

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, August 7, 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
 - a) Pernell Pellegrin with Martin and Pellegrin
- 5) Engineers and Architects Project Status
- 6) Approve the minutes for the regular meeting of July 3, 2024.
- 7) Financial Report
 - a) Current financial statements to include Balance Sheet and Budget to Actual through July 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
 - h) Westgate
 - i) Cottage Drive
 - j) Bike Trail
 - k) Lisa Park Playground
- 9) New Business
 - a) Rental fees for all facilities
- 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 3, 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, July 3, 2024, at 6:00 p.m.

Commissions Present: Shawn Dupre, Roy Miller, Lee Dillard, Chad Adams, Wren "Buddy" Halford, Terese McCormick and Wayne Champagne arriving at 6:19

Commissioners Absent: Jerome Boykin

Others Present: Sonja Labat, Brock Landry, 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:

There was no public present. Motion by Lee Dillard, seconded by Chad Adams to close public. Motion passed.

Engineers and Architects Project Status

Brandon Arceneaux with Total Project Services was present to discuss the Westgate project as the benches have not been received. The approximate cost of the benches is \$15,000. They were supposedly shipped. The clear lien certificate has expired. Brandon advised that he is waiting on a response from the contractor. Shawn Dupre will discuss with the district's attorney.

Mike Slovensky with All South was present to discuss the Hurricane Ida facility repairs. He discussed change order #3 in the amount of \$27,581 and the items that are included in that change order. Motion by Chad Adams, seconded by Wren "Buddy" Halford to accept change order #3 in the amount of \$27,581. Motion passed.

Merlin Lirette was present to give an update on the Lisa Park Gym project. He and the board chose paint colors.

Motion by Chad Adams, seconded by Lee Dillard to approve the minutes for the regular meeting of May 15, 2024. Motion passed.

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

Parks and Playgrounds: Brock advised that the crew has been fighting weather. It has been too wet to install the bike racks, signs and benches. They have been doing cleaning and maintenance. Brock praised his employees for being a small crew but still getting things done.

Broadmoor – Maintained. Lee Dillard asked about the awning and Brock advised that we are still waiting on Norris and Boudreaux. Lee advised that the district's attorney should call them.

Southland Field – Maintained. The fields are being used heavily. The Chairman discussed the field bull pen catch basin. Brandon Arceneaux advised that the estimated cost is \$15,000. Motion by Lee Dillard, seconded by Terese McCormick to hire Brandon for the bull pen project. Motion passed. His cost will be \$6,500 and he will obtain three quotes. The Chairman also discussed the need for remediation work for the press box area.

Westside Girls' Softball Complex – Maintained.

Lisa Park Gym – Brock advised that the gym looks great.

Summerfield Park – Benches will be put up when the weather cooperates. The restroom facility is doing well.

Rozands Park – The crew will get to the downed branches soon.

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

Westgate – Maintained. The two benches were discussed.

Cottage Drive – Briefly discussed the courts. Signage will be hung.

Bike Trail – Maintaining when able to due to the weather.

Lisa Park Playground – Maintained. Parking issues were discussed.

New Business

The district needs to be removed from the CEA with TPCG for the Bayou Country Sports Complex. Motion by Terese McCormick, seconded by Lee Dillard to allow the district's attorney to draft and execute an agreement for TPCG to take the responsibility of the Bayou Country Sports Complex. Motion passed.

The Chairman discussed rental fees for all facilities as the board needs to revisit this. Motion by Lee Dillard, seconded by Roy Miller to raise the daily rental rate from \$500 to \$800 at Southland field. Motion passed. Cage rental was also discussed. This item will be tabled until the August meeting.

The next regular meeting is scheduled for Wednesday, August 7, 2024, at the TPR Annex Building.

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

Meeting as adjourned at 8:24 p.m.

1:48 PM

Terrebonne Parish Recreation District No. 2-3

08/05/24

Balance Sheet

Accrual Basis

As of July 31, 2024

	Jul 31, 24
ASSETS	
Current Assets	
Checking/Savings	
0001100 · Cash-Whitney-368814	606,097.00
0001101 · Cash - Synergy - 665738	752,114.51
0001102 · Synergy - Debt Service	734,740.70
0001103 · Synergy - Capital Projects	3,772,609.59
Total Checking/Savings	5,865,561.80
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	7,384,885.66
TOTAL ASSETS	7,384,885.66
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	1,233.16
0002201 · Direct Deposit Liabilities	-6,524.53
0002403 · Deferred Revenue-Ad Val Tax	1,567,973.76
0002410 · 2023 Bond Issuance	3,856,125.00
Total Other Current Liabilities	5,418,807.39
Total Current Liabilities	5,434,979.21
Total Liabilities	5,434,979.21
Equity	
0004000 · Opening Balance Equity	1,765,607.92
0004001 · Unrestricted Net Assets	-180,385.20
Net Income	364,683.73
Total Equity	1,949,906.45
TOTAL LIABILITIES & EQUITY	7,384,885.66

Terrebonne Parish Recreation District No. 2-3

Profit & Loss Budget vs. Actual

January through July 2024

	Jan - Jul 24	Budget	\$ Over Budget	% of Budget
Income				
0005100 · Ad Valorem Tax Revenue	1,466,396.11	1,324,143.94	142,252.17	110.7%
0005101 · State Revenue Sharing	20,242.00	31,614.00	-11,372.00	64.0%
0005300 · Concessions	11,935.15			
0005301 · Rental Fees	0.00			
0005400 · Interest	7,521.17	2,500.00	-2,500.00	0.0%
0005500 · Miscellaneous	717.50	5,000.00	2,521.17	150.4%
0005600 · Compensation-Property Damage	168,712.16			
Total Income	1,675,524.09	1,363,257.94	312,266.15	122.9%
Expense				
0006100 · Payroll Expenses	115,686.51	165,000.00	-49,313.49	70.1%
0006102 · Group Insurance	23,505.02	40,000.00	-16,494.98	58.8%
0006103 · Life Insurance	0.00	1,000.00	-1,000.00	0.0%
0006104 · Worker's Comp	5,756.11	10,000.00	-4,243.89	57.6%
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	5,350.30	10,000.00	-4,649.70	53.5%
0006203 · Chemicals	1,406.35	2,500.00	-1,093.65	56.3%
0006204 · Fuel	4,614.55	9,500.00	-4,885.45	48.6%
0006300 · Utilities	8,221.60	15,000.00	-6,778.40	54.8%
0006301 · Telephone Expense	302.61	1,000.00	-697.39	30.3%
0006302 · Alarm Monitoring	419.94	16,000.00	-15,580.06	2.6%
0006303 · Garbage	1,995.00	4,000.00	-2,005.00	49.9%
0006304 · Pest Control	2,980.00	1,000.00	1,980.00	298.0%
0006305 · Bank Charges	46,940.35	3,000.00	43,940.35	1,564.7%
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	192,615.02	100,000.00	92,615.02	192.6%
0006311 · Legal Fees	4,254.03	10,000.00	-5,745.97	42.5%
0006312 · Accounting and Secretary Fees	10,850.00	18,000.00	-7,150.00	60.3%
0006313 · Audit Fees	5,575.00	10,000.00	-4,425.00	55.8%
0006314 · Advertising	0.00	2,000.00	-2,000.00	0.0%
0006400 · Equip Rep & Maint	1,530.46	2,500.00	-969.54	61.2%
0006401 · Vehicle Rep & Maint	13.05	2,500.00	-2,486.95	0.5%
0006402 · Facility Rep & Maint	41,618.71	100,000.00	-58,381.29	41.6%
0006500 · Capital Expenses	764,280.16	500,000.00	264,280.16	152.9%
0006600 · Misc Expense	46,292.98	5,000.00	41,292.98	925.9%
Total Expense	1,310,840.36	1,081,000.00	229,840.36	121.3%
Net Income	364,683.73	282,257.94	82,425.79	129.2%