



## REGULAR CITY COUNCIL MEETING

August 01, 2023 at 5:30 PM

Council Meeting Room, 101 North State Street,  
Abbeville, Louisiana 70510

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### AGENDA

**NOTICE POSTED: July 31, 2023 at 4:00 P.M.**

#### REGULAR ORDER OF BUSINESS

- Call to Order by Mayor
- Roll Call by Kathy Faulk
- Prayer
- Pledge

#### PUBLIC COMMENTS

(To allow comments on any of the following items prior to action.)

#### PERSONNEL

1. To ratify the appointment of Mr. Bryan Fisher to the unclassified position of Code Enforcement Officer.

#### MINUTES

1. To approve the minutes from the July 18, 2023 Committee Meeting and Regular City Council meeting.

#### NEW BUSINESS

1. Discussion and possible action pertaining to open air markets.
2. To approve the renewal of life insurance from The Hartford effective September 1, 2023.
3. To award the contract for the New Fishing Pier and Wharf Project at LaFitte Drive-In Park to Southern Constructors with a change order to reduce the project scope to be within the budgeted funds, contingent upon approval from the Office of Community Development.
4. To approve payment of partial payment number 6 (final) for the release of retainage with a punch list payable to Southern Constructors relative to the Abbeville Streetscaping Project.
5. To authorize the Mayor to execute a contract with Minvielle & Associates for grant administrative consulting services relative to the line item appropriation of Act 397 of the 2023 Regular Legislative Session of the Louisiana Legislature in the amount of \$750,000 to the City of Abbeville allocated to roads.
6. To authorize the Mayor to execute a contract with Minvielle & Associates for ongoing grant applications and consultant services on an as need basis.
7. To ratify payment of the invoice from Ray Chevrolet in the amount of \$9,025.98 to repair unit #599 in the Police Department. The unit needed a remanufactured engine and two new batteries.
8. To authorize the replacement of the #2 effluent backwash valve and controller at the Water Treatment Plant at a cost of approximately \$25,000.
9. To authorize the Mayor to move forward with the acquisition of a vehicle for the new Code Enforcement Officer.
10. Discussion and possible action authorizing the Mayor to move forward with utilizing an online bidding system to assist with lawn and grounds maintenance within the City of Abbeville.

#### OLD BUSINESS

1. None.

#### DEPARTMENTAL REPORTS AND UPDATES

1. Engineers
2. Attorney
3. Public Works Director
4. Parks and Recreation Coordinator

5. Mayor
6. Police Chief
7. Fire Chief
8. Digital Media Assistant

**TOPICS FOR DISCUSSION**

1. Council Members

**ADJOURN**

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Mayor Roslyn White's office at 337-893-8550, describing the assistance that is necessary.

The Mayor and Council of the City of Abbeville met for a committee meeting on July 18, 2023 at 5:20 P.M., at the regular meeting place, the Council Meeting Room located at 101 North State Street, Abbeville, Louisiana, with the Honorable Roslyn R. White, Mayor, presiding.

Members Present: Council Members Carlton Campbell, Terry Broussard, Brady Broussard, Jr., Francis Touchet, Mayor Pro-Tem and Tony Hardy

Members Absent: None

Also Present: Mike Hardy, Police Chief  
Jude Mire, Fire Chief  
Chris Gautreaux, Public Works Director  
Stewart Head, Electrical Department Superintendent  
Cristian LeJeune, Digital Media Assistant  
Ann Hardy, Municipal Employees Civil Service Director  
Bart Broussard, City Attorney  
Steve Moosa, CPA  
Kim Touchet, Engineer

*Mayor White stated that we are here for a Finance Committee meeting chaired by Councilman Francis Touchet, Jr. She asked if there were any comments from the public on any agenda item. There were none.*

*She turned the floor over to Councilman Touchet. He stated that the only agenda item is an update of the budget expenses and revenues after the 2<sup>nd</sup> quarter of 2023. He asked Mr. Steve Moosa to provide the update.*

*Mr. Moosa distributed spreadsheets comparing the revenue 2022 actual and 2023 actual and budgeted for the first six months of each year. Sales tax collected for collected in 2023 was down from 2022 by about \$14,000.00 although it was ahead of budget by \$126,228.00. The past three months sales tax has declined by \$45,000.00 from the previous months last year. Both water and sewer revenues were higher than last year at this time and both were ahead of budget. Electrical revenue is below what was collected at this time last year and is below budget by about \$171,000.00. The second spreadsheet compared payroll for each department. The general fund budget is ahead of budget and the Utility System Fund is right in line with budget. The third spreadsheet compared expenses of all departments. The only department that is currently overbudget is the Water Department. There have been several necessary repairs at the Water Treatment Plant due to the freeze in late December and issues with the clarifier and valves. These are one-time expenses and the City can absorb those costs.*

-01 introduced by Mr. Brady Broussard, Jr. and seconded by Mr. Tony Hardy to accept the financial report as presented by Mr. Steve Moosa. The motion carried unanimously.

There being no further business to discuss, Mayor White declared this meeting adjourned.

ATTEST:

APPROVE:

Kathleen S. Faulk  
Secretary-Treasurer

Roslyn R. White  
Mayor

The Mayor and Council of the City of Abbeville met in regular session on July 18, 2023 at 5:30 P.M., at the regular meeting place, the Council Meeting Room, located at 101 North State Street, Abbeville, Louisiana, with the Honorable Roslyn R. White, Mayor, presiding.

Members Present: Council Members, Carlton Campbell, Terry Broussard, Brady Broussard, Jr., Francis Touchet, Jr., Mayor Pro-Tem and Tony Hardy

Members Absent: None

Also, Present: Bart Broussard, City Attorney  
Mike Hardy, Police Chief  
Jude Mire, Fire Chief  
Chris Gautreaux, Director of Public Works & Parks  
Stewart Head, Electrical Superintendent  
Ann Hardy, Civil Service Personnel Director  
Kim Touchet, Engineer  
Byron Dozier, Parks and Recreation Coordinator, QSA  
Charles Dill, Glenn Suire & Dudley Broussard, American Legion  
Troy Hebert, Candidate for State Representative

*Mayor White called the meeting to order and requested a roll call. She then asked Councilman Brady Broussard, Jr. to lead those assembled in prayer. Mayor White asked Councilman Tony Hardy to lead the assembly in the Pledge of Allegiance.*

*Mayor White asked if there were any comments from the public on any agenda item prior to action. There were none.*

-01 introduced by Mr. Francis Touchet, Jr. and seconded by Mr. Tony Hardy to ratify the appointment of Warren Alpha to the position of Police Officer with the Abbeville Police Department, pending successful completion of all post-offer assessments. The motion carried unanimously.

*Chief Jude Mire stated that he brought a request for disciplinary action to the Mayor. The employee has multiple days of no doctor's excuses and it drug on for a couple of months. We tried to get in touch with him but he wasn't home and did not return calls. Chief Mire brought it to the Mayor for her review. Mayor White stated that some of the Fire Department members would have like to have an opportunity to speak at this meeting but that opportunity will be during the appeals process. Mayor White stated the issue is not whether he was sick or not or that he is not a good fireman or because of his character, it is that he had 29 missed absences and did not report to his superior officer or follow company policy when he was able to speak or respond to his superior. He is being terminated for repetitive violation of policy as far as missing work and not following the policy that he needs to be in contact and give proper notice. This is not the first time that we have had a series of ongoing violations of policy with this employee and it is the Chief's recommendation. Even though after reviewing all information, she agrees that there are some issues that he has. The issue is the violation of policy, repetitively. It is never easy to let any member of our team go, but given all the facts, looking at all that happened as well as the history of this employee, she has to agree with the Chief. The*

*opportunity to speak on his behalf was during the hearing or during the appeals process. He did not bring anyone to the hearing.*

-02 introduced by Mr. Francis Touchet, Jr. and seconded by Mr. Tony Hardy to terminate Jesse Dupas, from the Abbeville Fire Department immediately for repetitive violation of policy. The motion carried unanimously.

*Mr. Troy Hebert discussed his candidacy for State Representative. Due to redistricting, he now represents a portion of Abbeville.*

*Mr. Charles Dill, Mr. Glenn Suire and Mr. Dudley Broussard presented several certificates of appreciation to the City and QSA due to the success of their recently held American Legion State Baseball Tournament.*

-03 introduced by Mr. Carlton Campbell and seconded by Ms. Terry Broussard to approve the minutes from the June 6, 2023 Committee meeting and the June 6, 2023 and June 20, 2023 regular City Council meetings. The motion carried unanimously.

-04 introduced by Mr. Francis Touchet, Jr. and seconded by Ms. Terry Broussard to ratify bills paid in the month of June 2023. The motion carried unanimously.

-05 introduced by Mr. Tony Hardy and seconded by Ms. Terry Broussard to approve the June 2023 budget to actual report. The motion carried unanimously.

*Mr. Dre Evans was not at the meeting so Councilwoman Broussard stated that the Second Annual Momentum Youth Basketball Shoot Around is to be held at McKinley Scott Park on August 5, 2023 and it is the same event he held last year. She did tell Mr. Evans that he needed to come to the Tax and Permit Department to apply for a Special Event Permit since it is being held on City property.*

-06 introduced by Ms. Terry Broussard and seconded by Mr. Francis Touchet, Jr. to approve Mr. Evans having the Second Annual Momentum Youth Basketball Shoot Around to be held at McKinley Scott Park on August 5, 2023, pending receipt of a completed Special Event Permit application. The motion carried unanimously.

-07 introduced by Mr. Carlton Campbell and seconded by Mr. Francis Touchet, Jr. to submit the name of Louis Garrot to serve on the Abbeville Fire and Police Civil Service Board to replace Katrina Harris who is no longer on the board. The term expires July 2024. The motion carried unanimously.

*Two names had to be submitted to the Abbeville Harbor and Terminal Board to fill one vacancy created by the expiration of the term of Bud Zaunbrecher.*

-08 introduced by Ms. Terry Broussard to submit the name of Corey Lege to the Abbeville Harbor and Terminal Board to fill one vacancy created by the expiration of the term of Bud Zaunbrecher. The motion died for lack of a second.

-09 introduced by Mr. Brady Broussard, Jr. and seconded by Mr. Tony Hardy to submit the name of Gerald Gaspard to the Abbeville Harbor and Terminal Board to fill one vacancy created by the expiration of the term of Bud Zaunbrecher. The motion was put to a vote and the vote thereupon was as follows:

YEAS: 3(T. Broussard, B. Broussard, Hardy)  
NAYS: 2(Campbell, Touchet)  
ABSENT: 0  
ABSTAIN: 0

Therefore, the motion carried.

-10 introduced by Mr. Carlton Campbell and seconded by Mr. Francis Touchet, Jr. to submit the name of Bud Zaunbrecher to the Abbeville Harbor and Terminal Board to fill one vacancy created by the expiration of his term. The motion carried unanimously.

**Hardy/Campbell**  
**Resolution R23-19**

*A resolution authorizing the Mayor to execute all documents associated with the DOTD Road Transfer Program.*

*The motion carried unanimously.*

**Hardy/Touchet**  
**Resolution R23-20**

*A resolution to ratify the purchase of a bucket truck for the Electrical Department from Specialty Fleet Sales, LLC in the amount of \$201,150.98.*

*The motion carried unanimously.*

-11 introduced by Ms. Terry Broussard and seconded by Mr. Tony Hardy to ratify payment of the expenses in the amount of \$14,816.87 for the water line extension to the Fire Training Tower. The motion carried unanimously.

-12 introduced by Mr. Tony Hardy and seconded by Mr. Brady Broussard, Jr. to approve payment of an invoice from Capital Electric & Supply, LLC in the amount of \$6,159.23 for the Water Plant lime feed gear. The motion carried unanimously.

*A discussion was held pertaining to the recommendation of the City Tree Board to impose a tree mitigation fine to Project Carnival (Amazon) for heritage trees that were removed without a permit. The original recommended fine was \$10,300. Councilman Broussard stated that he thought it would be good to charge only \$5,000 and to receive 5 heritage trees that the Mayor could plant at her discretion. Mr. Don Benoit stated that they will be replanting 37 live oak trees on the property so he hoped this would serve as tree mitigation and there would be no fine.*

-13 introduced by Mr. Tony Hardy and seconded by Mr. Francis Touchet, Jr. to deny the recommendation of the City Tree Board to impose a \$10,300 tree mitigation fine to Project Carnival for heritage trees that were removed without a permit. The motion carried unanimously.

-14 introduced by Mr. Francis Touchet, Jr. and seconded by Mr. Tony Hardy to accept the 37 Southern Live Oaks trees that will be planted on the Project Carnival property as tree mitigation for the removing heritage trees without a permit in lieu of a monetary fine. The motion carried unanimously.

-15 introduced by Mr. Tony Hardy and seconded by Mr. Francis Touchet, Jr. to approve the recommendation of the Abbeville Planning Commission to grant a variance for the landscaping around the sign for Starbucks. The motion carried unanimously.

-16 introduced by Mr. Tony Hardy and seconded by Mr. Francis Touchet, Jr. to approve the recommendation of the Abbeville Planning Commission to ratify the re-subdivision of property for boundary line adjustment on lots at 805 and 809 E. Vermilion. The motion carried unanimously.

-17 introduced by Ms. Terry Broussard and seconded by Mr. Carlton Campbell to rescind the motion from the June 20, 2023 regular City Council meeting that awarded the contract for demolition at 1006 Franks Alley to Acadiana Demo & Waste, LLC because they are not able to complete the project as expected. The motion carried unanimously.

-18 introduced by Ms. Terry Broussard and seconded by Mr. Tony Hardy to award the contract for demolition at 1006 Franks Alley to HIDCO in the amount of \$9,860.00. HIDCO was the second lowest bidder after Acadiana Demo & Waste, LLC. The motion carried unanimously.

-19 introduced by Mr. Carlton Campbell and seconded by Ms. Terry Broussard to declare the following list of structures that have submitted demolition agreements condemned in order for them to be placed on the Clearance Program application: 1001 Greene, 1009 Vernon, 1100 S. St. Valerie, 1102 S. St. Valerie, 1104 S. St. Valerie, 1101 S. East, 1104 S. East, 1109 S. St. Charles, 1208 Vernon (main house to the most southern part of the property), 1310 Greene, 307 S. Lamar, 315 MLK, 802 I. J. Joiner, 806 Alphonse, 1313 Vernon, 1200 S. State, 1302 Clover, 413 Chevis, 409 Chevis, 806 Jean Edias, 208 S. Gertrude, 1110 Felicity, 1307 Greene, 1611 Fairmont, 714 Jean Edias, 204 S. Gertrude, 912 Felicity, 910 Felicity and 608 S. Lamar. The motion carried unanimously.

**B. Broussard/Hardy**  
**Resolution R23-21**

*A resolution granting permission to remove and demolish additional structures declared vacant and blighted under the LCDBG FY 2023 Clearance Program.*

*The motion carried unanimously.*

**Hardy/T. Broussard**  
**Resolution R23-22**

*A resolution authorizing the Mayor to execute a servitude/easement agreement with the property owner, Quyntvi Vu Dinh, to provide City of Abbeville to said property.*

*The motion carried unanimously.*

-20 introduced by Ms. Terry Broussard and seconded by Mr. Carlton Campbell to award the bid for cutting of overgrown underbrush, bamboo, chicken trees and downed trees on all property lines at 1928 Charity Street to the low bidder, Ticket Services, LLC in the amount of \$4,500.00. The motion carried unanimously.

**Hardy/Campbell**  
**Resolution R23-23**

*A resolution authorizing the Mayor to execute agreements with DOTD and FAA and to award and sign related contracts for FY 2023 Projects at the Airport.*

*The motion carried unanimously.*

*-21 introduced by Mr. Brady Broussard, Jr. and seconded by Mr. Tony Hardy to award the base bid to the low bidder, Mesotech International, in the amount of \$119,414.63 for the Automated Weather Observing System (AWOS) III P/T Replacement Project at the Airport contingent upon DOTD and FAA grant award and approval. The motion carried unanimously.*

*-22 introduced by Mr. Francis Touchet, Jr. and seconded by Mr. Carlton Campbell to grant a variance for Moe's located at 2031 Charity Street for the location of a dumpster pad and an 8-foot wood fence to separate commercial from residential property. The motion carried unanimously.*

*Chris Gautreaux discussed the projects he is working on at the Water Treatment Plant.*

*Byron Dozier stated that baseball is finished. Soccer registration is now available and flag football registration will soon be available.*

*Mayor White stated that the visit today at the Water Treatment Plant with Delta Regional Authority went well. The DRA funds will be better used for some critical issues at the plant so we may be able to change the scope of the project. We had a surprise visit from Commander Waddle and Colonel Slaven with the Louisiana National Guard. They are constructing the Fire Training Tower and stopped by. She recognized Councilman Broussard for his and the Rotary Club's hard work for the American Legion Baseball Tournament. She traveled to Rhode Island to view a wind farm since they are close to signing leases in the Gulf of Mexico for wind structures. Austin Belaire is making a marketing video of the City.*

*Chief Mike Hardy stated that he is getting a lot of compliments on the new curfew.*

*Councilman Francis Touchet, Jr. stated that there are a lot of trashy people in the City. They do not take pride in their property. We need to crack down on residents and businesses.*

*Councilman Brady Broussard, Jr. thanked Mr. Glenn Suire, Mr. Charles Dill, Mr. Dudley Broussard and the Abbeville Rotary Club for the great job during the American Legion Baseball Tournament.*

*Councilwoman Terry Broussard congratulated Councilman Campbell because his grandson signed with the Los Angeles Dodgers.*

*There being no further business to discuss, Mayor White declared this meeting adjourned.*

ATTEST:

APPROVE:

Kathleen S. Faulk  
Secretary-Treasurer

Roslyn R. White  
Mayor







**City Of Abbeville**



**July 3, 2023**

July 3, 2023

Brittnay Kastner  
City Of Abbeville  
P.O. Box 1170  
Abbeville, LA 70511

**Re: September 1, 2023 Renewal Information for Your  
Group Insurance Benefits with The Hartford'**

Dear Brittney Kastner:

For more than 200 years, companies like yours have trusted us to help them protect and grow their businesses. We are committed to delivering an industry-leading Group Benefits experience – with solutions that meet your insurance challenges and employee benefits that help make your company an attractive and motivating place to work.

Thank you for giving The Hartford the opportunity to provide benefits to the employees of City Of Abbeville. We are committed to enhancing your employees' financial security and helping you provide attractive benefits. We look forward to renewing the Life at this time.

To determine the renewal rate, The Hartford analyzes a variety of factors to ensure that you receive excellent benefits and valuable service at a competitive and affordable price. A careful review is conducted of your demographic information, industry classifications, experience results, and overall benefit package.

We have completed a comprehensive review of your benefit plan in order to determine the appropriate funding level for the upcoming new policy period, beginning September 1, 2023. The chart below summarizes the detailed renewal rate information. These renewal rates require that all coverage lines are renewed as a package.

Coverage and Policy Number	Volume	Current Rate	* Current Monthly Premium	Renewal Rate as of 09/01/2023	* Renewal Monthly Premium	Monthly Premium Change	Rate Guaranteed Until
Basic Life - 218041G	4,550,000	\$ 0.350 per 1000 (Class 1 & 2) \$ 1.500 per 1000 (Class 3 & 4)	\$ 2,553	\$ 0.557 per 1000 (Class 1 & 2) \$ 2.390 per 1000 (Class 3 & 4)	\$ 4,062	\$ 1,509	09/01/2025
Basic Dep. Life - 218041G	107	\$ 1.00 per unit	\$ 107	No Change	No Change	\$ 0	09/01/2025
Basic ADD - 218041G	3,862,500	\$ 0.020 per 1000	\$ 77	No Change	No Change	\$ 0	09/01/2025

We appreciate your business and look forward to being your group benefits carrier of choice for many years to come.

Sincerely,

# LIFE INSURANCE RENEWAL. 9/1/23

1. ALL ACTIVE FULL TIME ELECTED OFFICIALS, ADMINISTRATIVE SECRETARIES, DEPARTMENT HEADS WITH 5+ YEARS OF SERVICE.

\$50,000. PLUS \$25,000 ADD

EMPLOYEES.

\$25,000. PLUS \$25,000 ADD

DEPENDENT SPOUSE

\$5,000.

DEPENDENT CHILDREN

\$100. 15+ to 6 months

\$1000. 6 months to any age.

RETIREEES

\$25,000. Class 1. Elected officials etc.

\$12,500. Employees

PLAN DEMOGRAPHICS OF PARTICIPANTS

25% are Retirees. 61% Over the age of 50.

75% are Male. Life expectancy decreasing.

BASIC LIFE CURRENT RATE--- .35 CENTS. RENEWAL---.55CENTS

RETIRES CURRENT RATE--- \$1.50. RENEWAL---2.39

TOTAL MONTHLY CURRENT PREMIUM. \$2553. RENEWAL. \$4062

MONTHLY INCREASE FOR LIFE INSURANCE---\$1509.

NO INCREASE IN PREMIUM FOR BASIC ADD OR DEPENDENT LIFE

THE HARTFORD HAS ISSUED NO RATE INCREASES FOR THE PAST 23 YEARS.

RENEWAL RATES ARE GUARANTEED FOR 3 YEARS.

**CONTRACT  
BETWEEN  
THE CITY OF ABBEVILLE  
AND  
MINVIELLE & ASSOCIATES, INC.  
FOR GRANT ADMINISTRATIVE CONSULTING SERVICES**

This CONTRACT FOR GRANT ADMINISTRATIVE CONSULTING SERVICES by and between the City of Abbeville (Client) and Minvielle & Associates, Inc. (Consultant) is hereby entered into on this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**WITNESSETH:** That,

**WHEREAS**, Act 397 of the 2023 Regular Legislative Session of the Louisiana Legislature was adopted and includes the appropriation of State funds to local entities; and

**WHEREAS**, said Act 397 contains a line item appropriation for the benefit of City of Abbeville of which a sum of \$750,000.00 has been allocated to 'Roads' to be expended by June 30, 2024; and

**WHEREAS**, the Client desires to provide to the Louisiana Department of Treasury all the required information, including but not limited to, a Cooperative Endeavor Agreement, Attachment A - Plan, Attachment B - Project Budget, Staffing Chart, Schedule of Professional and Other Contract Services, Schedule of Other Charges, along with other required forms and documents and information for the Client to access and receive said line item appropriation; and

**WHEREAS**, once said Cooperative Endeavor Agreement is approved/fully executed with the Louisiana Department of Treasury, the Client is required to submit quarterly progress reports, including but not limited to, the completed Attachment C - Progress Report, Attachment D - Cost Report, Attachment D-1 Cost Report, Attachment E - Disclosure and Certification Statement(s) and copies of invoices and copies of cancelled checks to substantiate the expenditures and funds; and

**WHEREAS**, the Client desires the Consultant's assistance with the preparation of and submission of the Cooperative Endeavor Agreement and all of the required documents and information to access and receive said line item appropriation from the Louisiana Department of Treasury; and

**WHEREAS**, the Client also desires the Consultant's assistance with the grant administration and project management of said line item appropriation with the preparation and submission of the required quarterly progress reports, documents and information to the Louisiana Department of Treasury.

**NOW THEREFORE IT IS AGREED** between the parties here to the following:

- 1.0 *That the Consultant shall provide administrative services with preparing and coordinating the submittal of the Cooperative Endeavor Agreement, Attachment A - Plan, Attachment B - Project Budget, Staffing Chart, Schedule of Professional and Other Contract Services, Schedule of Other Charges along with other required forms, documents, information, transmittal letters and instruction letters to access and receive said line item appropriation based on the hourly rate schedule in Item 3.0 below at a fee not to exceed \$1,000.00.*

2.0 That once the Cooperative Endeavor Agreement is approved/executed with the Louisiana Department of Treasury, the Consultant shall provide grant administration and/or project management services by assisting the Client with preparing and coordinating the submittal of quarterly progress reports, Attachment C - Progress Report, Attachment D - Cost Report, Attachment D-1 Cost Report, E - Disclosure and Certification Statement, along with obtaining from the Client copies of invoices and copies of cancelled checks to substantiate the expenditure of funds based on the hourly rate schedule in Item 3.0 below at a fee not to exceed \$2,000.00.

3.0 For providing administrative services, the Client agrees to pay the Consultant and the Consultant shall be compensated based on the Consultant's hourly rates agreed upon as follows and any specific requirements/limitations agreed to as noted above:

Planner/Senior Grant Manager	-	\$160.00 per hour
Planner I/Grant Specialist	-	\$ 90.00 per hour
Clerical/Secretarial Services	-	\$ 65.00 per hour

The Consultant shall be paid periodically based on an invoice for either Item 1.0 and/or Item 2.0 above, listing by the above disciplines a description of the services provided, dates worked and hours per day.

**THUS DONE AND SIGNED** in the presence of the witnesses whose names are inscribed opposite each representative signature on the date appearing above.

WITNESSES:

MINVIELLE & ASSOCIATES, INC.

Krist M. Baumgardner  
Charlene Christman

BY:

Richard Minvielle  
RICHARD MINVIELLE  
PRESIDENT

WITNESSES:

CITY OF ABBEVILLE

BY:

Roslyn R. White  
ROSLYN R. WHITE  
MAYOR

**CONTRACT  
BETWEEN  
THE CITY OF ABBEVILLE  
AND  
MINVIELLE & ASSOCIATES, INC.  
FOR GRANT ADMINISTRATIVE CONSULTING SERVICES**

This CONTRACT FOR GRANT ADMINISTRATIVE CONSULTING SERVICES by and between the City of Abbeville (City) and Minvielle & Associates, Inc. (CONSULTANT) is hereby entered into on this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**WITNESSETH:** That,

**WHEREAS**, the City of Abbeville deems it necessary and proper to periodically apply for funding for various Federal and State grant programs; and

**WHEREAS**, the City has been fortunate to receive funding for projects from various Federal and State Agencies in the past and anticipates being awarded funding for projects in the future; and

**WHEREAS**, the City desires the Consultant's assistance with the preparation of and submission of grant applications for various Federal and State programs; and

**WHEREAS**, the City also desires the Consultant's assistance with the grant administration and project management of projects funded for various Federal and State grant programs.

**NOW THEREFORE IT IS AGREED** between the parties here to the following:

- 1.0 *That whenever so requested by the City, the Consultant shall provide administrative services with preparing and submitting grant applications for funding for various Federal and State grant programs.*
- 2.0 *That whenever so requested by the City, the Consultant shall provide grant administration and/or project management services for specific projects.*
- 3.0 *For providing administrative services related to the various Federal and State grant programs to prepare and submit grant applications and also provide other professional administrative services as requested by the City relating to the administration and/or project management of specific projects, the City agrees to pay the Consultant and the Consultant shall be compensated based on the Consultant's hourly rates agreed upon as follows and any specific requirements/limitations agreed to:*

<i>Planner/Senior Grant Manager</i>	-	<i>\$160.00 per hour</i>
<i>Planner I/Grant Specialist/Analyst III</i>	-	<i>\$ 90.00 per hour</i>
<i>Clerical/Secretarial Services</i>	-	<i>\$ 65.00 per hour</i>

*The Consultant shall be paid periodically based on an invoice for either a grant application or for administrative services for a specific project, listing by the above disciplines a description of the services provided, dates worked and hours per day.*



**THUS DONE AND SIGNED** in the presence of the witnesses whose names are inscribed opposite each representative signature on the date appearing above.

WITNESSES:

MINVIELLE & ASSOCIATES, INC.

BY: **DRAFT**

\_\_\_\_\_  
\_\_\_\_\_

RICHARD MINVIELLE  
PRESIDENT

WITNESSES:

CITY OF ABBEVILLE

BY: **DRAFT**

\_\_\_\_\_  
\_\_\_\_\_

ROSLYN R. WHITE  
MAYOR

KB\863rm05



CUSTOMER #: 6015  
 UNIT# 599  
 CITY OF ABBEVILLE  
 CITY OF ABBEVILLE  
 101 N STATE ST  
 ABBEVILLE, LA 70510  
 HOME:337-316-4135 CONT:337-316-4135  
 BUS: CELL:

406374

\*INVOICE\*

716 W. SUMMERS DR. · P.O. BOX 10  
 ABBEVILLE, LOUISIANA 70510  
 PHONE: (337) 893-1243 (337) 233-3046  
 www.raychevy.com

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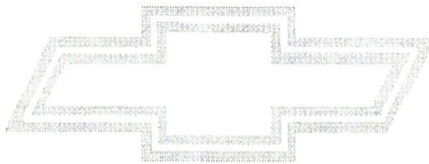
SERVICE ADVISOR: 33 MARK ROMERO

COLOR	YEAR	MAKE/MODEL	VIN	LICENSE	MILEAGE IN / OUT	TAG	
BLACK	15	CHEVROLET TAHOE	1GNLC2EC9FR545578	238332	98302/98302	T5804	
DEL. DATE	PROD. DATE	WARR. EXP.	PROMISED	PO NO.	RATE	PAYMENT	INV. DATE
06JAN15 DD			16:00 13JUL23			CASH	13JUL23
R.O. OPENED	READY	OPTIONS: ENG:5.3_Liter_SIDI					
15:51 10JUL23	16:05 13JUL23						

LINE	OPCODE	TECH	TYPE	HOURS	LIST	NET	TOTAL
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A C/S THE SEL IS ON AND THE VEHICLE IS RUNNING LIKE A TRACTOR  
 CAUSE: bad camshaft causing misfire  
 13 REPLACED ENGINE  
 480 VILLASENOR RAMOS,MOISES LIC#: 480  
 CPT

1	19368175	REMANUFACTURED ENGINE			5664.16	2698.50	2698.50
		CORE CHARGE C				2500.00	2500.00
-1	19368175	CORE RETURN			2500.00	2500.00	-2500.00
8	12626354	(S)GASKET			3.53	2.64	21.12
2	12657430	(S)GASKET			6.27	4.39	8.78
1	12639010	(S)GASKET			8.52	5.96	5.96
1	12623308	(S)GASKET			8.66	6.06	6.06
1	12677004	(S)PIPE			45.94	32.16	32.16
1	19433949	(S)FILTER			7.84	5.49	5.49
9	19432334	OIL			9.63	6.74	60.66
1	12346290	COOLANT			27.90	19.53	19.53
1	15077362	(S)SEAL			17.05	12.79	12.79
1	15035747	(S)SEAL			18.95	14.21	14.21
2	12657093	(S)GASKET			17.51	13.13	26.26
2	19432442	(S)SEAL KIT			19.26	11.07	22.14
8	19459511	(S)SPARK PLUG			15.80	11.06	88.48
10	11546600	BOLT			8.73	6.55	65.50
1	12623437	(S)GASKET			12.25	9.19	9.19
1	12677002	(S)PIPE			77.14	54.00	54.00
1	12708496	(S)COIL			154.17	84.79	84.79
1	12626076	(S)BELT			35.86	25.10	25.10



98302 bad camshaft causing misfire 25.70 Replaced engine and replaced these new gaskets/components: camshaft position actuator magnet gasket, exhaust manifold gaskets, seals and bolts, all spark plugs (carbon fouled) injector seals, vacuum pump gasket, coolant crossover manifold gaskets, intake manifold gaskets, #2 ignition coil (cracked), water pump drive belt (belt came apart). Filled the new engine with oil, oil filter, and coolant. Performed crankshaft position variation learn and reset idle air flow using scan tool. Let vehicle

ON BEHALF OF SERVICING DEALER, I HEREBY CERTIFY THAT THE INFORMATION CONTAINED HEREON IS ACCURATE UNLESS OTHERWISE SHOWN. SERVICES DESCRIBED WERE PERFORMED AT NO CHARGE TO OWNER. THERE WAS NO INDICATION FROM THE APPEARANCE OF THE VEHICLE OR OTHERWISE, THAT ANY PART REPAIRED OR REPLACED UNDER THIS CLAIM HAD BEEN CONNECTED IN ANY WAY WITH ANY ACCIDENT, NEGLIGENCE OR MISUSE. RECORDS SUPPORTING THIS CLAIM ARE AVAILABLE FOR (1) YEAR FROM THE DATE OF PAYMENT NOTIFICATION AT THE SERVICING DEALER FOR INSPECTION BY MANUFACTURER'S REPRESENTATIVE.	STATEMENT OF DISCLAIMER The factory warranty constitutes all of the warranties with respect to the sale of this item/items. The Seller hereby expressly disclaims all warranties either express or implied, including any implied warranty of merchantability or fitness for a particular purpose. Seller neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of this item/items.	DESCRIPTION	TOTALS
		LABOR AMOUNT	
		PARTS AMOUNT	
		GAS, OIL, LUBE	
		SUBLET AMOUNT	
		MISC. CHARGES	
		TOTAL CHARGES	
		LESS INSURANCE	
		SALES TAX	
		(SIGNED) DEALER, GENERAL MANAGER OR AUTHORIZED PERSON (DATE)	CUSTOMER SIGNATURE



CUSTOMER #: 6015  
 UNIT# 599  
 CITY OF ABBEVILLE  
 CITY OF ABBEVILLE  
 101 N STATE ST  
 ABBEVILLE, LA 70510  
 HOME:337-316-4135 CONT:337-316-4135  
 BUS: CELL:

406374

\*INVOICE\*

716 W. SUMMERS DR. · P.O. BOX 10  
 ABBEVILLE, LOUISIANA 70510  
 PHONE: (337) 893-1243 (337) 233-3046  
 www.raychevy.com

PAGE 2

SERVICE ADVISOR: 33 MARK ROMERO

COLOR	YEAR	MAKE/MODEL	VIN	LICENSE	MILEAGE IN / OUT	TAG	
BLACK	15	CHEVROLET TAHOE	1GNLC2EC9FR545578	238332	98302/98302	T5804	
DEL. DATE	PROD. DATE	WARR. EXP.	PROMISED	PO NO.	RATE	PAYMENT	INV. DATE
06JAN15 DD			16:00 13JUL23	Apd Unit 599		CASH	13JUL23
R.O. OPENED	READY	OPTIONS:	ENG:5.3_Liter_SIDI				
15:51 10JUL23	16:05 13JUL23						

LINE	OPCODE	TECH	TYPE	HOURS	LIST	NET	TOTAL
------	--------	------	------	-------	------	-----	-------

idle for about 1hr after repairs to verify proper engine operation then customer picked up vehicle before i was able to test drive it.

\*\*\*\*\*

B PERFORM BATTERY TEST AND REPLACE BATTERY THERE IS A BAD ROTTEN EGG SMELL AND THE VEHICLE NEEDS TO BE JUMPPED TO START  
 CAUSE: The main and the auxiliary batteries tested bad.  
 BATT PERFORM BATTERY TEST AND REPLACE BATTERY  
 480 VILLASENOR RAMOS,MOISES LIC#: 480

CPT		50.00	50.00
1 88865934 BATTERY 94R/PG	169.95	140.00	140.00
CORE CHARGE C		19.00	19.00
1 88866309 BATTERY 48GHRA	169.95	127.51	127.51
CORE CHARGE C		19.00	19.00
-1 88865934 CORE RETURN	19.00	19.00	-19.00
-1 88866309 CORE RETURN	19.00	19.00	-19.00

RECEIVED  
 JUL 26 2023

ok  
 MJ

98302 The main and the auxiliary batteries tested bad. 0.60 Both batteries tested bad/unstable to test and they were swollen. Replaced both batteries.

\*\*\*\*\*

C GM GOODWRENCH MULTI POINT INSPECTION PERFORMED  
 MPI GM GOODWRENCH MULTI POINT INSPECTION PERFORMED  
 480 VILLASENOR RAMOS,MOISES LIC#: 480

(N/C)

V# 70400  
 F# 00-1020  
 G/L# 41264  
 PO# 66623  
 BATCH#

Our goal is for our customers to be COMPLETELY SATISFIED. If for any reason you do not understand the explanation for services performed OR the pricing for the services performed PLEASE let us know. And remember it is our responsibility to properly inspect and maintain your vehicle!

DESCRIPTION	TOTALS
LABOR AMOUNT	2748.50
PARTS AMOUNT	6277.48
GAS, OIL, LUBE	0.00
SUBLET AMOUNT	0.00
MISC. CHARGES	0.00
TOTAL CHARGES	9025.98
LESS INSURANCE	0.00
SALES TAX	0.00
PLEASE PAY THIS AMOUNT	9025.98

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(SIGNED) DEALER, GENERAL MANAGER OR AUTHORIZED PERSON (DATE)

CUSTOMER SIGNATURE

# ABBEVILLE GROUNDS

Management Customization Available

- Property Information
  - Mapping
    - Location
    - Size of Property
  - Requirements
    - Customizable per Job
    - Set Standards for Each



Requirements
- Highly recommend ALL WORK be completed between 12pm Fridays to 6am Monday morning and on Government Holidays
- ALL work must be submitted within TWO hours of completion of job.
- Bagging of trash and litter is required.
- Removal of trash, litter and small tree limbs on the ground is required.
- Larger limbs may be piled at the base of the tree.
- Limbs that are too large to move may be left in place. Notify and send photo to Government Manager immediately.

- Bid or Assignment
  - Identify Locations for Bid
  - Bid Each Property Separately
  - Assign Jobs When Necessary
  - Award Multiple Cuts for Each Location
  - Set Deadlines for Each Job/Location
  - Set Maximum Payment for Each Job/Location
  - Assign Jobs After Bid Process is Complete
  - Contact Vendor When Job is Awarded
  - Vendors are Able to View Bid Amounts
- Vendors Access
  - Each Vendor Has an Account
  - Bid Requirement- \$10 Less Than Previous Bid
- Documentation
  - Photographs are Uploaded **BEFORE** an Invoice is Submitted
  - Photographs Viewed **BEFORE** Processing Invoice
  - Invoice Tracking
  - Invoice Processing
  - Batch Invoicing Option

Date: 7/13/2023	Batch #: 74640740	<b>INVOICE</b>
Theresa 717 Vet Mem Abbeville, LA 70510		Bill To: Abbeville Grounds Maintenance 101 N Stato St Abbeville, LA 70510
<b>Property</b>		<b>Price</b>
Railroad Section 2		\$190
RA740400		\$7500
<b>TOTAL</b>		<b>\$7690</b>

## Vendor Information

- Required Paperwork
  - Information Form
  - W-9
  - Workers' Comp Insurance
  - Liability Insurance
- Vendor Access
  - Individual Accounts
  - View ALL Open Bids
  - View ALL Job Requirements Prior to Bid
  - View Exact Location Prior to Bid
  - Lowest Bid Shown Per Job
  - Bid Multiple Times on the Same Job
  - Bid on Multiple Jobs
  - Deadlines for Jobs Provided
  - Upload Photographs and Documentation Per Job
  - Create, Sign, and Submit Invoices Upon Completion of Job
  - Email Notification for Awarded Jobs

