

CITY OF CROWLEY
REGULAR MEETING
DECEMBER 9TH, 2020

The Mayor and Board of Aldermen of the City of Crowley, Louisiana, the governing authority of the City of Crowley, met in a regular session at 6:00 p.m. Wednesday the 9th day of December 2020 at the regular meeting place of said Mayor and Board of Aldermen, the Council Chambers, 426 North Avenue F, Crowley, Louisiana.

Mayor Tim Monceaux presided with the following Aldermen present: Jeff Cavell, Thompson Bradford Core, Clint Cradeur, Jr., Samuel J. Reggie, III, Kim Stringfellow, and Byron K. Wilridge. Alderman Steven Premeaux, , Lyle Fogleman, and Vernon Martin were absent.

Alderman Brad Core led the Pledge of Allegiance to the flag. Alderman Byron Wilridge gave the invocation.

APPEARANCES:

Dr. Aertker gave an update on the COVID 19 pandemic and the updated the council on the virus and what is happening with in the City of Crowley.

Presentation of The Mill, by owners Jason Monk, Jared Monk, and Colby Pommier, a proposed private RV Park that will entail 50 cabin rentals and 350 RV camping spots, that will be located near the Crowley Recreation Complex

Mr. Luke Dupre approached the council regarding his Quality-of-Life proposal and offered to answer any questions regarding a ordinance that will be brought up at the next meeting.

AGENDA AMENDMENTS:

A motion was offered by Alderman Jeff Cavell and seconded by Alderman Clint Cradeur to amend the agenda to consider adopting a resolution of the Mayor and Board of Alderman of the City of Crowley, Acadia Parish, Louisiana authorizing the adoption of the Louisiana Compliance Questionnaire for Audit engagements of governmental entities for the fiscal year 2020. Motion carried unanimously.

A motion was offered by Alderman Jeff Cavell and seconded by Alderman Sammy Reggie to amend the agenda to consider a Resolution of Intent to become a participating member of the Louisiana Local Government Environmental Facilities and Community Development Authority (LCDA) and to appoint Mayor Tim Monceaux as a representative to the Board of Directors. Motion carried unanimously.

A motion was offered by Alderman Jeff Cavell and seconded by Alderman Sammy Reggie to amend the agenda to obtain a valuation on the 5-acre tract that the The Mill is considering purchasing. Motion carried unanimously.

READING & APPROVAL OF MINUTES:

Alderwoman Kim Stringfellow moved to dispense with the reading of the minutes of the November 12th, 2020 Regular Council meeting which reconvened on November 17th, 2020 with corrections made to the attendance of the reconvened portion seconded by Alderman Byron Wilridge and duly adopted.

MAYOR'S REPORTS:

Mayor presented the Sales Tax chart and User Fee chart that track the collection trend.

Mayor presented the monthly budget-to-actual comparisons that report the spending of major funds.

PUBLIC WORKS COMMITTEE:

Chairperson – Alderman Clint Cradeur
Vice-Chairperson – Alderman Brad Core
Members – Aldermen Byron Wilridge, Lyle Fogleman, Jr. and Vernon Martin

A motion was offered by Alderman Clint Cradeur and seconded by Alderman Jeff Cavell to approve Partial Payment Estimate No. 6 to Southern Constructors, Inc. for the City-Wide Drainage Improvements Project in the amount of \$168, 520.99. Motion carried.

PUBLIC SAFETY COMMITTEE:

Chairperson – Alderman Brad Core.
Vice-Chairperson – Alderman Byron Wilridge
Members – Aldermen Vernon Martin, Kim Stringfellow and Steven Premeaux

A motion was offered by Alderman Brad Core and seconded by Alderwoman Kim Stringfellow to approve the following renewal permits for 2021 beer and liquor licenses:

Renewals –

- | | |
|-------------------------------------------------------|----------------------------------------------------------------------|
| 1. Martin’s Tavern of Crowley, LLC
102 N. Avenue F | 2021 Class A Retail Beer Permit
2021 Class A Retail Liquor Permit |
| 2. Southside Cajun Kitchen
518 S. Eastern Avenue | 2021 Class A Retail Beer Permit |
- Motion carried.

A motion was offered by Alderman Brad Core and seconded by Alderwoman Kim Stringfellow to approve the following renewal permits for 2021 beer and liquor licenses:

Renewals –

- | | |
|-------------------------------------------------------------------------------------------|----------------------------------------------------------------------|
| 1. Acadia Post 15 (American Legion)
A.J. Jones
217 N Parkerson Avenue | 2021 Class A Retail Beer Permit
2021 Class A Retail Liquor Permit |
| 2. El Dorado Mexican Restaurant, LLC
Carlos A. Martinez-Hernandez
2307 N. Parkerson | 2021 Class A Retail Beer Permit
2021 Class A Retail Liquor Permit |
| 5. Asian Inc.
Zhuying Bright
2108 N Parkerson Avenue | 2021 Class A Retail Beer Permit |
- Motion carried with Sammy Reggie recusing himself from the vote.

A motion was offered by Alderman Brad Core and seconded by Alderwoman Kim Stringfellow to approve the following renewal permits for 2021 beer and liquor licenses:

- | | |
|-------------------------------------------------------------------------|----------------------------------------------------------------------|
| 3. Fat Boy, Inc.
Samir M. Abdulla
324 West 2 nd Street | 2021 Class B Retail Beer Permit
2021 Class B Retail Liquor Permit |
| 4. Porchville Daiquiris
Larry Wiltz
117 N Parkerson Avenue | 2021 Class A Retail Beer Permit
2021 Class A Retail Liquor Permit |
- Motion carried with Sammy Reggie recusing himself from the vote.

INSURANCE & PERSONNEL COMMITTEE:

Chairperson – Alderwoman Kim Stringfellow
Vice-Chairperson – Alderman Lyle Fogleman
Members – Aldermen Jeff Cavell, Byron Wilridge, and Vernon Martin

A motion was offered by Alderwoman Kim Stringfellow and seconded by Alderman Jeff Cavell to approve the updated Standard Operating Guidelines of the Crowley Fire Department as requested by Fire Chief Louis Romero. Motion carried.

A motion was offered by Alderwoman Kim Stringfellow and seconded by Alderman Clint Cradeur to approve the updated Policy and Procedures Manual for the Crowley Fire Department as requested by Fire Chief Louis Romero. Motion carried.

REVENUE & FINANCES COMMITTEE:

Chairperson – Alderman Jeff Cavell
Vice-Chairperson – Alderman Steven Premeaux
Members – Aldermen Sammy Reggie, Brad Core, and Kim Stringfellow

A motion was offered by Alderman Jeff Cavell and seconded by Alderman Brad Core to approve the request of Fire Chief Louis Romero for an appropriation of \$10,000.00 to the Fire Department budget for schools and convention. Motion passed.

A motion was offered by Alderman Jeff Cavell and seconded by Alderman Brad Core to approve the request of Fire Chief Louis Romero for an appropriation of \$30,000.00 to the Fire Department budget for fire overtime. Motion passed.

A motion was offered by Alderman Jeff Cavell and seconded by Alderman Sammy Reggie to obtain an appraisal on a five-acre tract as proposed by The Mill.

An amended motion was offered by Alderman Jeff Cavell and seconded by Alderman Sammy Reggie to authorize a survey and an appraisal after the determination of the how much of the property is needed by the City of Crowley for parking.

RESOLUTIONS:

The following resolution was offered by Alderman Clint Cradeur and seconded by Alderman Brad Core, and duly resolved and adopted.

A RESOLUTION AUTHORIZING THE PREPARATION OF SPECIFICATIONS AND AUTHORIZING THE ADVERTISEMENT FOR BIDS AND DESIGNATING THE TIME AND PLACE THAT THE BIDS WILL BE RECEIVED FOR **“FY 2020 - 2021 MATERIALS CONTRACTS”**.

BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Crowley that Mader Engineering, Inc. is hereby authorized to prepare the specifications for **“FY 2020 - 2021 MATERIALS CONTRACTS”** for the period of March 1st through August 31st and;

BE IT FURTHER RESOLVED that the Advertisement For Bids for said contracts is hereby authorized, that bids will be received at Crowley City Hall on a date that is in accordance with the requirements of the Louisiana Uniform Public Works Bid Laws, at which time the bids will be publicly opened and read aloud, and that said date, time, and location may be amended as long as changes are processed in accordance with the Public Bid Law.

THUS DONE AND ADOPTED in regular session convened on the 9th day of December, 2020, in Crowley, Acadia Parish, Louisiana, at which a quorum was present and acting throughout.

s/TIM MONCEAUX, Mayor

ATTEST:

s/ERIN S. CRADEUR, City Clerk

The following resolution was offered by Alderman Clint Cradeur and seconded by Alderman Byron Wilridge, and duly resolved and adopted.

A RESOLUTION AUTHORIZING THE EXTENDING OF THE EXISTING CONTRACT WITH E.L. HABETZ BUILDERS, INC. THROUGH AUGUST 31, 2021 FOR “FY 2020 - 2021 LABOR AND EQUIPMENT CONTRACT”.

WHEREAS, the existing contract with E.L. Habetz Builders, Inc. was competitively bid in July/August 2020, and

WHEREAS, the low bid of a \$1,700 Daily Rate was less than half that of each of the other three bids received at that time (\$3,500/Day, \$3,680/Day, and \$4,500/Day) per the attached Bid Tabulation.

WHEREAS, under those circumstances, it is not expected that new bids would bring a lower daily rate, and could very possibly lead to a higher bid, and

WHEREAS, the Mayor and Council wish to avoid the costs of preparing specifications and the bid process with the likely possibility that new bids would be higher than the existing Daily Rate of \$1,700.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Crowley that the E.L. Habetz Builders, Inc. existing contract for **“FY 2020 - 2021 LABOR AND EQUIPMENT CONTRACT”** be extended through August 31, 2021;

THUS DONE AND ADOPTED in regular session convened on the 9th day of December 2020, in Crowley, Acadia Parish, Louisiana, at which a quorum was present and acting throughout.

s/TIM MONCEAUX, Mayor

ATTEST:

s/ERIN S. CRADEUR, City Clerk

The following resolution was offered by Alderman Jeff Cavell and seconded by Alderman Clint Cradeur, and duly resolved and adopted with Alderman Brad Core and Alderwoman Kim Stringfellow voting no.

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF CROWLEY, ACADIA PARISH, LOUISIANA, AUTHORIZING THE ADOPTION OF THE LOUISIANA COMPLIANCE QUESTIONNAIRE FOR AUDIT ENGAGEMENTS OF GOVERNMENTAL ENTITIES FOR THE FISCAL YEAR 2020

WHEREAS, the Mayor and Board of Aldermen of the City of Crowley having received notice from the Legislative Auditor of the State of Louisiana, that the Compliance Questionnaire must be completed; and

WHEREAS, the Compliance Questionnaire is a required part of a financial audit of Louisiana governmental units and quasi-public; and

WHEREAS, the legal matters contained in the questionnaire parallel those matters contained in the *Laws Affecting Louisiana Government*; and

WHEREAS, the completed Compliance Questionnaire must be given to the auditors at the beginning of the audit and tested for accuracy of the responses in the questionnaire during the course of the audit;

NOW THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Crowley, in regular session, duly convened, that they do hereby adopt the Louisiana Compliance Questionnaire, dated December 9th, 2020 to Kolder, Champagne, Slaven & Co, in connection with the audit of the financial statements for the year ending August 31, 2020, which questionnaire is attached to this resolution; and

BE IT FURTHER RESOLVED that they do hereby authorize the execution thereof by the Honorable Erin S. Cradeur, City Clerk, Joan Finley, Administrative Assistant and the Honorable Tim Monceaux, Mayor of the City of Crowley.

THUS DONE AND ADOPTED in regular session duly convened on this the 9th of December, 2020 at Crowley, Acadia Parish, Louisiana.

s/TIM MONCEAUX, Mayor

ATTEST:

s/ERIN S. CRADEUR, City Clerk

The following resolution was offered by Alderman Jeff Cavell and seconded by Alderman Sammy Reggie, and duly resolved and adopted with Alderwoman Kim Stringfellow voting no.

A RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF CROWLEY, ACADIA PARISH, LOUISIANA, APPROVING THE APPOINTMENT OF A DIRECTOR TO REPRESENT THE CITY OF CROWLEY ON THE BOARD OF DIRECTORS OF THE LOUISIANA LOCAL GOVERNMENT ENVIRONMENTAL FACILITIES AND COMMUNITY DEVELOPMENT AUTHORITY AND OTHERWISE PROVIDING WITH RESPECT THERETO AS PROVIDED BY CHAPTER 10-D OF TITLE 33 OF THE LOUISIANA REVISED STATUTES OF 195, AS AMENDED; AND TO PROVIDE FOR ALL MATTERS RELATIVE THERETO.

WHEREAS, Chapter 10-D of Title 33 of the Louisiana Revised Statutes of 1950, as amended, comprised of R.S. 33:4548.1 through 4548.16, is known as the Louisiana Local Government Environmental Facilities and Community Development Authority Act (the “Act”); and

WHEREAS, the Act creates the Louisiana Local Government Environmental Facilities and Community Development Authority (the “Authority”) for the purpose of assisting political subdivisions, as defined in the Act, and other designated entities in acquiring, financing and constructing certain facilities, including environmental, public infrastructure, community and economic development purposes and to otherwise establish programs to aid in the financing of local government and economic development projects; and

WHEREAS, the City of Crowley, State of Louisiana, is a participating political subdivision of the Authority in accordance with the Act; and

WHEREAS, pursuant to Section 4548.4(B)(2) of the Act, the governing authority of the City of Crowley, State of Louisiana (the “City”), desires to approve the appointment of Tim Monceaux to

serve as a Director of the Authority and ratify any action taken heretofore by and on behalf of the Member;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF CROWLEY, ACADIA PARISH, LOUISIANA, IN REGULAR SESSION DULY CONVENED, THAT:

SECTION 1: Under the authority of Section 4548.4(B)(2) of the Act, the appointment of Tim Monceaux to serve as a Director of the Authority for a term of two (2) years from the date hereof is hereby approved.

SECTION 2: Pursuant to the Act, any actions taken on behalf of the member are hereby ratified.

SECTION 3: This resolution shall take effect immediately and a certified copy hereof shall be forwarded to the offices of the Authority.

THUS DONE, SIGNED AND ADOPTED in regular session duly convened on the 9th day of December, 2020, in Crowley, Acadia Parish, Louisiana.

s/TIM MONCEAUX, MAYOR

ATTEST:

s/ERIN S. CRADEUR, CITY CLERK

The following resolution was offered by Alderman Jeff Cavell and seconded by Alderman Brad Core, and duly resolved and adopted.

A RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF CROWLEY, ACADIA PARISH, LOUISIANA, AUTHORIZING THE RELEASE OF WARRANTY BOND IN THE AMOUNT OF \$17,000.00 POSTED BY DIXIE FIELD PROPERTY LLC; AND TO PROVIDE FOR ALL MATTERS RELATIVE THERETO.

WHEREAS, the City of Crowley accepted the dedication of wastewater collection system improvements made within the public rights of way shown on the recorded Preliminary and Final Plat of Dixie Field Property LLC Lot 5 and the recorded Preliminary and Final Plat of Dixie Field Property LLC Lot 6 for public use and maintenance in accordance with the recorded Final Plats of Survey of Dixie Field Property LLC Subdivision per resolution of the Board of Aldermen adopted on the 23rd day of December, 2019; and

WHEREAS, pursuant to said resolution, the owner/developer posted a warranty bond in the amount of Seventeen Thousand & No/100 (\$17,000.00) Dollars for a term of one (1) year from the date of the dedication and acceptance as required; and

WHEREAS, the improvements have been certified by the design engineer as complete and meet the requirements of the plans and specifications and the City Engineer has recommended the release of the warrant bond for same; and

NOW THEREFORE BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Crowley, Acadia Parish, Louisiana, in regular session duly convened, that they do hereby authorize the release of the Developer from the one-year warranty obligations for the construction; and do hereby authorize the cancellation and release of the warranty bond posted by Dixie Field Property LLC in favor of the City of Crowley.

THUS DONE, SIGNED AND ADOPTED in regular session on this the 9th day of December, 2020, in Crowley, Acadia Parish, Louisiana, at which a quorum was present and acting throughout.

s/TIM MONCEAUX, MAYOR

ATTEST:

s/ERIN S. CRADEUR, CITY CLERK

OTHER BUSINESS:

The following resolution was offered by Alderman Jeff Cavell and seconded by Alderman Sammy Reggie, and duly resolved and adopted.

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF CROWLEY, ACADIA PARISH, LOUISIANA, PROMULGATING THE RESULTS OF A SPECIAL ELECTION HELD IN THE CITY OF CROWLEY, ACADIA PARISH, LOUISIANA, ON THE 5TH DAY OF DECEMBER, 2020, TO AUTHORIZE THE COLLECTION AND LEVY OF HOTEL OCCUPANCY TAX NOT TO EXCEED FIVE (5%) PERCENT PER ANNUM PERPETUALLY UPON THE PAID OCCUPANCY OF HOTEL ROOMS WITHIN THE CITY OF CROWLEY FOR THE PURPOSE OF PROVIDING FUNDS FOR THE PROMOTION OF TOURISM, RECREATION AND CULTURE, ECONOMIC DEVELOPMENT, FINANCING (INCLUDING THE ISSUANCE OF BONDS AND OTHER FORMS OF INDEBTEDNESS), CONSTRUCTION, MAINTENANCE AND OPERATION OF THE CONVENTION AND CONFERENCE CENTER AND RELATED INFRASTRUCTURE (INCLUDING THE ACQUISITION OF PROPERTY THEREFOR) AND TO CONDUCT AND HOLD EVENTS, FAIRS AND FESTIVALS FOR THE PROMOTION OF TOURISM IN THE CITY OF CROWLEY; AND TO PROVIDE FOR ALL MATTERS RELATIVE THERETO.

WHEREAS, on the 5th day of December, 2020, a special election was held in the City of Crowley, to determine the propositions hereinafter set forth; and

WHEREAS, the returns were received by the Clerk of Court from the Commissioners in charge of said election and the results of the said election returns were compiled by the Board of Elections Supervisor for the Parish of Acadia and a certification of the the official election results by the Clerk and Court; and

WHEREAS, the official returns of said election were canvassed by the Mayor and Board of Aldermen of the City of Crowley, Louisiana, according to law and under notice duly given as provided by law, on the 9th day of December, 2020, and the result of said election was declared to be that a majority of the qualified voters of the said City of Crowley voting at said election voted in favor of the Hotel Occupancy Tax.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF CROWLEY, ACADIA PARISH, LOUISIANA, IN REGULAR SESSION DULY CONVENED, THAT:

SECTION 1. An election was held in the City of Crowley on the 5th day of December, 2020, to determine the propositions hereinafter set out.

That said election was duly and properly called by the Mayor and Board of Aldermen of the City of Crowley by resolution adopted on the 10th day of June, 2020, and recorded in the Minute Book of the Board of Aldermen of the City of Crowley, Louisiana, and that said resolution stated the purpose for which the proposed taxes were to be levied, the number of years which the proposed taxes were to run; and that notice of the election, embracing substantially all matters required by law to be contained therein, was adopted and was ordered published in the Crowley Post Signal, the Official

Journal of the City of Crowley, Louisiana, on September 25, 2020, October 2, 2020, October 11, 2020 and October 16, 2020; that this Board did, in said resolution, designate the polling places for the said election and did provide all necessary equipment therefor; that the Registrar of Voters for the Parish of Acadia furnished to the election commissioners a list of voters entitled to vote in said election; that only qualified electors under the Constitution and laws of the State of Louisiana voted at such election; that the ballots used in said election were in the form provided by law; that the officials to serve at said election were duly and properly appointed by the Mayor and Board of Aldermen of the City of Crowley, Louisiana, and that the places of all absent commissioners and clerks of election were properly filed in accordance with law, and that, before the opening of the polls, all commissioners and clerks were properly sworn, in accordance with law; that the polls at said polling places were opened at 7:00 o'clock a.m. and remained opened until 8:00 o'clock p.m.; that, after the closing of the polls, the votes were properly tabulated and the absentee ballots were properly counted and tallied and the necessary records made by the commissioners and clerks, in accordance with law, the returns were tabulated by the Board of Election Supervisors of the Parish of Acadia and delivered to the Clerk of the District Court of Acadia Parish, Louisiana, and the results duly tabulated and certified by the Clerk of the District Court of the Parish of Acadia, Louisiana, as required by law, and that all things whatsoever required and duly performed in a manner and form requested by Title 39, Section 501 et seq., and Title 18, the General Election Law of Louisiana Revised Statutes, as amended, of the State of Louisiana.

SECTION 2: That in said election, the following propositions were approved by a majority of the qualified voters voting at said election in said City of Crowley:

PROPOSITION

HOTEL OCCUPANCY TAX

Shall the City of Crowley, State of Louisiana, (the "City") under the provisions of Article VI, Section 22, Section 29(B) and Section 30(A) of the Constitution of the State of Louisiana of 1974 and LA R.S. 47:338.222, as amended by Act 270 of the 2020 Louisiana Legislature, levy and collect a hotel occupancy tax not to exceed Five (5%) Percent per annum perpetually, commencing on the 1st day of April, 2021, upon the paid occupancy of hotel rooms within the City of Crowley (including furnishing and providing rooms or overnight camping facilities intended and designed for dwelling, lodging or sleeping purposes) (current estimated annual amount of (\$44,036.14), dedicated for the purpose of provided funds for the promotion of tourism, recreation and culture, economic development, financing (including the issuance of bonds and other forms of indebtedness), construction, maintenance and operation of the convention and conference center and related infrastructure (including the acquisition of property therefor) and to conduct and hold events, fairs and festivals for the promotion of tourism in the City of Crowley?

SECTION 3: The result of said election is the said tax as described above did carry and the proposition is hereby declared approved.

SECTION 4: The results of said election shall be promulgated by the City Clerk by publication of this resolution and Proces Verbal one time in the Crowley Post Signal, a newspaper published within the corporate limits of Crowley, Acadia Parish, Louisiana.

SECTION 5: All orders, resolutions and ordinances, or parts thereof, in conflict herewith be, and the same are hereby repealed.

THUS DONE AND ADOPTED in regular session pursuant to notice thereof duly published and called in accordance with law at Crowley, Acadia Parish, Louisiana, on this the 9th day of December, 2020, at which a quorum was present and acting throughout.

s/TIM MONCEAUX, MAYOR

ATTEST:

s/ERIN S. CRADEUR, CLERK

There being no further business to come before the Council upon motion duly made by Alderman Brad Core and seconded by Alderman Jeff Cavell the meeting was adjourned at 6:47 p.m.

s/TIM MONCEAUX, MAYOR

ATTEST:

s/ERIN S. CRADEUR, CITY CLERK

Presented rough draft to Mayor on December 18, 2020 at 1:00 p.m.

Presented for Mayor signature on December 18, 2020 at 1:00 p.m.

Mayor signed & returned to City Clerk on December 18, 2020 at 1:30 p.m.

Publish in newspaper on December 29th, 2020