the past when the gym was open. Recreation District #1 charges \$360 per month. This item will be tabled and placed on the October agenda.

Motion by Chad Adams, seconded by Lee Dillard to adopt the adjusted millage rate. Motion passed.

A special meeting will be held to possibly set forth the adjusted millage rate and roll forward to millage rate not exceeding the maximum authorized rate. A 2/3 majority was not in attendance.

Motion by Chad Adams, seconded by Terese McCormick to return to the agenda. Motion passed.

Parks and Playgrounds: Brock reported on the parks.

Broadmoor – Maintained. Football practice has began.

Southland Field – Maintained. Fall ball is beginning. The wall has been repaired but needs to be painted. The graffiti will be painted over. Cameras for the fields were briefly discussed and Brock will obtain prices.

Westside Girls' Softball Complex – Maintained. The facility is being used by travel ball now.

Lisa Park Gym – Merlin was present to report. Brock advised that the gym looks really nice.

Summerfield Park – Maintained. Signage will be installed soon. Benches have been installed. The staff has been trimming trees and deep cleaning the bathrooms.

Rozands Park – Maintained. Trees have been removed but the weather has slowed them down. The signage has been put up. Brock discussed the condition of the playground equipment.

Skate Park – Maintained. There have been Facebook complaints about the restrooms.

Westgate – Maintained. The facility is being used a lot. A resident recommended moving the workout equipment to another area of the park.

Cottage Drive – Maintained. The playground equipment, cement and soft surface was discussed.

Bike Trail – Maintained.

Lisa Park Playground – Park signage and park rules are up.

The next regular meeting is scheduled for Wednesday, October 2, 2024, at the TPR Annex Building.

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

Meeting as adjourned at 7:05 p.m.

Balance Sheet

As of September 30, 2024

	Sep 30, 24
ASSETS	
Current Assets	
Checking/Savings	
0001100 · Cash-Whitney-368814	299,964.15
0001101 · Cash - Synergy - 665738	240,968.37
0001102 · Synergy - Debt Service	734,740.70
0001103 · Synergy - Capital Projects	3,774,237.67
Total Checking/Savings	5,049,910.89
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	1,519,323.86
Total Current Assets	6,569,234.75
TOTAL ASSETS	6,569,234.75
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
0002100 · Accounts Payable	16,171.82
Total Accounts Payable	16,171.82
Other Current Liabilities	
0002200 · Payroll Liabilities	3,240.84
0002201 · Direct Deposit Liabilities	-5,089.14
0002403 · Deferred Revenue-Ad Val Tax	1,567,973.76
0002410 · 2023 Bond Issuance	3,856,125.00
Total Other Current Liabilities	5,422,250.46
Total Current Liabilities	5,438,422.28
Total Liabilities	5,438,422.28
Equity	
0004000 · Opening Balance Equity	1,765,607.92
0004001 · Unrestricted Net Assets	-180,385.20
Net Income	-454,410.25
Total Equity	1,130,812.47
TOTAL LIABILITIES & EQUITY	6,569,234.75

Terrebonne Parish Recreation District No. 2-3
Profit & Loss Budget vs. Actual
January through September 2024

	Jan - Sep 24	Budget	\$ Over Budget	% of Budget
Income				
0005100 · Ad Valorem Tax Revenue	1,471,520.49	1,324,143.94	147,376.55	111.1%
0005101 · State Revenue Sharing	20,242.00	31,614.00	-11,372.00	64.0%
0005300 · Concessions	14,545.30			
0005301 · Rental Fees	0.00	2,500.00	-2,500.00	0.0%
0005400 · Interest	9,791.90	5,000.00	4,791.90	195.8%
0005500 · Miscellaneous	717.50			
0005600 · Compensation-Property Damage	171,463.36			
Total Income	1,688,280.55	1,363,257.94	325,022.61	123.8%
Expense				
0006100 · Payroll Expenses	155,682.02	165,000.00	-9,317.98	94.4%
0006102 · Group Insurance	29,219.79	40,000.00	-10,780.21	73.0%
0006103 · Life Insurance	0.00	1,000.00	-1,000.00	0.0%
0006104 · Worker's Comp	7,139.57	10,000.00	-2,860.43	71.4%
0006106 · New Employee Expenses	160.00	500.00	-340.00	32.0%
0006200 · Office Supplies	1,108.85	3,000.00	-1,891.15	37.0%
0006201 · Supplies and Materials	6,465.42	10,000.00	-3,534.58	64.7%
0006202 · Medical Supplies	522.70			
0006203 · Chemicals	1,819.21	2,500.00	-680.79	72.8%
0006204 · Fuel	7,044.09	9,500.00	-2,455.91	74.1%
0006300 · Utilities	10,624.37	15,000.00	-4,375.63	70.8%
0006301 · Telephone Expense	389.07	1,000.00	-610.93	38.9%
0006302 · Alarm Monitoring	509.92	16,000.00	-15,490.08	3.2%
0006303 · Garbage	2,565.00	4,000.00	-1,435.00	64.1%
0006304 · Pest Control	3,220.00	1,000.00	2,220.00	322.0%
0006305 · Bank Charges	127,724.45	3,000.00	124,724.45	4,257.5%
0006306 · Gen Liab & Building Insurance	48,296.16	45,000.00	3,296.16	107.3%
0006307 · Bond Insurance	0.00	500.00	-500.00	0.0%
0006308 · Director's & Officer's Insur	4,115.76	2,000.00	2,115.76	205.8%
0006309 · Vehicle Insurance	2,231.64	2,000.00	231.64	111.6%
0006310 · Engineering and Design Fees	198,515.02	100,000.00	98,515.02	198.5%
0006311 · Legal Fees	4,254.03	10,000.00	-5,745.97	42.5%
0006312 · Accounting and Secretary Fees	13,950.00	18,000.00	-4,050.00	77.5%
0006313 · Audit Fees	11,155.00	10,000.00	1,155.00	111.6%
0006314 · Advertising	200.00	2,000.00	-1,800.00	10.0%
0006400 · Equip Rep & Maint	3,275.66	2,500.00	775.66	131.0%
0006401 · Vehicle Rep & Maint	13.05	2,500.00	-2,486.95	0.5%
0006402 · Facility Rep & Maint	44,703.71	100,000.00	-55,296.29	44.7%
0006500 · Capital Expenses	1,111,325.33	500,000.00	611,325.33	222.3%
0006600 · Misc Expense	346,460.98	5,000.00	341,460.98	6,929.2%
Total Expense	2,142,690.80	1,081,000.00	1,061,690.80	198.2%
Net Income	-454,410.25	282,257.94	-736,668.19	-161.0%