

**PROCEEDINGS OF THE MAYOR PRO-TEM AND THE BOARD OF ALDERMEN OF THE CITY OF RAYNE, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING HELD ON JANUARY 9, 2017.**

The Mayor Pro-Tem and Board of Aldermen of the City of Rayne, Louisiana, met in regular session at their regular meeting place the City Hall, Rayne, Louisiana, on Monday, January 9, 2017 at 6:00 (six) o'clock p.m.

There were present: Mayor Pro-Tem Lendell J. "Pete" Babineaux, Curtrese L. Minix, Kenneth J. Guidry, Calise Michael Doucet and James A. "Jimmy" Fontenot.

There were absent: None.

The Mayor Pro-Tem and the Board of Aldermen of the City of Rayne, State of Louisiana, were duly convened as the governing authority of said City, by Mayor Pro-Tem Lendell J. "Pete" Babineaux, who stated that the Board was ready for the transaction of business.

There was a motion by James A. "Jimmy" Fontenot to dispense with the reading of minutes of the December 12, 2016 regular council meeting and approved them as written and distributed. This was seconded by Curtrese L. Minix and motion carried.

YEAS: 4 - Curtrese L. Minix, Kenneth J. Guidry, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 0

On a motion by Curtrese L. Minix and a second by James A. "Jimmy" Fontenot, the City Council approved the City of Rayne entering in the 2017 Cleanest City Contest.

YEAS: 4 - Curtrese L. Minix, Kenneth J. Guidry, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 0

On a motion by Kenneth J. Guidry and a second by Curtrese L. Minix, the City Council approved reappointing Phil Hebert as a board member of the Rayne Volunteer Fire Department and Fire Protection #9.

YEAS: 4 - Curtrese L. Minix, Kenneth J. Guidry, Calise Michael Doucet and James A. "Jimmy" Fontenot.

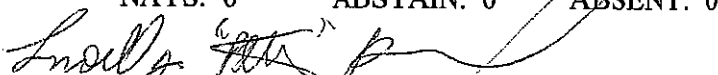
NAYS: 0 ABSTAIN: 0 ABSENT: 0

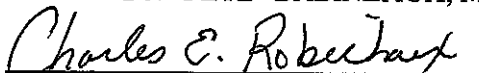
Fran Bihm, Executive Director of Rayne Chamber of Commerce & Agriculture, announced the upcoming 2017 Mardi Gras Parade will be held on Saturday, February 25, 2017. The parade will begin at 3:00 p.m., travel along the Boulevard and S. Adams and end at the Frog Festival Pavilion. The purpose of the parade is to promote tourism, unite the community, and economic development. The City of Rayne is a co-sponsor of the parade.

There being no further business to come before the Council, there was a motion by Kenneth J. Guidry that the meeting be adjourned, this was seconded by Calise Michael Doucet and carried.

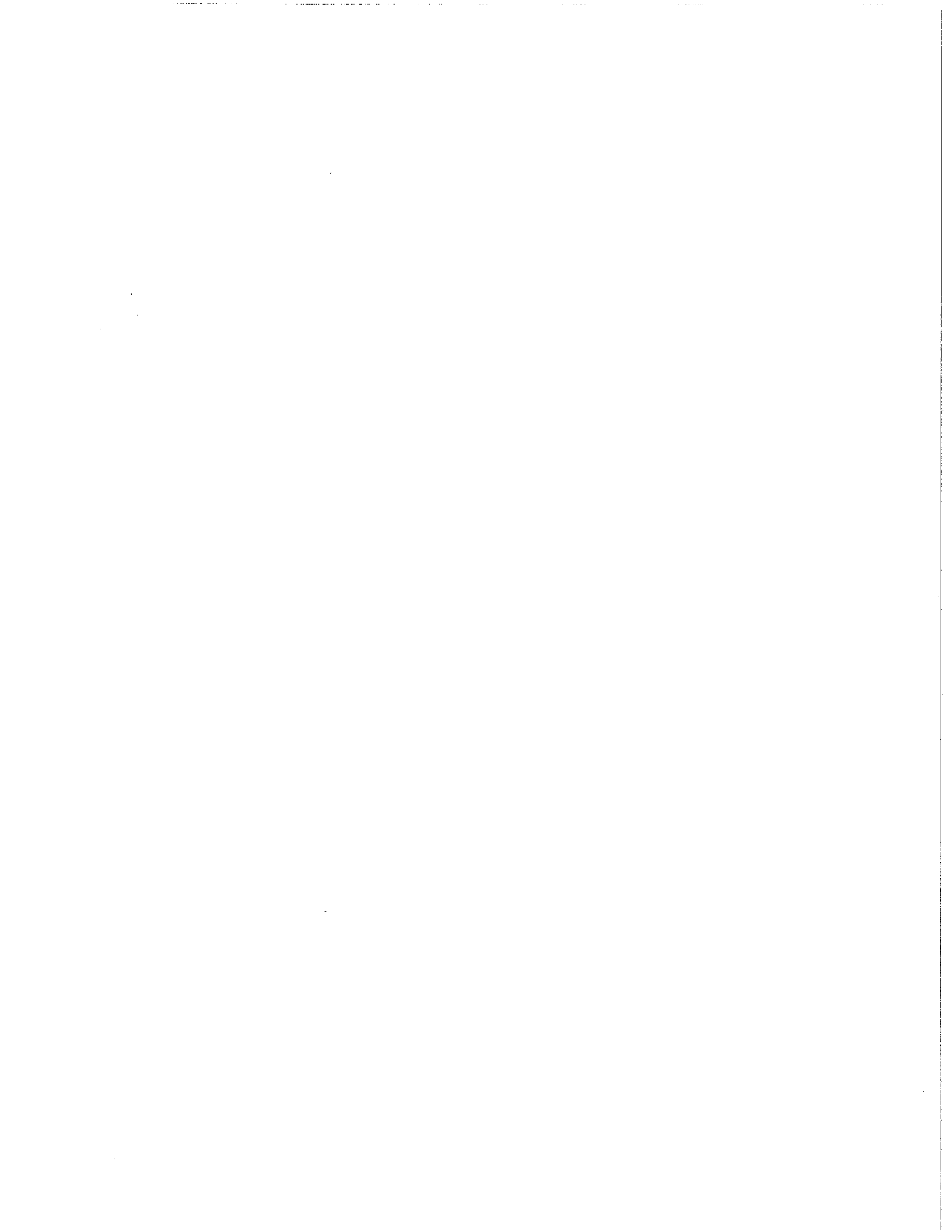
YEAS: 4 - Curtrese L. Minix, Kenneth J. Guidry, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 0

  
LENDELL J. "PETE" BABINEAUX, MAYOR PRO-TEM

  
CHARLES E. ROBICHAUX, MAYOR

  
ANNETTE R. CUTRERA, CITY CLERK



**PROCEEDINGS OF THE MAYOR AND THE BOARD OF ALDERMEN OF THE CITY OF RAYNE, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING, HELD ON FEBRUARY 13, 2017.**

The Mayor and Board of Aldermen of the City of Rayne, Louisiana, met in regular session at their regular meeting place the City Hall, Rayne, Louisiana, on Monday, February 13, 2017 at 6:00 (six) o'clock p.m.

There were present: Mayor Charles "Chuck" Robichaux, Lendell J. "Pete" Babineaux, Curtrese L. Minix, Kenneth J. Guidry, Calise Michael Doucet and James A. "Jimmy" Fontenot.

There were absent: None.

The Mayor and the Board of Aldermen of the City of Rayne, State of Louisiana, were duly convened as the governing authority of said City, by Mayor Charles "Chuck" Robichaux, who stated that the Board was ready for the transaction of business.

There was a motion by James A. "Jimmy" Fontenot to dispense with the reading of minutes of the January 9, 2017 regular council meeting and approved them as written and distributed. This was seconded by Kenneth J. Guidry and motion carried.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 0

The proposed Ordinance #1098 has been introduced by James A. "Jimmy" Fontenot and will be considered for final passage on March 13, 2017 at 6:00 p.m. in the Council Chambers. The title of the proposed Ordinance is "**An Ordinance to Sell Property Not needed for Public Purposes.**"

On a motion by James A. "Jimmy" Fontenot for the approval to conduct a **PUBLIC HEARING** on March 13, 2017 at 6:00 p.m. in the City of Rayne Council Chambers at 801 The Boulevard during the next regular City Council Meeting for Ordinance #1098, An Ordinance to Sell Property Not needed for Public Purposes. This was seconded by Lendell J. "Pete" Babineaux and motion carried.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 0

The following resolution was offered by James A. "Jimmy" Fontenot, duly seconded by Calise Michael Doucet, and duly resolved and adopted on this 13th day of February, 2017.

**RESOLUTION**

**ADOPTING THE ACADIA PARISH HAZARD MITIGATION PLAN 2016**

**WHEREAS**, the Acadia Parish Government has prepared a multi-hazard mitigation plan hereby known as the ACADIA PARISH HAZARD MITIGATION PLAN 2016 in accordance with the Disaster Mitigation Act of 2000; **and**

**WHEREAS**, City of Rayne has participated in the process to prepare a DMA compliant Hazard Mitigation Plan based in the FEMA guidance available in the how to Guides;

**WHEREAS**, City of Rayne is participating the Hazard Mitigation Plan by the Acadia Parish Government under the oversight of a Steering Committee comprised of Parish Wide representatives;

**WHEREAS**, Acadia Parish and local city representatives and governments have participated in the mitigation planning process;

**WHEREAS**, appropriated opportunity for input by public and community officials has been provided through meeting notices, open meetings and availability of draft documents;

**WHEREAS**, the plan has been recommended for adoption by the steering committee;

**WHEREAS**, adoption of the Plan is required prior to further consideration for FEMA funding under the following programs:

- Pre- Disaster Mitigation
- Hazard Mitigation Grant Program
- Flood Mitigation Assistance Program

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: NONE.

ABSENT: NONE.

Therefore, the City of Rayne does hereby adopt the Acadia Parish Hazard Mitigation Plan Update 2016; this resolution was declared adopted on this 13th day of February, 2017.

Charles E. Robichaux

Charles E. Robichaux, MAYOR

Annette R. Cutrera

Annette R. Cutrera, CITY CLERK

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**CERTIFICATE**

I, Annette R. Cutrera, Clerk of the City of Rayne, due hereby certify that the above and foregoing is a true and correct copy of a resolution adopted by the City of Rayne in a regular session on February 13, 2017.

By: Annette R. Cutrera  
Annette R. Cutrera, CITY CLERK  
City of Rayne

The following resolution was offered by Lendell J. "Pete" Babineaux, duly seconded by Kenneth J. Guidry, and duly resolved and adopted on this 13th day of February, 2017.

**RESOLUTION**

**A RESOLUTION OF THE MAYOR AND BOARD OF ALDERMAN OF THE CITY OF RAYNE  
AUTHORIZING THE MAYOR TO SIGN AND SUBMIT THE MEMORANDUM OF  
UNDERSTANDING BETWEEN THE STATE OF LOUISIANA GOVERNOR'S OFFICE OF**

**HOMELAND SECURITY AND EMERGENCY PREPAREDNESS AND THE CITY OF RAYNE FOR THE LOUISIANA SEVERE STORMS AND FLOODING EVENT OF AUGUST 2016**

**WHEREAS**, the City of Rayne has become eligible for federal funding under provisions of the FEMA Public Assistance (PA) program due to the above-referenced event; and

**WHEREAS**, the City must enter into a Memorandum of Understanding with the State of Louisiana GOHSEP - in order to receive said funds;

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Board of Alderman of the City of Rayne that the honorable Charles E. Robichaux, Mayor, is hereby authorized to sign and submit the required Memorandum of Understanding between the State of Louisiana GOHSEP and the City of Rayne for the proposed Louisiana severe storms and flooding event of August 2016.

**THEREUPON**, the above resolution was duly adopted.

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: NONE.

ABSENT: NONE.

This resolution was declared adopted on this 13<sup>th</sup> day of February, 2017.

*Charles E. Robichaux*

Charles E. Robichaux, MAYOR

*Annette R. Cutrera*

Annette R. Cutrera, CITY CLERK

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**CERTIFICATE**

I, ANNETTE R. CUTRERA, Clerk of the City of Rayne, do hereby certify that the above is a true and exact copy of a resolution adopted by the Board of Alderman in regular session on February 13, 2017, at which time a quorum was present and voting.

By: *Annette R. Cutrera*  
Annette R. Cutrera, CITY CLERK  
City of Rayne

The following resolution was offered by **Kenneth J. Guidry**, duly seconded by **Curtrese L. Minix**, and duly resolved and adopted on this 13<sup>th</sup> day of February, 2017.

**RESOLUTION**

**A RESOLUTION OF THE MAYOR AND BOARD OF ALDERMAN OF THE CITY OF RAYNE AUTHORIZING THE MAYOR TO SIGN AND SUBMIT THE COOPERATIVE ENDEAVOR**

**AGREEMENT BETWEEN THE STATE OF LOUISIANA AND THE CITY OF RAYNE FOR THE MARTIN LUTHER KING COMMUNITY CENTER IMPROVEMENTS PROJECT**

**WHEREAS**, the City of Rayne has received funds from the State of Louisiana via the Capital Outlay Act for the Martin Luther King Community Center Improvements project; and

**WHEREAS**, the City must enter into a Cooperative Endeavor Agreement with the State of Louisiana in order to receive said funds;

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Board of Alderman of the City of Rayne that the honorable Charles E. Robichaux, Mayor, is hereby authorized to sign and submit the required Cooperative Endeavor Agreement between the State of Louisiana and the City of Rayne for the proposed Martin Luther King Community Center Improvements project.

**THEREUPON**, the above resolution was duly adopted.

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: NONE.

ABSENT: NONE.

This resolution was declared adopted on this 13<sup>th</sup> day of February, 2017.

Charles E. Robichaux

Charles E. Robichaux, MAYOR

Annette R. Cutrera

Annette R. Cutrera, CITY CLERK

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**CERTIFICATE**

I, ANNETTE R. CUTRERA, Clerk of the City of Rayne, do hereby certify that the above is a true and exact copy of a resolution adopted by the Board of Alderman in regular session on February 13, 2017, at which time a quorum was present and voting.

By: Annette R. Cutrera  
Annette R. Cutrera, CITY CLERK  
City of Rayne

A request by Mr. John Stefanski, candidate for State Representative, 42<sup>nd</sup> District for Louisiana House of Representatives, to address the Mayor and the City Council.

A request by Mr. Jay Suire, candidate for State Representative, 42<sup>nd</sup> District for Louisiana House of Representatives, to address the Mayor and the City Council.

On a motion by Lendell J. "Pete" Babineaux and a second by Kenneth J. Guidry, the City Council upheld the recommendations of the Planning & Zoning Commission Board to deny the appeal of a "Stop Work Order" issued to Mr. Byron Malbrough at the address of 810 West. S First Street.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.  
 NAYS: 0 ABSTAIN: 0 ABSENT: 0

On a motion by Kenneth J. Guidry and a second by Lendell J. "Pete" Babineaux, the owner of the property located at 508 N Arenas was given **90 days from February 13, 2017**, with any Council stipulation(s), to complete the demolition and clean the property in order to sell the land.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.  
 NAYS: 0 ABSTAIN: 0 ABSENT: 0

On a motion by Lendell J. "Pete" Babineaux and a second by Calise Michael Doucet, the owner of the property located at 310 6<sup>th</sup> Street - given **30 days from February 13, 2017** to complete the demolition and clean the property.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.  
 NAYS: 0 ABSTAIN: 0 ABSENT: 0

On a motion by James A. "Jimmy" Fontenot and a second by Calise Michael Doucet, the owner of the property located at 612 East E Street was given **120 days from February 13, 2017** to complete the demolition and clean the property.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.  
 NAYS: 0 ABSTAIN: 0 ABSENT: 0

On a motion by Curtrese L. Minix and a second by Kenneth J. Guidry, the owner of the property located at 408 N Bradford was **120 days from February 13, 2017** to fix roof and clean vine. An extension of 1 year was approved to begin permitted renovations, based on building code.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.  
 NAYS: 0 ABSTAIN: 0 ABSENT: 0

On a motion by Lendell J. "Pete" Babineaux and a second by Kenneth J. Guidry, the owner of the property located at 505 N McGown was given **90 days from February 13, 2017** to complete repairs and clean the property.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.  
 NAYS: 0 ABSTAIN: 0 ABSENT: 0

On a motion by Curtrese L. Minix and a second by Lendell J. "Pete" Babineaux, the owner of the property located at 609 East A School was given **90 days from February 13, 2017** to complete the demolition and clean the property.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.  
 NAYS: 0 ABSTAIN: 0 ABSENT: 0

**No action was taken** on the property located at 611 East A School.

On a motion by Calise Michael Doucet and a second by Lendell J. "Pete" Babineaux, the owner of the property located at 804 East A School was given **90 days from February 13, 2017** to complete the demolition and clean the property.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 0

On a motion by Lendell J. "Pete" Babineaux and a second by Calise Michael Doucet, the owner of the property located at 802 East A School was given **60 days from February 13, 2017** to complete the demolition and clean the property.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 0

On a motion by Curtrese L. Minix and a second by Calise Michael Doucet, the owner of the property located at 705 East A School was given **90 days from February 13, 2017** to have a proven plan of action for permitted construction.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 0

On a motion by Lendell J. "Pete" Babineaux and a second by Calise Michael Doucet, the City Council approved the application for a Liquor License Permit for Dollar General owned by Steven Deckard, John Garret and James Thorpe. The store is located at 101 E Louisiana Ave, Rayne, LA.

YEAS: 4 – Curtrese L. Minix, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 1 – Kenneth J. Guidry ABSTAIN: 0 ABSENT: 0

On a motion by Calise Michael Doucet and a second by Lendell J. "Pete" Babineaux, the City Council approved the application for a Liquor License Permit for Dollar General owned by Steven Deckard, John Garret and James Thorpe. The store is located at 1140 Church Point Hwy, Rayne, LA.

YEAS: 4 – Curtrese L. Minix, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 1 – Kenneth J. Guidry ABSTAIN: 0 ABSENT: 0

There being no further business to come before the Council, there was a motion by James A. "Jimmy" Fontenot that the meeting be adjourned, this was seconded by Curtrese L. Minix and carried.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 0

  
 CHARLES E. ROBICHAUX, MAYOR

  
 ANNETTE R. CUTRERA, CITY CLERK



**PROCEEDINGS OF THE MAYOR AND THE BOARD OF ALDERMEN OF THE CITY OF RAYNE, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING, HELD ON MARCH 13, 2017.**

The Mayor and Board of Aldermen of the City of Rayne, Louisiana, met in regular session at their regular meeting place the City Hall, Rayne, Louisiana, on Monday, March 13, 2017 at 6:00 (six) o'clock p.m.

There were present: Mayor Charles "Chuck" Robichaux, Lendell J. "Pete" Babineaux, Curtrese L. Minix, Kenneth J. Guidry, Calise Michael Doucet and James A. "Jimmy" Fontenot.

There were absent: None.

The Mayor and the Board of Aldermen of the City of Rayne, State of Louisiana, were duly convened as the governing authority of said City, by Mayor Charles "Chuck" Robichaux, who stated that the Board was ready for the transaction of business.

There was a motion by Calise M. Doucet to dispense with the reading of minutes of the February 13, 2017 regular council meeting and approved them as written and distributed. This was seconded by James A. "Jimmy" Fontenot and motion carried.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 0

On a motion by James A "Jimmy" Fontenot and a second by Calise M. Doucet ,to open the Public Hearing for the purpose of discussing Ordinance #1098

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 0

1. Propose of Ordinance #1098 title AN ORDINANCE TO SELL PROPERTY NOT NEEDED FOR PUBLIC PURPOSES.

After some discussion, there was a motion by James A "Jimmy" Fontenot and a second by Cutrese L. Minix, to close the Public Hearing on the proposed Ordinance #1098.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 0

The following ordinance was offered by James A "Jimmy" Fontenot, duly seconded by Curtrese L. Minix, and duly resolved and adopted on 13<sup>th</sup> day of March, 2017.

**ORDINANCE 1098**

An Ordinance to Sell Property Not needed for Public Purposes.

**BE IT ORDAINED** by the Board of Alderman of the City of Rayne, Louisiana, that this Ordinance is hereby enacted to read as follows:

The City of Rayne shall sell to Todd Prejean a tract of land no longer needed for public purposes for the sum of Fourteen Thousand Three Hundred and No/100 (\$14,300.00) dollars, and being described as follows:

That certain tract or parcel of land located in the City of Rayne, Identified as Lot A on a plat of survey prepared by Ryan P. Hebert, Registered Land Surveyor, having the dimensions of 60' F x 84.45' LS x 60' R x 83.90' RS all as shown on the plat of survey attached hereto. Said lot having the address of 701 E. Texas Avenue.

After being considered section by section and being put to a vote on the whole, the vote thereon was as follows:

YEAS: 3 – Curtrese L. Minix, Kenneth J. Guidry, and James A. “Jimmy” Fontenot.

NAYS: 2- Lendell J. “Pete” Babineaux and Calise Michael Doucet

ABSENT: 0

And the said ordinance was therefore declared adopted on this 13<sup>th</sup> day of **March, 2017**.

Charles E Robichaux  
CHARLES ROBICHAUX, MAYOR

Annette R. Cutrera  
ANNETTE CUTRERA, CITY CLERK

The above ordinance was present to the Mayor by the Clerk, approved by the Mayor and returned to the Clerk on this 13<sup>th</sup> day of **March, 2017**.

Charles E Robichaux  
CHARLES ROBICHAUX, MAYOR

Annette R. Cutrera  
ANNETTE CUTRERA, CITY CLERK

On a motion by Calise M. Doucet and a second by James A. “Jimmy” Fontenot, the City Council approved the reappointing of Phillip Peltier as a member of the Youth Recreation board for a five (5) year term from 4/1/2017 to 3/31/2022.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot.

NAYS: 0      ABSTAIN: 0      ABSENT: 0

On a motion by Lendell J. “Pete” Babineaux and a second by Calise M. Doucet, the City Council approved the application for a Liquor License Permit for Club BOT owned by Tracy Landry Beverly located at 805 Holt Street, Rayne, LA 70578.

YEAS: 3 – Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot.

NAYS: 1 - Kenneth J. Guidry      ABSTAIN: 1 - Curtrese L. Minix      ABSENT: 0

Abstain vote was because Ms. Minix is related to the previous owner.

The following resolution was offered by James A. “Jimmy” Fontenot, duly seconded by Calise Michael Doucet, and duly resolved and adopted on 13<sup>th</sup> day of **March, 2017**.

**RESOLUTION**  
**MWPP RESOLUTION**

**WHEREAS:** The Louisiana Department of Environmental Quality has directed the City of Rayne, Louisiana to perform a Municipal Water Pollution Prevention (MWPP) audit on its Wastewater Treatment Facility located on W. Jefferson Davis Avenue and;

**WHEREAS:** The City of Rayne, Louisiana wishes to guard the public health and assure discharge compliance.

**NOW, THEREFORE, BE IT RESOLVED THAT** the City of Rayne, Louisiana hereby informs the Louisiana Department of Environmental Quality (LDEQ) that it has set forth through the Mayor and Board of Aldermen the following actions necessary to attain and maintain permit discharge compliance contained in LPDES Permit Number 0039055:

1. The City of Rayne expects to continue the rehabilitation of public leaks through an ongoing smoke testing/repair maintenance crew.
2. The City has a notification program for private leaks. Private property owners are informed of defects discovered on their property, instructed to make repairs, and the repairs are monitored and cataloged.
3. A post-rehabilitation flow monitoring study has been conducted to determine the effects of past rehabilitation efforts. The post-rehabilitation flow monitoring results will be used to design and construct any required pump station upgrades, detention facilities, interceptors, and/or relief lines, etc. to reduce bypasses in the collection system when funding becomes available.
4. The City applied for and received approval of an SRF loan not to exceed \$1,850,000 to provide upgrades at the Barbara Street Pump Station along with the construction of a dedicated force main to the WWTF.

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot.

NAYS: 0

ABSENT: 0

Therefore, the City of Rayne does hereby adopt this resolution on this 13<sup>th</sup> day of **March, 2017**.

Charles E Robichaux

Charles E. Robichaux, MAYOR

Annette R. Cutrera

Annette R. Cutrera, CITY CLERK

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**CERTIFICATE**

I, Annette R. Cutrera, Clerk of the City of Rayne, due hereby certify that the above and foregoing is a true and correct copy of a resolution adopted by the City of Rayne in a regular session on March 13, 2017.

By: Annette R. Cutrera  
Annette R. Cutrera, CITY CLERK  
City of Rayne

The following resolution was offered by Kenneth J. Guidry, duly seconded by Lendell J. “Pete” Babineaux, and duly resolved and adopted on 13<sup>th</sup> day of **March, 2017**.

**RESOLUTION**

A RESOLUTION AUTHORIZING THE CITY OF RAYNE TO BEGIN THE PROCUREMENT PROCESS FOR ADMINISTRATIVE AND ENGINEERING SERVICES FOR THE CITY OF RAYNE'S FISCAL YEAR 2018-2019 LOUISIANA COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AFTER A PUBLIC HEARING FOR SAID PROGRAM HAS BEEN CONDUCTED

WHEREAS, the City of Rayne is interested in applying for a FY 2018-2019 Louisiana Community Development Block Grant; and

WHEREAS, the Office of Community Development makes it necessary to procure and enter into contract with administrative consultants and engineers prior to the filing of the LCDBG application;

NOW, THEREFORE BE IT RESOLVED by the Board of Aldermen of the City of Rayne that Charles E. "Chuck", Mayor of said City of Rayne be, and is hereby empowered, authorized and directed to proceed with the procurement of administrative and engineering services for the City of Rayne's FY 2018-2019 LCDBG program after a public hearing for said program has been conducted.

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 0

ABSENT: 0

This resolution was declared adopted on this 13<sup>th</sup> day of March, 2017.

Charles E Robichaux

Charles E. Robichaux, MAYOR

Annette R. Cutrera

Annette R. Cutrera, CITY CLERK

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**CERTIFICATE**

I, ANNETTE R. CUTRERA, Clerk of the City of Rayne, do hereby certify that the above is a true and exact copy of a resolution adopted by the Board of Alderman in regular session on March 13, 2017, at which time a quorum was present and voting.

By: Annette R. Cutrera  
Annette R. Cutrera, CITY CLERK  
City of Rayne

The following resolution was offered by Kenneth J. Guidry, duly seconded by Lendell J. "Pete" Babineaux, and duly resolved and adopted on 13<sup>th</sup> day of March, 2017.

**RESOLUTION**

A RESOLUTION ADOPTING A CITIZEN PARTICIPATION PLAN RELATIVE TO THE LOUISIANA COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, the City of Rayne intends to submit an application for funding under the Fiscal Year 2018-2019 Louisiana Community Development Block Grant; and

**WHEREAS**, the City is committed toward encouraging citizen participation in the planning, implementation and assessment of the Louisiana Community Development Block Grant Program; and  
**WHEREAS**, the City desires to adopt a written procedure in order to be in compliance with Section 508 of the Housing and Community Development Act of 1974, as amended; and  
**NOW, THEREFORE, BE IT RESOLVED** that the Board of Aldermen of the City of Rayne do hereby approve and adopt the Citizen Participation Plan attached hereto and made part of this resolution in connection with the Fiscal Year 2018-2019 Louisiana Community Development Block Grant Program.

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot.

NAYS:

ABSENT:

This resolution was declared adopted on this 13<sup>th</sup> day of March, 2017.

Charles E Robichaux

Charles E. Robichaux, MAYOR

Annette R. Cutrera

Annette R. Cutrera, CITY CLERK

\*\*\*\*\*

**CERTIFICATE**

I, ANNETTE R. CUTRERA, Clerk of the City of Rayne, do hereby certify that the above is a true and exact copy of a resolution adopted by the Board of Alderman in regular session on March 13, 2017, at which time a quorum was present and voting.

By: Annette R. Cutrera  
Annette R. Cutrera, CITY CLERK  
City of Rayne

The Mayor announced the date and time of the Cleanest City Contest to be held Thursday, April 6, 2017 beginning at 12:00 at City Hall.

There being no further business to come before the Council, there was a motion by James A. “Jimmy” Fontenot that the meeting be adjourned, this was seconded by Calies M. Doucet and carried.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot.

NAYS: 0      ABSTAIN: 0      ABSENT: 0

Charles E Robichaux

CHARLES E. ROBICHAUX, MAYOR

Annette R. Cutrera

ANNETTE R. CUTRERA, CITY CLERK

**PROCEEDINGS OF THE MAYOR AND THE BOARD OF ALDERMEN OF THE CITY OF RAYNE, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING, HELD ON April 10, 2017.**

The Mayor and Board of Aldermen of the City of Rayne, Louisiana, met in regular session at their regular meeting place the City Hall, Rayne, Louisiana, on Monday, April 10, 2017 at 6:00 (six) o'clock p.m.

There were present: Mayor Charles "Chuck" Robichaux, Lendell J. "Pete" Babineaux, Curtrese L. Minix, Kenneth J. Guidry, Calise Michael Doucet and James A. "Jimmy" Fontenot.

There were absent: None.

The Mayor and the Board of Aldermen of the City of Rayne, State of Louisiana, were duly convened as the governing authority of said City, by Mayor Charles "Chuck" Robichaux, who stated that the Board was ready for the transaction of business.

There was a motion by James A. "Jimmy" Fontenot to dispense with the reading of minutes of the March 13, 2017 regular council meeting and approved them as written and distributed. This was seconded by Calise Michael Doucet and motion carried.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 0

The proposed Ordinance #1099 has been introduced by Lendell J. "Pete" Babineaux and will be considered for final passage on May 8, 2017 at 6:00 p.m. in the Council Chambers. The title of the proposed Ordinance is "**An Ordinance to Supplement and Amend Appendix A- Zoning; Part 9, Part 14, Section 6.2.**"

On a motion by James A. "Jimmy" Fontenot for the approval to conduct a **PUBLIC HEARING** on May 8, 2017 at 6:00 p.m. in the City of Rayne Council Chambers at 801 The Boulevard during the next regular City Council Meeting for Ordinance #1099, An Ordinance to Supplement and Amend Appendix A-Zoning; Part 9, Part 14, Section 6.2. This was seconded by Kenneth J. Guidry and motion carried.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 0

The following resolution was offered by Kenneth J. Guidry, duly seconded by Calise Michael Doucet, and duly resolved and adopted on 10<sup>th</sup> day of April, 2017.

**RESOLUTION**

**A RESOLUTION urging the United States Congress to enact legislation that will enable local governments to collect revenues already due that are essential to the maintenance and expansion of local and regional economies, the creation of thousands of new jobs, the enhancement of the quality of life, and the preservation of limited local revenue sources.**

**WHEREAS**, many local governments rely on the collection of sales and use taxes to support funding to improve needed infrastructure improvements, strengthen local small businesses, create jobs for their citizens, and fund essential services; and

**WHEREAS**, local brick-and-mortar merchants are important parts of our communities, providing employment to residents, contributing to charities, and keeping communities vibrant; and

**WHEREAS**, the Supreme Court has previously ruled that state and local governments do not have the authority to require the collection of sales tax by retailers that have no physical presence or nexus in the state (Bellas Hess 1967; Quill 1992); and

**WHEREAS**, the Supreme Court's precedent puts local merchants at an automatic five to ten percent competitive disadvantage by following the law and collecting sales tax at the time of purchase, while remote online retailers are not required to do so; and

**WHEREAS**, national studies reveal that state and local governments lose up to \$30 billion each year from uncollected sales taxes from transactions involving remote internet retailers; and

**WHEREAS**, internet sales tax revenue could be utilized to better provide basic services, improve infrastructure, and bolster public safety, all without any additional funding from the federal government; and

**WHEREAS**, the federal government has historically been reluctant to interfere with the ability of local governments to raise and regulate their own revenues, and should not undermine municipal autonomy with respect to remote sales tax collection; and

**WHEREAS**, technology has evolved to the point that moving the Marketplace Fairness Act or other legislation forward to allow the collection and remittance of destination rate-based sales taxes on internet transactions is not only practical but warranted,

**NOW, THEREFORE, BE IT RESOLVED** that the City of Rayne commends Congress on recognizing the importance of resolving the issue to put remote retailers and traditional ones on a level playing field; and

**BE IT FURTHER RESOLVED** that the City of Rayne urges Congress to pass destination rate-based legislation that would give states the option to collect from remote online retailers the same tax that local brick-and-mortar merchants currently collect; and

**BE IT FURTHER RESOLVED** that copies of this resolution shall be transmitted to the Louisiana Congressional Delegation, as well as Honorable Paul Ryan, Speaker of the United States House of Representatives, Honorable Bob Goodlatte, Chairman of the House Judiciary Committee, and Honorable Mitch McConnell, Senate Majority Leader.

This resolution having been submitted to a vote, the vote thereon was a follows:

YEAS: 5 - Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 0

ABSENT: 0

This resolution was declared adopted on this 10<sup>th</sup> day of April, 2017.

Charles E. Robichaux  
Charles E. Robichaux, MAYOR

Annette R. Cutrera  
Annette R. Cutrera, CITY CLERK

\*\*\*\*\*

**CERTIFICATE**

I, ANNETTE R. CUTRERA, Clerk of the City of Rayne, do hereby certify that the above is a true and exact copy of a resolution adopted by the Board of Alderman in regular session on April 10, 2017, at which time a quorum was present and voting.

By: Annette R. Cutrera  
Annette R. Cutrera, CITY CLERK

City of Rayne

There was a request by Ricky Meche to address the council about reducing the speed limit on Azalea Drive.

Announce that the millage rates(s) for the 2017 tax year will be adopted at the City Council Meeting on May 8, 2017.

On a motion by Kenneth J. Guidry and a second by James A. "Jimmy" Fontenot, a Street Drive request by Frog Capital Boxing to be held on April 21, 2017 from 3:00 pm – 6:00 pm and April 22, 2017 from 8:00 am – 5:00pm at Hwy. 90/Texas Avenue and Hwy. 90/Hwy. 35 was approved.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.  
NAYS: 0      ABSTAIN: 0      ABSENT: 0

On a motion by James A. "Jimmy" Fontenot and a second by Lendell J. "Pete" Babineaux, the City Council approved recommendations of the Planning and Zoning Commission Board for Ms. Dora M. Cole to construct a carport/garage within 20 feet of the required setback in the front of the property in an R-3 zoned address, located at 515 Martin Luther King St.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.  
NAYS: 0      ABSTAIN: 0      ABSENT: 0

There was a request by Michael Pitre to address the council about a safety concern.

On a motion by Lendell J. "Pete" Babineaux and a second by Calise Michael Doucet, Mayor Charles E. Robichaux was authorized to execute a lease between the City of Rayne and Rayne Chamber of Commerce and Agriculture to lease the property needed to host the annual Rayne Frog Festival as described in the Act of Lease.



YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 0

On a motion by James A. “Jimmy” Fontenot and a second by Lendell J. “Pete” Babineaux, the owner of the property located at 803 E. Butler was given **90 days from April 10, 2017** to complete the demolition and clean the property.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 0

On a motion by Lendell J. “Pete” Babineaux and a second by James A. “Jimmy” Fontenot, the owner of the property located at 315 N. Bradford was given **90 days from April 10, 2017** to complete the demolition and clean the property.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 0

On a motion by James A. “Jimmy” Fontenot and a second by Curtrese L. Minix, the owner of the property located at 800 West S First St was given **120 days April 10, 2017** to complete the demolition and clean the property.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 0

On a motion to **Lay on the Table** by James A. “Jimmy” Fontenot and a second by Curtrese L. Minix,, the owner of the property located at 806 West S First.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 0

On a motion to **Lay on the Table** by James A. “Jimmy” Fontenot and a second by Curtrese L. Minix, the owner of the property located at 808 West S First St.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 0

On a motion to **Lay on the Table** by James A. “Jimmy” Fontenot and a second by Curtrese L. Minix, the owner of the property located at 210 Seventh St.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 0

There being no further business to come before the Council, there was a motion by James A. “Jimmy” Fontenot that the meeting be adjourned, this was seconded by Calies M. Doucet and carried.

YEAS: 5 – Curtrese L. Minix, Kenneth J. Guidry, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 0

  
 CHARLES E. ROBICHAUX, MAYOR

  
 ANNETTE R. CUTRERA, CITY CLERK

**PROCEEDINGS OF THE MAYOR AND THE BOARD OF ALDERMEN OF THE CITY OF RAYNE, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING, HELD ON MAY 08, 2017.**

The Mayor and Board of Aldermen of the City of Rayne, Louisiana, met in regular session at their regular meeting place the City Hall, Rayne, Louisiana, on Monday, May 08, 2017 at 6:00 (six) o'clock p.m.

There were present: Mayor Charles "Chuck" Robichaux, Lendell J. "Pete" Babineaux, Kenneth J. Guidry, Calise Michael Doucet and James A. "Jimmy" Fontenot.

There were absent: Curtrese L. Minix

The Mayor and the Board of Aldermen of the City of Rayne, State of Louisiana, were duly convened as the governing authority of said City, by Mayor Charles "Chuck" Robichaux, who stated that the Board was ready for the transaction of business.

There was a motion by Calise Michael Doucet to dispense with the reading of minutes of the April 10, 2017 regular council meeting and approved them as written and distributed. This was seconded by Lendell J. "Pete" Babineaux and motion carried.

YEAS: 4 – Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.  
NAYS: 0 ABSTAIN: 0 ABSENT: 1 - Curtrese L. Minix

On a motion by James A. "Jimmy" Fontenot and a second by Calise Michael Doucet, to open the Public Hearing for the purpose of discussing Ordinance # 1099.

YEAS: 4 – Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.  
NAYS: 0 ABSTAIN: 0 ABSENT: 1 - Curtrese L. Minix

1. Propose of Ordinance #1099, An Ordinance to Supplement and Amend Appendix A-Zoning; Part 9, Part 14, Section 6.2.

After some discussion, there was a motion by Lendell J. "Pete" Babineaux and a second by Kenneth J. Guidry, to close the Public Hearing on the proposed Ordinance # 1099.

YEAS: 4 – Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.  
NAYS: 0 ABSTAIN: 0 ABSENT: 1 - Curtrese L. Minix

The following ordinance was offered by Lendell J. "Pete" Babineaux, duly seconded by Kenneth J. Guidry, and duly resolved and adopted on 8<sup>th</sup> day of May, 2017.

**ORDINANCE 1099**

To supplement and amend Appendix A-Zoning, Part 9 Definitions, to add 9.34 Nonconforming Uses to read as follows:

- 9.34 Nonconforming Use: a land lawfully used, and/or structure legally existing and/or used at the time of adoption of this ordinance, or any amendment thereto, which does not conform with the height, lot area, yard requirements, or use regulations of the district in which it is located.

To Supplement and amend Appendix A-Zoning Part 14 (A) Permission for Additional Home Occupations and Trailers to read as follows

14 (A) By motion, the mayor and board of aldermen may authorize such uses as, but not limited to, beauty parlors, barber shops, nursery schools, kindergartens, day care centers, art studios and schools, craft schools, photographer's studios, music instruction in groups, dancing schools, small repair shops to operate as home occupations, trailers, and/or nonconforming uses provided the following provisions are complied with:

To supplement and amend Appendix A-Zoning, Section 6.2. Nonconforming Uses, 6.204 and to add Part (A) to read as follows:

6.204 No building, structures, businesses, or premises where a nonconforming use has ceased for the reasons other than those stated in Section 6.203 for a period of more than six months or has changed to a permitted or conforming use, shall again be used as a nonconforming use.

(A) Any business, located outside of the zoning district in which it was intended for, that ceases operations or changes ownership for any other reason than those specified in Section 6.203, shall be required to follow the variance procedure outlined in Part 14 (B).

After being considered section by section and being put to a vote on the whole, thereon was as follows:

YEAS: 4 –Kenneth J. Guidry, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A.

“Jimmy” Fontenot.

NAYS:

ABSENT: 1- Curtrese L. Minix

And the said ordinance was therefore declared adopted on this 8<sup>th</sup> day of May, 2017.

Charles E Robichaux  
CHARLES ROBICHAUX, MAYOR

Annette B. Cutrera  
ANNETTE CUTRERA, CITY CLERK

The above ordinance was present to the Mayor by the Clerk, approved by the Mayor and returned to the Clerk on this 8<sup>th</sup> day of May, 2017.

Charles E Robichaux  
CHARLES ROBICHAUX, MAYOR

Annette B. Cutrera  
ANNETTE CUTRERA, CITY CLERK

The resolution was offered by Lendell J. “Pete” Babineaux, duly seconded by Calise Michael Doucet, and duly resolved and adopted on 8<sup>th</sup> day of May, 2017.

**RESOLUTION**

**BE IT RESOLVED**, that the following millage(s) are hereby levied on the 2017 tax roll on all property subject to taxation by the City of Rayne:

MILLAGE

General Alimony	7.10 mills
Parks and Recreation	5.00 Mills

**BE IT FURTHER RESOLVED** that the proper administrative officials of the Parish of Acadia, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year **2017**, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

The foregoing resolution was read in full, the roll was called on the adoption thereof, and the resolution was adopted by the following votes:

YEAS: 4 – Kenneth J. Guidry, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot.

NAYS:

ABSTAINED:

ABSENT: 1 - Curtrese L. Minix

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CERTIFICATE

I hereby certify that the foregoing is a true and exact copy of the resolution adopted at the board meeting held on May 8, 2017, at which meeting a quorum was present and voting.  
City of Rayne, Louisiana, this 8<sup>th</sup> day of **May, 2017**.

Charles E. Robichaux  
Charles E. Robichaux, Mayor

Annette R. Cutrera  
Annette R. Cutrera, City Clerk

The following resolution was offered by James A. “Jimmy” Fontenot, seconded by Calise Michael Doucet and adopted on this 8<sup>th</sup> day of **May, 2017**.

RESOLUTION

**A RESOLUTION AUTHORIZING FOUR (4)  
CITY OFFICIALS/EMPLOYEES TO SIGN THE  
REQUEST FOR PAYMENT FORMS  
FOR THE LOUISIANA COMMUNITY  
DEVELOPMENT BLOCK GRANT PROGRAM**

**WHEREAS**, the City of Rayne has been awarded a Fiscal Year 2017 Louisiana Community Development Block Grant; and

**WHEREAS**, under the Louisiana Community Development Block Grant Program, a maximum of four (4) City officials and/or employees are to be authorized to sign the Louisiana CDBG Request for Payment forms to draw down funds from said grant; and

**WHEREAS**, in order to draw down funds, an authorized signature card must be completed with the signatures of a maximum of four (4) City officials and/or employees in addition to one (1) person who is to be authorized to witness the signing of the authorized signature card.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Aldermen of the City of Rayne that the following City officials and employees are the only persons hereby authorized to sign Request for Payment forms under the 2017 Louisiana Community Development Block Grant Program:

- Charles E. Robichaux
- Lendell J. Babineaux
- Annette R. Cutrera
- Shelly C. Daigle

**BE IT FURTHER RESOLVED** that Brittney E. Cummings is hereby authorized to witness and certify that the above mentioned City officials and employees actually sign the authorized signature card for the Louisiana Community Development Block Grant Program.

**THEREUPON**, the above resolution was duly adopted.

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: 4 – Kenneth J. Guidry, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot.

NAYS:


ABSENT: 1 – Curtrese L. Minix

This resolution was declared adopted on this **8th** day of **May, 2017**.

Charles E. Robichaux  
Charles E. Robichaux, MAYOR

Annette R. Cutrera  
Annette R. Cutrera, CITY CLERK

I, ANNETTE R. CUTRERA, Clerk of the City of Rayne, do hereby certify that the above is a true and exact copy of a resolution adopted by the Board of Aldermen on May 8, 2017 at which time a quorum was present and voting.

  
**ANNETTE R. CUTRERA**  
**CLERK**  
**CITY OF RAYNE**

The following resolution was offered by James A. "Jimmy" Fontenot, seconded by Lendell J. "Pete" Babineaux and duly resolved and adopted on this 8<sup>th</sup> day of May, 2017.

**RESOLUTION**

**A RESOLUTION GRANTING THE AUTHORITY  
 TO MAYOR CHARLES E. ROBICHAUX TO SIGN AND  
 SUBMIT ALL NECESSARY DOCUMENTS IN  
 CONNECTION WITH THE LOUISIANA  
 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

**WHEREAS**, the City of Rayne has been awarded a Fiscal Year 2017 Louisiana Community Development Block Grant; and

**WHEREAS**, this federal grant program involves a significant amount of documentation and reporting.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Aldermen of the City of Rayne that the Honorable Charles E. Robichaux, Mayor, is hereby authorized to sign and submit all of the necessary documents in connection with the 2017 Louisiana Community Development Block Grant awarded to the City of Rayne.

**THEREUPON**, the above resolution was duly adopted.

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: 4 – Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A.

"Jimmy" Fontenot.

NAYS:

ABSENT: 1- Curtrese L. Minix

This resolution was declared adopted on this 8<sup>th</sup> day of May, 2017

  
 Charles E. Robichaux, MAYOR

  
 Annette R. Cutrera, CITY CLERK

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**C E R T I F I C A T E**

I, ANNETTE R. CUTRERA, Clerk of the City of Rayne, do hereby certify that the above is a true and exact copy of a resolution adopted by the Board of Aldermen on May 8, 2017 at which time a quorum was present and voting.

*Annette R. Cutrera*

**ANNETTE R. CUTRERA  
CLERK  
CITY OF RAYNE**

The following resolution was offered by Calise Michael Doucet, seconded by Kenneth J. Guidry and duly resolved and adopted on this 8<sup>th</sup> day of May, 2017.

**RESOLUTION**

**A RESOLUTION ESTABLISHING A SEPARATE,  
NON-INTEREST BEARING CHECKING ACCOUNT FOR THE  
LOUISIANA COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

**WHEREAS**, the City of Rayne has been awarded a Fiscal Year 2017 Louisiana Community Development Block Grant; and

**WHEREAS**, said funds from the State shall be deposited directly in a financial institution of the City's choosing as they are requested; and

**WHEREAS**, the City must establish a separate bank account for the Louisiana Community Development Block Grant funds.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Aldermen of the City of Rayne, that a separate, non-interest bearing checking account shall be established at the Rayne State Bank and that the Honorable Charles E. Robichaux, Mayor, shall execute the appropriate forms as required by the Division of Administration.

**THEREUPON**, the above resolution was duly adopted.

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: 4 – Kenneth J. Guidry, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot.

NAYS:

ABSENT: 1- Curtrese L. Minix

This resolution was declared adopted on this 8th day of May, 2017.

Charles E. Robichaux  
Charles E. Robichaux, MAYOR

Annette R. Cutrera  
Annette R. Cutrera, CITY CLERK

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**CERTIFICATE**

I, ANNETTE R. CUTRERA, Clerk of the City of Rayne, do hereby certify that the above is a true and exact copy of a resolution adopted by the Board of Aldermen on May 8, 2017 at which time a quorum was present and voting.

Annette R. Cutrera  
**ANNETTE R. CUTRERA**  
**CLERK**  
**CITY OF RAYNE**

The following resolution was offered by Kenneth J. Guidry and seconded by Lendell J. "Pete" Babineaux and adopted on the 8th day of May, 2017.

**RESOLUTION**

**BE IT RESOLVED** that the Mayor of the City of Rayne be herein authorized to apply for and to obtain Visa Credit Cards for the purpose of making purchases for the City. One card shall be issued to the City of Rayne using the City's tax identification number with the Mayor's name on the card. A second card shall be issued using the City's tax identification number with the Clerk's name on the card.

**Security**

The municipal clerk is to maintain a listing of all credit cards, including the card numbers, and the telephone numbers of the credit card companies.

The clerk is responsible for securing credit cards under lock.

Employees must immediately notify the clerk if a credit card is missing (lost or stolen). The clerk is responsible for notifying the mayor and immediately canceling the card. If a card is stolen, the mayor or clerk is to notify law enforcement.

**Issuance**

The clerk is to maintain a written log for each credit card to account for the "check-out" and return of credit cards. The log will contain the (1) business purpose for using the card ; (2) the purchase order number; (3) the department head's or the mayor's signature approving the issuance of the card; (4) dates and times of issue and return; and (5) signatures of both the clerk and the employee upon issuance and return of the card.

**Usage**

Any personal use or unauthorized use of a credit card may result in immediate termination of employment.



All purchases must be approved in accordance with the municipality's purchasing policies and procedures prior to the transaction. The approved purchase order is to be submitted to the clerk

The following purchases are not allowed:

Cash advances on credit cards  
 Alcoholic beverages  
 Tobacco products  
 Prescriptions and drugs  
 Capital equipment and upgrades over \$1,000

Purchases made by credit card must not circumvent the municipality's purchasing policies/procedures or the Louisiana Public Bid Law (e.g., splitting purchases).

Employees are responsible for obtaining receipts/documentation as proof of purchase and for documenting the business purpose on the receipts. Receipts for any meals and entertainment expenditures also must contain documentation of the names of all persons participating and the business discussed.

The card and the receipts/documentation are to be returned to the clerk upon completion of the transaction.

An employee is responsible for all use of the credit card until it is returned to the clerk.

The mayor is responsible for notifying the district attorney and the Legislative Auditor of any misappropriation of funds or assets of the municipality.

### **Recordkeeping**

The clerk is responsible for reviewing the receipts and documentation for propriety (authorization to purchase, documentation of business purpose, etc.) upon the return of the card.

At the end of each month, the clerk is to compare the card issuance log, purchase documentation, and purchase orders to the monthly card statement. During this review, the clerk is to ensure that: (1) all card purchases were documented on the issuance log (checking for card usage approval); (2) all purchases are supported by documentation (checking for inappropriate purchases and completeness of purchase documentation); and (3) all purchases were supported by an approved purchase order (checking for proper approval for the purchases).

Any purchase/charge without appropriate supporting documentation requires a detailed explanation and description and the written approval of the mayor.

The clerk is to attach the receipts and documentation to the monthly statement and submit to the mayor for review and approval (in writing) before payment is made.

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: 4 – Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A.

"Jimmy" Fontenot.

NAYS:

ABSTAINING:

ABSENT: 1- Curtrese L. Minix

And this resolution was declared adopted on this, the 8<sup>th</sup> day of May, 2017.

Charles E. Robichaux  
Charles E. Robichaux, MAYOR

Annette R. Cutrera  
Annette R. Cutrera, CITY CLERK

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CERTIFICATE

I, ANNETTE R. CUTRERA, Clerk of the City of Rayne, do hereby certify that the above is a true and exact copy of a resolution adopted by the Board of Aldermen on May 8, 2017 at which time a quorum was present and voting.

Annette R. Cutrera  
ANNETTE R. CUTRERA  
CLERK  
CITY OF RAYNE

On a motion by James A. "Jimmy" Fontenot and a second by Calise Michael Doucet, the City of Rayne Audit Report for fiscal year 10-1-15 through 9-30-16 which was prepared by Thibodeaux & Company, L.L.C. was accepted.

YEAS: 4 – Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.  
NAYS: 0 ABSTAIN: 0 ABSENT: 1 - Curtrese L. Minix

On a motion by Kenneth J. Guidry and a second by James A. "Jimmy" Fontenot, the City Council approved recommendations of the Planning and Zoning Commission Board for Mr. and Mrs. Steve Robicheaux to construct a drive thru for a snow cone business located at the corner of N. Adams Ave and W. Edwards.

YEAS: 4 – Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.  
NAYS: 0 ABSTAIN: 0 ABSENT: 1 - Curtrese L. Minix

On a motion by Kenneth J. Guidry and a second by James A. "Jimmy" Fontenot, the City Council approved recommendations of the Planning and Zoning Commission Board for concerned citizens to revert the property known as 400 McGown St. from its current C-2 zoning back to its original R-3.

YEAS: 4 – Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.  
NAYS: 0 ABSTAIN: 0 ABSENT: 1 - Curtrese L. Minix

On a Motion to TAKE from the Table by Calise Michael Doucet and a second by James A. "Jimmy" Fontenot, the property located at 806 West S First, 808 West S First St, and 210 Seventh St.

YEAS: 4 – Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 0      ABSTAIN: 0      ABSENT: 1 - Curtrese L. Minix

On a motion by Lendell J. "Pete" Babineaux and a second by Kenneth J. Guidry, the owner of the property located 806 West S First was given **90 days from June 12, 2017** to provide Council with a plan of action or it will automatically need to be demolished.

YEAS: 4 - Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 0      ABSTAIN: 0      ABSENT: 1 - Curtrese L. Minix

On a motion by Lendell J. "Pete" Babineaux and a second by Kenneth J. Guidry, the owner of the property located 808 West S First was given **90 days from June 12, 2017** to provide Council with a plan of action or it will automatically need to be demolished.

YEAS: 4 - Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 0      ABSTAIN: 0      ABSENT: 1 - Curtrese L. Minix

On a motion by Lendell J. "Pete" Babineaux and a second by Kenneth J. Guidry, the owner of the property located 210 Seventh St was given **90 days from June 12, 2017** to provide Council with a plan of action or it will automatically need to be demolished.

YEAS: 4 - Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 0      ABSTAIN: 0      ABSENT: 1 - Curtrese L. Minix

On a motion by Lendell J. "Pete" Babineaux and a second by Kenneth J. Guidry the City Council approved a request by Chief Stelly to donate a K-9 Labrador Retriever to the Iota Police Department.

YEAS: 4 - Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 0      ABSTAIN: 0      ABSENT: 1 - Curtrese L. Minix

On a motion to **LAY ON THE TABLE** by James A. "Jimmy" Fontenot and a second by Calise M. Doucet, the application for a Liquor License Permit for Joubert Palace owned by Lillian B. Senegal located at 400 N. McGown, Rayne, LA 70578.

YEAS: 4 - Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 0      ABSTAIN: 0      ABSENT: 1 - Curtrese L. Minix

Mayor announced the Final DOTD Interchange Justification Report

There being no further business to come before the Council, there was a motion by James A. "Jimmy" Fontenot that the meeting be adjourned, this was seconded by Kenneth J. Guidry and carried.

YEAS: 4 - Kenneth J. Guidry, Lendell J. "Pete" Babineaux, Calise Michael Doucet and James A. "Jimmy" Fontenot.

NAYS: 0      ABSTAIN: 0      ABSENT: 1 - Curtrese L. Minix

Charles E. Robichaux  
CHARLES E. ROBICHAUX, MAYOR

Annette R. Cutrera  
ANNETTE R. CUTRERA, CITY CLERK

