

FINANCE COMMITTEE MEETING
ASCENSION PARISH COUNCIL
January 8, 2019
6:00 PM
ASCENSION PARISH COURTHOUSE
COURTHOUSE ANNEX - COUNCIL MEETING ROOM
828 S. Irma Blvd., 2nd Floor
GONZALES, LOUISIANA 70737

MINUTES

- 1) Call to Order / Invocation and Pledge – The meeting was called to order by Councilwoman Teri Casso. Chief Administrative Office Ken Dawson led the Committee in the invocation.
- 2) Roll Call – All members were present with the exception of: Councilman Travis Turner, Councilman Todd Lambert, Councilman Aaron Lawler and Councilman Daniel Satterlee.
- 3) Chair's Additions – There were no additions to the agenda.
- 4) Public Comment – Chairwoman Casso announced that anyone wishing to speak should sign in now.

GENERAL BUSINESS

- 5) Approval to authorize the Ascension Parish Council to enter into a Cooperative Endeavor Agreement with the Ascension Parish Tax Assessor's Office to more efficiently and effectively identify, locate, map and enforce Homestead Exemption and Freeze Violations, and monitor, track and analyze trends to prevent future Veteran freezes – Mert Smiley, Assessor and Justin Champlin, Chief Deputy Assessor requested the approval to authorize the Ascension Parish Council to enter into a Cooperative Endeavor Agreement with the Ascension Parish Tax Assessor's Office to more efficiently and effectively identify, locate, map and enforce Homestead Exemption and Freeze Violations, and monitor, track and analyze trends to prevent future Veteran freezes. A motion was made by Councilman Randy Clouatre, seconded by Councilman John Cagnolatti to forward to the full Council for approval. Councilman Bill Dawson objected to the motion and after discussion Councilman Clouatre made a motion to amend his motion which was seconded by Councilman Bill Dawson. The motion was amended by Councilman Clouatre, seconded by Councilman John Cagnolatti and unanimously approved to state that this item would not go to the Council consent agenda, but would be discussed further and voted on at the next Council meeting. It was also requested that the Assessor's Office include the Contract that they entered into with the company who will provide this service as an exhibit to this Cooperative Endeavor Agreement so that it may be reviewed by the Council.
- 6) Approval of fee policy change for the Ascension Parish Counseling Center – This item was passed on.
- 7) Cooperative Endeavor Agreement between Ascension Parish and Ascension Economic Development Corporation (AEDC) to promote and develop industry, commerce and economic development in the Parish. Total annual amount: \$322,800.00 – Parish President Kenny Matassa requested the approval of the Cooperative Endeavor Agreement between Ascension Parish and Ascension Economic Development Corporation (AEDC) to promote and develop industry, commerce and economic development in the Parish. Total annual amount: \$322,800.00. A motion was made by Councilman Randy Clouatre, seconded by Councilman John Cagnolatti and unanimously approved to forward to the full Council for approval.

8) Renewal of Master Contract for Professional Services between G&D PM Consulting, LLC and Ascension Parish Government for "Owner's representation for the new Ascension Parish Courthouse and other duties as required". Total amount of contract: \$49,900.00 – Chief Administrative Officer Ken Dawson requested the renewal of the Master Contract for Professional Services between G&D PM Consulting, LLC and Ascension Parish Government for "Owner's representation for the new Ascension Parish Courthouse and other duties as required". Total amount of contract: \$49,900.00. A motion was made by Councilman Dempsey Lambert, seconded by Councilman John Cagnolatti and unanimously approved to forward to the full Council for approval.

9) Management and Operating Agreement between Ascension Parish and Big Events, LLC, as food vendor for concessions at Lamar Dixon Expo Center. Parish compensation will be 15% of all gross sales related to LDEC, minus any discounts and sales taxes – Kyle Rogers, Lamar Dixon Expo Center Manager requested the approval of the Management and Operating Agreement between Ascension Parish and Big Events, LLC as food vendor for concessions at Lamar Dixon Expo Center. Parish compensation will be 15% of all gross sales related to LDEC, minus any discounts and sales taxes. A motion was made by Councilman Randy Cloutre, seconded by Councilman John Cagnolatti and unanimously approved to forward to the full Council for approval. Councilman Oliver Joseph also requested that administration provide a report to the Committee on a quarterly basis concerning the operations of Lamar Dixon Expo Center.

10) Monthly Contracts Report - Sandra Perera, Paralegal presented the contracts report, and announced that contracts listed were entered into in the month of December 2018.

FINANCE REPORTS

11) Approval of Resolution – 2018 Louisiana Audit Compliance Questionnaire – "BE IT RESOLVED, that the Council of the Parish of Ascension, State of Louisiana, hereby adopts the Louisiana Compliance Questionnaire for the 2018 Audit of the Government of the Parish of Ascension. BE IT FURTHER RESOLVED, that the Louisiana Compliance Questionnaire be presented to Auditors Faulk & Winkler, said audit firm approved by the Ascension Parish Council and the State of Louisiana Legislative Auditor" – Gwen LeBlanc, CFO/Treasurer requested the approval of the resolution – 2018 Louisiana Audit Compliance Questionnaire. A motion was made by Councilman John Cagnolatti, seconded by Councilman Benny Johnson, and unanimously approved to forward to the full Council for approval.

12) Budget Amendment No. 1 – Approval to Introduce Ordinance to Amend 2019 Budget – Dawn Caballero, Assistant Treasurer requested approval of Budget Amendment No. 1 – approval to introduce Ordinance to amend the 2019 budget. A motion was made by Councilman Randy Cloutre, seconded by Councilman Benny Johnson and unanimously approved to forward to the full Council for approval.

13) Sales and Use Tax Report - Gwen LeBlanc, CFO/Treasurer reported to the Committee on this item.

14) Revenue and Expenditure Report – Amanda Berot, Assistant Treasurer reported to the Committee on this item.

15) Bid Items - To Accept Lowest Responsive Bid as Follows:

a) Neptune Mach 10 R900I Ultrasonic Meter 5/8" x 3/4"(100 Units)

This item was passed on.

16) Adjourn

The meeting was adjourned at 6:40 PM on a motion by Councilman Randy Clouatre, seconded by Councilman John Cagnolatti and unanimous approval