

**MINUTES
FOR THE CITY COUNCIL MEETING OF MARCH 9, 2023**

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, Rebecca Bush

Also present: Keith LaGrange, PW Director, Elizabeth Sconzert, City Attorney, Cara Bartholomew, Planning Director, Kathleen Sides, Finance Director, Mayor Madden, Joanna Anderson, HR Director

MINUTES:

Adoption of the February 23, 2023, meeting minutes. A motion was made by Mrs. Bush and seconded by Mrs. McGuire. With no further comments or questions a vote was taken and the minutes were adopted 5-0.

REPORTS AND ANNOUNCEMENTS:

Mr. Danielson announced all meeting will be here for the month of March due to the AV renovations taking place in the Council Chambers. Mr. Danielson thanked all who were involved with the Krewe du Pooch parade for their successful event. Coming up is the 2nd annual Policeman's Ball will be March 17th at the Fleur de Lis Center from 7-10pm, tickets are still available. The next meeting on the proposed LSU project will take place Monday March 20th at 6pm. Also, the first spring trailhead concert will be March 25th featuring Four Unplugged. April 17-23 is the Louisiana Love the Boot Clean Up program. KMB will have more information about our Spring Clean Up on April 23rd. This Saturday is changing the clocks for Day lights Savings. May 28th is the Mandeville Family Reunion on the Lakefront, it is in honor of local gold star families and they will have groups out there to help with local veterans information. Mr. Danielson also wanted to recognize school board member Matt Green who is attending the meeting tonight.

The mayor reminded every Saturday from 9-1pm is the Trailhead Market.

PRESENTATIONS:

The mayor presented a proclamation to the Mandeville High Cheer Team in recognition of their recent Championship win.

The mayor read the Monarch Pledge proclamation. This is to promote monarch conservation and support those planting community gardens to encourage the monarch butterfly.

OLD BUSINESS:

1. Adoption of Ordinance No. 23-05; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AMENDING AND ADOPTING THE PERSONNEL POLICIES RULE 4.0, SECTION 4.07.1 FOR THE MUNICIPAL EMPLOYEES' CIVIL SERVICE SYSTEM, AND ITS EMPLOYEE RULES AND REGULATIONS AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH

A motion was made by Mrs. Bush and seconded by M. Zuckerman. Mr. Danielson stated all five of these ordinances are follow ups from the salary survey process. These were items the company was recommending. This is to remove the cash award and superior merit program for the civil service system. Mr. Burke already adopted identical rules for the police. He stated this is to remove bonus'; they are unconstitutional per the state. With no further comments or questions, a vote was taken, and the ordinance passed 5-0.

2. Adoption of Ordinance No. 23-06; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AMENDING AND ADOPTING THE PERSONNEL POLICIES RULE 6.0, SECTION 6.08 (C) FOR THE MUNICIPAL EMPLOYEES' CIVIL SERVICE SYSTEM, AND ITS EMPLOYEE RULES AND REGULATIONS AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH

A motion was made by Mrs. Bush and seconded by Mrs. Zuckerman. Mr. Danielson this is a policy on how you receive a promotion. The annual review process and the grading were a big discussion. This states how a supervisor must justify how an employee can be promoted. Mrs. Anderson stated if an employee receives below 62% , they are not eligible for promotion. This removes the "satisfactory" from the evaluation and replaces it with a number. If approved, it would be in effect upon signature of the mayor. With no further comments or questions, a vote was taken, and the ordinance passed 5-0.

3. Adoption of Ordinance No. 23-07; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AMENDING AND ADOPTING THE PERSONNEL POLICIES RULE 4.0, SECTION 4.05(C) FOR THE MUNICIPAL EMPLOYEES' CIVIL SERVICE SYSTEM, AND ITS EMPLOYEE RULES AND REGULATIONS AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH

A motion was made by Mrs. Bush and seconded by Mrs. McGuire. Mr. Danielson this is amendment update is regarding retention and pay adjustment to the pay scale process. This is for those employees who are here longer than the pay scale goes out. After 25 years they will follow this new rule. With no further comments or questions, a vote was taken, and the ordinance passed 5-0.

4. Adoption of Ordinance No. 23-08 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AMENDING AND ADOPTING THE PERSONNEL POLICIES RULE 8.0, SECTIONS 8.02, 8.03, AND 8.04 FOR THE MUNICIPAL EMPLOYEES' CIVIL SERVICE SYSTEM, AND ITS EMPLOYEE RULES AND REGULATIONS AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH

A motion was made by Mrs. Bush and seconded by Mrs. McGuire. Mr. Danielson explained this is for the performance evaluation update. The scoring section will relate to the step increase they will be eligible for. In the past it was a 2% increase, and this would give you a base step increase of 2% depending upon their score. This replaces the word "satisfactory" and holds the director accountable for their appraisal. An employee should know where they stand when their evaluation comes around. With no further comments or questions, a vote was taken, and the ordinance passed 5-0.

5. Adoption of Ordinance No. 23-09; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AMENDING AND ADOPTING THE PERSONNEL POLICIES RULE 4.0, SECTION 4.07 FOR THE MUNICIPAL EMPLOYEES' CIVIL SERVICE SYSTEM, AND ITS EMPLOYEE RULES AND REGULATIONS AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH

A motion was made by Mrs. Bush and seconded by Mrs. McGuire. Mr. Danielson explained this is update on merit pay increase. The score will determine the merit pay increase. Ms. Anderson stated there are different levels. Dr. Kreller stated this is not for non-civil service employees. Where does this fit in for directors and the two employees that are not civil service? Ms. Anderson stated this is an administrative decision, there are no standard in place. Dr. Kreller stated the council clerk's performance evaluation is handled by the Chair. Ms. Anderson stated it can be by the chair or all council members; that is a council determination. With no further comments or questions, a vote was taken, and the ordinance passed 5-0.

6. Adoption of Ordinance No. 23-10; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE TO EFFECT THE ANNEXATION OF A PORTION OF GROUND SITUATED ON THE SOUTH HALF OF SQUARE 76 IN SECTION 42 INTO THE CORPORATE LIMITS OF THE CITY OF MANDEVILLE DESIGNATING AND ASSIGNING THE PROPERTY FOR PURPOSES OF ZONING AS B-2, HIGHWAY BUSINESS DISTRICT AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH (Councilman Kreller, District II)

A motion was made by Mrs. Bush and seconded by Mr. Zuckerman. Dr. Kreller stated this is south of Forest Park Estates and is in a priority one area for annexation. All is in order, and he recommends approval to bring this piece of property into the city limits. This will also generate 100% sales tax funds to the city. With no further comments or questions, a vote was taken, and the ordinance passed 5-0.

NEW BUSINESS:

1. Re-appointment of Jeff Bishop as a commissioner to the Historic District Preservation Commission. Term will expire February 2030. A motion was made by Mrs. Bush and seconded by Dr. Kreller. Mr. Danielson explained this is a mayor appointment and Mr. Bishop has served on this commission. Mr. Zuckerman, Dr. Kreller, and Mrs. McGuire support his participation on the commission and support his appointment. With no further comments or questions, a vote was taken, and the appointment was approved 5-0

2. Appointment of Rachel Thyre Vogeltanz fulfilling a Historic District Preservation Commission. term that expires February 2026. A motion was made by Mrs. McGuire and seconded by Dr. Kreller. Mr. Danielson stated this is another mayoral appointment. The mayor has a list for those interested in serving on this commission. Ms. Vogeltanz loves the city and is excited to start serving on the commission. Dr. Kreller states she lives in Old Goldens shores and supports her nomination. With no further comments or questions, a vote was taken, and the appointment was approved 5-0

3. Appointment of Shawn Potter fulfilling a Parks and Parkways term (mayor's appointment) that expires December 2024. A motion was made by Mrs. McGuire and seconded by Dr. Kreller. Mr. Danielson explained this is for an open position. The mayor stated he lives in Woodstone. Mr. Potter stated he was excited to start working with the commission to help beautify Mandeville. With no further comments or questions, a vote was taken, and the appointment was approved 5-0

4. Approval of the liquor license for DEW SPA V, LLC d/b/a Woodhouse Spa to be located at 3140 East Causeway Approach, Mandeville. A motion was made by Mrs. Bush and seconded by Mrs. McGuire. Mrs. McGuire explained she is excited to have the SPA in the city. With no further comments or questions, a vote was taken, and the application was approved 5-0

5. Approval of the special event liquor and event permit for El Paso – Cinco de Mayo Celebration to be held on Friday, May 5, 2023 – 11:00 a.m. – 11:30 p.m. Location: 3410 Hwy 190. Requests outdoor music extension until 11:30 p.m. Contingent upon receiving ATC special event liquor permit approval. A motion was made by Mrs. Bush and seconded by Mrs. McGuire. Dr. Kreller explained the music will stop at 10pm but the party will continue until 11:30. All paperwork is in order, and he recommends approval. Mr. Danielson made a motion to have outdoor music to end at 10pm, seconded by Mrs.

McGuire. With no further comments or questions, a vote was taken, and the motion was approved 5-0. With no further comments or questions, a vote was taken, and the application was approved 5-0

6. Approval of the special event liquor and event permit for La Carreta of Mandeville - Cinco de Mayo Celebration to be held on: Friday, May 5, 2023 - 11:00 a.m. - 11:00 p.m. Location: 1200 West Causeway Approach. Requests outdoor music extension until 11:00 p.m. Contingent upon receiving ATC special event liquor permit approval. A motion was made by Mrs. Bush and seconded by Dr. Kreller. Dr. Kreller explained the music will stop at 10pm but the party will continue until 11:00. All paperwork is in order, and he recommends approval. Mr. Danielson made a motion to have outdoor music to end at 10pm, seconded by Mr. Zuckerman. With no further comments or questions, a vote was taken, and the motion was approved 5-0. With no further comments or questions, a vote was taken, and the application was approved 5-0

7. Approval of the special event liquor and event permit for Old Mandeville Business Association - Girod Street Stroll to be held on: Saturday, April 22, 2023 - 5:00 p.m. - 9:00 p.m. with a rain date of Saturday, May 13, 2023. To be located on Girod Street (See attached map). Requests: Street closure. Contingent upon receiving ATC special event liquor permit approval, Certificate of Liability naming the City of Mandeville an additional insured, and approval of cleanup plan. A motion was made by Mrs. Bush and seconded by Mr. Zuckerman. Mrs. McGuire stated this is an annual event. All paperwork is in order and police and PW requests are confirmed. With no further comments or questions, a vote was taken, and the application was approved 5-0

8. Adoption of Resolution No. 23-05; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE RECOMMENDING THE MAYOR OF THE CITY OF MANDEVILLE TO CONTRACT WITH AN INDEPENDENT FINANCIAL ANALYST FOR THE PURPOSE OF PROVIDING A FINANCIAL FORECAST FOR THE CITY OF MANDEVILLE AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH. A motion was made by Mrs. Bush and seconded by Mr. Zuckerman. Mr. Danielson stated this was discussed at the last meeting. He and Mr. Zuckerman made some changes, and this is the revision to seek a financial analyst that can assist the city and council with a budget forecast. Minimum of 5 years, possibly 10 yrs. The mayor would enter into a contract with the independent forecasting consultant after consulting with the LLA and our current auditor. They can assist who should be considered. The forecasting should be done no later than June 30, 2023, so it can be used for the FY23-24 budget cycle. Mrs. Bush stated this is important for the city and the analyst should be someone specific to that field. Mr. Zuckerman stated getting someone to help us with what the city looks like now and then possibly 5-10 yrs. Out, is responsible. We should try it for a year and see if we can maybe do it in-house after that. This would include something other than a straight line forecast and can adjust for inflation and other recurring expenses and long term liabilities. Dr. Kreller explained we have clear gov software that was purchased, and it was brought to his attention that it has capabilities to go out 5-10 yrs. to do forecasting. If this is true, he does not mind getting a firm to look at everything, but if we spent money on software that can do the forecasting then he would like to see this resolution deferred until we see if this software can do what we are looking for. The mayor stated has not been able to comment on this because they have not had time to do research. He supports this resolution and would like to see someone from Baton Rouge that does economic forecasting. The professional could do this and then clear gov can be used in subsequent years. Mrs. Sides explained clear gov can analyze like excel, so certain items may have trends and others have override assumptions. She agrees having a professional letting the city know what indicators to look at would be beneficial.

She did not realize this was an option with clear gov. Mr. Zuckerman stated it will take time to get a proposal in place but would be nice for this budget cycle. We would probably get a higher level of information with an analyst. Dr. Kreller is not opposed to this, but we have had clear gov for 2 years. We spend a lot of money on the software, and he wants to expand the use and he is opposed to spending more money on this with residents money. Mrs. Sides said clear gov gives a better presentation, but we are missing the economic and regional factors that the software does not know. Mrs. McGuire asked how soon we would be able to get this information. Mr. Danielson stated the hope is to get this information before budget sessions begin. Mrs. Sides does not know if an actuary is qualified. Mr. Zuckerman reached out to our auditor, and they have the resources to do this in 45-60 days so he assumes any firm could get this done. Dr. Kreller wanted to know if we really have the time to get the data to the professional. With no further comments or questions, a vote was taken, and the resolution passed 4-1 (Kreller against)

9. Adoption of Resolution No. 23-06; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AUTHORIZING THE MAYOR OF THE CITY OF MANDEVILLE TO EXECUTE A COOPERATIVE ENDEAVOR AGREEMENT BETWEEN THE CITY OF MANDEVILLE AND NORTHSORE MANDEVILLE KIWANIS; AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH A motion was made by Mrs. Bush and seconded by Mr. Zuckerman. Mr. Danielson stated the Kiwanis club has worked with the city and helped run the concessions at the concerts. They receive a small portion of the money received. This formalizes that relationship. Mr. Danielson is a member of Kiwanis so he would not vote on this because of his activity. With no further comments or questions, a vote was taken, and the resolution passed 4-0-1 (Danielson abstained)

10. Adoption of Resolution No. 23-07; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AUTHORIZING THE MAYOR OF THE CITY OF MANDEVILLE TO AMEND THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF MANDEVILLE AND FAIRWAY CONSULTING + ENGINEERING FOR THE GOLDEN GLEN WATER SYSTEM REPLACEMENT PROJECT AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH A motion was made by Dr. Kreller and seconded by Mrs. McGuire. Dr. Kreller stated this is only for an addition one year on the contract to expire on April 26, 2024. He feels this is big and complicated project and recommends its approval. The mayor stated the city applied and was awarded a grant to go towards this project. With no further comments or questions, a vote was taken, and the resolution passed 5-0.

11. Adoption of Resolution No. 23-08; 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 WAGGONER & BALL, LLC AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH. A motion was made by Mrs. Bush and seconded by Mrs. McGuire. Mr. Danielson stated this is a CEA for the recreational master plan. This will be a scan of our city owned properties, existing parks and empty lots around the city. The plan will recommend the properties best use. Mrs. Sconzert needs to make a big change. We need to delete "for the old Mandeville flood protection project". A motion was made by Mr. Danielson to delete the phrase; seconded by Dr. Kreller. With no further comments or questions, a vote was taken, and the amendment passed 5-0. Mr. Danielson stated this would be about 4 different phases with a total cost of about \$80K. Recreation District 1 just went through a similar plan and it was very valuable. He hopes the two entities can share this information. Mr. Zuckerman is familiar with the firm and supports its selection. With no further comments or questions, a vote was taken, and the resolution passed 5-0.

12. Adoption of Resolution No. 23-09; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AUTHORIZING THE MAYOR OF THE CITY OF MANDEVILLE TO EXECUTE TWO CONTRACTS BETWEEN THE CITY OF MANDEVILLE AND MAGUIRE IRON, INC., AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH A motion was made by Mrs. Bush and seconded by Mrs. McGuire. Mr. Danielson stated this is for maintenance and supply of the two water towers. Mr. LaGrange stated it is a 5 yr. contract and includes pressure washing, internal maintenance, etc. With no further comments or questions, a vote was taken, and the resolution passed 5-0.

PUBLIC COMMENT:

Mr. Branch is happy to see the council and administration honoring good people. Mr. Branch wants to discuss the pond area and Neighborwoods. He has submitted a presentation and it's potential to become a good park but there are some issues that need to be taken care of. He stated some items have already been budgeted for. In addition to the budgeted items, he would like the gates to be locked from dusk to dawn. Also, we do not need dirt bikes in the area because of damage and pollution. He also has concerns about the lack of security cameras. The mayor stated the IT director has ordered replacement cameras and this will be a part of the recreational master plan discovery. Mr. Zuckerman feels Neighborwoods is a great asset and wants to share the information Mr. Branch has provided with the consultant.

The mayor wanted to introduce our new purchasing agent, RuthAnn, to the council.

PUBLIC WORKS UPDATE:

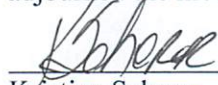
Mr. LaGrange reviewed the projects in progress update report. Dr. Kreller requested the status of the Old Golden Shores drainage. Mr. LaGrange has about 1 more meeting and in about 2-3 weeks the modeling will be completed. Mrs. McGuire asked for an update on the 13-acre property. The mayor said the broker is working with the 2 representatives; they have sent a letter of intent.

FINANCE REPORT

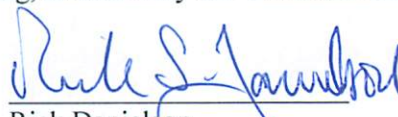
Mrs. Sides explained FY annual finances report was filed and hard copies are in and are posted on the website. FY revenue is \$17.4 million which includes \$4.8 million in Ida reimbursements. Sales tax YTD over \$7 million which is higher than same time last year. Expenditures are \$7 million and gvt fund outlay is almost \$1 million. Enterprise revenue is \$1.2 million; expenditures are \$1.1 million. Capital outlay is \$1 million. The auditors will be here at the next council meeting. Mr. Zuckerman asked is there anything not trending in the right direction. The only unknown is when Ida money will come in. Dr. Kreller asked how much more of Ida money are we expected to get. Mrs. Sides stated about \$8.2 million. Mr. LaGrange said we are still fighting with FEMA on some projects. Dr. Kreller asked about the fishing pier. The fishing pier is hazard mitigation money. Mr. Danielson asked if we go through the reports for our next quarterly budget meeting at the next Council meeting. Dr. Kreller would like to ask the mayor what is his position on reinstating the MFOC. The mayor stated the administration will work with what the council desires. Mr. Zuckerman wants to suggest adding this as a discussion on the next meeting.

ADJOURNMENT:

Mrs. McGuire made a motion to adjourn the meeting, seconded by Mr. Zuckerman. Mr. Danielson adjourned the meeting at 7:50 p.m.



Kristine Scherer
Council Clerk



Rick Danielson
Council Chairman