

Terrebonne ARC  
BOARD OF DIRECTORS MEETING  
Tuesday, December 13, 2016

Tracy Schwab, President, called the meeting to order, at 6:00 p.m. in TARC's Administration Building, Conference Room #3.

Upon roll call, the Board of Directors recorded as present were: Tracy Schwab, Della Hotard, Karen Chauvin, Donell Donaldson, Dr. Ruthanne Gallagher, Marie LeBlanc, Larry Pete, Richard Watkins and Lindsay Ocker, Client Representative. Board members recorded as absent was: Mike Allemand. **A quorum was present.** Others present was: Kay Stone. Staff present were: Mary L. Bisland, Patricia Chauvin, Deanna Zeringue, Tiffany Brunet, Bobby Roddy, Erica Pellegrin, Ericka Wolfe and Rodger Shelton. Let the record show that Karen Chauvin entered the meeting at 6:23 p.m.

Mary L. Bisland led the group in **prayer**, followed by the **pledge** by Lindsay Ocker.

**Approval of the Agenda**-Dr. Ruthanne Gallagher moved, seconded by Della Hotard, to approve the agenda. Motion carried.

**Public to be Heard**- There was no public to be heard.

**Secretary's Report**-Della Hotard presented the Board of Directors report of November 8, 2016.

Larry Pete moved, seconded by Donell Donaldson, to accept the Board of Directors report of November 8, 2016. Motion carried.

**President's Report:** Tracy Schwab presented information from the Non Profit Board report for Board Development.

Tracy Schwab requested an excused absences for Mike Allemand.

Della Hotard moved, seconded by Dr. Ruthanne Gallagher, to excuse the absence of Mike Allemand. Motion carried.

Della Hotard presented the following resolutions for **Capital and Operating assistance** from LaDotd: **AUTHORIZING RESOLUTION**

WHEREAS, Terrebonne ARC hereinafter referred to as the "Applicant", has requested  
(Legal Name of Applicant)  
from the Louisiana Department of Transportation and Development for the purpose of Capital Assistance; and

WHEREAS, this project is considered to be important and necessary to transportation in Houma, La., Terrebonne Parish; And  
(City/Town and Parish)

WHEREAS, the Applicant has the legal, fiscal, and managerial capacity to carry out the project.

NOW THEREFORE BE IT RESOLVED that the Applicant requests funding for the project from the Louisiana Department of Transportation and Development; and

That the Applicant, while making application to or receiving grants from the Federal Transit Administration, will comply with the Federal Statutes, regulations, executive orders and administrative requirements as listed in Appendix 1 (copied from FTA Circular 9070.1G) of the 2017 Application Procedures Manual.

That the Applicant has or will make available the required non-federal funds to meet local share requirements.

That Tracy Schwab, President is empowered to sign a  
(Name & Title of Designated Official i.e. Board Member; Director; President etc.)  
contract on behalf of the Applicant; and

That the above named official may sign on behalf of the Applicant any assurance, certification, or other documentation that may be required as part of the application submitted; and

That this resolution is applicable for a period of one year unless revoked by the Board and copy of such revocation shall be furnished to the Louisiana Department of Transportation and Development.

**CERTIFICATE**

The undersigned duly qualified and acting Secretary of Terrebonne ARC has certified that the  
(Title of Officer) (Legal Name of Applicant)

foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Terrebonne ARC Board of Directors held on December 13, 2016. (Valid for one year from date)  
(Governing Body of Applicant)

**AUTHORIZING RESOLUTION**

WHEREAS, Terrebonne ARC hereinafter referred to as the "Applicant", has requested  
(Legal Name of Applicant)  
from the Louisiana Department of Transportation and Development for the purpose of Operational Assistance; and

WHEREAS, this project is considered to be important and necessary to transportation in Houma, La., Terrebonne Parish; And  
(City/Town and Parish)

WHEREAS, the Applicant has the legal, fiscal, and managerial capacity to carry out the project.

NOW THEREFORE BE IT RESOLVED that the Applicant requests funding for the project from the Louisiana Department of Transportation and Development; and

That the Applicant, while making application to or receiving grants from the Federal Transit Administration, will comply with the Federal Statutes, regulations, executive orders and administrative requirements as listed in Appendix 1 (copied from FTA Circular 9070.1G) of the 2017 Application Procedures Manual.

That the Applicant has or will make available the required non-federal funds to meet local share requirements.

That Tracy Schwab, President is empowered to sign a  
(Name & Title of Designated Official i.e. Board Member; Director; President etc.)  
contract on behalf of the Applicant; and

That the above named official may sign on behalf of the Applicant any assurance, certification, or other documentation that may be required as part of the application submitted; and

That this resolution is applicable for a period of one year unless revoked by the Board and copy of such revocation shall be furnished to the Louisiana Department of Transportation and Development.

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(Governing Body of Applicant)

Dr. Ruthanne Gallagher moved, seconded by Larry Pete, to accept the Capital and Operating Assistance resolutions regarding the LaDotd grants. Motion carried.

Rodger Shelton presented information on the LaDotd **Project Assurances** that is required for grant purposes.

Dr. Ruthanne Gallagher moved, seconded by Larry Pete, to accept the Project Assurances and give Tracy Schwab the authority to sign them. Motion carried.

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**Executive Director's Report-** Mary L. Bisland reported that Cedar Chest South is nearing completion and will be opening soon. The Department Directors present at the meeting reported on their departments.

**Committee Reports:**

Deanna Zeringue presented the **Finance Committee Report** of December 13, 2016.

Della Hotard moved, seconded by Marie LeBlanc, to accept the Finance Committee Report of December 13, 2016. Motion carried.

Lindsay Ocker presented the **Client Representative Report** of December 13, 2016.

Della Hotard moved, seconded by Donell Donaldson, to accept the Client Representative Report of December 13, 2016. Motion carried.

Dr. Ruthanne Gallagher moved, seconded by Della Hotard to **adjourn**. Motion carried. The meeting adjourned at 6:30 p.m.

Respectfully Submitted,

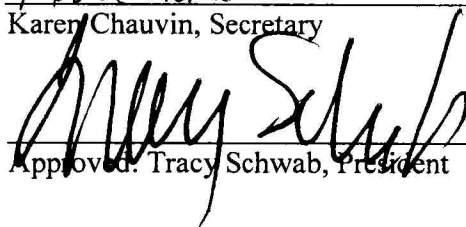


Karen Chauvin, Secretary



Patricia Chauvin, Custodian of TARC records

Meeting tapes will be kept on file for six (6) years



Approved: Tracy Schwab, President