

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, September 4, 2024
6:00 p.m.
Meeting Location – TPR Annex Building
1192 Barrow Street, Houma 70360

A public hearing will be as follows:

Date: Wednesday, September 4, 2024

Time: 6:00 p.m.

Place of Meeting: 1192 Barrow Street, Houma, LA

- 1) Discuss increase of millage.
- 2) Close public hearing; adjourn.

A public meeting will be held as follows:

Date: Wednesday, September 4, 2024

Time: 6:10 p.m. or immediately following the public hearing

Place of Meeting: 1192 Barrow Street, Houma, LA

- 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
- 6) Approve the minutes for the regular meeting of August 7, 2024.
- 7) Financial Report
 - a) Current financial statements to include Balance Sheet and Budget to Actual through August 31, 2024.
- 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

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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- h) Westgate
 - i) Cottage Drive
 - j) Bike Trail
 - k) Lisa Park Playground
- 9) New Business
- a) Adopt the adjusted millage rate.
 - b) Set forth the adjusted millage rate and roll forward to millage rate not exceeding the maximum authorized rate.
 - c) Execute CEA with CCA and Southland Hogs for use of Southland
 - d) Rental rates for Lisa Park
- 10) Council Member's Comments
- 11) Board Member Comments
- 12) Adjourn

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MINUTES

REGULAR BOARD MEETING

August 7, 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, August 7, 2024, at 6:00 p.m.

Commissions Present: Shawn Dupre, Roy Miller, Jerome Boykin, Wren "Buddy" Halford and Terese McCormick

Commissioners Absent: Lee Dillard, Chad Adams and Wayne Champagne

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, Merlin Lirette and Pernell Pellegrin with Martin and Pellegrin

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:

Pernell Pellegrin with Martin and Pellegrin was present to present the 2023 audit.

Motion by Buddy Halford, seconded by Terese McCormick 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 discussed metal and aluminum roof canopy options. The metal material is available in September but the aluminum material is not available until October. He recommends waiting for the aluminum material.

Brandon Arceneaux with Total Project Services was present to discuss the Westgate project as the benches have been installed and the project is 100% complete. The contractor submitted the pay app but it was sent back because they did not have the clear lien certificate. Brandon discussed the Southland bull pen area as he drew up some quick plans. Three quotes were received and Gulf South Masonry was the lowest at a cost of \$15,300. TD Construction quoted \$16,192 and LA Contracting quoted \$31,571. Motion by Terese McCormick, seconded by Buddy Halford to award the project to Gulf South Masonry at a cost of \$15,300. Motion passed. The press box drainage issue was also discussed. Plans were sent to three contractors. One contractor was a no quote and another contractor quoted \$6,000. He is waiting on one more quote.

Merlin Lirette was present to give an update on the Lisa Park Gym project as the project is moving along well.

Motion by Jerome Boykin, seconded by Terese McCormick to approve the minutes for the regular meeting of July 3, 2024. Motion passed.

Motion by Terese McCormick, seconded by Jerome Boykin to approve the July financial report. Motion passed.

Parks and Playgrounds: Brock reported on the parks.

Broadmoor – Maintained. The season has ended.

Southland Field – Maintained.

Westside Girls' Softball Complex – Maintained. The season ended. Discussed plumbing issues and the board suggested getting it fixed.

Lisa Park Gym – Merlin was present to report.

Summerfield Park – Maintained. Signage will be installed soon. Benches will be put up when the weather cooperates.

Rozands Park – 50% of the trees were lost with Hurricane Ida. Stump Out quoted \$13,472.91 to remove ten trees and have them hauled off. Nine are dead and one is dying. Motion by Jerome Boykin, seconded by Roy Miller to hire Stump Out to remove the ten trees at a cost of \$13,472.91. Motion passed.

Skate Park – Maintained. There have been very few problems lately.

Westgate – Maintained. An exposed pipe at the dog park will be covered in the winter.

Cottage Drive – Maintained. Still need to look at the tennis courts.

Bike Trail – There was an accident involving a four-wheeler. It was suggested to close the ditch off to prevent four wheelers from entering but there are still areas that they can get in from.

Lisa Park Playground – Maintained.

New Business

Facility rental fees were discussed. Brock advised that he contacted Rec 1 and Rec 9 but has not heard back from them. He did talk to Ryan Page and Jim Wendell and they are working on a standard rental rate for pavilions and facility rentals. They plan to be done in the next three months. Brock suggests waiting on the Parish because they will want the recreation districts to adopt the rental rate schedule. The rental fees for Lisa Park will be placed on the September meeting agenda.

The Chairman advised that the board needs to revisit the bylaws and make some changes to board member attendance. We need to see what can be done to be sure to have a monthly quorum.

The next regular meeting is scheduled for Wednesday, September 4, 2024, at the TPR Annex Building.

Motion by Jerome Boykin, seconded by Roy Miller to adjourn. Motion passed.

Meeting as adjourned at 7:18 p.m.

Balance Sheet

As of August 31, 2024

09/03/24

Accrual Basis

	<u>Aug 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
0001100 · Cash-Whitney-368814	602,466.85
0001101 · Cash - Synergy - 665738	583,392.52
0001102 · Synergy - Debt Service	734,740.70
0001103 · Synergy - Capital Projects	3,773,462.30
Total Checking/Savings	5,694,062.37
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	7,213,386.23
TOTAL ASSETS	<u>7,213,386.23</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
0002100 · Accounts Payable	16,272.99
Total Accounts Payable	16,272.99
Other Current Liabilities	
0002200 · Payroll Liabilities	1,799.65
0002403 · Deferred Revenue-Ad Val Tax	1,567,973.76
0002410 · 2023 Bond Issuance	3,856,125.00
Total Other Current Liabilities	5,425,898.41
Total Current Liabilities	5,442,171.40
Total Liabilities	5,442,171.40
Equity	
0004000 · Opening Balance Equity	1,765,607.92
0004001 · Unrestricted Net Assets	-180,385.20
Net Income	185,992.11
Total Equity	1,771,214.83
TOTAL LIABILITIES & EQUITY	<u>7,213,386.23</u>

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

	Jan - Aug 24	Budget	\$ Over Budget	% of Budget
Income				
0005100 · Ad Valorem Tax Revenue	1,469,439.05	1,324,143.94	145,295.11	111.0%
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	8,727.61	5,000.00	3,727.61	174.6%
0005500 · Miscellaneous	717.50			
0005600 · Compensation-Property Damage	168,812.16			
Total Income	1,682,483.62	1,363,257.94	319,225.68	123.4%
Expense				
0006100 · Payroll Expenses	144,169.56	165,000.00	-20,830.44	87.4%
0006102 · Group Insurance	26,015.73	40,000.00	-13,984.27	65.0%
0006103 · Life Insurance	0.00	1,000.00	-1,000.00	0.0%
0006104 · Worker's Comp	6,447.84	10,000.00	-3,552.16	64.5%
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	5,670.35	10,000.00	-4,329.65	56.7%
0006203 · Chemicals	1,609.79	2,500.00	-890.21	64.4%
0006204 · Fuel	5,354.58	9,500.00	-4,145.42	56.4%
0006300 · Utilities	9,321.61	15,000.00	-5,678.39	62.1%
0006301 · Telephone Expense	345.84	1,000.00	-654.16	34.6%
0006302 · Alarm Monitoring	464.93	16,000.00	-15,535.07	2.9%
0006303 · Garbage	2,280.00	4,000.00	-1,720.00	57.0%
0006304 · Pest Control	3,100.00	1,000.00	2,100.00	310.0%
0006305 · Bank Charges	47,049.80	3,000.00	44,049.80	1,568.3%
0006306 · Gen Liab & Building Insurance	19,016.36	45,000.00	-25,983.64	42.3%
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	195,115.02	100,000.00	95,115.02	195.1%
0006311 · Legal Fees	4,254.03	10,000.00	-5,745.97	42.5%
0006312 · Accounting and Secretary Fees	12,400.00	18,000.00	-5,600.00	68.9%
0006313 · Audit Fees	11,155.00	10,000.00	1,155.00	111.6%
0006314 · Advertising	0.00	2,000.00	-2,000.00	0.0%
0006400 · Equip Rep & Maint	2,326.32	2,500.00	-173.68	93.1%
0006401 · Vehicle Rep & Maint	13.05	2,500.00	-2,486.95	0.5%
0006402 · Facility Rep & Maint	43,653.71	100,000.00	-56,346.29	43.7%
0006500 · Capital Expenses	902,818.76	500,000.00	402,818.76	180.6%
0006600 · Misc Expense	46,292.98	5,000.00	41,292.98	925.9%
Total Expense	1,496,491.51	1,081,000.00	415,491.51	138.4%
Net Income	185,992.11	282,257.94	-96,265.83	65.9%

TERREBONNE PARISH RECREATION DISTRICT NO. 2/3

RESOLUTION NO. 1

BE IT RESOLVED, by the Terrebonne Parish Recreation District No. 2/3 of the Parish of Terrebonne, Louisiana, in a public meeting held on September 4, 2024, which meeting was conducted in accordance with the Open Meetings Law and the additional requirements of Article VII, Section 23(C) of the Louisiana Constitution and R.S. 47:1705(B), that the following **adjusted** millage rates be and they are hereby levied upon the dollar of the assessed valuation of all property subject to ad valorem taxation within said Parish for the year 2024, for the purpose of raising revenue:

MILLAGE

Operations and Maintenance	4.80 mills
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BE IT FURTHER RESOLVED that the Assessor of the Parish of Terrebonne, shall extend upon the assessment roll for the year 2024 the taxes herein levied, and the tax collector of said Parish shall collect and remit the same to said taxing authority in accordance with law.

The foregoing resolution was read in full, the roll was called on the adoption thereof, and the resolution was adopted by the following votes:

YEAS:

NAYS:

ABSTAINED:

ABSENT:

CERTIFICATE

I hereby certify that the foregoing is a true and exact copy of the resolution adopted at the meeting held on September 4, 2024, at which meeting a quorum was present and voting.

Houma, Louisiana, this 4th day of September, 2024.

(Signature of authorized person of the taxing district)

TERREBEONNE PARISH RECREATION DISTRICT NO. 2/3

RESOLUTION NO. 2

BE IT RESOLVED, by the Terrebonne Parish Recreation District No. 2/3 of the Parish of Terrebonne, Louisiana, in a public meeting held on September 4, 2024, which meeting was conducted in accordance with the Open Meetings Law and the additional requirements of Article VII, Section 23(C) of the Louisiana Constitution and R.S. 47:1705(B), that the taxing district voted to increase the millage rate(s), but not in excess of the prior year's maximum rate(s), on all taxable property shown on the official assessment roll for the year 2024, and when collected, the revenues from said taxes shall be used only for the specific purposes for which said taxes have been levied. Said millage rate(s) are:

	<u>Adjusted Rate</u>	<u>2024 Levy</u>
Operations and Maintenance	4.80 mills	5.00 mills

BE IT FURTHER RESOLVED that the Assessor of the Parish of Terrebonne, shall extend upon the assessment roll for the year 2024 the taxes herein levied, and the tax collector of said Parish shall collect and remit the same to said taxing authority in accordance with law.

The foregoing resolution was read in full, the roll was called on the adoption thereof, and the resolution was adopted by no less than two-thirds of the total membership of the taxing authority voting in favor as required by Article VII, Section 23(C) of the Louisiana Constitution and R.S. 47:1705(B). The votes were:

YEAS:

NAYS:

ABSTAINED:

ABSENT:

CERTIFICATE

I hereby certify that the foregoing is a true and exact copy of the resolution adopted at the meeting held on September 4, 2024, at which meeting at least two-thirds of the total membership was present and voting.

Houma, Louisiana, this 4th day of September, 2024.

(Signature of authorized person of the taxing district)