

**HAMMOND CITY COUNCIL  
SPECIAL MEETING  
312 EAST CHARLES STREET  
HAMMOND, LOUISIANA  
February 26, 2019  
5:00pm**

**I. CALL TO ORDER: Council President Carlee Gonzales called the special meeting to order**

**II. ROLL CALL: Kip Andrews (P), Carlee White Gonzales (P), Devon Wells (P), Sam DiVittorio (P), Steven Leon (P)**

**III. LITIGATION**

**1. Review and discussion of the lawsuit entitled James Stewart v. City of Hammond docket #2019-0000546 21<sup>st</sup> Judicial District court.**

**\*This matter may be discussed in executive session pursuant to LSA RS 42:17 (A)(2).**

**There was a motion by Councilwoman Gonzales and second by Councilman Kip Andrews to discuss this item in executive session.**

**ROLL CALL: Kip Andrews (Y), Carlee White Gonzales (Y), Devon Wells (Y), Sam DiVittorio (Y), Steven Leon (Y)**

**Motion Passed 5-0**

**The Council went into executive session in the Mayor's conference room.**

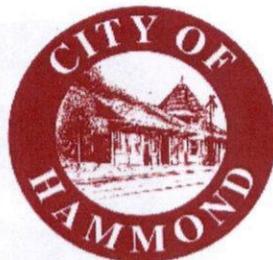
**Council President Carlee White announced that there were no motions made during executive session**

**There was a motion by Councilwoman Gonzales and second by Councilman Kip Andrews to return to open session**

**ROLL CALL: Kip Andrews (Y), Carlee White Gonzales (Y), Devon Wells (Y), Sam DiVittorio (Y), Steven Leon (Y).**

**There was a motion by Councilwoman Gonzales and second by Councilman Steven Leon to adjourn the special meeting.**

**All members were in favor and the special meeting was adjourned.**



**HAMMOND CITY COUNCIL  
PUBLIC HEARING  
MINUTES  
312 EAST CHARLES STREET  
HAMMOND, LOUISIANA  
February 26, 2019  
5:30pm**

**I. CALL TO ORDER: Council President Carlee Gonzales called Public Hearing to session at 5:45pm**

**II. ROLL CALL: Kip Andrews (P), Carlee White Gonzales (P), Devon Wells (P), Sam DiVittorio (P), Steven Leon (P)**

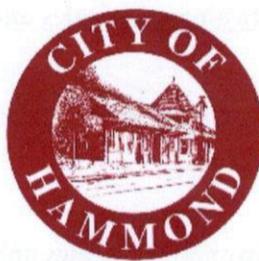
**III. PUBLIC HEARING:**

**1. An Ordinance for an Expanded Conditional Use request by Enrico Rogers to allow a mobile home on Lot 24 Blk 9 Greenville Park Subdivision at 107 W. Newman St.; Zoned RS-3 (Z-2019-01-00057) Recommend approval with a conditions by Zoning Commission. (Tracie Schillace)**

- 1) The approval shall be with the understanding that such use is a personal right that expires upon a change in occupancy and ownership of Enrico Rogers, and**
- 2) Must meet all placement requirements.**

**Tracie Schillace, informed the Council that the Zoning Commission recommends approval with conditions and conditions will expire if ownership changes.**

**There were no public comments**



**MINUTES  
HAMMOND CITY COUNCIL  
REGULAR SESSION  
312 EAST CHARLES STREET  
HAMMOND, LOUISIANA  
February 26, 2019  
5:30pm or at Conclusion of Public Hearing**

**I. CALL TO ORDER: Regular session was called to order by Councilwoman Gonzales @ 6:00pm**

**II. ROLL CALL: Kip Andrews (P), Carlee White Gonzales (P), Devon Wells (P), Sam DiVittorio (P), Steven Leon (P)**

**III. PRAYER: Councilman Kip Andrews**

**IV. PLEDGE OF ALLEGIANCE: All veterans and active military, please render the proper salute. Councilwoman Carlee Gonzales**

**V. REPORTS:**

- 1. Council: NONE**
- 2. Mayor: NONE**
- 3. Recognition of New Businesses: NONE**

**VI. Minutes of February 12, 2019: There was a motion by Councilman Steven Leon and second by Councilman Kip Andrews to approve the minutes of February 12, 2019.**

**VOTE:** Kip Andrews (Y), Carlee White Gonzales (Y), Devon Wells (Y), Sam DiVittorio (Y), Steven Leon (Y).  
**Motion Approved 5-0**

**VII. RESOLUTIONS**

**A. OLD BUSINESS:**

**1. A resolution to approve “Downtown Parking Improvements [FY 2018]” (project 420-11711) – Magee Excavation & Development, LLC, contractor. (Chuck Spangler):**

**A. Approval of Change Order No. 2 (Final) in the amount of \$5,232.64 extra.**

**B. Acceptance of work as substantially complete; commence 45 day lien period withholding 10% retainage.**

Collin Douglas from Spangler Engineers, stated this is the approval of the Downtown Parking Improvements and work was done at the 300 block of S, Holly St., 400 block S., Olive St., 400 block of Spruce Street, Michael J Kenney Center, 100 block of W. Morris, and Pierce Aviation Parking lot.

**There was a motion by Councilman DiVittorio and second by Councilman Kip Andrews to approve “Downtown Parking Improvements [FY 2018]” (project 420-11711) – Magee Excavation & Development, LLC, contractor. (Chuck Spangler):**

**A. Approval of Change Order No. 2 (Final) in the amount of \$5,232.64 extra.**

**VOTE:** Kip Andrews (Y), Carlee White Gonzales (Y), Devon Wells (Y), Sam DiVittorio (Y), Steven Leon (Y)  
**Motion Approved 5-0**

Collin Douglas, informed the Council that is to ratify the work and commence the 45 day lien period.

**There was a motion by Councilman Kip Andrews and second by Councilman DiVittorio to approve “Downtown Parking Improvements [FY 2018]” (project 420-11711) – Magee Excavation & Development, LLC, contractor.**

**B. Acceptance of work as substantially complete; commence 45 day lien period withholding 10% retainage.**

**VOTE:** Kip Andrews (Y), Carlee White Gonzales (Y), Devon Wells (Y), Sam DiVittorio (Y), Steven Leon (Y)  
**Motion Approved 5-0**

**2. A resolution for the City Council to hold an executive session for purposes of evaluating each of the top three applicants for police chief as identified by the mayor and to review the analysis of their applications with each candidate to evaluate the qualifications of each. Following the executive session, the city council will issue an opinion whether each applicant is qualified to serve as Police Chief.**

Councilman Sam DiVittorio, informed the Council that he would like to amend the agenda to read: A resolution for the City Council to hold a public meeting with the Mayor’s appointee for Police Chief for purposes of public and council input, comment, evaluation, and discussion. At least one week prior to said public meeting, the Mayor shall submit to the council a description of his evaluation of the appointee in detail, his education and experience, any and all efforts made to evaluate the background and experience of the appointee, a summary of the findings, his distinguish qualifications, and the reason he was selected along with any and all notes, analysis, and grading scales and criteria used in evaluating the appointee. The meeting shall be set at a time that all of the Council is available on a Monday, Tuesday, or Thursday evening no earlier than 5:30 p.m. and a procedure for how the meeting will be conducted will be released in the agenda prior to meeting.

**There was a motion by Councilman Sam DiVittorio and second by Councilman Kip Andrews to amend the resolution for the City Council as stated above.**

**VOTE:** Kip Andrews (Y), Carlee White Gonzales (Y), Devon Wells (Y), Sam DiVittorio (Y), Steven Leon (Y)  
**Motion Approved to amend the agenda 5-0**

**There was a motion by Councilman Devon Wells and second by Councilman Kip Andrews to approve the amended resolution for the City Council to hold a public meeting with the Mayor’s appointee for Police Chief for purposes of public and council input, comment, evaluation, and discussion. At least one week prior to said public meeting, the Mayor shall submit to the council a description of his evaluation of the appointee in detail, his education and experience, any and all efforts made to evaluate the background and experience of the appointee, a summary of the findings, his distinguish qualifications, and the reason he was selected along with any and all notes, analysis, and grading scales and criteria used in evaluating the appointee. The meeting shall be set at a time that all of the Council is available on a Monday, Tuesday, or Thursday evening no earlier than 5:30 p.m. and a procedure for how the meeting will be conducted will be released in the agenda prior to meeting.**

**VOTE:** Kip Andrews (Y), Carlee White Gonzales (Y), Devon Wells (Y), Sam DiVittorio (Y), Steven Leon (Y)  
**Motion Approved 5-0**

**B. NEW BUSINESS:**

**1. A resolution to approve Hammond- Harley Davidson to serve free beer on premise at its annual Bike Night on March 21, 2019 from 6pm to 9pm at 1530 SW Railroad Ave., Hammond, LA. 70403.**

Jadan Deshotels, informed the council that Hammond-Harley Davidson would like to serve free beer on March 21st from 6pm to 9pm. There will be a wristband system that will be used along with Ids and everyone would receive 3 beers per person.

**Councilwoman Gonzales: ask will there be a punch card for the amount of beers?**

**Jadan Deshotels, it will be marked off on wristbands no employees will serving beer, they have contracted for a licensed vendor to serve alcohol.**

**City Attorney, Andre Coudrain, asked will the beer be provided in the parking lot or in the building.**

**Jaden Deshotels, It will be inside the building**

**City Attorney, Andre Coudrain, stated everyone needs to know that they cannot take the beer outside the building.**

**Councilwoman Gonzales, asked if everyone understands that you must be 21 years of age to drink**

**Jaden Deshotels, yes**

**There was a motion by Councilman DiVittorio and second by Councilman Wells to approve Hammond-Harley Davidson to serve free beer on premise at its annual Bike Night on March 21, 2019 from 6pm to 9pm at 1530 SW Railroad Ave., Hammond, LA. 70403.**

**VOTE: Kip Andrews (Y), Carlee White Gonzales (Y), Devon Wells (Y), Sam DiVittorio (Y), Steven Leon (Y)  
Motion Approved 5-0**

**2. A resolution to ratify and award bids for "Sidewalk & Drainage Improvements – C. M. Fagan Drive" received 2/22/2019.** Chuck Spangler, recommends awarding the bid to the low bidder Wainwright Construction in the amount of base bid \$240, 385.00. The budget was \$241,000.00.

**There was a motion by Councilman Steven Leon and second by Councilman Sam DiVittorio to ratify an award bids for "Sidewalk & Drainage Improvements – C. M. Fagan Drive" received 2/22/2019 to the low bidder Wainwright Construction in the amount of base bid \$240, 385.00..**

**VOTE: Kip Andrews (Y), Carlee White Gonzales (Y), Devon Wells (Y), Sam DiVittorio (Y), Steven Leon (Y)  
Motion Approved 5-0**

**3. A resolution 1) ratifying bids received February 15, 2019 for "Sewer System Rehabilitation, City of Hammond FY 2018 LCDBG" (State Project 2000356774 / City Project 31813); 2) approving the award of a contract to the lowest responsible and responsive bidder pending verification of contractor eligibility by the Louisiana Office of Community Development; and 3) authorizing the Mayor to enter into this contract following verification.** Charles W. Borchers IV, stated this project is taking place in District #3 and some in District #4. This is to repair and/or upgrade aged, leaking, failing sewer lines and manholes within the area of West Thomas Street to the North, Mooney Ave., to the East, Palmetto Road to the South, and South Morrison Blvd., to the West. He recommends the award to Instituform Technology LLC in the amount of \$532,365.00. He also stated the verification of eligibility from the state has been received.

Councilwoman Gonzales, asked if this is a \$675, 000 grant not city money but, a \$90,000 match from City mostly for engineering and has this has already been budgeted.

Charles Borchers: Yes

**There was a motion by Councilman Steven Leon and second by Councilman Kip Andrews 1) ratifying bids received February 15, 2019 for "Sewer System Rehabilitation, City of Hammond FY 2018 LCDBG (State Project 2000356774 / City Project 31813); 2) approving the award of a contract to the lowest responsible and responsive bidder Instituform Technology LLC in the amount of \$532,365.00.; and 3) authorizing the Mayor to enter into this contract following verification.**

**VOTE: Kip Andrews (Y), Carlee White Gonzales (Y), Devon Wells (Y), Sam DiVittorio (Y), Steven Leon (Y)  
Motion Approved 5-0**

4. A resolution supporting the submission of a Litter Cleanup Supplies Affiliate Grant application for up to \$2,000 in litter cleanup supplies for Keep Hammond Beautiful. Charles W. Borchers IV, stated Keep Hammond Beautiful is a community improvement Organization. This grant will be awarded for up to \$2,000 in litter cleanup supplies.

There was a motion by Councilman Sam DiVittorio and second by Councilman Kip Andrews to support the submission of a Litter Cleanup Supplies Affiliate Grant application for up to \$2,000 in litter cleanup supplies for Keep Hammond Beautiful.

VOTE: Kip Andrews (Y), Carlee White Gonzales (Y), Devon Wells (Y), Sam DiVittorio (Y), Steven Leon (Y)  
Motion Approved 5-0

5. A resolution 1) supporting the submission of a \$15,000 application to the Cynthia Woods Mitchell Fund for Historic Interiors for the preservation and restoration of the interior of the Levy Building, a designated historic structure; and 2) supporting a cash match of at least \$15,000.

Charles W. Borchers IV, stated this is to preserve and restore the interior of the Levy Building it's a historic structure and home of the Hammond Regional Arts Center. This is a dollar for dollar match and the City can apply up to \$15,000 - this is just the application process. If a contract is received he will come back to the Council for approval.

There was a motion by Councilman Kip Andrews and second by Councilman Steven Leon 1) supporting the submission of a \$15,000 application to the Cynthia Woods Mitchell Fund for Historic Interiors for the preservation and restoration of the interior of the Levy Building, a designated historic structure; and 2) supporting a cash match of at least \$15,000.

VOTE: Kip Andrews (Y), Carlee White Gonzales (Y), Devon Wells (Y), Sam DiVittorio (Y), Steven Leon (Y)  
Motion Approved 5-0

#### VIII. FINAL ADOPTION OF ORDINANCE:

1. Final adoption of an Ordinance for an Expanded Conditional Use request by Enrico Rogers to allow a mobile home on Lot 24 Blk 9 Greenville Park Subdivision at 107 W. Newman St.; Zoned RS-3 (Z-2019-01-00057) Recommend approval with a conditions by Zoning Commission. (Tracie Schillace)

- 1) The approval shall be with the understanding that such use is a personal right that expires upon a change in occupancy and ownership of Enrico Rogers, and
- 2) Must meet all placement requirements.

There was a motion by Councilman Sam DiVittorio and second by Councilman Devon Wells to adopt Ordinance for an Expanded Conditional Use request by Enrico Rogers to allow a mobile home on Lot 24 Blk 9 Greenville Park Subdivision at 107 W. Newman St.; Zoned RS-3 (Z-2019-01-00057) Recommend approval with a conditions by Zoning Commission. (Tracie Schillace)

- 1) The approval shall be with the understanding that such use is a personal right that expires upon a change in occupancy and ownership of Enrico Rogers, and
- 2) Must meet all placement requirements.

VOTE: Kip Andrews (Y), Carlee White Gonzales (Y), Devon Wells (Y), Sam DiVittorio (Y), Steven Leon (Y)  
Motion Approved 5-0

#### IX. INTRODUCTION OF ORDINANCE AND SET OF PUBLIC HEARING:

1. Introduction of an Ordinance for an Expanded Conditional Use request by Marcella M. Crier (applicant) to allow for a group care facility consisting of no more than 8 individuals at Lot 1 Blk 3 Sherry Drive Ext of College Town Subdivision located at 1208 W. University Ave.; Zoned RM-2 (Z-2019-01-00055) Recommend approval. Tracie Schillace, asked to set a public hearing on this item for March 12, 2019 for the allowance of a group home at 1208 W. University Avenue.

There was a motion by Councilman Kip Andrews and second by Councilman Steven Leon to introduce an ordinance for an Expanded Conditional Use request by Marcella M. Crier (applicant) to allow for a group care facility consisting of no more than 8 individuals at Lot 1 Blk 3 Sherry Drive Ext of College Town Subdivision located at 1208 W. University Ave.; Zoned RM-2 (Z-2019-01-00055) Recommend approval.

VOTE: Kip Andrews (Y), Carlee White Gonzales (Y), Devon Wells (Y), Sam DiVittorio (Y), Steven Leon (Y)  
Motion Approved to Introduced 5-0

X. ADJOURN: There was motion by Councilwoman Gonzales and second by Councilman Steven Leon to adjourn the meeting. All members were in favor 5-0 and the meeting was adjourned.

**CERTIFICATION OF CLERK**

I TONIA BANKS, CLERK OF COUNCIL, DO HEREBY CERTIFY THAT THE ABOVE AND FOREGOING IS  
A TRUE AND CORRECT RECITATION OF THE BUSINESS TRANSACTED AT THE REGULAR MEETING  
OF THE CITY COUNCIL HELD **February 26, 2019**  
BEING **6 PAGES** IN LENGTH

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**TONIA BANKS**  
**HAMMOND CITY COUNCIL CLERK**

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**PRESIDENT, CARLEE WHITE GONZALES**  
**HAMMOND CITY COUNCIL**

***Persons needing accommodations or assistance should contact City Council Clerk Tonia Banks at 985-277-5610. Request should be made at least 24 hours prior to the scheduled meeting.***