

CITY OF CROWLEY
SPECIAL COUNCIL MEETING
AUGUST 16, 2011

The Mayor and Board of Aldermen of the City of Crowley, Louisiana, the governing authority of the City of Crowley, met in a special session at 4:00 p.m. Tuesday the 16th, day of August, 2011 at the regular meeting place of said Mayor and Board of Aldermen, the Council Chambers, 426 North Avenue F, Crowley, Louisiana, after the giving and posting of prior notice of said meeting in the manner provided by law.

Mayor Greg A. Jones presided with the presence of the following Aldermen: Bryan Borill, J. Elliot Doré, Jeff Doré, Lyle Fogleman, Jr., Vernon Martin, Mary Melancon, and Kitty Valdetero. Alderwomen Laurita Pete and Steven Premeaux were absent.

Alderwoman Kitty Valdetero led the Pledge of Allegiance to the flag and Alderman Jeff Doré gave the invocation.

August 11, 2011

**City of Crowley
Special Council Meeting Notice:**

You are hereby notified that a Special Council Meeting of the Mayor and Board of Aldermen of the City of Crowley will be held on Tuesday August 16, 2011 at 4:00 p.m. in the City Council Chambers at 426 North Ave. F.

The purpose of said meeting will be to:

- 1) Consider the Gladys Trahan Tennis Centre project,
- 2) Consider the requirements & process to receive bids in electronic form
- 3) Call for a Public Hearing to Introduce an Ordinance for use of excess Witness Fees by Police Department; and
- 4) Any other legal items to come before the Council.

S/ Greg A. Jones, Mayor

-In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Judy L. Istre at (337) 788-4103, describing the assistance that is necessary.

The Notice was posted at City Hall on August 11, 2011 at 1:30 o'clock p.m.
The call was circulated on August 11, 2011 at 1:30 o'clock p.m.

Bryan Borill	on August 12, 2011 at 8:49 o'clock a.m. by e-mail
Elliot Doré	on August 12, 2011 at 8:49 o'clock a.m. by e-mail
Jeff Doré	on August 12, 2011 at 8:36 o'clock a.m. by telephone
Lyle Fogleman	on August 12, 2011 at 8:36 o'clock a.m. by facsimile
Vernon Martin	on August 12, 2011 at 8:37 o'clock a.m. by facsimile
Mary T. Melancon	on August 12, 2011 at 8:54 o'clock a.m. by telephone
Laurita Pete	on August 12, 2011 at 8:58 o'clock a.m. by telephone
Steven Premeaux	on August 12, 2011 at 10:30 o'clock a.m. by personal service
Kitty Valdetero	on August 12, 2011 at 8:49 o'clock a.m. by e-mail
Thomas K. Regan	on August 12, 2011 at 8:49 o'clock a.m. by e-mail
Tim Mader	on August 12, 2011 at 8:49 o'clock a.m. by e-mail
K. P. Gibson	on August 12, 2011 at 10:00 o'clock a.m. by personal service
Judy L. Istre	on August 11, 2011 at 1:30 o'clock p.m. by personal service
K.S.I.G.	on August 12, 2011 at 8:45 o'clock a.m. by facsimile
K.A.J.N.	on August 12, 2011 at 8:46 o'clock a.m. by facsimile
Crowley Post Signal	on August 12, 2010 at 8:51 o'clock a.m. by facsimile
Daily Advertiser	on August 12, 2010 at 8:50 o'clock a.m. by facsimile

The Advocate on August 12, 2011 at 8:42 o'clock a.m. by e-mail
K.A.T.C. Channel 3 on August 12, 2011 at 8:42 o'clock a.m. by e-mail
K.L.F.Y Channel 10 on August 12, 2011 at 8:42 o'clock a.m. by e-mail
Chamber of Commerce on August 12, 2011 at 8:51 o'clock a.m. by facsimile

AGENDA ITEMS:

The following resolution was offered by Alderman Vernon Martin, duly seconded by Alderwoman Kitty Valdetero, and adopted.

A RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF CROWLEY, ACADIA PARISH, LOUISIANA, AUTHORIZING THE ACCEPTANCE OF DONATIONS OF FUNDS FROM PRIVATE DONORS FOR THE PURPOSE OF CONSTRUCTION OF A MUNICIPAL TENNIS FACILITY AND COMPLEX TO BE NAMED "THE GLADY TRAHAN TENNIS CENTRE"; TO PROVIDE THAT ALL FUNDS SO ACCEPTED SHALL NOT BE USED FOR ANY OTHER PURPOSE; TO PROVIDE THAT ALL FUNDS SO ACCEPTED SHALL BE SPENT ON OR BEFORE NOVEMBER 1, 2012; TO PROVIDE THAT FUNDS NOT USED BY NOVEMBER 12, 2012 SHALL BE RETURNED TO THE PRIVATE DONORS, PRO RATA; AND TO PROVIDE ALL MATTERS RELATIVE THERETO.

WHEREAS, the Mayor and Board of Aldermen of the City of Crowley have committed to construct a tennis complex to be situated on the grounds of the Recreation Center located on West Mill Street contingent upon the receipt of sufficient private funds to pay the entire cost of construction; and

WHEREAS, the Mayor and Board of Aldermen of the City of Crowley have committed that said facility would be named in memory of the late Gladly Trahan to honor his dedication and efforts to support young athletes in the City of Crowley and Acadia Parish; and

WHEREAS, a private committee was formed and obtained pledges of donations to pay for the costs of construction of the facilities at no cost to the taxpayers of the City of Crowley; and

WHEREAS, in order to induce and assure donors of the commitment of the Mayor and Board of Aldermen of the City of Crowley to accept and utilize funds so donated only for the purpose of construction of the tennis complex and facilities and for costs directly related thereto normally associated with construction of public works and to expend all funds so donated within a specified period of time; and

NOW THEREFORE BE IT FURTHER RESOLVED by the Board of Aldermen of the City of Crowley, Acadia Parish, Louisiana, in special session duly convened, at which a quorum was acting throughout, that the Honorable Greg A. Jones, Mayor of the City of Crowley, be and he is hereby authorized, empowered and directed to accept donations of funds to the City of Crowley, said Act of Donation to contain the usual terms and conditions and in addition thereto the following special terms and conditions, to-wit:

- 1) All funds so donated shall be used solely for the costs directly related to the construction of a tennis complex and facilities to be located in the Recreational Center on West Mill Street, Crowley, Acadia Parish, Louisiana;
- 2) The said facilities shall be named "The Gladly Trahan Tennis Centre" in memory of the late Gladly Trahan;

- 3) The City of Crowley shall collect a sufficient amount of private funds to assure no taxpayers' funds will be expended for the construction of the facilities;
- 4) All funds so donated and accepted by the City shall be spent no later than November 1, 2012;
- 5) All funds so donated which have not been spent by November 1, 2012, shall be returned to each donor, pro rata, based on the total amount of donations received less the amount expended by the City; and

BE IT FURTHER RESOLVED by the Board of Aldermen of the City of Crowley, Acadia Parish, Louisiana, that the above special terms and conditions are hereby declared to be a material and substantial part of the intent of the donors and consideration for the donations and the acceptance by the City of Crowley shall constitute a dedication and pledge of the City of Crowley to said donors; and

BE IT FURTHER RESOLVED by the Board of Aldermen of the City of Crowley, Acadia Parish, Louisiana, that they do hereby authorize and direct the City Clerk of the City of Crowley to prepare an amendment to the FY 2012 Budget Ordinance to include a line item for revenues so donated with said restrictions footnoted thereon that said revenues shall be spent solely for the purpose of construction of the tennis complex and facilities and costs directly related thereto; and

THUS DONE AND ADOPTED in special session duly convened on the 16th day of August, 2011 at Crowley, Acadia Parish, Louisiana, at which a quorum was present and acting throughout.

GREG A. JONES, MAYOR

ATTEST:

JUDY L. ISTRE, CITY CLERK

The following resolution was offered by Alderman Bryan Borill, duly seconded by Alderwoman Mary Melancon, and adopted.

A RESOLUTION APPROVING THE PLANS AND SPECIFICATIONS AND AUTHORIZING THE ADVERTISEMENT FOR BIDS AND DESIGNATING THE TIME AND PLACE THAT THE BIDS WILL BE RECEIVED FOR THE "GLADY TRAHAN TENNIS CENTRE" PROJECT.

BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Crowley that the Plans and Specifications for the "GLADY TRAHAN TENNIS CENTRE" Project prepared by Mader Engineering are hereby approved and;

BE IT FURTHER RESOLVED that the Advertisement For Bids for said Project is hereby authorized, that bids will be received at 11:30 a.m. on September 28th, 2011 at Crowley City Hall, located at 425 N. Parkerson Avenue, Crowley, LA 70527, 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 special session duly convened on the 16th day of August, 2011, in Crowley, Acadia Parish, Louisiana.

GREG A. JONES, MAYOR

ATTEST:

JUDY L. ISTRE, CITY CLERK

The following resolution was offered by Alderman Vernon Martin, duly seconded by Alderman Elliot Doré, and adopted.

A RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF CROWLEY, ACADIA PARISH, LOUISIANA, INTRODUCING A PROPOSED ORDINANCE AND CALLING FOR A PUBLIC HEARING CONCERNING SAME.

WHEREAS, an ordinance has been proposed to be adopted by the Board of Aldermen of the City of Crowley; and

WHEREAS, the proposed ordinance must be introduced by its title; and

WHEREAS, a public hearing must be held prior to its adoption; and

WHEREAS, the title of the proposed ordinance must be published in the official journal and the notice shall provide the time and place where the Board will consider its adoption;

NOW THEREFORE BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Crowley, Acadia Parish, Louisiana, that the following ordinance be and it is hereby introduced for consideration at the next regular meeting of the Mayor and Board of Aldermen, to-wit:

ORDINANCE NO. 1428

AN ORDINANCE TO ENACT SECTION 2.22 OF CHAPTER 2 OF THE CODE OF ORDINANCES OF THE CITY OF CROWLEY TO AUTHORIZE COURT COSTS COLLECTED AS WITNESS FEES BY THE CROWLEY CITY COURT TO THE GENERAL FUND OF THE CITY OF CROWLEY SUBJECT TO MAINTAINING A MINIMUM OF THIRTY THOUSAND & NO/100 (\$30,000.00) DOLLARS IN THE WITNESS FEE FUND; TO DEDICATE AND RESTRICT FUNDS SO TRANSFERRED TO BE USED SOLELY FOR THE PURCHASE OF EQUIPMENT FOR THE POLICE DEPARTMENT AND FOR NO OTHER PURPOSE, ALL IN ACCORDANCE WITH THE PROVISIONS OF ACT NO. 158 OF 2011 LOUISIANA LEGISLATURE; TO REPEAL ALL ORDINANCES OR PARTS OF ORDINANCES CONTRARY THERETO OR IN CONFLICT THEREWITH; TO PROVIDE FOR THE SEVERABILITY OF THE PROVISIONS HEREOF; AND TO PROVIDE FOR ALL MATTERS RELATIVE THERETO.

BE IT FURTHER RESOLVED by the Mayor and Board of Aldermen that the City Clerk shall publish the following notice in the Crowley Post Signal:

NOTICE OF PROPOSED ADOPTION OF ORDINANCE

The Board of Aldermen of the City of Crowley shall meet on the 13th day of September, 2011, at 6:00 o'clock p.m. in the Council Chambers, City Hall, Crowley, Louisiana, to consider the adoption of the following ordinance:

ORDINANCE NO. 1428

AN ORDINANCE TO ENACT SECTION 2.22 OF CHAPTER 2 OF THE CODE OF ORDINANCES OF THE CITY OF CROWLEY TO AUTHORIZE COURT COSTS COLLECTED AS WITNESS FEES BY THE CROWLEY CITY COURT TO THE GENERAL FUND OF THE CITY OF CROWLEY SUBJECT TO MAINTAINING A MINIMUM OF THIRTY THOUSAND & NO/100 (\$30,000.00) DOLLARS IN THE WITNESS FEE FUND; TO DEDICATE AND RESTRICT FUNDS SO TRANSFERRED TO BE USED SOLELY FOR THE PURCHASE OF EQUIPMENT FOR THE POLICE DEPARTMENT AND FOR NO OTHER PURPOSE, ALL IN ACCORDANCE WITH THE PROVISIONS OF ACT NO. 158 OF 2011 LOUISIANA LEGISLATURE; TO REPEAL ALL ORDINANCES OR PARTS OF ORDINANCES CONTRARY THERETO OR IN CONFLICT THEREWITH; TO PROVIDE FOR THE SEVERABILITY OF THE PROVISIONS HEREOF; AND TO PROVIDE FOR ALL MATTERS RELATIVE THERETO.

Copies of the proposed ordinance are available for a nominal fee in the office of the City Clerk, City Hall, Crowley, Louisiana.

THUS DONE AND SIGNED on this the 16th day of August, 2011.

JUDY L. ISTRE, CITY CLERK

THUS DONE, SIGNED AND ADOPTED in special session duly convened on the 16th day of August, 2011, in Crowley, Acadia Parish, Louisiana, at which a quorum was present and acting throughout.

GREG A. JONES, MAYOR

ATTEST:

JUDY L. ISTRE, CITY CLERK

A presentation by representatives from Central Auction House was given to the assembly on services they provide for receiving bids in electronic form.

The following resolution was offered by Alderwoman Kitty Valdetero, duly seconded by Alderman Jeff Doré, and adopted.

A RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF CROWLEY, ACADIA PARISH, LOUISIANA, AUTHORIZING THE ACCEPTANCE OF SEALED BIDS THROUGH A SECURE INTERACTIVE ELECTRONIC MEANS; TO ADOPT THE GENERAL PROVISIONS AND STANDARDS OF THE OFFICE OF INFORMATION TECHNOLOGY OF THE STATE OF LOUISIANA; TO ADOPT A POLICY AND PROCEDURES NECESSARY FOR THE ACCEPTANCE OF ELECTRONIC BIDS AS AN ALTERNATIVE MEANS FOR THOSE PURCHASES AND PUBLIC CONTRACTS REQUIRING COMPETITIVE BIDDING THROUGH INTERNET ACCESS; AND TO PROVIDE ALL MATTERS RELATIVE THERETO.

WHEREAS, Act No. 81 of the 2011 Louisiana Legislature requires cities with a population of 10,000 or more provide contractors the option of submitting bids for public contracts and purchases through a uniform and secure electronic interactive system; and

WHEREAS, according to the 2010 United States Census, the population of the City of Crowley exceeds 10,000 therefore the provisions of LA R.S. 38:2212(A)(1)(f)(i) and 38:2212.1(B)(4)(f) are now applicable to the City of Crowley; and

WHEREAS, the law requires all political subdivisions meeting the population requirements to adopt rules and regulations promulgated by the Office of Information Technology for submitting and receiving electronic bids under Title 4 of the Louisiana Administrative Code; and

WHEREAS, it is necessary that an internet service provider be selected to receive and transmit secured electronic bids on behalf of the City of Crowley for contractors wishing to do so and that standards and policies be adopted to allow contractors to choose the alternative means to submit competitive bids through secure electronic means in addition to sealed paper bids;

NOW THEREFORE BE IT FURTHER RESOLVED by the Board of Aldermen of the City of Crowley, Acadia Parish, Louisiana, in special session duly convened, that the Honorable Greg A. Jones, Mayor of the City of Crowley, be and he is hereby authorized, empowered and directed to negotiate and contract services with an internet service provider qualified to securely receive competitive bids from contractors submitted for public works contracts and materials, equipment and supplies to the City of Crowley which contract shall require the internet service provider to adhere to all policies, procedures, standards and guidelines of the State of Louisiana and the City of Crowley as adopted hereinafter; and

BE IT FURTHER RESOLVED by the Board of Aldermen of the City of Crowley, Acadia Parish, Louisiana, that they do hereby authorize and direct the City Clerk of the City of Crowley to accept competitive bids for public works contracts and purchase of materials, equipment and supplies when required to be purchased after advertisement by paper bids contained in sealed envelopes and alternatively through a secure electronic interactive system; and

BE IT FURTHER RESOLVED by the Board of Aldermen of the City of Crowley, Acadia Parish, Louisiana, that the policy, guidelines and provisions of the Louisiana Administrative Code, Title 4, Chapter XV, Section 701 (LAC 4:XV.701) be and they are hereby adopted and shall be the policy, guidelines and provisions of the City of Crowley relative to the use of secure information technology pursuant to Act No. 81 of the 2011 Louisiana Legislature and that all bid documents as defined by LA R.S. 38:2211(A)(1) shall be included therein on the electronic website accepting the electronic bids; and

BE IT FURTHER RESOLVED by the Board of Aldermen of the City of Crowley, Acadia Parish, Louisiana, that the Mayor and City Clerk of the City of Crowley be and they are hereby further authorized, empowered and directed to adopt other such standards, policies and procedures as may be necessary and consistent with the provisions of LA R.S. 2212 and 2212.1 and to provide contractors the alternative to submit bids via electronic means consistent with the provisions of law.

THUS DONE AND ADOPTED in special session duly convened on the 16th day of August, 2011 at Crowley, Acadia Parish, Louisiana, at which a quorum was present and acting throughout.

GREG A. JONES, MAYOR

ATTEST:

JUDY L. ISTRE, CITY CLERK

There being no further business to come before the Council upon motion duly made by Alderwoman Kitty Valdetero and seconded by Alderman Lyle Fogleman the meeting was adjourned at 4:50 p.m.

GREG A. JONES, Mayor

ATTEST:

JUDY L. ISTRE, City Clerk

Presented rough draft to Mayor on August 17, 2011 at 11:00 a.m.

Presented for Mayor's signature on August 17, 2011 at 11:00 a.m.

Mayor signed & returned to City Clerk on August 17, 2011 at .m.

Publish on August 24th, 2011