

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND CITY COUNCIL OF THE CITY OF YOUNGSVILLE, LOUISIANA HELD ON THURSDAY, FEBRUARY 11, 2016 AT 6:00 PM AT YOUNGSVILLE CITY HALL

PRESENT: Mayor Ken Ritter and Councilmembers: Jamison Abshire (Division A), Lauren Michel (Division B), Matt Romero (Division C), Kenneth Stansbury (Division D), Dianne McClelland (Division E)

ABSENT: None

STAFF: Simone Champagne (CAO), Ashley Sexton (City Treasurer), George Knox (City Attorney), Charles Langlinais (Public Works Director), Pamela Gonzales Granger (City Engineer), Tim Robichaux (Sports Complex Director), Rickey Boudreaux (Police Chief)

GUESTS: Jeremy Fontenot (CH2M), Gary P. Williams, Sandra Keal, Donald Simon, Monica Domingue, Woodrow Parker, Megan Segura, Linda Fox, Heather Makline, Jeremy Hidalgo, Jeff Foshee

Mayor Ritter called upon Pastor Caleb Clotiaux, Living Faith Church, to do the invocation and Councilwoman Lauren Michel to lead the Pledge of Allegiance.

A motion was offered by Mr. Stansbury, seconded by Ms. Michel, to expand the agenda to discuss the LACE program and purchase of vehicles for the Police Department, and the vote was as follows:

YEAS: Abshire, Michel, Stansbury

NAYS: Romero, McClelland

ABSENT: None

*Motion failed. An expansion of the agenda requires a unanimous vote.*

Mr. Romero qualified his nay vote by stating that this is not an emergency situation and the prior times the agenda was expanded it was due to time constraints.

Ms. McClelland qualified her nay vote by stating that she is against adding items to the agenda at the last minute unless it is an emergency. She added that if it is proven to be an emergency a special meeting can be called.

**RECOGNITIONS/ANNOUNCEMENTS**

AGENDA ITEM 1. Recognition of Ethan Abshire for his Christmas Mission. Mayor Ritter called upon Councilman Jamison Abshire who stated that Ethan Abshire is an 8<sup>th</sup> grade student at Youngsville Middle School and thanked him for his efforts and charitable contributions to the Community through his Christmas Mission. Mayor Ritter presented Ethan with a Certificate of Recognition, along with a city pin.

**PRELIMINARY PLATS**

AGENDA ITEM 2. Preliminary Plat approval of Sugar Ridge Phase IV, a residential development, located in Section 20, T-11-S, R-5-E; Owner/Developer: Sugar Ridge Investors, L.L.C. c/o Robert Daigle. (A public hearing on this preliminary plat was held at 5:30 pm prior to the regular Council meeting). A motion was offered by Ms. McClelland, seconded by Ms. Michel, to grant preliminary plat approval of Sugar Ridge Phase IV, a residential development, located in Section 20, T-11-S, R-5-E; Owner/Developer: Sugar Ridge Investors, L.L.C. c/o Robert Daigle, as recommended by City Engineer Pamela Gonzales Granger in a letter dated February 4, 2016, with the following conditions: 1) Waive Item 13 under conditions on the ADRC Report dated January 20, 2016; 2) Add Item 18 under Conditions on City Engineer letter to state: "The re-routed ditch will be privately owned and operated & maintained by the Home Owners Association and the common area needs to be expanded to accommodate the ditch, and the vote was as follows:

YEAS: Abshire, Michel, Romero, Stansbury, McClelland

NAYS: None

ABSENT: None

*Motion was approved.*

### **OTHER BUSINESS**

AGENDA ITEM 3. Mr. Woodrow Parker – Introduction of Aqua Safety First Community Program (water safety awareness program). Mr. Parker stated that the Aqua Safety First Community Program is a non-profit organization to promote water safety preparedness. He said that the mission is to promote water safety across many parishes and the program is free. Mr. Parker requested help from the City in spreading the word about the program once the dates are confirmed.

AGENDA ITEM 4. Ms. Jenny Trahan, Trahan Trucking, Langlinais Road – request variances.

Mayor Ritter stated that Ms. Trahan is in the permitting process to open up a trucking company on Langlinais Road and is requesting several variances.

Ms. Trahan stated that they are a very small business and that she had checked with the former CAO, Rick Garner, to see if it would be ok to put a limestone parking lot and he said it was. She said that when she came to get the permit, she was told that the parking lot would need to be concrete, which they can't afford. She said that she is also requesting a waiver on having to put a sidewalk because of the location on Langlinais Road and also a reduction in the driveway entrance.

City Engineer Pamela Granger stated that the fire department must have access to the building and have room to turn around in the driveway/parking area.

Upon questioning by Mayor Ritter, Ms. Trahan said she has not hired an engineer to design the project only one to do the drainage analysis.

After much discussion on Ms. Trahan's request the following took place:

- Sidewalk Variance. A motion was offered by Mr. Romero, seconded by Ms. McClelland, to waive the sidewalk requirement on Langlinais Road for Ms. Jenny Trahan, Trahan Trucking, and the vote was as follows:  
YEAS: Abshire, Michel, Romero, Stansbury, McClelland  
NAYS: None  
ABSENT: None  
*Motion was approved.*
- b) Limestone parking in lieu of concrete parking. A motion was offered by Ms. McClelland, seconded by Mr. Stansbury, in lieu of a full concrete parking lot, the requirement will be to construct a 60 foot concrete driveway and concrete/asphalt the parking area from the road right-of-way (begins 20' from the ditch) to the front of the building, and the vote was as follows:  
YEAS: Abshire, Michel, Romero, Stansbury, McClelland  
NAYS: None  
ABSENT: None  
*Motion was approved.*
- c) Reduction of driveway entrance from 36' to 15'. No action was taken to allow the reduction of the driveway entrance.

AGENDA ITEM 5. Consider the reappointment of Benjamin Langlinais to the Municipal Police Civil Service Board for a three (3) year term; current term expires February 18, 2016. A motion was offered by Ms. McClelland, seconded by Mr. Romero, to reappoint Benjamin Langlinais to the Municipal Police Civil Service Board for a three (3) term to expire February 18, 2019, and the vote was as follows:

YEAS: Abshire, Michel, Romero, Stansbury, McClelland

NAYS: None

ABSENT: None

*Motion was approved.*

AGENDA ITEM 6. Bid Award: Fortune Road Reconstruction & Overlay (Bonin Road to LA Hwy 89). A motion was offered by Mr. Abshire, seconded by Ms. McClelland, to award the bid for the Fortune Road Reconstruction and Overlay Project from Bonin Road to LA Hwy 89 to the apparent low bidder Glenn Lege Construction in the amount of \$469,696 as recommended by Engineer Andre Montagnet, and the vote was as follows:

YEAS: Abshire, Michel, Romero, Stansbury, McClelland

NAYS: None

ABSENT: None

*Motion was approved.*

Mayor Ritter stated that bids were opened on January 26, 2016 and two bids were received. He said that this project is being funded by the \$3.5 million bond issue.

Andre Montagnet, Engineer on the project, said that five (5) contractors picked up plans prior to the bid opening. The opinion of probably cost was \$500,000 so the low bidder is under. In his letter dated January 26, 2016 the estimated engineering cost is \$36,000, inspection budget is \$18,000, surveying \$2,500 and testing lab is \$18,000.

#### AGENDA ITEM 7. Staff Reports

##### Sports Complex Report – Tim Robichaux:

- Registration is going well for the youth t-ball, baseball and softball programs. He said the deadline for registration is March 4, 2016 and believes that the numbers will be between 800 – 1000 participants.
- Andre Boudreaux, has been working very closely with the software program designers and are hoping that the software will be in place in time to draft the teams.
- Girls Mustang Pony League World Series will be played at the Complex
- New Sponsorships reported by Mayor Ritter: Academy Sports, Simon Orthodontics and Agave.

Mr. Abshire said that he spoke to LCG Councilman William Theriot and that Mr. Theriot said that a draft agreement has been drawn up and is on Mayor-President Joel Robideaux's desk. He said that he will follow up with Mr. Theriot to see about getting a copy for the Mayor to review.

##### Engineering Report:

An engineering status report dated February 4, 2016 from City Engineer Pam Granger was provided to the Council in their agenda packets. Ms. Granger provided answers to questions from the Council

Mr. Stansbury requested a monthly report be sent to the Council on new commercial developments.

Mayor Ritter replied that monthly reports from the engineer have been expanded this month to include private development in addition to city projects. He added that reports are sent to the Council

on a monthly basis showing the number of commercial and residential permits issued each month. Mayor Ritter stated that he is open to suggestions on how the Council would like the report.

Ms. Granger informed the Council that the Geographic Information System (GIS) is currently being built and thus far, water, sewer and drainage data has been input. She said that they have all the information needed to develop the water system model along with the new ground storage tank information that will be electronically controlled.

Mayor Ritter reported:

- Approval has been received from State Facility Planning on the Sewer Extension Plans for Chemin Metairie Parkway which will allow for the utilization of the remaining state funds. Project has been advertised for bids.
- Savoy Road Water Line is ready to advertise for bids.
- Chemin Metairie Bike Lanes Striping Notice to Proceed will be issued on February 18, 2016.

## **RESOLUTIONS**

AGENDA ITEM 8. Resolution No. 2016-03 A resolution giving preliminary approval to the issuance of not to exceed Three Million Seven Hundred Fifty Thousand Dollars (\$3,750,000) aggregate principal amount of Sales Tax Refunding Bonds of the City of Youngsville, State of Louisiana (the "Issuer"), for the purpose of refinancing outstanding debt of the Issuer; Providing certain terms of said bonds; making application to the State Bond Commission for approval of said Bonds; hiring professionals in connection therewith; and providing for other matters in connection therewith (Refunding of 2009 Issue). A motion was offered by Ms. McClelland, seconded by Mr. Romero, to adopt Resolution No. 2016-03 a resolution giving preliminary approval to the issuance of not to exceed Three Million Seven Hundred Fifty Thousand Dollars (\$3,750,000) aggregate principal amount of Sales Tax Refunding Bonds of the City of Youngsville, State of Louisiana (the "Issuer"), for the purpose of refinancing outstanding debt of the Issuer; Providing certain terms of said bonds; making application to the State Bond Commission for approval of said Bonds; hiring professionals in connection therewith; and providing for other matters in connection therewith (Refunding of 2009 Issue) and the vote was as follows:

YEAS: Abshire, Michel, Romero, Stansbury, McClelland

NAYS: None

ABSENT: None

*Motion was approved.*

Prior to the motion, Mayor Ritter stated that he had a meeting with Jason Akers, Bonding Attorney with Foley & Judell, and as of now, the City does not have any real bonding capacity. He said that conversation took place to refinance some existing debt which is what Resolution 2016-03 provides for. Mayor Ritter stated that the refinancing would save the City approximately \$128,000 in interest payments.

## **MINUTES AND FINANCE REPORT**

AGENDA ITEM 9. Acceptance of Council Meeting Minutes of January 6, 2016 and January 14, 2016. A motion was offered by Mr. Romero, seconded by Ms. Michel, to accept the minutes of the meetings of January 6, 2016 and January 14, 2016, and the vote was as follows:

YEAS: Abshire, Michel, Romero, Stansbury, McClelland

NAYS: None

ABSENT: None

*Motion was approved.*

AGENDA ITEM 10. Approval of finance report for January, 2016. A motion was offered by Ms. McClelland, seconded by Mr. Stansbury, to approve the finance report for January, 2016, and the vote was as follows:

YEAS: Abshire, Michel, Romero, Stansbury, McClelland

NAYS: None

ABSENT: None

*Motion was approved.*

Mayor Ritter reported that the sales tax collection for the current fiscal year is down 9% which is better than the prior month collections which was 11%. He said that quite a few businesses have recently opened up.

### **COUNCIL ANNOUNCEMENTS**

Mayor Ritter:

- Commended the City staff and the Police Department for helping to make the Mardi Gras Parade a huge success.
- City has switched the health insurance provider from Blue Cross to United Health Care and the net savings is \$60,000. In addition a better dental plan is being offered as well as a vision plan.
- Construction Permits for January were 51 which is better than the 10 of the 12 months in 2015.

Councilwoman Michel stated that she has been speaking with a few people about forming a Mardi Gras Parade Committee to help with the future planning of Mardi Gras which would include parade route logistics, safety and entertainment. She said she put it on social media for volunteers.

Councilman Abshire announced that Keeping Youngsville Beautiful Day is set for Saturday, April 16, 2016 and that they are looking for information on any elderly or handicapped that need assistance in their yards.

### **ADJOURNMENT**

There being no further business to come before the Council, a motion to adjourn was offered by Ms. Michel, seconded by Ms. McClelland, and unanimously adopted.

/s/ Ken Ritter  
Ken Ritter, Mayor

/s/ Sally M. Angers  
Sally M. Angers, City Clerk