

**MINUTES
FOR THE CITY COUNCIL MEETING OF MAY 23, 2024**

The regular meeting of the Mandeville City Council was called to order by the Council Chairman at 6:00 p.m. followed by roll call.

ROLL CALL - present: Jason Zuckerman, Jill McGuire, Rick Danielson, Skelly Kreller

Absent: Rebecca Bush

Also present: Clay Madden, Mayor; Keith LaGrange, Public Works Director; David LeBreton, City Engineer; Elizabeth Sconzert, City Attorney; Kathleen Sides, Finance Director; Cara Bartholomew, Planning Director

MINUTES:

1. Adoption of the May 9, 2024, Regular Meeting Minutes. A motion was made by Ms. McGuire; seconded by Dr. Kreller. With no comments or questions, the minutes passed 4-0.

REPORTS AND ANNOUNCEMENTS:

Mr. Danielson said that this would be the last meeting with Ms. Scherer and thanked her for her years of service as council clerk. Dr. Kreller said he goes a long way back with Ms. Scherer and it was a reward to work with her during his time on the council. Mayor Madden said the emergency operations plan annual meeting was held earlier that day and a wild hurricane season is being predicted for this year. He said that each family should have a plan and the City is more prepared than ever. Next Thursday, May 30th will be the test of the alert system so anyone who signed up should get a test text. This Sunday is the Mandeville Family Reunion on the Lakefront. There will be a ribbon cutting for the McGruff crime dog on Saturday June 1st at 9:00am, and this will be a public event so anyone is welcome to come.

UNFINISHED BUSINESS:

1. Adoption of Ordinance No. 24-09; AN ORDINANCE FOR THE CITY COUNCIL OF THE CITY OF MANDEVILLE TO AMEND ORDINANCE NUMBER 23-26, THE CAPITAL BUDGET OF THE CITY OF MANDEVILLE AND FOR OTHER MATTERS IN CONNECTION THEREWITH. A motion was made by Mr. Danielson and seconded by Ms. McGuire. Mr. Danielson explained that this is money coming out of one project and going into another. Lift Stations 3 and 39 came in under budget and Lift Station 4 came in over budget so money is being moved from 3 and 39 into 4. Dr. Kreller said he appreciated the explanation as it was a little confusing. Mr. LaGrange said the numbers are on a sheet prepared by Ms. Sides. Ms. Sides added that it would be from the same account. Glen Runyon asked if bids had been received on both projects already. Mr. LaGrange said that was correct. Mr. Runyon asked how something was bid on and then adjust the amount after the fact. Mr. LaGrange said anything could be bid on based on the engineer's assessment. The assessment was 25% under of what the bids came in at. Each line item is checked as well to make sure nothing is inflated. Mr. Runyon asked how much lift stations 3 and 39 were under. Mr. LeBreton said the final product of the scope reduced tremendously. Mr. Runyon asked for specifics, how much was in there and how much was the bid. Ms. Sides said that 3 and 39 had \$1.72 million was the original estimate. LeBreton said the bid was a little under a million. This was a budget from two years ago and the scope changed. Mr. Runyon asked if a better job was needed on the estimates. Mr. LaGrange said that often the estimates are done before a designer is found. Once the designer is found the budget is updated. Mr. Runyon said this project was put in during 2021 and is just being awarded. Mr. LaGrange said they went after water sector money that held it up. Mr. Runyon asked if 3 and 39 had been awarded yet. Mr. LaGrange said they were under construction. Mr. Runyon asked if they were also tied to grants. Mr. LeBreton said

they were. Mr. LaGrange said that going after grants is great even if projects get held up because they did not have to pay for 50% of these projects. With no further comments a vote was taken and the ordinance was adopted 4-0.

NEW BUSINESS:

1. Approval of the liquor license for Ariel & Jody LLC dba Mata Sushi. Located at 1814 N Causeway Blvd Suite 2, Mandeville LA. A motion was made by Dr. Kreller and seconded by Ms. McGuire. Dr. Kreller said this was a liquor license for a new business in the shopping center by Café DuMond. Ms. McGuire asked if they were already open, Dr. Kreller said they were. With no further comments a vote was taken, and the license was approved 4-0.

2. Adoption of Resolution No. 24-21; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AUTHORIZING THE MAYOR OF THE CITY OF MANDEVILLE TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT BETWEEN VECTURA CONSULTING SERVICES, LLC AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH. A motion was made by Ms. McGuire and seconded by Mr. Danielson. Mr. Zuckerman said this was an agreement to get some traffic data on the Monroe Street corridor. Ms. Bartholomew said the Planning Commission wanted this study done after the Sucette Harbor process. The master plan update is also about to start so this will be great to inform the commission on what the parcels can handle. Dr. Kreller asked when this project would start. Mr. LeBreton said they cannot start until after Labor Day due to DOTD requirements. With no further comments a vote was taken, and the resolution was adopted 4-0.

3. Adoption of Resolution No. 24-22; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE ACCEPTING THE BIDS FOR THE LIFT STATION NO. 4 UPGRADE PROJECT AND AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH THE APPARENT LOW BIDDER SUBTERRANEAN CONSTRUCTION, LLC. AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH. A motion was made by Ms. Danielson and seconded by Dr. Kreller. Ms. McGuire said this was located on Foy Street. Mr. LeBreton said this was the award for the budget adjustment that was just passed. This is a typical lift station rehab. With no further comments a vote was taken, and the resolution was adopted 4-0.

4. Adoption of Resolution No. 24-23; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE ACCEPTING THE BIDS FOR THE GOLDEN GLEN WATER SYSTEM REPLACEMENT PROJECT AND AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH THE APPARENT LOW BIDDER SUBTERRANEAN CONSTRUCTION, LLC. AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH. A motion was made by Ms. McGuire and seconded by Dr. Kreller. Dr. Kreller said this was for the water system replacement project and the bid received was under the estimate. Mr. LeBreton said this was a counterpart to Lift Station 4. Mayor Madden said that these projects have been done all throughout Mandeville. It is positive for the City to be going after these types of grants and chase external funding. These projects are expensive and are worth the wait. Digital Engineering and staff members have been diligent with chasing funding. With no further comment a vote was taken, and the resolution was adopted 4-0.

5. Adoption of Resolution No. 24-24; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AUTHORIZING THE MAYOR OF THE CITY OF MANDEVILLE TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF MANDEVILLE AND DESIRE LINE, LLC AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH. A motion was made by Mr. Danielson and seconded by Ms.

McGuire. Mr. Zuckerman said this was an agreement for the consultant for the comprehensive plan. Ms. Bartholomew said the first comprehensive plan was adopted in 1967, the second in 1989, and the one the City is working with now is from 2007. All of the recently completed plans will be incorporated into the comprehensive plan. A kickoff meeting will be held next week. Mr. Danielson asked how long the process would take. Ms. Bartholomew said typically 12-18 months. Ms. McGuire asked if the kickoff meeting would be internal. Ms. Bartholomew said there would be an internal kickoff meeting to start scheduling public meetings and discussions about committees. More information will be known after. There will be many public meetings. Mr. Zuckerman said there is good groundwork, and he is excited about the process. Dr. Kreller asked how long Desire Line has been doing these, and how many they have done in the past. Evelyn Campo said that they started the business after Hurricane Ida. They have done two or three plans that they were the leads on, but before they started the business many members have worked for municipalities and have done comprehensive plans in those roles. Ms. Bartholomew said that the top two consultants were interviewed and what impressed Ms. Bartholomew is that Desire Line has worked in both the private and public sector as that is not something that most consultants have. Rebecca Rohrbough said she is glad to see this get underway. When the 2007 plan was done there was not a historic district and now there is. She does not see any mention of the historic district or the needs it has. Ms. Bartholomew said that it was included in the scope of work for the RFP, which is part of the contract. With no further comments a vote was taken, and the resolution was adopted 4-0.

6. Introduction of Ordinance No. 24-11; AN ORDINANCE FOR THE CITY COUNCIL OF THE CITY OF MANDEVILLE TO AMEND ORDINANCE NUMBER 23-26, THE CAPITAL BUDGET OF THE CITY OF MANDEVILLE AND FOR OTHER MATTERS IN CONNECTION THEREWITH. Mr. Zuckerman said that this ordinance and the next ordinance would be introduced at this meeting and discussed at the next meeting. A motion was made by Mr. Danielson and seconded by Ms. McGuire.

7. Introduction of Ordinance No. 24-12; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE TO AMEND SECTION 2-8 OF CHAPTER 2 OF THE MANDEVILLE CODE OF ORDINANCES RELATIVE TO THE COMPENSATION OF THE MAYOR OF THE CITY OF MANDEVILLE AND TO PROVIDE FOR OTHER MATTERS IN CONNECTION THEREWITH. A motion was made by Ms. McGuire and seconded by Mr. Zuckerman.

PUBLIC COMMENT:

Paul Branch thanked Ms. Scherer and wished her well. He said that in the past they have asked for some limestone by the pond at the end of Dorado. It would have been part of the Neighborwoods project. It has not been done yet as Mr. LaGrange has told him he was strapped for budget, so he is reminding everyone that it needs to be done. Dr. Kreller asked when it was first brought up. Mr. Branch said it was about 3 years ago. Dr. Kreller said it seems like it was put on the back burner and he does not know why. Mr. Branch said that was a question for Public Works. He added that in a conversation Mr. LaGrange said it would probably be allocated in September. He is just reminding everyone that it needs to be done. Mr. LaGrange said that the limestone money was put into the path for the deck. The project is about to be closed out, and there may be some money left over that he could ask for. As far as his personal limestone budget it is strapped. This will be the next thing done in Neighborwoods. Rebecca Rohrbough said she saw a picture that the fig tree by the gazebo was cut down and asked why. Ms. Bartholomew said they did not know why. Mr. LaGrange said it was on the ground due to the storm so they took it up. Mr. Zuckerman said it was a devastating loss. Mr. LaGrange said he was truly sorry. Glen Runyon said he was looking at the March 31st and April 30th financial report and there was a reduction in capital outlay. Ms. Sides said that a check was written to a wrong vendor in period 7. The void was in period 8. It is the same

net. Two checks were written in Period 7 and one was voided in Period 8. Mr. Runyon said there was a second deduction in contracted services. Ms. Sides said that there were invoices coded to contract labor instead of accounting and auditing services. They were corrected in the 2nd quarter review. Scott Discon said he had a conversation with Rad Dickson about the fig tree. The roots might put out new limbs so the tree might come back. Dr. Kreller asked if Ms. McGuire was going to do a play about the fig tree. Ms. McGuire said she could fig-ure it out. Mayor Madden said he would send a maintenance worker to check it out, whose name was Newton.

FINANCE REPORT

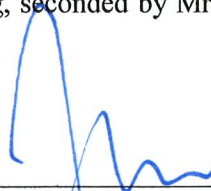
Ms. Sides reviewed the governmental funds report. The City is on target for the fiscal year to date revenue. Sales tax collection is at about 64% of the budget. The operating expenditures are on target, and capital outlay is 93% of the budget but a lot are from prior year appropriations. Mr. Danielson asked if Ms. Sides had gotten a chance to review the questions he sent, Ms. Sides said she responded this afternoon. Mr. Danielson said it looks like the City will finish under budget for sales tax revenue, and asked what the status was for the FEMA reimbursement. Ms. Sides said she does not agree with the straight-line method for sales tax. As far as FEMA it is likely the City will not get what was budgeted. Mr. LaGrange said they did not know. Ms. Sides said the City received almost \$700,000 from NCRS which is a grant for waterway debris removal. Mr. Danielson asked where we were on a reimbursement. Ms. Sides said they would not decrease the expenditures from the unrealized revenue. It would be a receivable for next year. It is not a loss of money, but a delay. Mr. Zuckerman said it was still an asset. Ms. Sides said it would appear on the balance sheet instead of the PNL. Mr. Danielson asked if there was an update on the RFP for financial services. Ms. Sides said they received comments back and are working on incorporating them and putting out another draft. Ms. Sides said that forecasted numbers will come out quarterly, but she expects the proposed budget for FY 2025 will come out before the 3rd quarter numbers, and will include a forecast. Mr. Danielson asked if the forecast should come before the budget. Ms. Sides said she looks at it, but does not think it needs to be publicized. Mr. Danielson asked if the council should be looking at a forecast. Ms. Sides said as soon as she has it they are welcome to see it. Mr. Danielson said that the Mayor said the forecast should be out by June so the new council could review it, and Mr. Danielson thought that by law the forecast has to come out. Ms. Sides said the law states that the forecast has to be a part of the proposed budget, not that it needs to be presented prior. The goal is to have the budget out around that time. Ms. Sides said she thought they were not forecasting numbers except for quarterly reports. Mr. Danielson said he thinks it is important, which is why he keeps asking about it. Ms. Sides said it is a lot of work to forecast 800 lines to then change it once she has real numbers. Mr. Danielson said there are tools to plug in different increases. Ms. Sides said she does not believe those are very accurate and she is trying to give the most accurate information possible. Mr. Danielson said there were a lot of scenarios that could be examined and played out to help the new council see what they have to budget with. Ms. Sides said they are on target for revenue for the enterprise fund. Operating expenses are a little over. Capital outlay is about 52% of that budget.

ADJOURNMENT:

Ms. McGuire made a motion to adjourn the meeting, seconded by Mr. Zuckerman. The meeting was adjourned at 6:53 p.m.



Alex Weiner
Interim Council Clerk



Jason Zuckerman
Council Chairman