

# TERREBONNE

*on the* **Rise**



**2011 ANNUAL  
REPORT**

**PARISH PRESIDENT MICHEL H. CLAUDET**

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## Letter to Terrebonne Parish Residents:

### Dear Fellow Terrebonne Parish Residents,

One should begin to notice that we are changing the culture of Terrebonne Parish and Terrebonne Parish Consolidated Government to that of a progressive and forward looking mindset. The essence of this cultural shift can be clearly seen in our proactive and aggressive pursuit of priorities to make a lasting positive impact on our area. This aggressive approach can be seen in our focus on large goals such as restoring our coast and improving hurricane protection or on other projects such as building roads and cleaning up our waterways.

Over the past 12 months Terrebonne Parish has faced many challenges. Despite these challenges we have been able to continue to improve countless aspects of our community. To sustain our goal of positioning Terrebonne Parish among the leaders of our region and state; a lot of hard work remains ahead of us.

In the pages that follow, we will highlight many of the things accomplished by the various departments within Terrebonne Parish Consolidated Government. Before we get to these accomplishments we will touch on a few of these overall successes as we move forward with our vision for Terrebonne Parish.

#### Resilience in Terrebonne

Over the past year we have faced the challenges of continued recovery from the Deepwater Mancondo oil spill, the threat of backwater flooding from the Atchafalaya River, and Tropical Storm Lee. We are proud to report that in the face of these events; Terrebonne Parish has emerged better than ever.

#### Deep Water Mancondo Oil Spill

2011 marked the one year anniversary of the Deepwater Horizon/Mancondo oil spill. While not as fast as we would like, the Gulf Coast Claims Facility (GCCF) has paid some \$179 million in claims in Terrebonne Parish. We continue to advocate for the fair treatment for all those impacted during this crisis.

#### Atchafalaya Backwater Event

In the spring of 2011 we were confronted with the danger of significant flooding to the Gibson, Chacahoula, and Bayou Black communities as a result of high water in the Mississippi River and the opening of the Morganza Spillway.



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## Spring 2011 Flooding Threat



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With the news that the opening of the Morganza Spillway could cause flooding in our area, we mobilized over 10 contractors to act quickly to protect our residents. In a matter of weeks we:

- ✓ Constructed 10.4 miles of new levees
- ✓ Re-nourished 8.2 miles of existing levees
- ✓ Distributed over 275,000 sand bags
- ✓ Placed 2.5 miles of protective tubes in the Humphries area
- ✓ Placed 560 linear feet of sheet pile to prevent flooding

We were truly blessed that with these measures, drought like conditions, and a major project to close Bayou Chene with a barge structure that no one in Terrebonne Parish experienced flooding.

### **Tropical Storm Lee**

Terrebonne Parish emerged from the threat of Tropical Storm Lee with relatively minor damage and disruption of services.

The overall lack of damage from Tropical Storm Lee is the result of two key areas of focus for Terrebonne Parish Consolidated Government.

First, a tremendous amount of work is being done to build levees in the southern portions of our parish. While not yet completed, the interim Morganza to the Gulf system in addition to the parish interior drainage levees offer a historic level of protection in many areas.

This protection will be significantly bolstered in 2013 with the completion of the Bubba Dove floodgate in the Houma Navigational Canal.

Secondly, many residents have taken advantage of the various programs available to assist in the elevation of their homes. One cannot travel throughout the southern areas of Terrebonne Parish without noticing the skyline of homes that have been raised or elevated.

## **Coastal Restoration & Hurricane Protection**

Terrebonne Parish has shown and will continue to show an unwavering commitment to restoring our fragile coast and providing hurricane protection for our residents.

### **Coastal Restoration**

As a result of the Mancondo Oil Spill, Terrebonne Parish and Louisiana stand to potentially receive a historic level of funding to restore our coast through the Natural Resources Damage Assessment (NRDA), Clean Water Act, RESTORE Act, and Oil Pollution Act of 1990 (OPA).

Going forward we will continue to work with our counterparts with the state to ensure that Terrebonne Parish is in line to receive our fair share of coastal restoration funding and projects.



With the help of America's Wetlands and countless sponsors we participated in an experimental program to place "floating islands" off of Island Road in Pointe-Aux-Chenes. This innovative process includes the anchoring of synthetic islands that are planted with local vegetation. Once the vegetation on these islands grow and take root they will provide much needed protection to Island Road.

Aside from these projects Terrebonne Parish is actively working on the following coastal restoration concepts:

- ✓ Atchafalaya River Long-Distance Sediment Pipeline
- ✓ Terrebonne Bay Shoreline Restoration
- ✓ Island Road Marsh Creation
- ✓ Grand Bayou Freshwater Enhancement (to benefit the Pointe-Aux-Chenes area)

### **Hurricane Protection**

During the past 12 months considerable progress has been made on improving hurricane protection in Terrebonne Parish. We are proud to say that while a tremendous amount of work still needs to be done, we now have a level of hurricane protection better than any time in the past.

Under the direction of the Terrebonne Levee and Conservation District the interim Morganza to the Gulf protection system continues to be built with local and state dollars as we wait for funding from the federal government.

Work also continues on our interior drainage levees. Once completed, these levees in conjunction with Morganza to the Gulf will provide redundant levels of hurricane protection for Terrebonne.

### **Growing our Economy**

Many feared that Washington's hasty moratorium on drilling in the Gulf of Mexico would cause severe damage to Terrebonne Parish's economy. While many local businesses were hurt by this action, the outlook for business in Terrebonne Parish is now much more optimistic.

We are proud to say that Terrebonne now stands as the economic leader of our region in terms of the energy exploration, retail, medicine, and seafood.

Over the past year we attended a countless number of ribbon cuttings and ground breakings for new businesses in Terrebonne Parish. These events further demonstrate the optimism in our local economy.

### **Record Low Unemployment**

For much of the past year Terrebonne Parish has been among leaders in our state and nation in terms having a low unemployment rate.

According to unemployment data released by the U.S. Bureau of Labor Statistics for December 2011, the Houma-Bayou Cane-Thibodaux Metropolitan Statistical Area was ranked as being tied for the 7<sup>th</sup> lowest unemployment rate in the nation!





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## Louisiana MSA Unemployment Rates

Location	Unemployment Rate
Houma MSA	4.3%
Lafayette MSA	4.6%
Lake Charles MSA	5.9%
Shreveport MSA	5.9%
Alexandria MSA	6.2%
New Orleans MSA	6.4%
Baton Rouge MSA	6.5%
Monroe MSA	6.9%

Source: LA Workforce Commission (December 2011)

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While jobs remain plentiful in Terrebonne we are always eager to welcome new businesses and industries into our parish.

## Growing Tourism and Conventions

One key industry that is ripe for growth in Terrebonne Parish is tourism. With the recent boom of hotel construction, we are now in a position to host large regional and state conventions.

As part of our efforts to grow tourism, we have trademarked Terrebonne Parish as the “Saltwater Fishing Capital of the World®.” As everyone in Terrebonne Parish already knows the opportunities are many for memorable and exciting fishing trips in our community.

In order to further increase tourism opportunities in Terrebonne we are currently in the process of developing a new parish brand. This combination of a parish logo, slogan, and signage will certainly add to our area’s already strong appeal to visitors.

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## Terrebonne Parish: Salt Water Fishing Capital of the World® 2011 Advertising Campaign



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## Improving Roads and Reducing Traffic

Over the last year major strides have been made to improve roadway transportation in Terrebonne Parish.

Key to improving transportation and reducing traffic is the strategic construction of new roads. For example in 2011 we completed the construction of the Westside Boulevard Extension from LA Highway 24 to Martin Luther King Blvd.

Furthermore, in late 2011 construction began on the extension of Valhi Boulevard to Savanne Road. Once this new roadway is completed there should be a noticeable decrease of traffic on LA Highway 311.



**Terrebonne on the Rise**  
Parish President Michel H. Claudet

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### Ribbon Cutting for Westside Blvd. Extension



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2011 also saw great improvements to our existing roads. Such improvements include the repair and enhancement of Island Road as well as the completion of Phases I & II of our concrete panel enhancement program.

Work is also set to begin on the extension of Bayou Gardens Boulevard from Coteau Road to Bayou Blue Road. This new roadway will ease the traffic congestion currently being experienced on LA Highway 182.

### Prudent Fiscal Management

Terrebonne remains committed to moving our parish forward in a manner that is fiscally responsible and prudent.

Indeed, in 2011 we were once again awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association of the United States and Canada (GFOA).

This award is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

In addition to this award, Terrebonne Parish's bond rating remains strong. Standard & Poor's Ratings Service (S&P) has our bond rating listed as an AA-. This ranks us only behind Caddo Parish, St. Tammany Parish, and Lafayette Parish.

### Open and Transparent Government

We are very proud to operate an open and transparent government. Our focus on community involvement allows us to inform residents on the latest happenings in their area.

Specifically we have spread the good news about Terrebonne in the following ways:

- ✓ Hosted 14 Town Hall meetings throughout the parish
- ✓ Participated in monthly segments on local news programs to provide updates on parish projects (radio and TV)
- ✓ Award winning parish government website ([www.tpcg.org](http://www.tpcg.org)) for transparency and public information
- ✓ Aggressive use of social media platforms

### Improving Quality of Life

Quality of life issues are very important to me and to all of the residents of Terrebonne Parish. Whether it is recreation or cleaning up litter in our community, we are always looking for opportunities to improve.

On the recreation front, Terrebonne Parish currently provides recreational activities to more children and adults than any parish in the state.





In 2011 we are particularly proud of:

- ✓ Continued development of a skate park in Terrebonne Parish
- ✓ Continued development of bike trails
- ✓ Williams Avenue walking track repairs
- ✓ Gum Street basketball court construction

We are also making an impact on the litter problem that is pervasive in Terrebonne Parish. We currently have crews working everyday to remove the trash from our roads as well as our bayous and waterways.

In addition to removing trash from our bayous, in 2011 we removed some 42 abandoned boats from our waterways.

We are also trying to change the mindset and culture in which littering is acceptable. To do this we have visited countless schools to inform children about the negative impact that litter has on our community.



## The Way Forward

As can be seen, tremendous progress is being made in our parish.

Certainly this progress could not have been made without the hard work of everyone working for Terrebonne Parish Consolidated Government. It is with their help and dedication that we are certainly moving in the right direction.

I would also like to express my deep gratitude to the Terrebonne Parish Council. These committed public servants are true partners in the progress of our community.

Finally, as we list some of the many accomplishments that are detailed on the following pages, I am reminded of one of my favorite quotes by the late Steve Jobs, ***“Everyone here has the sense that right now is one of those moments when we are influencing the future.”*** We are positively influencing the future of Terrebonne Parish and we ask for your help and prayers as we continue to build a community worthy of its great people.

*Michel*

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## Houma-Terrebonne Civic Center

- ✓ Ended with a total of 162 event days for the 2011 calendar year.
- ✓ Purchased three volleyball court systems to be able to bid on State/Regional volleyball tournaments, with the addition of our sports court, which was provided by the Houma Area Convention and Visitors Bureau in 2010.
- ✓ Added two new marquee advertisers on a three-year contract- IESI/SWEEDEE and Orleans Shoring, which is additional revenue to the building of \$11,000/yr for that three-year term, totaling \$33,000.
- ✓ Continued efforts to market the Civic Center through print advertising, internet and social media.
- ✓ Successfully completed one full year of outside catering through our approved caterers.
- ✓ Continued to work in close cooperation with the Houma Area Convention and Visitors Bureau to promote the Civic Center and Terrebonne Parish as a destination for state conventions and sporting tournaments.
- ✓ Hosted annual major events such as the South LA, Boat, Sport, & RV Show, Bayou Home Show, Fear No Evil Bull-Riding, Steubenville on the Bayou, Chouest Fest, Southern LA Bridal Expo, Relay for Life, Independence Day Celebration, The Haven Gala, Bayou Runner's ½ marathon & 5K, Cerebral Palsy Telethon, Taste of South LA, and TGMC's Ladies Night Out.
- ✓ Hosted new events to the area, some of the major events included the Houmas' King & Head Dukes Bash featuring the band Styx, Sunburst Media's Listener Appreciation Concert featuring Justin Moore, Cleopatra's Queen's Party featuring the bands Night Ranger and Three Dog Night, Animal Shelter 5-K Run, ADAC Memorial Run/Walk, Pink Floyd Music-Laser Spectacular, Bayou Parish OEP- IED workshop & exercise, Synergy Bank's holiday event, Nicholls State University Basketball men/women's regular home game, the Diabetes Assn's Walk and the Community Band's Big Band Bash.
- ✓ Hosted three conventions- the Louisiana Society of Professional Surveyors, the LA State Fireman's Association Convention and the LA Gas Association.



## Houma-Terrebonne Civic Center--Continued

- ✓ Major Banquets at the HTCC included the Houma Chamber of Commerce's Annual Banquet, NAACP's Freedom Fund Banquet, Ducks Unlimited Annual Banquet, SLECA Annual Stockholders' Meeting & Banquet, Houma Nation Fundraiser Banquet and TFAE Annual Teacher Awards Banquet.
- ✓ Assisted the Houma-Terrebonne Civic Center Development Corporation with presenting and promoting the Annual Summer Fun Kid's Day event, Fear No Evil Bull-Riding event, A Chorus Line Broadway Show, Franklin & Thomas Live Children's Show and Dance Night for the Young at Heart.
- ✓ Hosted (5) Terrebonne Parish High School Graduations, as well as Adult Education, L.E. Fletcher Community College, Blue Cliff College and Unitech Academy's graduation ceremonies. Other school sponsored functions include Mulberry Elementary Veteran's Day & Christmas Celebration and Homecoming/Prom dances.
- ✓ Hosted (6) local Carnival Krewe Tableaus, including additional events throughout the year such as Court Presentations, King and Queen's parties, and after-parade bashes.
- ✓ Hosted (4) local dance recitals and (10) wedding receptions.
- ✓ Maintained a safe working environment for all employees, with Risk Management's highest award of no preventable automobile or workman's comp accidents for 2011. Completed (12) internal safety meetings throughout the year and was recognized for that dedication to safety. Additionally, had all staff that works as Managers on Duty certified as Trained Crowd Managers through International Association of Venue Manager's online training course.



## Coastal Restoration and Preservation

- ✓ 100% Participation in Local Coastal Programs Quarterly Meetings
- ✓ Christmas Tree Recycling Program: Coordinated collection of Trees with Solid Waste Office and coordinated volunteer efforts with the Barataria-Terrebonne National Estuary Program to deploy Christmas Trees into wave-attenuating cribs along the GIWW in the Mandalay National Wildlife Refuge
- ✓ Secured \$750,000 in funding (pending final federal approval) for engineering & design of the Atchafalaya Long-Distance Sediment Pipeline to bring sediment from the Atchafalaya River into areas of need in central and eastern Terrebonne Parish
- ✓ Deployed BioHaven® Floating Islands in partnership with the Coastal Conservation Association and the America's Wetland Foundation utilizing grant & matching funds and volunteer efforts.
- ✓ Reviewed & Processed 144 Coastal Impact Certificate Applications and collected \$123,000 in associated fees
- ✓ Advocated for funding of projects in Terrebonne Parish from various funding sources including the Coastal Wetlands Planning, Protection, and Restoration Act (CWPPRA); the Natural Resources Damage Assessment (NRDA); the Coastal Impact Assistance Program (CIAP); and others
- ✓ Collaborated with the Pollution Control and Engineering branches of the Public Works Department to apply for grant funding for a Wetlands Assimilation Project to beneficially utilize discharge from the South Houma Wastewater Treatment Plant.
- ✓ Continued support of and involvement in the Marine Debris Removal Program
- ✓ Educated/informed Terrebonne residents about coastal land loss and restoration efforts at community meetings in Houma, Chauvin, Montegut, and Dulac in conjunction with Bayou Grace Community Services
- ✓ Presented coastal land loss and restoration efforts information to Leadership Terrebonne
- ✓ Assisted in emergency management and recovery efforts in response to Tropical Storm Lee
- ✓ Coordinated restoration efforts in collaboration with the Governor's Office of Coastal Activities in response to the Deepwater Horizon Oil Spill
- ✓ Updated Coastal Restoration & Preservation departmental pages on the Terrebonne Parish Consolidated Government website [www.tpcg.org](http://www.tpcg.org)



### **Coastal Restoration and Preservation—Continued**

- ✓ Continued work on Terrebonne Parish restoration projects currently in planning, engineering, and design phases, including:
  - Falgout Canal Freshwater Enhancement Project (CIAP)
  - Houma Navigation Canal CAP 206 Project (USACE)
  - Bayou Terrebonne Bank Stabilization (HMGP)





## Finance Department

### Accounting Division

- ✓ The Government Finance Officers Association awarded the Parish with the Excellence in Financial Reporting Award, for the 2010 Audited Comprehensive Annual Financial Report for the 14th consecutive year.
- ✓ The Government Finance Officers Association awarded the Parish with the Distinguished Budget Presentation Award for the 9th consecutive year.
- ✓ Completed the assembly and consolidation of all financial reports through a new automated system for the report ending 2010.
- ✓ Accounts Payable Section began offering ACH transfers to vendors for payments of invoices.
- ✓ Increased routine physical inventories of departmental fixed assets jointly with Purchasing Division staff.
- ✓ Implemented the new format for the 2012 Adopted Budget mandated by recent changes in the State Budget Laws.

### Customer Service Division

- ✓ Utility customers were offered the New E-Bill service for those wishing to “no longer” receive a paper-bill via the USPO beginning December 15, 2011.
- ✓ Streamlined utility bill mailings by eliminating return envelopes for customers on automatic payment schedules.
- ✓ With the offer of online customer payments, walk-in and drop-box customers have decreased.

### Information Technology Division

- ✓ Improved the website grade from a “C-” to an “A+” through the Sunshine Review by adding the following to the Parish Internet:
  - Lobbying information under Administration.
  - Contracts under Purchasing.
  - Property Taxes Levied and Sales Tax Use Tax Distribution chart under Accounting.



## Information Technology Division--Continued

- ✓ Added the following points of interest the Parish Internet site:
  - 2011-2012 Head Start Application under Housing and Human Services.
  - Photo Gallery displaying images from the parish and surrounding areas.
  - Terrebonne Parish Comprehensive Master Plan (Vision 2030) updates under Planning and Zoning.
  - Link to the Ground Elevation maps for Planning and Zoning.
  - Disclaimer to the Assessor's Office pages that the office does not warranty the information on the site and does not assume any liability associated with use or misuse of the data.
  - Bridge listing with status of each updated by the division.
- ✓ Updated the following pages on the Parish Internet site:
  - Animal Shelter updated information on adoption, disaster preparedness and the BP oil spill, animal control, lost and found, rescue, and added a printer friendly version of their page.
  - Coastal Restoration updated the entire section providing the public with valuable information and links.
  - Planning and Zoning updated information on the directory, hazard mitigation, Terrebonne Branding Opinion Poll link and billboard item, Chili Cook-off information, as well as security information for Dumas and Municipal auditoriums.
  - Transit updated their Title IV information and added the Thibodaux route.
- ✓ Created an electronic reading file for Council Clerk's Office allowing departments to upload documents as well as search.
- ✓ Created a training page, updated contacts, officer of the year, career opportunities, and added the Facebook link to Houma Police Department's web site ([www.houmapd.com](http://www.houmapd.com))
- ✓ Created a process of voiding an entire payroll to be used when emergency payrolls are generated, added columns to the budget reports to comply with RS 39:1305, created a process to submit retirement contributions prior to month end for employees who retire during a month, and added a memo section for all voids and prepay checks for Accounting.
- ✓ Created a process to provide traffic ticket convictions to a company called Explore on a monthly basis for City Court.
- ✓ Created a program to pick up payments processed by Customer Service's IDD software and automate the payment posting eliminating the manual entry process.
- ✓ Created electronic billing of City Utility Bills through email and/or SMS text messages eliminating the paper copies for Customer Service.



## **Purchasing/Warehouse Division**

- ✓ Updated and posted the Purchasing Handbook on the Employee Intranet for easy access.
- ✓ Completed an internal update of the GPS System maintenance for the parish vehicle fleet.
- ✓ Bid Surety requirement for public bids for the purchase of materials, supplies and equipment suspension extended.
- ✓ Bid Status Board created on the Parish website and is updated regularly.
- ✓ Worked collectively with Information Technology to add a list of viable contracts.
- ✓ Revised adjudicated property sale documents to include new laws enacted.
- ✓ Performed all services in the most responsive, and cost effective means capable for all our customers.
- ✓ Stored and distributed recreation equipment for various programs.
- ✓ Updated after hour call service and tier one emergency support staff policies.



## Houma Fire Department

- ✓ Suppression Division responded to one thousand seven hundred seventy- six (1,776) emergency calls inside the Houma city limits, sixty- nine (69) automatic aid calls to two (2) volunteer fire departments, and seven (7) mutual aid calls to three (3) volunteer fire departments.
- ✓ Training Officer conducted forty-seven (47) classes for a total of two thousand one (2,001) hours of training. Company officers conducted five thousand four hundred seventy-one (5,471) classes for a total of fourteen thousand three hundred ninety-seven (14,397) hours of training. Fire Department personnel received an additional one thousand seven hundred ninety-seven (1,797) hours of training coordinated through Training Division.
- ✓ Inspection Division conducted eight hundred ninety-two (892) assignments.
- ✓ Conducted thirty-one (31) school presentations on “Learn Not to Burn”.
- ✓ Conducted twenty-six (26) public presentations to speak on issues of fire safety and community awareness.
- ✓ All suppression personnel maintained training for medical First Responder Level and Continued providing medical and injury accident emergency response.
- ✓ Continued to install smoke alarms and fire extinguishers in residences.
- ✓ Acquired confined space rescue equipment from OEP.
- ✓ Updated/Developed All Department Standard Operating Guidelines and Rules and Regulations (143) and issued all personnel a book.
- ✓ Attained Class 2 PIAL Rating.
- ✓ Upgraded SCBA air masks. (60)
- ✓ Remodeled East Houma Fire Station.



## Houma Police Department

- ✓ Expanded Community Policing by increasing Neighborhood Watch groups to a total of nineteen.
- ✓ Completed a week long Teen CIRT summer camp in Bunkie Louisiana with 120 area youth. The 2011 Teen CIRT program received the 2<sup>nd</sup> place National Award presented by the National Citizen Corps Council.
- ✓ Purchased Neighborhood Watch Camera's through federal grant funding to be utilized in high crime areas within various neighborhoods.
- ✓ Continued Operation Walk and Talk in which brochures were created that contain crime prevention and safety tips. The brochures are distributed to residents in areas that are identified as having potential crime challenges. Thus far over 8,000 brochures have been distributed.
- ✓ Conducted the following operations:
  1. Child safety seat check
  2. Juvenile roundups
  3. Domestic violence roundups
  4. Warrant execution roundups
  5. Bar checks
  6. Prostitution stings
  7. Underage drinking
- ✓ Assigned a training officer to Lafourche Parish Sheriff's Office Training Academy to improve efficiency of the departments training division.
- ✓ Conducted several seat belt and DWI check points to ensure safety of citizens on roadways. These enforcement actions were funded through a grant awarded to the Houma Police Department by the Louisiana Highway Safety Commission.
- ✓ Added a certified physical fitness instructor to HPD to increase physical and mental well-being of officers, and decrease department liability and officer sick time.
- ✓ Assigned a police sergeant to bike patrol downtown Houma.
- ✓ Implemented Eastside Contra Flow Plan to provide safety to motorists while traveling through the city of Houma without incident or congestion during the closure of the Dularge Bridge and Navigational Swing Bridge.
- ✓ Established with other local law enforcement agencies, Bayou Region Crime Stoppers (an invaluable tool used in the identification and apprehension of violent criminals).



### **Houma Police Department—Continued**

- ✓ Established a water search and rescue team to patrol areas within the City of Houma accessible by waterway.
- ✓ Revised department programs and operations (i.e. Field Training Officer program, Hurricane Preparedness, and Mardi Gras) to keep current with practices and technology to protect the citizens and visitors to the City of Houma.
- ✓ Implemented a new plan on deploying officers at interval times during Mardi Gras. This plan saved the department nearly half of its costs associated with officers obtaining overtime during the Mardi Gras Season.





## Housing and Human Services

### Community Development Division

#### Community Development Block Grant

Housing Rehabilitation	23 Households
Safe Passage Program	7200 Rides
Housing Counseling	400 Households
Homeless Shelter	97 Persons

#### HOME Investment Partnerships Act

Tenant Based Rental	38 Households
CHDO Loans	1 Rental Unit
First-Time Homebuyer Program	2 Homebuyers

#### Emergency Shelter Grant

Homeless Shelter	97 Persons
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#### American Recovery and Re-investment Act

Homeless Prevention & Rapid Re-Housing	455 Persons
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#### CDBG Disaster Recovery

First-Time Homebuyer Program	26 Homebuyers
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### Head Start Division

- ✓ Full enrollment during both the 2009-2010 school year and the 2010-2011 school year with 170 children.
- ✓ Went through its triennial Federal Monitoring with no deficiencies.
- ✓ The Head Start Program received grant funds from:
  - South Louisiana's Center for the Arts (SOLA) provided a music teacher who went to two centers on the East side of Houma to provide the opportunity for the children at Holy Rosary and Senator Circle to be exposed to the musical arts.
  - Entergy grant will allow program staff to upgrade the playground equipment at the Gibson center.



## **Section 8 Division**

### **DHAP-IKE**

- ✓ The DHAP-Ike Program was created to assist families who were displaced by Hurricanes Gustav and Ike. As a family was able to return to their home, the assistance would conclude. This gave the family an opportunity to repair and/or replace their homes while being assisted in rental properties. The DHAP-Ike Program assisted 83 families during the year of 2011.

### **Housing Choice Vouchers**

- ✓ The Housing Choice Voucher Program is an ongoing rental assistance program for families who apply for the waiting list and are income eligible according to the income guideline set by HUD to receive assistance. Once a family's name comes to the top of the waiting list and there is an available voucher and funding, the family is interviewed and approved to receive assistance. In 2011, 440 families were assisted by the program. Also in the year of 2011, Terrebonne Parish Section 8 Program opened the Waiting List. Over 1,000 applications were taken during the month of November. Of this number 995 qualified for placement on the waiting list.

### **Family Self Sufficiency**

- ✓ Once a family has participated in the Section 8 Rental Assistance Program for one year and is either trying to meet an educational or training goal or has become employed, they are eligible to participate in the Family Self Sufficiency Program. There are 35 families who have signed contracts of participation. In 2011 two participants completed their goals and received payments in the amount of \$17,989.65.

### **Single Room Occupancy**

- ✓ The Single Room Occupancy Program is the program that addresses the needs of homeless men in the Parish. The Bunk House Inn has 10 rooms to offer and they assisted 13 men with housing in 2011.



## Human Development Division

### **CSBG Funds**

<b><u>Programs</u></b>	<b><u>Clients Served</u></b>	<b><u>Funds Expended</u></b>
Budgeting Classes (WAP)	69 Families	\$0
Utility Assistance	1 Family	\$600.00
Rental	65 Families	\$16,976.00
Mortgage	2 Families	\$1,400.94
Homeless	30 Families	\$2,898.96

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<b><u>LACAP/LHFA Funds</u></b>	<b><u>Clients Served</u></b>	<b><u>Funds Expended</u></b>
Low Income Home Energy	2,538 Families	\$956,599.55

### **Weatherization**

<b><u>Programs</u></b>	<b><u>Clients Served</u></b>	<b><u>Funds Expended</u></b>
ARRA completed units	80	\$468,380.98
DOE PY2010	5	\$16,647.78
DOE PY2011	7	\$26,539.09
<b>Total for Weatherization</b>	<b>92 Families</b>	<b>\$511,567.85</b>

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<b><u>Commodities</u></b>	<b><u>Clients Served</u></b>	<b><u>Value</u></b>
	1549 Families	\$400,479.00



## Human Resources and Risk Management

### Human Resources

- ✓ Conducted/presented (3) onsite Fred Pryor Employee/Management one-day seminars on various topics ranging from how to defuse anger and calm people down to how to lead a team and professional communication (113 employees/managers attended these seminars).
- ✓ Chaired the third annual “Fill a Box, Feed a Family” TPCG employee Thanksgiving Food Drive that collected (110) boxes of food for the Terrebonne Churches United Good Samaritan Food Bank to distribute to the less fortunate citizens of our Houma/Terrebonne Parish community. This year the parish DOUBLED the amount donations from last year at 4,696 items being donated.
- ✓ Participated in (4) parish wide job fair and (1) school career fair expo in the Terrebonne/Lafourche Parishes exposing parish citizens/students to opportunities available with TPCG as an equal opportunity employer.
- ✓ The HR Department has posted 138 job vacancies, processed 170 new full-time/part-time hires, 184 terminations, and 2,744 employment applications in 2011.
- ✓ Conducted 4 new employee orientations for new hires educating the employees on the parish’s personnel policy, insurance benefits, electronics and communications policy, and employee safety.
- ✓ Continued our working relationship with Louisiana Workforce Work Release Program to employ 5 inmates within the Civic Center and Drainage Department in order to fill vacancies which posted for over a year.
- ✓ Coordinated with Emergency Preparedness to process and prepare more than 82 Emergency Bus Operators in order to get them ready for the 2011 hurricane season.
- ✓ Completed the 2nd TPCG “Biggest Loser” competition to encourage all employees to eat healthy and get fit.
- ✓ Initiated the 1st “Give a Toy, Get a Smile” toy drive in which a total of 202 toys including 4 bikes were donated to our local Toys for Tots Program to be distributed as Christmas gifts to needy children in our community.
- ✓ Implementation of the active use of the new time keeping system in several new departments which includes Utilities Administration, Purchasing, Gas Distribution, Juvenile Detention, and Animal Shelter. Reprint, educate, and train all hourly employees to make use of this equipment so as to better serve the Accounting department for more efficient employee time management for payroll.
- ✓ Trained department/division heads on employment law topics that included Family Medical Leave and Electronic Social Networking in the Workplace.



## Risk Management

- ✓ Visited and documented 762 Parish owned property sites. During these visits, we performed site inspections, and/or participated in safety meetings with various departments, employee groups, contractors, and vendors.
- ✓ Total number of claims filed against Terrebonne Parish Consolidated Government decreased by 53 claims (-19%) from 2010.
- ✓ Opened 81 Workers' compensation claims in 2011 and closed 50. We recovered \$91,750 in Second Injury Fund claims and Subrogation efforts.
- ✓ Updated all Risk Management forms (i.e.) Vehicle Accident Report, Accident Review Form, Driver Questionnaire, Workers' Compensation Accident Investigation, Public Accident Form, and General Liability Forms. These forms can now be filled out on the Parish Intranet and include the director's signature.
- ✓ In 2011, 222 employees were trained compared to 290 in 2010. Some employees were trained in defensive driving but incorporated other classes of much needed training to benefit employees who are not necessarily drivers of Parish vehicles such as: Forklift, Hazardous Chemicals, Confined-Space and Aerial Platform training.
- ✓ We tracked Terrebonne Parish Consolidated Government's department's safety performance and provided a safety plan in an effort to reduce injuries and illnesses. We provided departmental support, providing guidance, suggestions, and leadership in safety. We also identified high risk departments for injuries/ illnesses and helped modify their safety plan and departmental operations.
- ✓ We helped promote discussing job specifics prior to its start. This helped insure all steps are taken to identify steps to reduce the risk of injuries. We met regularly with supervisors to initiate self-inspections and to continue performing hazard assessments for these departments.
- ✓ Our Department continued to produce and distribute our monthly "Safety Alert" information, which enhances the team building and safety awareness to all employees. We issued two (2) mandatory Safety Alert Safety Meeting flyers on topics identified by trend analysis from accident history.
- ✓ We initiated "Stop Work Authority" to all levels of employees. Any employee has authority to STOP a job for a safety concern before they hurt themselves or someone else.
- ✓ We were successful in updating the Parish's Property Schedule through the use of GIS maps and also by communicating with the departments to update their contents value and their portion of the property schedule should the Parish experience another catastrophe.
- ✓ Acknowledged and rewarded Terrebonne Parish Consolidated Government departments for their safe operations, commitment, and continued support with the Parish's safety program.



## Juvenile Detention Center

- ✓ Certified employees in CPR, First Aid, and AED use.
- ✓ Held training in (PREA) Prison Rape Elimination Act, De-escalation, Mental Health, Medicine Distribution, Conflict Resolution, Correctional Staff Guideline and Liability.
- ✓ Work on the Louisiana Juvenile Detention Association's Licensing Task Force to complete the standards for state licensing which will govern the state's 16 parish level juvenile detention centers. Licensing is expected to be in place January 1, 2013. The process involve numerous hours on phone conferences and visits to Baton Rouge for two day work sessions.
- ✓ Director obtained "Instructor Certification" in "Safe Crisis Management"- a 40 hour course in Kentucky.
- ✓ Continued GED instructional programming that began in the in the fall of 2007. Three students took and passed the GED during the 2010/2011 school year. We have seen a drop off in this number as new department of education rules and shorter stays are now in place which makes our population more fluid than ever.
- ✓ Our Juvenile Programs Director was sworn in as Vice President of the Louisiana Juvenile Detention Center Association.
- ✓ Entered into a contractual arrangement with Options for Independence to secure Master's level (LPC) counselors to assist our residents with mental health needs and counseling.
- ✓ The spring of 2011 saw our first ACT candidate score a 28 on the ACT test.
- ✓ Completed summer school programming with six teachers using Title-1 funding. Subjects taught during the summer of 2011 were: Math, Language Arts, Nutrition, Personal Finance, Communication (Verbal and Non Verbal), Health and Hygiene, and counseling.
- ✓ Officially worked with city court to drop our population from 60 to 32 juveniles: 24 males and 8 females





## Legal Department

- ✓ The Legal Department continues to regularly respond to issues associated with the Terrebonne Parish Charter, the Code of Ordinances, Condemnations, the Louisiana Public Bid Law, Open Meetings Law, the Louisiana Public Records Law, Employment Law and Property Law.
- ✓ The department also participated in drafting, negotiating and enforcing Public Works contracts, CDBG acquisitions, mineral leases, cooperative endeavor agreements, surplus property sales, and intergovernmental agreements on behalf of Terrebonne Parish.
- ✓ Assisted with land rights acquisitions for numerous capital projects.
- ✓ Handled procedures to declare and certify vessels as abandoned for removal by TPCG.
- ✓ Assisted with emergency response, declarations and commandeering levee sites in connection with the spring of 2011 Backwater Flooding Event.
- ✓ Continued participation in Coastal Parish Attorney's group monitoring the BP oil spill from a legal perspective in a coordinated effort with other affected parishes and initiated a legal claim for damages and lost revenues associated with the spill.
- ✓ Assisted with comprehensive review of animal control code provisions.
- ✓ The Legal Department has, in 2011, provided legal counsel to all council committees, Regular Council meetings, the Terrebonne Parish Veteran's Memorial District, the Board of Adjustments, the Employee Grievance Board and all departments of the parish administration.
- ✓ The Legal Department assists the Risk Management Department in the handling of lawsuits against the Parish. Our aggressive approach to litigation has been successful in terms of rapidly moving cases to closure or trial, managing attorney's fees and negotiating payout of settlement amounts on lawsuits. Twenty-six (26) cases in litigation closed in 2011.



## Office of Homeland Security and Emergency Preparedness

- ✓ Computer Aided Management of Emergency Operations (CAMEO) Programming and Training.
- ✓ Instituted the National Incident Management Trainer to teach NIMS 300 & 400 classes.
- ✓ Purchased Motorola Minitor V Pagers and Power Flares for the Volunteer Fire Departments.
- ✓ Purchased Mobile Morgue for the Terrebonne Parish Coroner's Office.
- ✓ Upgraded real-time web based weather radar system parish-wide through Weatherbug/Earth Networks.
- ✓ Managed 2011 Mississippi/Atchafalaya River Flooding operations within Terrebonne Parish.
- ✓ Scheduled Hurricane Preparedness meetings in each council district.
- ✓ Instituted the Community Emergency Response Team (CERT) training through Citizen Corp Program.
- ✓ Performed community awareness for Shelter-in-Place Training.
- ✓ Purchased Bomb Detecting Dog for the Terrebonne Parish Sheriff's Office.
- ✓ Purchased various Homeland Security Equipment for the Terrebonne Parish Sheriff's Office, Houma Police Department, and Louisiana State Police.
- ✓ Implemented OEP phone message system through IT to track phone calls in the event of an incident.
- ✓ Managed BP Oil Spill operations within Terrebonne Parish.



## **Parks and Recreation**

- ✓ Provided a variety of supervised self-directed sporting competition for the residents of the parish
- ✓ Sports provided include: Youth Basketball (Boys and Girls), Youth Softball (Girls), Youth Baseball (Boys), Youth Cheerleading (Girls and Boys), Youth Football (Boys and Girls), and Youth Volleyball (Girls). We had the following adult sports, Adult Basketball (Men), Adult Softball (Men and Women).
- ✓ Increase in participation up about 20% from the previous year. The largest increase came in the Youth Football and Cheerleading Divisions.
- ✓ 2% increase in participation in the Adult Basketball League and about
- ✓ 4% in participation in the Adult Softball League.
- ✓ Boys and Girls Basketball teams competed at the State All-Star levels and qualified for the National Level.
- ✓ Boys Baseball and Girls Softball teams qualified for the State Levels.
- ✓ Facilitated Aquatics, Basketball, Bocce, Bowling, Softball and Track and Field for local Special Olympic Athletes
- ✓ Provided maintenance for four parks, after transferring fifteen parks to the various Recreation Districts.



## Planning and Zoning

- ✓ Complete the Public Participation Phase to the Comprehensive Plan Update, “Vision 2030”. The Plan update will be completed by the summer of 2012.
- ✓ Received a reduction, with the National Flood Insurance Program (NFIP), Community Rating System (CRS) of 6 in October 2011. Flood insurance policies in designated flood zones receive 20% reduction in premiums.
- ✓ Designated Terrebonne Parish as the “Saltwater Fishing Capital of the World” and received Trade Name certification from the Secretary of State and U.S Patent Office.
- ✓ Modified the current building codes to reflect current and proposed legislation.
- ✓ Implemented new permitting software integrated with the Parish GIS system which will also enable online permitting.
- ✓ Processed over 1,800 Nuisance Abatement violations.
- ✓ Implemented new Nuisance Abatement software integrated with the Parish GIS allowing for online processing of tall grass, debris, derelict vessels, and abandoned vehicle complaints.
- ✓ Processed and approved over 2,000 construction permits which collectively represents over \$200 million in added residential and commercial investment.
- ✓ Demolished an additional 359 structures utilizing FEMA Public Assistance (PA) program.
- ✓ Elevated 25 additional structures 1 foot above current flood map elevations or DFIRM’s with an additional 96 properties in the construction phase.
- ✓ Developed and initiated the first annual “Chile Cook-Off” in partnership with the Downtown Development Commission to implement beautification projects downtown.
- ✓ Promoted the Parish Pride campaign with banners and advertisement. “Keep Terrebonne Litter Free.”
- ✓ Restoration of the Jim Bowie Park along Bayou Black.
- ✓ Awarded an additional \$100,000 for Phase II of the Southern Bike Trail from the Louisiana Office of Lieutenant Governor, Recreational Tourism Department.



### **Planning and Zoning--Continued**

- ✓ Fireman's Skate and Bike Park received \$150,000 in Parish Funding to match the State Capital Outlay request.
- ✓ Received a \$2.1 million BP Tourist Grant to promote Terrebonne Parish as the "Saltwater Fishing Capital of the World", sponsor tourist events and festivals, and advertise Terrebonne as a tourist destination.
- ✓ Removed an additional 77 derelict vessels from Terrebonne Waterways.



## Public Works

### Director's Office

✓ Contracts Signed & Recorded - Total Processed	155
Engineer & Architect Contracts	13
Construction Contracts	31
Substantial Completions	15
Change Orders	34
Amendments	25
Acts of Servitudes	337
Mitigation Agreement	2
Supplemental Agreement	1
✓ Letters of No Objection: Received 65 applications	
Completed	58
Objections	7

### Capital Projects and Engineering

- ✓ Completed construction on the following Capital Projects:
  - Dumas Auditorium ADA Restrooms
  - Transit Office & Bus Maintenance Building
  - Island Road Restoration
  - Facility Repairs Tower Re-roofing
  - Savanne Road Drainage Improvements Ph 2 & 3
  - Engeron Street Drainage
  - Broadmoor Drainage Improvements
  - Chris Lane Pump Station Rehabilitation
  - Ephie Street Drainage Improvements
  - Sunset Park Area Drainage Improvements
  - Westside Boulevard (Main to MLK)
  - 1-1B Phase 3A Reach 1
  - Ward 7 Mitigation
  - Concrete Phase I – Concrete Panel Replacement
  - Concrete Phase II – Concrete Panel Replacement
- ✓ Initiated construction on the following Capital Projects:
  - Municipal Auditorium ADA Restrooms
  - Ashland Pump Station
  - Summerfield Pump Station
  - Baroid Pump Station
  - Fuel Containment Phase V
  - 1-1B System Channels Phase 3





### **Public Works--Continued**

- East Houma Surge Levee
  - Coteau/Smithridge Bar Screens
  - Operation Boat Launch
  - Houma Marina Safe Harbor
  - Company Canal Mooring Piles
  - HLB Sidewalks and Pedestrian Bridge
  - St. Ann Bridge
  - Concord Levee
  - Valhi to Savanne Extension
  - Government Tower Mechanical Renovations
- ✓ New Projects:
- Corporate at Tunnel Turn Lane
  - Hollywood at Alma Turn Lane
  - LA 24 Sidewalks (Marietta to Linda Ann)
  - West Park Sidewalks (Royce to Marietta Place)
  - Government Tower Wind Hardening
  - Criminal Justice Mechanical Renovations
  - Bayou Gardens Extension (Coteau to Bayou Blue)
  - Ashland Outfall Canal
  - Dularge Pump Station Bulkhead Repairs

### **Roads and Bridges**

- ✓ Bridge Maintenance:
- Pontoon Bridge - Replaced (2) bumper pile clusters to prevent barge damage when docking for vessel openings.
  - Combon Bridge - Replaced couplings on main drive shafts for brakes and gear drives.
  - Carol Matherne Bridge - New construction of (2) two-lane structures.
  - St. Ann Bridge - New construction of two-lane swing span structure.
  - Toussaint / Foret & Chauvin Bridges - Replaced pivot jack to improve alignment and function.
  - All TPCG bridges were inspected as required for Federal Off-System Bridge compliance.
- ✓ Traffic Control Signs and Pavement Markings Maintenance:
- Continuing to update the 2011 TPCG traffic control sign inventory data.
  - Established and implemented the new MUTCD signs retro-reflectivity requirements.
  - Traffic Control Signs - Updating advanced warning signs according to the new MUTCD retro-reflectivity requirements along all major roadways.



## Public Works--Continued

- 2011 TPCG School Zone Study - Inventoried and updated traffic control signs by replacing all school pedestrian crosswalk signs according to the new MUTCD requirements.
- Hollywood Road - Applied centerline, edge markings and symbols to section of roadway from Park Ave to St. Louis Canal Bridge.
- Barataria Blvd - Removed and reapplied pavement markings to establish one-lane, one-way roadway with parking.
- ✓ Downtown Houma's Historical District Annual Sidewalk Maintenance Project:
- ✓ Annual Street Curb and Sidewalk Maintenance Project (Contractor):
- ✓ Special Events:
  - Mardi Gras Parade - Placed barricades along Main Street. Also, secured side streets with Type 1 barricades along Park Ave, Barrow St, Roussell St, Church St, Goode St, Lafayette St, Barataria Blvd, and Morgan Street Bridge as recommended by HPD. Secured the following intersections with Type III and metal barricades: Park Ave @ N. Hollywood Rd, Bayou Gardens Blvd @ Park Ave, Southland Mall parking lot (front & rear) and installed orange safety fencing around storm drain culverts in front of Southland Mall, along Park Ave.
  - Christmas Parade - Placed metal barricades along Main Street from Alex Lane to Barrow Street.
  - Implemented clean-up operations after events around Southland Mall, Civic Center and the old A&P parking lots.
- ✓ Caution Light Installation:
  - Upgraded caution lights to MUTCD requirements at the following locations: Montegut #2, Aragon Rd, Greenwood School, Grand Caillou Rd, and Beulah Baptist

## Vegetation:

- ✓ Beautification:
  - Ganier's Nursery donated trees that were planted at Transit and the Landfill.
  - Vegetation crew and the Contractor planted Cypress trees along the bayou under the Twin Span.
  - Trees were planted along South Hollywood Extension and San Antonio Blvd by the Tree Board.
  - Vegetation crew built flower beds for Gateway Signs.
  - Vegetation crew built flags and stands for Blue Marker on New Orleans Blvd.



## Public Works--Continued

- ✓ Mosquito Control Program (No reports of West Nile)
- ✓ Vegetation Control:
  - Spray crew began using new roadside chemicals for winter broad leaf (pastora), to prevent weed immunity.
  - Vegetation assumed 263.88 new acres in vegetation control.

## Forced Drainage:

- ✓ Pumps Stations:
  - D-5 (Bayou Neuf)
    - a. Purchased and replaced (4) engines.
    - b. Upgraded horsepower and improved fuel efficiency.
  - D-41 (Williams St.)
    - a. Outfall ditches ere cleaned; trees were cleared and mulched as needed.
    - b. Gates were installed on all laterals where needed.
    - c. Levee was repaired and additional stripper pump was added with new engine and pump.
  - D-53 (Ellendale) - Dismantled and replaced with (1) stations; upgraded capacity.
  - D-63 (Isle of Cuba) - Purchased and installed pump, motor and gear drive.
- ✓ Levees:
  - Lirette St (Levee, outfall ditch survey) - Cleared levee and constructed new one to 5ft. elevation.
  - Ward Seven - Elevated 3000 ft. of levee - Bayou Neuf North / Maintenance.
  - 4-8 Montegut Levee:
- ✓ Spring Flood Preparations:
  - Elevated levee from Shell Plant to Bayou Black Marina.
  - Constructed levee around graveyard behind Shell Plant.
  - Elevated levees in Deadwood area and completed section of levee to complete closure.
  - Created new levee around Geraldine Rd area.
  - Elevated and completed Cavalier levee from Tuts Court to Jimmy's Trailer Park.
  - Constructed new levee from Bayou Black Marina to Tut's Trailer Park.
  - Elevated the Donner-Chacahoula levee.
  - Blocked all canals that crossed Hwy 20 with steel sheet piles.



## Public Works--Continued

### ✓ Drainage / Flooding Improvement Measures:

- 1-1A Project / Schaffer Ditch Area - Cleared and excavated Schaffer ditch to reduce flooding along Hwy 311 and Ellendale area.
- 1-1A Project / Bellgrove Ditch Area - Cleared and excavated Bellgrove ditch to reduce flooding along Hwy 311, Bellgrove, and Ellendale areas.
- Lisa Park Subdivision - Replaced and upgraded culverts in main outfall ditch to improve drainage and reduce flooding.
- Hwy. 90 By-Pass Ditch - Created new by-pass ditch from Bayou Blue to St. Louis Bayou. As a result, flooding was reduced in Wallace Thibodaux Subdivision and also along Bayou Blue Rd.
- Rifle Range / Savanne Rd - Cleaned and excavated outfall ditch to improve drainage in the area.

### ✓ Miscellaneous:

- Bayou Terrebonne - With the assistance of Gravity Drainage Division, trees were removed from the canal that had fallen due to high wind.
- CCC Ditch - Cleared trees from Eureka Dr to Southern Estates.
- Georgi Girl Water Control Structure / Bayou Butler - Gates have been installed and reinforced. Flap gates have been installed on the culverts in Bayou Butler.

## Gravity Drainage:

### ✓ Roadside & Ditch Maintenance:

- Placed the following roadside ditches on grade: Medward St, Orange St, Sarah St, Stella St, Smith St, Edna St, Myra St, Victory St, South Boudreaux St, Marjorie St, Water Plant Rd, Pellegrin St, and Acadian Villa Dr.
- East & West St. - Cleaned debris and trash from roadside on a weekly basis as requested by Councilman.
- CCC Ditch - Performed monthly checks along canal to for possible blockages.

### ✓ Projects:

- Broadmoor Drainage / Alternate 3 - Last (3) driveways were reset in-house under this project.
- Broadmoor Drainage Project - Culverts were upgraded to improve drainage in this area.
- Pendleton Drainage Project - Contractor removed and replaced existing culverts with larger sized culverts to improve drainage in the Jefferson / Pineland area.
- Engeron St. Project - The section of ditch was covered from Engeron St to Sadie St under a capital project.
- Savanne Road Drainage Project – Increased culvert sizes from Talbot Dr to Ellendale Estates to improve drainage flow and reduce street flooding.



## Public Works--Continued

### ✓ Road Crossings

- Four Point Rd - Replaced road crossing and submitted invoice to receive grant monies for the Grand Caillou area.
- Devil Swamp Rd - Replaced road crossing and submitted invoice to receive grant monies for the Houma area. Available monies were \$25,000.00.

### ✓ Spring Flood

- All roads were surveyed during the event to determine levee elevations.
- Built levees along Deadwood Rd, Savanne Rd, and assisted Forced Drainage by hauling dirt to various other locations in the Gibson area to build levees.
- Crews placed tiger dams behind residents' property to protect them from backwater flooding.
- Sheet piles were placed in canals crossing Hwy. 20. Water elevations were monitored and reported back to Administration on a daily basis.

### ✓ Surveying

- Hollywood Rd - Performed TOPO on the drainage between Park Ave & St. Louis Canal. To be submitted to DDG engineers.
- Westside Blvd - Performed a TOPO to check the drains for possible capital project.
- Ward Seven Levee @ Boudreaux Canal - Performed a profile on levee as requested. The information was submitted to Forced Drainage for profile drawing.
- Country Dr - Drainage surveyed from Presque Isle Rd going south, to the start of the ditch for Pete Lambert.
- Dularge Area - RTK survey of roadways were placed on Arc View.
- D-18 (Upper Dularge) - Field survey performed on levee for possible elevation to prevent storm surge.
- Hwy 90 @ Bayou Blue Rd - Grades were shot along the road, and a ditch was dug from Bayou Blue Bayou to St. Louis Canal, to aid the drainage in Wallace Thibodaux Subdivision.

### ✓ Culverts:

- Gibson - Purchased (4) culverts to be placed by the farmer in the Gibson area who claimed they were damaged during the building of the levees on his property.
- Inspections - Inspection of culvert installations continue. Residents are notified of any problems that may occur in the installation process.
- Public Relations - Compiled information and coordinated with Linda Henderson to produce a video of the culvert permitting process to be viewed on the Internet / TP TV.



## Public Works--Continued

- ✓ Levees
  - Montegut Wildlife Management Area - Hauled dirt to raise levee.
  - Ward Seven - Hauled dirt for Forced Drainage.
  - NFL Levee - Hauled dirt to build the ramp to access boat launch behind levee.
- ✓ Pump Stations
  - D-8 (Upper Grand Caillou) - Hauled and spread dirt for new pump station.
  - D-16 (Gibson) - Hauled dirt to pump station for levee repair.
  - D-29 (Summerfield) - Hauled dirt and limestone for Forced Drainage to build ramp on levee.
  - D-31 (Bull Run) - Hauled off trees that were removed from the Terrebonne / Lafourche Canal.
  - D-42 (Bayou Black Marina) - Hauled dirt to levee.
  - D-67 (Oleander) - Loaded and hauled dirt to repair levee.
- ✓ Tropical Storm Lee:
  - Woodlawn Ranch Rd - Built levee along the road to prevent water from flooding houses and had it removed after water receded.
  - Point-au-Chene - Built levee along the road to prevent water from entering into the forced drainage system.
  - Dr. Beatrous Rd & Shrimpers Row - Reclaimed shoulders washed out by storm.
- ✓ Drainage Improvement Measures:
  - Schriever (Perera Ct) - Set rip-rap along lateral ditch to prevent erosion.
  - Crochetville Rd - Set rip-rap along road to reclaim shoulders.
  - Boundary Rd - Tree was removed at the end of the road and the ditch straightened up to improve drainage in the area.
  - Leaf Crews - Leaf crews (2) have been formed with assigned routes to maintain the tops of catch basins in order to prevent leaves from obstructing the flow of drainage during rain events.
  - Work Force Crew - Continue to clean the trash from the canals in the Parish.
- ✓ Miscellaneous:
  - Williams Ave Walking Track - Removed existing track to prepare for new one.
  - Bayou Terrebonne - Assisted Forced Drainage in removing trees from Bayou Terrebonne.
  - Parish-wide - Placed (1,000) "Drain To the Bayou" fish stickers near catch basins.
  - Bayou Terrebonne - Along with Jennifer Roberts, Bayouland RC&D Watershed Coordinator, we located inlets to Bayou Terrebonne to find where pollutants were entering into the water system.



## **Public Works--Continued**

### **Transit**

- ✓ Completed the construction and moved the transit base of operation to the new office and maintenance facility that was under construction last year. The facility includes a fuel station which can provide an emergency supply of ultra low sulfur diesel fuel and unleaded gasoline to support emergency operations of the Parish.
- ✓ Completed the acquisition of four new 30' Gillig heavy duty transit buses. Outfitted the vehicles with appropriate radio and other electronic equipment and placed the vehicles in regular bus service.
- ✓ Completed the acquisition three new 24' Goshen light duty transit buses which can be used to help meet the emergency evacuation needs of our special needs citizens. Outfitted the vehicles with appropriate radio and other electronic equipment and placed the vehicles in service.
- ✓ Expanded service by operating a coordinated bus service in Thibodaux with funding for the service provided by the City of Thibodaux through a Cooperative Endeavor Agreement.

### **Fleet Maintenance**

- ✓ Established a Lubricant & Fluids Contract with an independent Oil Manufacturer. To provide Fully Synthetic Fluids, Lubricants, and Gear Oils that will offer increased protection to vehicles and equipment. Allowing for longer oil change intervals that will enhance production and lower overall cost of operation and maintenance of Parish Owned Equipment.
- ✓ Negotiated and established a Used Oil Recovery Program. This will reduce operating cost for Fleet and several other departments and provide an environmentally safe and efficient means to dispose of waste oil and filters.
- ✓ Fleet Maintenance, along with Purchasing, has continued to develop and enhance the GPS System. Installed in late 2009 by installing new wiring harnesses and by working in tandem with all departments to assure functionality of the system.
- ✓ Working with all vendors to develop a system of online communications to cut down on telephone calls, speed up order processing, and assure accuracy of all work in progress.



## Public Works--Continued

### Government Buildings

#### ✓ Renovations

- Tower Roof –Completed Replacement of roof.
- Municipal & Dumas Auditorium: Completed ADA Restroom & building improvements.
- HPD – Made improvements to rear parking lot.
- Jury Selection Room – Completed additional improvements requested. The idea of installing bench seating is still being discussed in order to increase the current seating capacity.
- Ashland Jail Plumbing
- Annex/DA's Office – Replaced numerous 4 and 6 inch cast iron drain pipes in areas above offices.
- Annex Jail- Completed major repairs to laundry and kitchen electrical systems.
- Central F.S. HVAC – Made HVAC improvements.
- I.T. Bldg. – Replaced one condensing unit on roof.
- Motor Branch Roof – completed roof replacement to motor branch building in parking garage

#### ✓ Installations:

- I.T. Bldg. – Installed emergency generator with automatic transfer switch.
- I.T. Bldg. – Assisted with the install of an approved fire alarm system.
- Downtown Marina – Assisted Anne Picou and TGMCC with the installation of surveillance system.
- Annex – Installed new transformer. Transformer in basement is no longer in service. New transformer is at street elevation.
- Tower – Assisted with Fiber install for DOTD System.
- OEP – Assisted with the install of Weather Bug camera on TPCG Tower.
- Water Life Museum– Prepared electrical service for exterior sprinkler system.
- Dumas Auditorium-Installed water treatment and controls for HVAC System.

#### ✓ Current Projects:

- Tower HVAC – Improvements are 95% complete. To be completed in February 2012.
- Tower Wind Retrofit-Assigned Firm to project. Project to go out for bid in 2012.
- Morgue- Request for bids for installing a walk in cooler will go out and project to be completed in 2012.
- Ashland Jail – Roof Replacement and door replacement throughout facility. Roof replacement to go out for bid and will be completed in 2012. Door replacement has gone out for bid and will be completed in 2013.
- Ashland Jail HVAC- Assigned Firm to project. Mr. Jim Goodwin should have written scope in 2012. Mr. Bush has completed grant funding forms.
- City Court Roof- Assigned Firm to project. To go out for bid and to be completed in 2012.





## **Public Works--Continued**

### **Pollution Control**

- ✓ Secured \$17 million Clean Water State Revolving Loan
- ✓ Construction of Ashland Major Lift Station and 24" Force Main:
- ✓ Westside Boulevard Sewer Improvements
- ✓ Dickson Road Sewers
- ✓ Re-direction of flows from Elysian and Chabert Lift Stations
- ✓ Infiltration/Inflow Elimination Improvement Program
- ✓ North Treatment Plant Refurbishment
- ✓ Gravity Lines and Force Main Repairs



## Utilities

### Animal Control

- ✓ Expanded our low cost spay/neuter program “Operation: Reduce Population” by removing geographical restrictions and increasing procedures.
- ✓ Enhanced adoption program to include pre-adoption spay/neuter and comprehensive veterinary care, including micro-chipping.
- ✓ Conducted presentations at schools and community organization meetings about responsible pet ownership and importance of spay/neuter.
- ✓ Established Facebook presence as additional means of posting adoptable animals and recruited over 2,000 followers.
- ✓ Completed partnership qualification with PetSmart Charities Rescue Waggin’ and transferred 57 puppies/dogs for adoptions/transfers.
- ✓ Participated in formation and development of the non-profit animal welfare organization “Friends of the Terrebonne Animal Shelter” that furthers shelter’s efforts.
- ✓ Assisted approximately 200 pets through partnership with the LA/SPCA’s Gulf Coast Companion Animal Relief Program in connection with response to the Deep Water Horizon Oil Spill.
- ✓ Developed comprehensive amendments to the Terrebonne Animal Code, including provisions for animal neglect and dangerous/vicious dogs.
- ✓ Enhanced shelter veterinary services by adding a part-time veterinarian to the shelter’s team to maintain the health of shelter animals and provide pre-adoption services to adopted animals.
- ✓ Furthered the progress of a new animal shelter facility with the acquisition of land as part of a government complex.

### Electric Distribution

- ✓ Completed Southdown Substation upgrade including increased buss size for additional capacity, new secure control house, and fiber optic communications capability.
- ✓ Completed Cummins Road Substation upgrade including new secure control house, and fiber optic communications capability.
- ✓ Converted all paper maintenance reports and records to electronic format.
- ✓ Updated equipment maintenance and replacement schedules.



## Utilities—Continued

- ✓ Conducted regularly scheduled line and substation inspections to minimize frequency and duration of outages.
- ✓ Maintained employee American Red Cross CPR certifications.

## Electric Generation

- ✓ Completed upgrade of continuous emissions monitoring system (CEMS) equipment and conducted Relative Accuracy Test Audits (RATA).
- ✓ Completed renewal and modification of Title V air permits and conducted required stack emissions testing of all units.
- ✓ Completed neutralization system recoating and safety enhancements.
- ✓ Conducted employee safety training on various topics including self contained breathing apparatus, fire extinguishers, man lifts, forklifts, confined space, ladders, overhead cranes and rigging, stop work authorization, job safety analysis, and lockout/tag out.

## Gas Distribution

- ✓ Established two (2) interconnects with Gulf South Pipeline.
- ✓ Completed Morris Street Area, Phase XIV and Swan Street Area, Phase XV and initiated Morgan Street Area, Phase XVI of the Cast Iron replacement program.
- ✓ Upgraded Highway 311 regulator station and constructed new regulator station for the urban distribution system.
- ✓ Completed upgrading HGS Regulator Station #11 metering.
- ✓ Replaced 2.5 miles of gas distribution mains in vicinity of Prospect St., immediately south of the ICWW.
- ✓ Continued odorization equipment upgrades with replacement of odorant injection systems.
- ✓ Initiated South Bayou Black / Gibson Gardens gas line improvements.

## Graphic Information System (GIS) Mapping

- ✓ Upgraded the GIS servers, database, ESRI Internet Mapping System (IMS), and GIS desktop mapping software applications.
- ✓ Completed conversion of the intranet maps to the ESRI Internet Mapping System (IMS).



## Utilities—Continued

- ✓ Created emergency data files containing critical facilities, parish features, and utilities information for use in storm recovery efforts.
- ✓ Mapped the 2012 geopolitical boundaries and maintained other feature layers including “Structures” and “Road Edges.”
- ✓ Maintained GIS location for various datasets including street centers, point addresses, catch basins, sewer manholes, water valves, and hydrants.
- ✓ Maintained critical features on the LA State Homeland Security Virtual LA website.
- ✓ Mapped Entergy street light locations and conducted parish-wide Entergy street light outage survey.
- ✓ Mapped SLECA street lights.
- ✓ Managed marine debris projects for the removal of 80 derelict vessels.

## Solid Waste

- ✓ Replaced air curtain incinerator.
- ✓ Extended the garbage cart pickup and exchange program to include Schriever and Crochetville residential drop-off sites.
- ✓ Collected and transported over 400 tons of recyclable products; added community recycling bins at Southland Mall and Dularge Recreation Center.
- ✓ Reduced the amount of illegal trash dumps by regularly patrolling and cleaning known illegal dump areas.
- ✓ Secured bids for the renovations and repairs to the Ashland Pickup Station.
- ✓ Repaired Ashland landfill dewatering system.
- ✓ Repaired Ashland Pickup Station wastewater lift station pumps.
- ✓ Performed comprehensive Ashland Landfill cap maintenance.
- ✓ Completed relicensing of commercial waste haulers.

