**MINUTES**

**FOR THE CITY COUNCIL MEETING OF FEBRUARY 22, 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, Rebecca Bush

**Also present:** Keith LaGrange, Public Works Director, Mayor Madden, Elizabeth Sconzert, City Attorney, Kathleen Sides, Finance Director, Cara Bartholomew, Planning Director

**MINUTES:**

Adoption of the February 8, 2024, meeting minutes. A motion was made by Mrs. Bush and seconded by Mr. Danielson. With no further comments or questions a vote was taken and the minutes were adopted 5-0.

**REPORTS AND ANNOUNCEMENTS**:

The mayor announced the KMB glass recycling event is scheduled for February 24th and the first Trailhead concert will be March 15th. Also, this weekend will be Krewe du Pooch. The next council meeting will be March 14th.

**PRESENTATION**:

The Resiliency Plan was presented by David Lessenger with CSRS. This was paid for by the Coastal Restoration Authority. Mr. Danielson asked what our next steps are. The mayor will look at projects we can do with the next budget. Ms. Bartholomew said this also gave them ideas for some targeted properties. The Park and Recreation Plan can be enhanced with the Resiliency Plan and the Comprehensive plan, so all three can work together. If we identify potential properties for drainage, we should do modeling to see what benefit it will provide. Mr. Runyon stated buying the land is the first step before engineering to reduce flooding. He suggests dealing with the land we bought first before we buy any further land. Mr. Buck Abbey stressed the difference between parks and storm water management. What effect will this have on the urban forest?

**UNFINISHED BUSINESS**: none

**NEW BUSINESS**:

1.Re-appointment of Jeff Bernard to the Historic District Commission for a 4 yr. term expiring February 28, 2028. A motion was made by Dr. Kreller and seconded by Mrs. McGuire. This is a mayoral appointment and Mr. Bernard is asking for another term. With no further comments or questions, a vote was taken, and the re-appointment passed 5-0.

2. Approval of the special event liquor and permit for the City of Mandeville- Mandeville Live Free Friday Concert Series to be held on the following dates from 6:30 pm – 8:30 pm: March 22nd, April 5th, 12th and 26th, May 3rd and May 10th. To be located at the Mandeville Trailhead. Contingent upon receipt of the ATC special event liquor permit. A motion was made by Mrs. Bush and seconded by Mrs. McGuire. Rules have changed with the state and the city is no longer grandfathered in. With no further comments or questions, a vote was taken, and the application was approved 5-0.

3.Adoption of Resolution No. 24-07; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE ESTABLISHING PROCEDURES FOR THE DISTRIBUTION OF THE MONTHLY AND QUARTERLY FINANCIAL REPORTS AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH. A motion was made by Mrs. Bush and seconded by Mr. Danielson. Mr. Danielson explained this is just to better define the information the council is expecting. He would like to receive more detailed information and receive it in a timelier manner in order to comply with the charter, and to give everyone more time to review before a meeting. Mr. Danielson made a motion to accept the change in the comments which read “unless an alternative discussion date is approved by the Council Chairperson “; seconded by Mrs. Bush. With no further comments or questions, a vote was taken, and the motion passed 5-0. Mrs. Sides explained the 15th deadline is a little tight due to some reporting not coming in until the 12th – 15th of the month. She holds out the report so she can get the most accurate information. Mr. Danielson explained the council already pushed back the review of the finance report until the second meeting. The deadline of the 15th is in the charter and to change that date, would require a charter revision. Mrs. Rohrbough requested a change in the word “quarterly” since we only meet three times. Mr. Danielson made a motion to delete “through the budget ordinances, quarterly” and replace it with “regular”, this was seconded by Dr. Kreller. With no further comments or questions, a vote was taken, and the motion passed 5-0. With no further comments or questions, a vote was taken, and the revised resolution passed 5-0.

4.Adoption of Resolution No. 24-08; A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE THOSE DOCUMENTS AND AGREEMENTS REQUIRED IN IMPLEMENTATING GRANT UNDER THE COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RECOVERY PROGRAM THOUGH THE RESTORE LOUISIANA INFRASTRUCTURE: FEMA PUBLIC ASSISTANCE NONFEDERAL SHARE MATCH PROGRAM, FOR THE CITY OF MANDEVILLE IN THE AFTERMATH OF HURRICANE IDA 4611. A motion was made by Mr. Danielson and seconded by Mrs. McGuire. Mr. LaGrange explained the state has decided to do 100% payout for the project instead of a 90/10 split. Mr. Danielson made a motion to amend a typo of the block grant from (CDBG-RD) to (CDBG-DR), this was seconded by Mrs. McGuire. With no further comments or questions, a vote was taken, and the motion passed 5-0. Mr. Jeff Lyons asked what the urgency is and why can’t we finance it on our own. It was explained that the city initiated the clean up immediately after the storm and incurred the costs, instead of waiting for FEMA to approve funding then do a clean up. Now the city is getting reimbursed for our expenses. Mr. LaGrange explained it is a straight up reimbursement, the state is offering to give this to everyone. With no further comments or questions, a vote was taken, and the resolution passed 5-0.

**PUBLIC COMMENT:**

none

**FINANCE REPORT:**

Mrs. Sides reviewed the financial report for the month ending January 31, 2024. She explained we are on track for the budget. Mr. Danielson asked if, on the summary page, we can get year over year figures for expenditures similar to the revenue summary. He also asked when will the actual year end numbers be updated in the budget. Mrs. Sides explained the current numbers are on the website. Mr. Danielson asked if the budget actual year end is done on the budget itself, not in various reports on the website. He would like exhibit “H” in the budget updated so it is all on one page, he has been asking for this since August. Mrs. Sconzert explained to do this we need to amend the budget ordinance in order to amend the exhibit, Mr. Danielson is fine with this. Mr. Zuckerman suggested this should reflect the final audit numbers, but has it ever been done before? The mayor does not recall this being done before, but the information can be found in the monthly reports. Mr. Danielson feels the average citizen goes to the budget, not financial reports. The mayor does not know if this has ever been done before, Mr. Danielson explained that does not mean we cannot do it now. He has been told since August this can be done. Mrs. Sides did not really understand what Mr. Danielson was asking for. If there are major swings it can change the year. Mrs. Sides stated we will not know this until the audit is completed. She plans on submitting the audit on time, then it goes to the LLA. We should have this before the election. Mr. Danielson is not concerned with the election; he wants to improve the process and has been asking for this since August. Mrs. Sides explained the audit takes months; the balances do not change until the final report. Last year’s ending fund balance, plus the latest revenues, minus latest expenditures, is where we stand, she does not want to add an unaudited report. The final number she is not sure of because of depreciation, reclassifications, etc., she will not know until the final audit. Mr. Danielson understands but if it is simple to change exhibit H and resubmit why not. Mrs. Sides does not want to use unaudited numbers. Mr. Danielson needed to know this back in August but was always told we could do this. The mayor does not want to publish unaudited numbers because it will create more confusion. Mrs. McGuire confirmed the most recent numbers are on the website. Mr. Danielson said yes, it’s on the website, but not on the budget, it should be amended.

Mr. Danielson stated 75% was spent on capital, what has the $4 million been spent on and what is the balance. Mrs. Sides explained this does not include monies from prior year appropriations that are rolled forward. Mr. Danielson asked at the next budget meeting to have a capital discussion to review what has been spent and what is future expenditures. Where are we with FEMA reimbursements. Mr. LaGrange said they will continue to do work $11 mill spent to date, we have been obligated $5 and still fighting over money. Once it goes through FEMA it goes to GOSEP, he feels we were paid 80% of debris and they will release not up to 90% and the last 10% comes in close out but will now be 100%. The mayor said they were still getting Katrina reimbursements 15 yrs. later; he is confident we will get most of Ida money back. They spent the money up front to clean up the city and wait for reimbursement. Mr. Danielson just wanted to make sure we feel confident we will get reimbursed. Mr. Danielson asked about interest income, what has changed and what are we currently earning? Mrs. Sides will check on this. Mr. Danielson moved to sales tax revenue. He looked at FY23 9.3 million, FY 24 9.4 million, so we are up so far. We budgeted for a 5.2% increase, so with this we should be up $400K, we are not, so if we stay on this track, we will be below $800K. Mrs. Sides agreed with the numbers so far. Mr. Danielson asked when they consider a budget adjustment if we are tracking in that range. Mrs. Sides feels after the next budget meeting we can discuss if it is needed. Mr. Danielson gave the example of employees, we budget 120 and we settle around 112/113, would we consider a hiring freeze because that is a buffer of $800K, which is what we are tracking as a decrease. Would we consider a hiring freeze for the final 6 months of the year keeping us at 113 employees. Mr. Zuckerman feels the sales tax revenue based upon his research comes in the second half of the year. Mr. Danielson feels we are tracking at an increase rate of l.4% not 5.2% as budgeted. Mr. Zuckerman stated if we end up short by $500K, how does that impact on the overall budget? We are still projecting a $5.2 million surplus. Based upon his sales tax trends, he feels we will be close to projection. Mrs. Sides explained the employee number is a revolving door and they will look at everything at the 6-month point. Mr. Danielson’s thought was to maintain the 112/113 count.

Mr. Runyon stated the $5.2 million surplus at year end includes the monies from FEMA and Mr. LaGrange stated we are not sure when we will get the reimbursements and how much. $6.5 is from FEMA and we will not get all of that, the surplus will not be $5.2. Most of these numbers are reoccurring revenues and expenses, not one-time figures. Mr. Zuckerman does not agree and feels the city needed to clean up the city and not worry about the fund balance numbers.

Mr. Lyons feels sales tax revenues will be lower than projected.

Mr. Ellender put in a public record request for the general fund balance and has not received what he has requested. He asked the council to explain what he is requesting. Mrs. Sides stated it will be out with the audit, she is not publishing an unaudited fund balance.

Mrs. Rohrbough feels they should ask the auditors about producing a construction in progress report. Mrs. Sides stated we have a full CIP report.

**CALL FOR EXECUTIVE SESSION**:

Mr. Zuckerman announced the Mandeville City Council is calling an Executive session under LA. R.S. 42:16 and LA. RS 42:17A (2) to discuss the following case:

Hilda Roberta Maestri Landry, et al.  vs. City of Mandeville. This session is to discuss the above referenced litigation and items that are confidential under La. R. S. 44:4.1(C) and communications with counsel in the rendition of professional legal services that are privileged under the Louisiana Code of Evidence, Art. 506(B).

A motion was made by Mrs. Bush and seconded by Mrs. McGuire to enter executive session and pause the council meeting. The council entered executive session at 7:46pm. The council entered the chambers at 8:04pm. Mr. Zuckerman stated during the executive session no notes or votes were taken.

**ADJOURNMENT:**

Mrs. McGuire made a motion to adjourn the meeting, seconded by Mrs. Bush. Mr. Zuckerman adjourned the meeting at 8:07 p.m.

/s/ /s/

Kristine Scherer Jason Zuckerman

Council Clerk Council Chairman