

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND CITY COUNCIL OF THE CITY OF YOUNGSVILLE, LOUISIANA HELD ON THURSDAY, FEBRUARY 9, 2017 AT 6:00 PM AT YOUNGSVILLE CITY HALL

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

ABSENT: None

STAFF: Sally M. Angers (City Clerk), Simone Champagne (CAO), Ashley Sexton (City Treasurer), George Knox (City Attorney), Terry Bourque (Public Works Director), Pamela Gonzales Granger (City Engineer), Rickey Boudreaux (Police Chief)

OTHERS IN ATTENDANCE THAT SIGNED IN: Gary P. Williams, Donald Simon, Fire Chief Blair Rivette, Rani Lege, Sandra Keal, Joe Labbe, Burton Kolder & Brad Kolder (Auditors)

Mayor Ritter called upon Pastor Alison Sauls, Asbury United Methodist Church to lead the Invocation and Mayor Pro Tem Dianne McClelland lead the Pledge of Allegiance.

**RECOGNITIONS**

Mayor Ritter:

- Proclaimed St. Thomas More High School Football Coach Jim Hightower as the Grand Marshall of the 2017 City of Youngsville Mardi Gras Parade.
- Recognized upon Ben Freeman, Sons of American Revolution Atakapa Chapter who presented an Award of Exemplary Patriotism to the City of Youngsville in recognition of the Veteran's Circle at the Round-a-bout at Chemin Metairie Parkway and Milton Highway
- Recognized Kate Laue, Susan G. Komen Executive Director Komen Acadiana, who announced that the annual Susan G. Komen Race will be held on March 25<sup>th</sup> in Sugar Mill Pond.

**MINUTES**

AGENDA ITEM 1. Acceptance of minutes of January 12, 2017. A motion was offered by Mr. Romero, seconded by Mr. Stansbury, to approve the minutes of January 12, 2017, and the vote was as follows:

YEAS: Abshire, Michel, Stansbury, Romero, McClelland

NAYS: None

ABSTAIN: None

ABSENT: None

*Motion was approved.*

**FINANCE REPORT**

AGENDA ITEM 2. Approval of the December, 2016 Finance Report. A motion was offered by Mr. Abshire, seconded by Mr. Romero, to approve the December, 2016 Finance Report, and the vote was as follows:

YEAS: Abshire, Michel, Stansbury, Romero, McClelland

NAYS: None

ABSTAIN: None

ABSENT: None

*Motion was approved.*

Mayor Ritter moved Agenda Item 9 to be heard at this time. There were no objections from the Council.

AGENDA ITEM 9 – Fire Chief Blair Rivette – Request set back variance on property located on Bonin Road for the new Fire Station. A motion was offered to approve Fire Chief Blair Rivette’s request for a waiver to the buffer zone requirement in Land Use Ordinance No. 357.1-2013 for the new Youngsville Fire Station No. 2 located at 2301 Bonin Road, and the vote was as follows:

YEAS: Abshire, Michel, Stansbury, Romero, McClelland

NAYS: None

ABSTAIN: None

ABSENT: None

*Motion was approved.*

AGENDA ITEM 3. Audit Report for Fiscal Year ending June 30, 2016 (Kolder, Champagne, Slaven & Company). A motion was offered by Mr. Stansbury, seconded by Ms. McClelland, and the vote was as follows:

YEAS: Abshire, Michel, Stansbury, Romero, McClelland

NAYS: None

ABSTAIN: None

ABSENT: None

*Motion was approved.*

Mr. Kolder presented the audit for Fiscal Year Ending June 30, 2015. He went over the following points in the Management Letter and said that these items were being addressed by the City:

- Due to the increasing size of the City's operations, it appears that the current software being utilized may not be sufficient to effectively and efficiently record transactions in an accurate manner to provide financial information to management officials. Mr. Kolder stated that this item has been taken care of with the implementation of the new financial software.
- The City's water and sewer departments experience operating losses of \$7,406 and \$119,228 respectively. He said that consideration should be given to increasing rates or decreasing expenses in order to generate a profit or at least a breakeven point.
- The City should implement the following policies and procedures over the tennis program at the Sports Complex: (1) execute a written employment contract with the tennis pro to establish terms of employment; (2) implement a system of record keeping for tennis camps, clinics, and court fees; and (3) ensure that all activities are properly monitored.

Mayor Ritter stated that he is not recommending an increase in the utilities department at this time.

Mr. Kolder stated that the surplus realized for the fiscal year ending June 30, 2016 was \$472,111 and the unrestricted net equity for the City is \$4,726,000. He said that the total

assets for the City are \$100,651,555 and total liabilities are \$40,891,008 for a total net position of \$60,154,969 (this includes all infrastructure and capital projects. Mr. Kolder informed the Council that, with the current surplus, the City could operate the City for 118 days. He said there are about 11 months of available operations within the General Fund which is very healthy.

### **ORDINANCES FOR FINAL ADOPTION**

AGENDA ITEM 4. – Ordinance No. 395-2017 – an ordinance of the City of Youngsville, Louisiana amending the official map of the City of Youngsville, providing for the annexation of additional land into the corporate limits of the City of Youngsville, Louisiana being 4239 Decon Road property located in Lafayette Parish, Louisiana, in Section 14, Township 11 South, Range 4 East into the City of Youngsville, Parish of Lafayette, State of Louisiana.

A motion was offered by Ms. McClelland, seconded by Mr. Romero, to adopt Ordinance No. 395-2017 – an ordinance of the City of Youngsville, Louisiana amending the official map of the City of Youngsville, providing for the annexation of additional land into the corporate limits of the City of Youngsville, Louisiana being 4239 Decon Road property located in Lafayette Parish, Louisiana, in Section 14, Township 11 South, Range 4 East into the City of Youngsville, Parish of Lafayette, State of Louisiana, and the vote was as follows:

YEAS: Abshire, Michel, Stansbury, Romero, McClelland

NAYS: None

ABSTAIN: None

ABSENT: None

*Motion was approved.*

AGENDA ITEM 5. – Ordinance No. 396-2017 - An ordinance adopting and enacting a new code for the Code of Ordinances, City of Youngsville, Louisiana; providing for the repeal of certain ordinances not included therein; providing a penalty for the violation thereof; providing for the manner of amending such code; and providing when such code and this ordinance shall become effective.

A motion was offered by Mr. Stansbury, seconded by Mr. Abshire, to adopt Ordinance No. 396-2017 - An ordinance adopting and enacting a new code for the Code of Ordinances, City of Youngsville, Louisiana; providing for the repeal of certain ordinances not included therein; providing a penalty for the violation thereof; providing for the manner of amending such code; and providing when such code and this ordinance shall become effective, and the vote was as follows:

YEAS: Abshire, Michel, Stansbury, Romero, McClelland

NAYS: None

ABSTAIN: None

ABSENT: None

*Motion was approved.*

Mayor Ritter stated the Code, once effective will be posted on the City's website.

## **OTHER BUSINESS**

AGENDA ITEM 6. Police Chief Rickey Boudreaux – request approval to hire two (2) officers to replace officers that will become School Reserve Officers for the 2017 – 2018 school year at Southside High School and Youngsville Middle School at a cost of \$28,000 in benefits for both with the School Board paying the salaries for each. He suggested negotiating for the School Board to pick up the salary as well as the benefits. Chief Boudreaux stated that during the summer breaks they would be regular officers of the Police Department.

A motion was offered by Mr. Romero, seconded by Mr. Stansbury, to authorize the Chief of Police to enter into contract negotiations with the Lafayette Parish School Board for two school resource officers, and the vote was as follows:

YEAS: Abshire, Michel, Stansbury, Romero, McClelland

NAYS: None

ABSTAIN: None

ABSENT: None

*Motion was approved.*

AGENDA ITEM 7. Police Chief Rickey Boudreaux – Discuss Police Officers pay. Chief Boudreaux requested consideration for a \$500 per month pay increase (\$6,000 per year) for each police officer which would be an approximate 19% increase. Chief Boudreaux also asked that the City pay the dependent coverage for those that have dependents insured through the City if the pay increase cannot be decided on now.

After much discussion, a motion was offered by Mr. Abshire, seconded by Ms. Michel, to fund up to \$5,000 per month from LACE funds to pay for dependent coverage of Police Officers who have their families covered under the City's health insurance until the end of the FY 2016-2017 Budget Year (June 30, 2017), and the vote was as follows:

YEAS: Abshire, Michel, Stansbury, Romero, McClelland

NAYS: None

ABSTAIN: None

ABSENT: None

*Motion was approved.*

AGENDA ITEM 8. Discuss introduction of an ordinance to amend the Code of Ordinances to provide for façade regulations for commercial developments on certain roads and to regulate communication towers and antenna standards. Councilman Romero stated that he would like to delay this until another meeting to allow the attorney time to draft the property ordinance.

## **MAYOR & COUNCIL ANNOUNCEMENTS**

- Councilman Stansbury stated that he would like to see agenda items have all of the backup documentation provided.
- Councilman Romero would like for the Mayor to consider putting staff reports back on the agenda.
- Councilman Abshire announced that the Farmer's Market is this weekend.
- Mayor reported that Restore Louisiana meeting was held at the Sports Complex and the Governor is requesting \$2 billion additional dollars from Congress. He stated that he, CAO

Simone Champagne and Police Chief Rickey Boudreaux are going to Washington DC to meet with the Congressional Delegation and other agencies to requests funding for flood relief victims who did not have flood insurance and who do not qualify as being Low to Moderate Income and also mitigation funds for infrastructure.

- Mayor announced that the City is in the process of replacing all of the signage poles on Church Street and in the original Village of Youngsville to the black decorative poles.

## **ADJOURNMENT**

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

/s/ Ken Ritter  
Ken Ritter, Mayor

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