

The Mayor and Council of the City of Gretna met this day on Wednesday, March 29, 2017 at 5:30 p.m., in special session with the following members present: **Mayor Belinda C. Constant; Council Members Wayne A. Rau, Milton L. Crosby, Michael A. Hinyub, Mark K. Miller, Jackie J. Berthelot.**

Absent: None

Opening Prayer/Pledge of Allegiance

Councilman Crosby offered a prayer upon the opening of the meeting; therefore the Pledge of Allegiance was recited.



Notice of the Meeting

Notice of the meeting of the Mayor and City Council of the City of Gretna was published in the Thursday edition of the Times-Picayune and posted in the Gretna City Hall bulletin board at the main entrance on Thursday, February 21, 2017.

Amend Agenda

On motion by **Councilman Rau** and seconded by **Councilman Berthelot**, **IT WAS RESOLVED** to amend the Agenda to add a presentation of the 2017-2018 Budget and to move up Item 6-A, Budget ordinance for public hearing and adoption, and the same were unanimously approved.



Presentations:

Budget Hearing 2017-2018

Mrs. Raylyn Stevens, Chief Finance Director gave a brief summary presentation of the Budget for Fiscal Year 2017-2018 as follows:

Summary of Funds (Pie Chart)

General Fund	52.82%
Fire Protection	3.10%
Garbage Fund	4.33%
Recreation	2.34%
Social Services	0.21%
Street lights	1.79%
Tourism	0.83%
Ambulance	5.56%
Home Incarceration	2.10%
Court Security	3.24%
Court Security 2 nd Parish	0.77%
Municipal water	9.02%
Municipal sewer	9.66%
CDBG Fund	0.30%
Police Grant Fund	0.76%
Debt Service	3.18%

The entire City of Gretna has expenditures of \$35,000,000. The largest fund in the city is the General Fund is 52.82%, which funds the city operations, public works and the police department.

The second major funds are the utility funds, (municipal water and sewer funds.) The various other funds also support the operations of the City of Gretna.

One of the funds discussed every year is the Riverboat Fund (Fund 17). The revenue that is produced from the Riverboat Fund comes from the boarding fees associated with Boomtown Casino. We are projecting \$1,970.00 in revenues. The use of these funds are various, but has not changed from prior year.

Have transfers from the General Fund to pay off debt of \$440,000; Council District allocation is \$150,000 each; landscaping is \$205,000; annual agreement with JEDCO for \$25,000; funding salary and separation fund at \$250,000 and \$300,000 that remains will go into the Capital Outlay match money. The beginning balance would be \$1,801,357 and after the \$300,000 is added it would be \$2,101,357.

Mrs. Stevens pointed out to the Riverboat Revenues graph, which showed the decline of the funds in the last several years.

Capital Projects Review:

Projects in progress (Building for the future)

Gretna City Hall Exterior & Interior Renovation, Phase I – (FUND 31)	\$1,400,000
Stumpf Boulevard Force Main (Funded from utility funds)	\$1,200,000
Water Plant Precipitator Upgrade (Funded from utility funds)	\$ 800,000
4 th Street Extension Project (Funded from DOTD 100%)	\$ 600,000

Upcoming Projects 2017 (Building for Beyond)

Downtown Drainage Improvements-Alternate remaining match	\$ 750,000
25 th Street Reconstruction remaining match	\$2,500,000
Gretna City Hall Renovation, Phase II	\$2,600,000

Mayor Belinda C. Constant read in its entirety the Budget Message for the Fiscal Year 2016-2017:

The City of Gretna ended fiscal year 2015-2016 with a \$5.1 Million unassigned fund balance in the General Fund and a projected fiscal year 2016-2017 unassigned fund balance of \$3.6 Million. The proposed budget document for fiscal year 2017-2018 is presented as balanced.

The City of Gretna’s fiscal health continues to improve as the administration refines its priorities for improved infrastructure, quality of life and economic development. The City continues to elevate its position as a viable alternative within the Greater New Orleans Region, with numerous first-time homebuyers and young families opting for the affordable housing stock proximate to major employment centers. This has been supported by the opening of numerous small businesses. In moving forward, the City will continue to prioritize spending to support improved growth and quality of life conditions for residents and businesses.

The City has exhibited continued sales tax growth with new development along the Westbank Expressway, Belle Chasse Highway and Downtown. The second phase of the largest economic development project in the City’s history, a \$50 million hotel and retail project is nearing completion. Along Belle Chasse Highway, we opened a neighborhood oriented retail and office complex and other new retail establishments. Finally, we continue to see the rehabilitation of buildings within our downtown area and expect this to continue following the completion of our Gretna Downtown 2020 Plan and near-term infrastructure improvements. Across the City, the strength of our neighborhoods continues to improve alongside new commercial development. Moving forward, the City will need to prioritize investments in infrastructure that supports and maintains the current growth trajectory.

The slowdown of the State wide economy means that the City must scrutinize every public dollar spent to ensure that we are maximizing our returns and have made remarkable progress in this arena and are confident that new infrastructure will compound benefits in ways that this city has never experienced. Further the city must continue to leverage resources from other institutional and governmental partners. Overall the City of Gretna is in a better position than any community in Jefferson Parish to capitalize on the projected growth of the Greater New Orleans Region.

The General Fund

The General Fund was based on the following: Property tax revenues are projected flat, pending reassessment of Jefferson Parish properties in 2016. Police payroll and equipment provided by Federal, State and local grants will be transferred out of the General Fund and accounted for in the newly created Police Grant Fund. --Finally, the City must continue to leverage resources from other institutional and governmental partners. Seizing on this opportunity will require us to maintain significant coordination and persistence to realize success. The current administration and the City Council are committed to ensuring the fiscal stability of the City, while proactively confronting the future.

Fire Protection

The construction of the new McDonoghville Fire Station is now completed and currently under operation. A new fire truck was bid and ordered in fiscal year 2016-2017; the funds are encumbered with an expected delivery date of November 2017. A reduction in contractual payments will provide the cash flow necessary for the purchase of the new equipment.

Garbage Fund

Any future increases in the contract cost as a result of the future CPI calculation will necessitate an evaluation of current garbage fees.

Street Lighting Fund

The Street Lighting Fund receives revenues through a dedicated millage. Utility and Repair & Maintenance expenditures remain flat. Excess revenues are dedicated to the purchase of additional decorative lighting fixtures needed for the completion of the Downtown Street Lighting Improvement project.

Ambulance Fund

The purchase of a new ambulance is budgeted for the fiscal year 2017-2018. This purchase will be funded from the existing fund balance.

Capital Projects

The Capital Projects' budget is included for presentation purposes only.

Contracts and cooperative endeavor agreements (CEA)

Outside security services provided to Jefferson Parish Courts by the Gretna Police Department will continue and with the passage of this budget, it will authorize the administration to enter into renewal contracts with the various Parish Courts. Additionally, the annual DOTD maintenance grass cutting CEA will be authorized with the adoption of this ordinance.

Respectfully Submitted: **/S/ Belinda C. Constant, Mayor**

Consideration and Adoption of the Budget Ordinance:

On motion by **Councilman Rau** and seconded by **Councilman Crosby**, the following ordinance was read and adopted section by section and then as a whole by the following vote:

Yeas: **Councilmen Rau, Crosby, Hinyub, Miller and Berthelot**

Nays: None

Absent: None

Abstain: None

ORDINANCE NO. 4769

An ordinance to adopt the Budget for the City of Gretna, Louisiana for Fiscal Year of April 1, 2017 to March 31, 2018; and to authorize the Mayor to sign all contracts on behalf of the municipality here stated within the Budget instrument.

NOW, THEREFORE, BE IT ORDAINED by the City Council, acting as legislative authority for the City of Gretna, Louisiana that:

The Budget for the City of Gretna, Louisiana for Fiscal Year of April 1, 2017 to March 31, 2018 is hereby introduced in open session on March 8, 2017 Council regular meeting, and the same is to be adopted on March 29, 2017 Council special meeting. The Mayor is hereby authorized to sign all contracts on behalf of the municipality here stated within the Budget instrument.

Provided that a majority of the City Council of the City of Gretna have voted in favor of this ordinance, this ordinance shall have the full force and effect of law at midnight on the tenth day following the Clerk's presentment of same to the Mayor, in accordance with Louisiana Revised Statutes 33:406(c)(2) unless the Mayor returns same, unsigned, to the Clerk during that ten-day period.



Presentations: (Continued)

4. RFQ's received: Consulting Services for 25th Street Canal Resiliency Project

Mr. Matthew Martinec, Special Projects Coordinator stated that on March 8, 2017. A scoring criterion was established for RFQ was based on background and experience and specific command of hazard mitigation programs and FEMA, personnel and professional qualifications. The city received nine (9) submittals; three of those were judged by the city attorney as being non-responsive (Pinnacle Engineering; Meyer Engineers, Ltd., and Stuart Consulting Group; which either did not have corporate resolutions or documentation of licensing and certification with their proposals. The six other submittals were from Arcadis Design and Consultancy; Stantec Consulting Services, Inc.; Hunt, Guillot & Associates; Linfield, Junius and Hunter, Inc.; All South Consulting Engineers and TLC Engineering. -- The highest rank firm was Arcadis Design and Consultancy who teamed with Burk-Kleinpeter, Inc., and they came in with a score of 93.

On motion by **Councilman Miller** and seconded by **Councilman Hinyub**, **IT WAS RESOLVED** to accept the request for qualifications submittal by Arcadis Design and Consultancy who teamed with Burk-Kleinpeter, Inc., for the Consulting Services for the 25th Street Canal Resiliency Project, by the following vote:

Yeas: **Councilmen Miller, Hinyub, Rau, Crosby and Berthelot**

Nays: None

Absent: None

Abstained: None

Mayor Constant stated this was an exciting time for the city and the possibility is getting closer for the city to begin reconstruction of the 25th Street Canal. There is excitement to at least see a possibility in a funding stream. Mr. Martinec has been working incredible hard and kudos to him who has done a great job. Headway was made in recent procurement trip to Washington, D.C.; Mr. Martinec will continue to do what needs to be done to insure that funding is received for this project.

Councilman Miller thanked Mr. Martinec, it is really appreciated and he trusted Mr. Martinec will get the job done.

There were no comments by the public and or Council members.



Event request:

CASA Jefferson - Wednesday, April 19, 2017 - 5:30 PM to 7:30 PM

Ms. Rosana Gonzalez, Executive Director and Margaret Wilson Ether, Advocate Recruiter addressed the Mayor and Council members regarding the approval of an event request scheduled for April 19, 2017 from 5:30 PM to 7:30 PM.

Ms. Gonzalez explained what the acronyms for CASA stood for: Court Appointed Special Advocate, which advocates for abused and neglected children in Jefferson Parish. The number one purpose of CASA is to break, the cycle of child abuse and neglect through volunteers advocating for safe, nurturing, and permanent homes for foster children in our community. For the last 15 years CASA has done the “Light of Hope” event, where children are remembered who lost their lives through abuse and neglect. Every year it has been done at various places throughout Jefferson Parish and for this year, CASA would like to hold the event in the City of Gretna on Wednesday, April 19, 2017 from 5:30 PM to 7:30 PM. At this event they will also be acknowledging the volunteers who have made a difference in the life of children (advocate professional, an advocate of the year and DCFS worker).

On motion by **Councilman Hinyub** and seconded by **Councilman Berthelot**, **IT WAS RESOLVED** to approve the event request of CASA Jefferson for Wednesday, April 19, 2017 - 5:30 PM to 7:30 PM, and the same were unanimously approved.

There were no comments by the public and or Council members.



5. Bids received: Stumpf Boulevard Sewer Force Main

Mr. David Boyd of Burk-Kleinpeter, Inc. stated that on March 15, 2017, the City of Gretna received five (5) bids for the Stumpf Boulevard Sewer Force Main Project. The lowest responsive bid was submitted by Fleming Construction Company, LLC in the amount of \$478,219. Burk-Kleinpeter, Inc. has reviewed all of the bids and has confirmed that Fleming Construction Company LLC is the lowest responsive bidder, having submitted all required information in accordance with the contract documents. Burk-Kleinpeter, Inc. hereby recommends that the Gretna City Council award the Stumpf Boulevard Sewer Force Main Project to Fleming Construction Company, LLC.

<u>Bidder</u>	<u>Amount</u>
Fleming Construction Company, LLC	\$478,219.00
BLD Services, L.L.C.	\$488,237.00
Hard Rock Construction, L.L.C.	\$498,200.00
Riverwest Construction Company, L.L.C.	\$540,743.00
Hawkmoon Construction Services, L.L.C.	\$563,355.00

On motion by **Councilman Rau** and seconded by **Councilman Hinyub**, and on the recommendation of Burk-Kleinpeter, Inc., **IT WAS RESOLVED** to accept the low responsive bid of Fleming Construction Company, LLC for the Stumpf Boulevard Sewer Force Main Project at the price of \$478,219.00, by the following vote:

Yeas: **Councilmen Rau, Hinyub, Crosby, Miller and Berthelot**
Nays: None
Absent: None
Abstained: None

There were no comments by the public and or Council members.



Bids received: Precipitator No. 2 Rehabilitation

Mr. David Boyd of Burk-Kleinpeter, Inc. stated that on March 14, 2017, the City of Gretna received five (5) bids for the Precipitator #2 Rehabilitation project. The lowest responsive bid was submitted by ARD Mechanical Contractors, Inc., in the amount of \$239,000. Burk-Kleinpeter, Inc. has reviewed all of the bids and has confirmed that ARC Mechanical Contractors Inc. is the lowest responsive bidder, having submitted all required information in accordance with the contract documents. Burk-Kleinpeter, Inc. hereby recommends that the Gretna City Council award the Precipitator #2 Rehabilitation project to ARC Mechanical Contractors Inc.

<u>Bidder</u>	<u>Amount</u>
ARD Mechanical Contractors, Inc.	\$ 239,000.00
Gottfried Contracting, Inc.	\$ 263,500.00
Industrial & Mechanical Contractors, Inc.	\$ 272,670.00
Alfred Conhagen, Inc. of LA	\$ 299,490.00
Volute, Inc.	\$ 311,438.00

On motion by **Councilman Rau** and seconded by **Councilman Crosby**, and on the recommendation of Burk-Kleinpeter, Inc., **IT WAS RESOLVED** to accept the low responsive bid of ARD Mechanical Contractors, Inc. for the Precipitator No. 2 Rehabilitation Project at the price of \$239,000.00, by the following vote:

Yeas: **Councilmen Rau, Crosby, Hinyub, Miller and Berthelot**
Nays: None
Absent: None
Abstained: None

There were no comments by the public and or Council members.



6. Consideration and Adoption of Ordinances: Public Hearing

On motion by **Councilman Rau** and seconded by **Councilman Crosby**, the following ordinance was read and adopted section by section and then as a whole by the following vote:

Yeas: **Councilmen Rau, Crosby, Hinyub, Miller and Berthelot**
Nays: None
Absent: None
Abstain: None

ORDINANCE NO. 4770
An ordinance amending the Budget for the Fiscal Year of April 1, 2016 to March 31, 2017 to account for the Sales Tax Refunding Bonds Series 2016.

WHEREAS, the Budget for the Fiscal Year of April 1, 2016 to March 31, 2017 was adopted by Ordinance No. 4710 on March 9, 2016; and

WHEREAS, the City of Gretna has an interest in the health, welfare and safety of its citizens; and

WHEREAS, amendments to the budget for the Fiscal Year of April 1, 2016 and March 31, 2017, are presented for approval as follows:

32-4597	Refunding 2016 Bonds	\$ 5,360,000
32-5632-8799	Payment to Refund 2016	\$ 5,419,806
32-5632-8792	Interest	\$ 59,807
32-5632-8794	Cost of Issuance	\$ 69,490

NOW, THEREFORE, BE IT ORDAINED by the City Council, acting as legislative authority for the City of Gretna, that:

The Budget Budget for the Fiscal Year of April 1, 2016 to March 31, 2017 to account for the Sales Tax Refunding Bonds Series 2016 in hereby amended.

Provided that a majority of the City Council of the City of Gretna have voted in favor of this ordinance, this ordinance shall have the full force and effect of law at midnight on the tenth day following the Clerk's presentment of same to the Mayor, in accordance with Louisiana Revised Statutes 33:406(c)(2) unless the Mayor returns same, unsigned, to the Clerk during that ten-day period.

No comments made by the public and or Council members.



7. Consideration and adoption of Resolutions:

On motion by **Councilman Rau** and seconded by **Councilman Crosby**, the following resolution was read and adopted section by section and then as a whole by the following vote:

Yeas: **Councilmen Rau, Crosby, Hinyub, Miller and Berthelot**
Nays: None
Absent: None
Abstain: None

RESOLUTION NO. 2017-014

A resolution authorizing and directing Mayor Belinda C. Constant to recognize substantial completion and to execute the Certificate of Substantial Completion on behalf of the City of Gretna, Louisiana, for the Electrical Upgrades at Gretna City Hall for City of Gretna, Louisiana; and upon substantial completion being established and verified by the City Administration.

WHEREAS, Hi-Tech Electric, Inc. of Delaware, as Contractor, has substantially completed the Gretna City Hall Electrical Upgrades, City of Gretna, Louisiana, in accordance with the Plans and Specifications contained in the Contract Documents pertaining thereto; and

WHEREAS, the City of Gretna, Louisiana, acting through its Mayor and Council, recognizes the substantial completion of Gretna City Hall Electrical Upgrades; and

WHEREAS, the architects as represented by Burgdahl & Graves Architects, have visited the site, verified that the Contractor performed the work as bid with punch list items to be addressed, and have recommended that substantial completion be granted with an effective date of November 7, 2016; and

WHEREAS, final acceptance of the project will not occur until the Contractor has provided a clear Lien and Privilege (L&P) Certificate and provides all other close-out documentation as required by the contract specifications.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Gretna, Louisiana, acting as legislative authority for said City, that:

Mayor Belinda Constant is hereby authorized and directed to recognize substantial completion and to execute the Certificate of Substantial Completion on behalf of the City of Gretna, Louisiana, for the Electrical Upgrades at Gretna City Hall for City of Gretna, Louisiana; and is hereby directed to have a copy of this resolution recorded with the Mortgage & Conveyance Office of the Parish of Jefferson, State of Louisiana, as originally filed on April 22, 2016, Instrument No. 11617744, Mortgage Book No. 4690, Page 42.

On motion by **Councilman Rau** and seconded by **Councilman Crosby**, the following resolution was read and adopted section by section and then as a whole by the following vote:

Yeas: **Councilmen Rau, Crosby, Hinyub, Miller and Berthelot**
Nays: None
Absent: None
Abstain: None

RESOLUTION NO. 2017-015

A resolution authorizing Mayor Belinda C. Constant to negotiate an agreement on behalf of city employees with Voya Financial, participation in the voluntary retirement program. The city employees are encouraged participation in the voluntary retirement program.

WHEREAS, the City of Gretna has an interest in the health, welfare and safety of the citizens of the City of Gretna; and

WHEREAS, retirement outlook could change significantly if a little more is saved each month; and

WHEREAS, Voya’s Retirement business is focused on guiding Americans to greater retirement readiness, through employer-sponsored savings plans and retirement; and

WHEREAS, Voya has financial advisors serving the retail market; and

WHEREAS, if participating in the Voya Retirement plan, it will be deducted from employees’ salary with no match by the city; paid by participating employee only; and

WHEREAS, the Voya Financial experts will be available to discuss employees’ needs if they so desire to participate.

NOW, THEREFORE, BE IT RESOLVED by the City Council acting as legislative authority for the City of Gretna, that:

Mayor Belinda C. Constant is hereby authorized to negotiate an agreement on behalf of city employees with Voya Financial, participation in the voluntary retirement program. The city employees are encouraged participation in the voluntary retirement program.

Mayor Constant briefly explanation that this program was optional; it is a retirement option like Nationwide, it is a separate retirement from MERS. It offers one on one conversation relative to the program in the investment. You have direct contact with the service provider that with the entity. The city was contacted by Mr. Howard Weiser, Jr., manager of Voya Financial south east region. The program is strictly retirement, no early withdrawal and 100% funded by the employee.



Food Truck Fest – Saturday, April 15, 2017.

Councilman Hinyub informed there were 13 committed trucks for this event; hoped for cooler weather and expected a great turnout. Thanked Mrs. Amie Hebert for the logistics of this event. The menu of each truck will be featured on the city’s Facebook page.

Mayor Constant informed that for the next two weeks there will be other activities happening under the Gretna Market (antiques cars and old movies).

On motion by **Councilman Hinyub** and seconded by **Councilman Berthelot**, **IT WAS RESOLVED** to approve the Food Truck Festival event for Saturday, April 15, 2017, and the same were unanimously approved.



On motion by **Councilman Rau** and seconded by **Councilman Miller**, the Mayor and City Council Special meeting for March 29, 2017 at 6:03 p.m. was adjourned, and the same was unanimously approved.

Respectfully submitted:

/S/ NORMA J. CRUZ
CITY CLERK
CITY OF GRETNA
STATE OF LOUISIANA

/S/ BELINDA C. CONSTANT
MAYOR
CITY OF GRETNA
STATE OF LOUISIANA

A TRUE COPY:

/S/ NORMA J. CRUZ
CITY CLERK
CITY OF GRETNA
STATE OF LOUISIANA