TERREBONNE PARISH RECREATION DISTRICT NO. 2/3

P.O. Box 4254, Houma, LA 70361

AGENDA
Regular Board Meeting
Wednesday, December 4, 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
   b) Merlin Lirette – Gym Renovations

6) Approve the minutes for the regular meeting of November 6, 2024.

7) Financial Report
   a) Current financial statements to include Balance Sheet and Budget to Actual through November 30, 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) 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

November 6, 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, November 6, 2024, at 6:00 p.m.

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

Commissioners Absent: None

Others Present: Sonja Labat, Brock Landry, Derick Bercegeay with the Law Office of Michelle Neil, Alex Quebedeaux with All South and Merlin Lirette

The meeting was called to order by Shawn Dupre at 6:02 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 Jerome Boykin, seconded by Terese McCormick to close public. Motion passed.

Engineers and Architects Project Status

Alex Quebedeaux with All South was present to discuss the Hurricane Ida facility repairs. All the work is complete with the exception of the Broadmoor canopy. The canopy is scheduled to be delivered next week.

Merlin Lirette was present to give an update on the Lisa Park Gym project. Merlin advised that the contractor is in the final stages of completion. A & R is prepping the floor currently so the gym is closed. Concrete has been demoed, the walkway has been framed up for concrete and the door frames came in and have been installed. The contractor is waiting on the glass for the doors and windows. November 1st was the original contract completion date. The Chairman asked for the estimated project completion date.

Motion by Chad Adams, seconded by Jerome Boykin to approve the minutes for the regular meeting of October 2, 2024. Motion passed.

Motion by Jerome Boykin, seconded by Lee Dillard to approve the October financial report. Motion passed.

Motion by Chad Adams, seconded by Jerome Boykin to approve the 2024 budget amendments and adopt the 2025 budget. Motion passed.

Parks and Playgrounds: Brock reported on the parks.

Broadmoor – Maintained. Board of health came through and the concession stand was cleaned. Practices are still going on.

Southland Field – Comcast services were briefly discussed. Rev was discussed but there is no nearby fiber. ATT offers an above air unit. The cost would be $60 per month, per unit and two units would be needed. Practices and games continued. Maintained. Discussed the NSU event. Will be closed for the winter soon.

Westside Girls' Softball Complex – Maintained. Practices have continued.

Lisa Park Gym – Merlin Lirette reported on the status. We now have access for the Entergy bills needed.

Summerfield Park – Branches have been removed. One of the bathroom dividers was broken and has been fixed. Maintained.

Rozands Park – The cost of playground repairs was discussed. The fallen tree should be removed this week. A swing was discussed.

Skate Park – Maintained. Clean up will need to be done due to graffiti everywhere.

Westgate – Maintained. Trees were trimmed. Began trimming hedges along the walking track.

Cottage Drive – The repairs to the playground equipment will cost $12,864.

Bike Trail – Maintained. Tracked down the old trail map.

Lisa Park Playground – Maintained.

New Business

The Chairman questioned topics within the bylaws. Official publication, board member vacancies, board terms and the meeting dates were discussed. The changes will be made by legal and presented in December for adoption.

Chad Adams wished everyone a Happy Thanksgiving.

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

Motion by Buddy Halford, seconded by Chad Adams to adjourn. Motion passed.

Meeting as adjourned at 7:24 p.m.

Terrebonne Parish Recreation District No. 2-3
Balance Sheet
As of November 30, 2024

	Nov 30, 24
ASSETS	
Current Assets	
Checking/Savings	
0001100 · Cash-Whitney-368814	301,402.03
0001101 · Cash - Synergy - 665738	1,305,048.39
0001102 · Synergy - Debt Service	734,740.70
0001103 · Synergy - Capital Projects	2,776,193.30
Total Checking/Savings	5,117,384.42
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	6,636,708.28
TOTAL ASSETS	**6,636,708.28**
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	4,593.50
0002403 · Deferred Revenue-Ad Val Tax	1,567,973.76
0002410 · 2023 Bond Issuance	3,856,125.00
Total Other Current Liabilities	5,428,692.26
Total Current Liabilities	5,444,864.08
Total Liabilities	5,444,864.08
Equity	
0004000 · Opening Balance Equity	1,765,607.92
0004001 · Unrestricted Net Assets	-180,385.20
Net Income	-393,378.52
Total Equity	1,191,844.20
TOTAL LIABILITIES & EQUITY	**6,636,708.28**

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

	Jan - Nov 24	Budget	$ Over Budget	% of Budget
Income				
0005100 · Ad Valorem Tax Revenue	1,473,017.70	1,324,143.94	148,873.76	111.2%
0005101 · State Revenue Sharing	20,242.00	31,614.00	-11,372.00	64.0%
0005300 · Concessions	14,545.30			
0005301 · Rental Fees	1,500.00	2,500.00	-1,000.00	60.0%
0005400 · Interest	12,530.05	5,000.00	7,530.05	250.6%
0005500 · Miscellaneous	717.50			
0005600 · Compensation-Property Damage	641,436.81			
Total Income	2,163,989.36	1,363,257.94	800,731.42	158.7%
Expense				
0006100 · Payroll Expenses	199,357.94	165,000.00	34,357.94	120.8%
0006102 · Group Insurance	34,099.78	40,000.00	-5,900.22	85.2%
0006103 · Life Insurance	0.00	1,000.00	-1,000.00	0.0%
0006104 · Worker's Comp	8,523.03	10,000.00	-1,476.97	85.2%
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	7,330.91	10,000.00	-2,669.09	73.3%
0006202 · Medical Supplies	522.70			
0006203 · Chemicals	2,232.07	2,500.00	-267.93	89.3%
0006204 · Fuel	7,789.09	9,500.00	-1,710.91	82.0%
0006300 · Utilities	12,730.77	15,000.00	-2,269.23	84.9%
0006301 · Telephone Expense	475.53	1,000.00	-524.47	47.6%
0006302 · Alarm Monitoring	794.89	16,000.00	-15,205.11	5.0%
0006303 · Garbage	3,135.00	4,000.00	-865.00	78.4%
0006304 · Pest Control	3,585.00	1,000.00	2,585.00	358.5%
0006305 · Bank Charges	127,908.46	3,000.00	124,908.46	4,263.6%
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	5,139.53	10,000.00	-4,860.47	51.4%
0006312 · Accounting and Secretary Fees	17,050.00	18,000.00	-950.00	94.7%
0006313 · Audit Fees	11,155.00	10,000.00	1,155.00	111.6%
0006314 · Advertising	400.00	2,000.00	-1,600.00	20.0%
0006400 · Equip Rep & Maint	3,356.21	2,500.00	856.21	134.2%
0006401 · Vehicle Rep & Maint	13.05	2,500.00	-2,486.95	0.5%
0006402 · Facility Rep & Maint	68,371.41	100,000.00	-31,628.59	68.4%
0006500 · Capital Expenses	1,742,509.10	500,000.00	1,242,509.10	348.5%
0006600 · Misc Expense	46,460.98	5,000.00	41,460.98	929.2%
Total Expense	2,557,367.88	1,081,000.00	1,476,367.88	236.6%
Net Income	**-393,378.52**	**282,257.94**	**-675,636.46**	**-139.4%**