

**MINUTES  
FOR THE CITY COUNCIL MEETING OF JUNE 27, 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, Rick Danielson, Jill McGuire, Rebecca Bush

**Absent:** Skelly Kreller

**Also present:** Clay Madden, Mayor; Keith LaGrange, Public Works Director; Kathleen Sides, Finance Director; Cara Bartholomew, Planning Director; Joanna Anderson, Human Resources Director

**MINUTES:**

1. Adoption of the May 23, 2024, Regular Meeting Minutes. A motion was made by Ms. Bush, seconded by Ms. McGuire. With no comments the minutes were adopted unanimously.

**REPORTS & ANNOUNCEMENTS:**

Mr. Zuckerman said the scheduled report has been postponed by Neel-Schaffer.

Ms. Bush said that this would be the last meeting for some of the councilmembers and wanted to thank District 1, her fellow councilmembers, the Mayor and his administration, the City Attorney for a wonderful four years.

Mr. Danielson read a note from Dr. Kreller, who was not able to make the meeting due to a fall, thanking the citizens of Mandeville, his fellow councilmembers, the administration, and the former council clerk for the past four years.

Mr. Danielson said he had the honor and privilege to serve the City for the past eight years and wanted to thank the citizens, along with everyone who works for the City. He also wanted to thank his family and wished the best for the new council.

Ms. McGuire said that she could not believe it has been four years and wished the best for both Mr. Danielson and Ms. Bush. She also wanted to thank Dr. Kreller for his service and wished him well.

Mr. Zuckerman said that he was honored to serve for the last four years and is honored that he has been entrusted to another four years. He is looking forward to working with the next council.

Mayor Madden said that Detective Karole Muller was named the Mandeville Police Officer of the year. Light up the Lake will be July 3rd. There will be food trucks games and face painting. Music will start at 6:00pm and fireworks around 8:30pm. There will be the jack up barge again, located between Carroll and Coffee. The inauguration ceremony for the new council will be tomorrow at 3:00pm across the street. Mayor Madden gave a plaque commemorating the councilmembers service to each of the members. He also said that the Mandeville trailhead market is still open every Saturday from 9:00am – 1:00pm.

**UNFINISHED BUSINESS:**

1. Adoption of Ordinance No. 24-13; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE CREATING THE POSITION OF PLANNER I - CFM TO REPLACE THE POSITION OF PLANNER I – SPECIAL PROJECTS WITHIN THE PLANNING

DEPARTMENT AND ADOPTING AND AMENDING THE CLASSIFICATION, JOB DESCRIPTION, AND PAY SCALE, AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH (Councilman Zuckerman, At-Large) A motion was made by Ms. Bush and seconded by Ms. McGuire. Ms. Anderson said the last time the Planer I Special Projects job description was updated was in 2000. The job description was updated with more modern verbiage. The Civil Service Board reviewed the description at their May 21st meeting and recommended to the Council to move forward with approval. A lot of floodplain management experience was added to this position as well. Mr. Danielson asked if this position was currently filled. Ms. Anderson said it was. Mr. Danielson said they would not be creating a new position, they are reorganizing one, that there would be no new money. Ms. Andersons said the pay scale is only changing the name. With no further comment a vote was taken and the ordinance was adopted with a vote of 4-0.

2. Adoption of Ordinance No. 24-14; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE CREATING THE POSITION OF PLANNER I - LANDSCAPE TO REPLACE THE POSITION OF INSPECTOR – LANDSCAPE & URBAN FORESTRY WITHIN THE PLANNING DEPARTMENT AND ADOPTING AND AMENDING THE CLASSIFICATION, JOB DESCRIPTION, AND PAY SCALE, AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH (Councilman Zuckerman, At-Large) A motion was made by Ms. Bush and seconded by Mr. Danielson. Ms. Anderson said the last time this job description was updated was in 2007. This would be adding some Planner responsibilities to the job of landscape inspector, that way there is one planner focused on floodplain management and one focusing on landscaping. This was also recommended for approval by the Civil Service Board at their May 21st meeting. Mr. Danielson said he had the same questions as the last one, that there was nothing new, just rearranging. Ms. Anderson said that was correct. With no further comment a vote was taken and the ordinance was adopted with a vote of 4-0.

3. Adoption of Ordinance No. 24-15; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE CREATING THE POSITION OF PLANNING TECHINCIAN TO REPLACE THE POSITION OF PLANNING SECRETARY WITHIN THE PLANNING DEPARTMENT AND ADOPTING AND AMENDING THE CLASSIFICATION, JOB DESCRIPTION, AND PAY SCALE, AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH (Councilman Zuckerman, At-Large) A motion was made by Ms. Bush and seconded by Ms. McGuire. Ms. Anderson said this job description was staying the same, the language and title were updated to modernize it. With no further comment a vote was taken and the ordinance was adopted with a vote of 4-0.

4. Adoption of Ordinance No. 24-16 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AMENDING AND ADOPTING THE PERSONNEL POLICIES PART II – RULES OF APPEALS PROCEDURES FOR THE MUNICIPAL EMPLOYEES’ CIVIL SERVICE SYSTEM, AND ITS EMPLOYEE RULES AND REGULATIONS AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH. (Councilman Zuckerman, At-Large) A motion was made by Ms. Bush and seconded by Mr. Danielson. Ms. Anderson said this section was last updated in 1999. A scheduling order was introduced to hopefully tighten up the appeals process to make them flow more efficiently. Some definitions were added and the Civil Service Board approved this for the police and recommended approval for the non-police manual. Mr. Zuckerman asked if there was a difference between the police and non-police. Ms. Anderson said they were the same. Mr. Danielson said now a merit pay raise was based on the evaluation, and he did not see an appeal process for an evaluation, and asked if that should be in there. Ms. Anderson said that the powers given to the Civil Service Board come from two sources, a legislative act for the police and the charter for the non-police. They can take a look at the verbiage in the charter and



legislative act but she does not see where the Boards are given that authority to hear a difference of opinion on performance evaluations. Mr. Danielson said that he asked it be looked at. If an evaluation comes in and does not meet the score it may not be a reduction in pay, but it would not be an increase. Ms. Anderson said it was on the Civil Service Board radar so they would be taking a look at it. With no further comment a vote was taken and the ordinance was adopted with a vote of 4-0.

**NEW BUSINESS:**

1. Approval of the Special Event Permit and Liquor License Application for 347-Girod, LLC – “Chapel Hart” event to be held on July 10 through July 12, 2024. Rain Date: N/A. Location: Northstar Theater, (Councilman Zuckerman, At-Large). A motion was made by Ms. Bush and seconded by Mr. Danielson. Ms. McGuire recused herself from the vote. Mr. Zuckerman asked if Ms. McGuire could talk about the event. Ms. McGuire said she is in the process of getting her liquor license and this allows her to serve alcohol when Chapel Heart comes. This is only on July 10th but the way the State does the special event permits is with three days. Mr. Danielson said that once Ms. McGuire has her permanent license she would not have to do this by event. Ms. McGuire said that was correct. With no further comment a vote was taken and this special event permit was approved with a vote of 4-0.

2. Approval of the Special Event Permit for Our Lady of the Lake – “Candlelight Blessing of Mandeville Cemetery” event to be held on November 2, 2024, at 7:00 pm. Rain Date: N/A. Location: Mandeville Cemetery, Mandeville LA. (Councilwoman McGuire). A motion was made by Ms. Bush and seconded by Mr. Danielson. Ms. McGurie said this is done every year and it is a great event. The cemetery is lit up and the Catholic Church does a blessing of all the graves. Mr. Zuckerman said he would agree with that. With no further comment a vote was taken and this special event permit was approved with a vote of 4-0.

3. Approval of the Special Event Permit for Mandeville High School – “Mandeville High School Homecoming Parade” event to be held on October 17, 2024, at 6:00pm. Rain Date: N/A. Location: Mandeville Lakefront, Mandeville LA. Approval requests: 8 police officers, contingent upon MPD approval of map and detail and COI naming City of Mandeville as additional insured. (Councilwoman McGuire). A motion was made by Ms. Bush and seconded by Mr. Danielson. Ms. McGuire said this is another great event. Christion Monson, Mandeville High Principal, this will be year three bringing it back. They want to start at the Yacht Club and go straight to Coffee Street. Mr. Danielson said this would shorten the route a little bit. Mr. Monson said they would not be going across Monroe, there would be buses at Coffee Street. Mayor Madden said bringing back these traditions is important. The parade has every sports team involved, and the students were all supportive of each other last year. This is a cool event to attend. With no further comment a vote was taken and this special event permit was approved with a vote of 4-0.

4. Approval of the Special Event Permit for A21 Organization – “Walk for Freedom” event to be held on October 19, 2024, at 9:30am – 12:00pm. Rain Date: N/A. Location: Mandeville Lakefront, Mandeville LA. Approval requests: 1 police officer, contingent upon MPD approval of map and detail. (Councilwoman McGuire). A motion was made by Ms. Bush and seconded by Mr. Danielson. Kenya Morel, a volunteer with the organization, A21 is a global organization to combat and bring awareness to human trafficking. On October 19th cities across the world are hosting a local walk to raise awareness and educate the community. Mr. Danielson asked if there were other communities around here participating. Ms. Morel said there was only one in the State of Louisiana last year. Mayor Madden asked where it started. Ms. Morel said it would start by the launch area by the Yacht Club and stay on the path lakeside. Mayor Madden asked if it would be on a Saturday,



Ms. Morel said it was. Ms. McGuire said they would be staying on the walkway and would not be in the street. Ms. Morel said that was correct. Ms. Morel said she would like to find any organizations in the community that are doing like. Mayor Madden said to continue working with Ms. Casborne' who would help. With no further comment a vote was taken and this special event permit was approved with a vote of 4-0.

5. Approval of the Special Event Permit for FRESHJUNKIE Productions, LLC/Run Gulf Coast – “Northshore Half Marathon & 10 Miler” event to be held on October 13, 2024, at 7:00am. Rain Date: N/A. Location: Fontainebleau State Park/Mandeville Lakefront, Mandeville LA. Approval requests: 21 police officers, contingent upon MPD approval of detail and COI naming the City of Mandeville as additional insured. (Councilwoman McGuire). A motion was made by Ms. Bush and seconded by Mr. Danielson. Michael Watney, founder, cannot believe it has been 15 years since he was here for the first event. This is the largest half marathon in the greater metropolitan area. He wanted to thank the outgoing councilmembers and he appreciates how easy the City is to work with. Ms. Bush asked if the 5k was going away. Mr. Watney said it would still be there. Mayor Madden said this event brings in people from different states that get to see Mandeville. Ms. Bush said she goes to a lot of events like this, and this is her favorite event that she runs. Mr. Zuckerman said this would start in Fontainebleau Park and go down the Trace. Mr. Watney said it goes out to Hwy 190. The first year it went to the trace and they realized you cannot squeeze that many people into the trace. It goes out to Hwy 190, into Old Mandeville, goes to the Lakefront, then on the way back ducks into the Trace from Jackson and goes into the Park. Mr. Zuckerman said there has been some concerns in the past about blocking traffic to residents, but the police department has been amazing every time getting people through. Mr. Watney said the route was updated a few years ago to make it all along the Lakefront. Ms. Bush asked when registration opened, Mr. Watney said it is already open. Mr. Danielson said they are just Freshjunkie, not A21 Freshjunkie. Ms. McGuire said to bring your cowbell to the park. With no further comment a vote was taken and this special event permit was approved with a vote of 4-0.

6. Adoption of Resolution No. 24-34; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AUTHORIZING TRAVEL EXPENSES FOR HISTORIC PRESERVATION DISTRICT COMMISSION MEMBERS JEFF BERNARD, ROSALYN COUSIN, AND WILLIAM BARRY TO ATTEND THE 2024 NATIONAL ALLIANCE OF PRESERVATION COMMISSIONS FORUM CONFERENCE IN WEST PALM BEACH, FLORIDA FROM JULY 31 – AUGUST 4, 2024 AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH. (Councilman Zuckerman, At-Large) A motion was made by Ms. Bush and seconded by Ms. McGuire. Mr. Zuckerman asked if this was an annual conference. Ms. Bartholomew said it was every two years. The commission gets to learn a lot about preservation throughout the country. Mr. Zuckerman said it is important for the commissioners to stay up to date on the trends throughout the county. With no further comment a vote was taken and the resolution was adopted with a vote of 4-0.

7. Adoption of Resolution No. 24-35; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AUTHORIZING THE MAYOR OF THE CITY OF MANDEVILLE TO EXECUTE A MAINTENANCE AGREEMENT BETWEEN THE CITY OF MANDEVILLE AND THE STATE OF LOUISIANA DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT, OFFICE OF ENGINEERING (DOTD) FOR MOWING AND LITTER PICKUP FOR THE FISCAL YEAR ENDING JUNE 30, 2025 AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH (Councilman Zuckerman, At-Large) A motion was made by Ms. Bush and seconded by Mr. Danielson. Mr. Zuckerman asked if this was an annual agreement. Mr. LaGrange said it was updated every year. Mr. Danielson said that the City does the work and the State reimburses. Mr. LaGrange said up to a certain amount. Mr. Danielson asked



how much the State was not covering. Mr. LaGrange said over \$100,000. Mr. Danielson asked what that was percentage wise. Mr. LaGrange said the State only gives about 20%. Mr. LaGrange said he thinks they will spend about \$120,000 - \$130,000. With no further comment a vote was taken and the resolution was adopted with a vote of 4-0.

Mr. Zuckerman said the next three ordinances were just introductions. They will be discussed and voted on at the following meeting presumably.

8. Introduction of Ordinance No. 24-17; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE TO AFFECT THE DEANNEXATION OF A PORTION OF GROUND SITUATED IN GREENSBURG LAND DISTRICT, SECTION 34, TOWNSHIP 7 SOUTH RANGE 11 EAST REMOVING FROM THE CORPORATE LIMITS OF THE CITY OF MANDEVILLE AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH. (Councilman Kreller) A motion was made by Ms. Bush and seconded by Mr. Danielson.

9. Introduction of Ordinance No. 24-18; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE ESTABLISHING PROCEDURES FOR CITY COUNCIL BUSINESS AND COUNCIL CHAMBER DECORUM AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH. (Councilman Zuckerman, At-Large) A motion was made by Ms. Bush and seconded by Ms. McGuire.

10. Introduction of Ordinance No. 24-19; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE TO GRANT A NON-EXCLUSIVE FRANCHISE AGREEMENT TO UNITI FIBER GULFCO, LLC, FOR THE PURPOSE OF CONSTRUCTING AND MAINTAINING A FIBER-OPTIC TRANSMISSION LINE WITHIN CERTAIN PUBLIC RIGHTS-OF-WAY WITHIN THE CITY OF MANDEVILLE, LOUISIANA AND TO PROVIDE FOR RELATED MATTERS IN CONNECTION THEREWITH. (Councilman Zuckerman, At-Large) A motion was made by Ms. Bush and seconded by Ms. McGuire.

**PUBLIC COMMENT:**

Rebecca Rohrbough, 2525 Lakeshore: She wanted to thank the outgoing council for their service. She recognizes that this is a considerable investment to serve. She is delighted that the returning councilmembers wanted to serve again.

Ms. Bush moved to open the agenda at this time, seconded by Ms. McGuire, to take up Resolution 24-36. Ms. Sconzert said Resolution 24-36 would read ... On Monday Governor Landry issued a proclamation declaring July 5th a state holiday. That proclamation came after the publication deadline. Parish President Cooper is also declaring it a Parish Holiday and the City typically follows the Parish and the State, which is why the resolution was prepared if the Council wants to extend the holiday to the city employees as well. Mr. Zuckerman said that this is just a one-time holiday, it is not an annual holiday. This is just because of the governor and Parish President Cooper has declared the day a State and Parish Holiday. Ms. Sconzert said that is correct, and added that they have done this before with election days or during Christmas. Ms. Bush said the reason it has to come before the council is the Parish does not have the same requirement. Ms. Sconzert said that it correct. A vote was taken on whether to open the agenda to take up Resolution 24-36 and the motion passed unanimously. A motion was made by Mr. Zuckerman to adopt the resolution, seconded by Ms. Bush. With no further comment a vote was taken and the resolution was adopted with a vote of 4-0.



Mayor Madden said that it has been a pleasure to work with the council. The mayor-council relationship is very important and the weekly meetings have been extremely beneficial, and he plans to continue it with the incoming council members. He is anxious to work with them and it has been a pleasure to work with this council.

#### **FINANCE REPORT:**

Ms. Sides said that they are at 75.45% of the budget for governmental funds for revenues. For expenditures they are at 82% for the governmental fund. For the enterprise fund they are at about 75% for the revenue budget and only at about 55% of the expenditure budget for the year. The sales tax revenue was down this month compared to this month last year and are at about a 2% increase over last year at this point. There have been lots of fluctuations month to month, so it is hard to predict for the next three months. Mr. Danielson asked if anything has changed on the interest earned on the cash sitting in the bank. Ms. Sides said they are at the same rate, and she spoke with them and as things mature, they are making the most prudent decisions. Everything has not matured so she feels like they are the advisors and there have been lots of discussions on where they are and things being in the best place. Mr. Danielson asked if they were still at 2.6% on what they were earning. Ms. Sides said yes. Mr. Danielson said it is just unfortunate as rates are better than that and he thinks they are missing a huge opportunity because that is free money. Mr. Danielson asked if there were any updates on the FEMA reimbursement. Mr. LaGrange said they hope to see some of it before the end of this calendar year, specifically the remainder of A and they are still arguing about a million dollars in category B which is the preventative measures, everything leading up to the storm. They were successful in getting the head of FEMA for the state involved so they are hoping that speeds up the process. Mr. Danielson asked what happens with that, as on sales tax alone they were going to finish the year under budget. At what point does a budget adjustment need to be done to balance back out. Ms. Sides said excluding the FEMA conversation a budget adjustment has to come if they are outside the 5% variance regulated by State Law. As of right now they are at 75% of the year and 75% of the income. Mr. Danielson asked if that 5% was per line item. Ms. Sides said it was not. It was per fund, per revenue, per expenditure. The total fund revenues and total fund expenditures have to be within 5%. It is a per fund law. When all the June stuff comes in there may be some adjustments proposed, but where they sit right now they are not far off. Mr. Danielson said looking ahead at the next fiscal year, what is being forecasted from a sales tax revenue from a percentage. Ms. Sides said 1%. She had discussions with the Sheriff's Office and with what the Parish is doing. What we currently have is 1%, they will see what council wants to do. Mr. Danielson said it should be more conservative than what it has been. Ms. Sides said it has been meeting what it has been, but it is definitely not continuing to grow. Mr. Danielson said year over year they are \$28,600 over actual, taking every month and adding them up. They budgeted 5.2% increase, and they are at almost 2% now so they are going to finish in sales tax revenue well below. He used the straight line method and the way he projected they are going to finish the year under budget over a million dollars in sales tax revenue. Ms. Sides said if you do straight line she thinks that is true, but if you look at percentage increase and decrease month by month, she does not know that is the best way to do it. They could come in lower. Mr. Danielson said looking at actual vs budget they are 812 under right now, just through the end of May. Ms. Sides said that is if you use the budgeted amount divided by twelve, it is more of a roller coaster. Mr. Danielson said there are just some concerns. Mr. Zuckerman asked if Mr. Danielson was proposing they cut something out of the budget for the remainder of the year. Mr. Danielson said he is not sure if it is needed, it is based off of where they are with expenses. He knows the money is there, but if the spend too much too fast it will be gone. If they are coming in under revenue, but holding expenses that is a deficit. Mr. Zuckerman asked if they were projected to spend more in 2024 than they took in, are we projected to have a deficit for the end of the year. Ms. Sides said she

is not finished doing the end of year projections so she cannot say exactly. She would have to say yes because they budgeted to have FEMA money. Mr. Zuckerman said besides the FEMA money, which is not being carried as a receivable as opposed to projected income. He is talking in terms of revenue. Ms. Sides said she does not know off the top of her head without looking at the numbers.

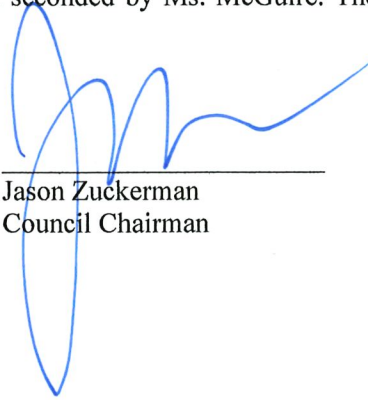
**ADJOURNMENT**

Ms. Bush made a motion to adjourn the meeting, seconded by Ms. McGuire. The meeting was adjourned at 7:06 p.m.



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Alex Weiner  
Interim Council Clerk



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Jason Zuckerman  
Council Chairman