

**MINUTES OF A REGULAR MEETING OF THE MAYOR AND COUNCILMAN OF THE CITY OF GONZALES,  
STATE OF LOUISIANA, TAKEN ON MONDAY, NOVEMBER 25, 2024, 5:30 P.M.,  
AT CITY HALL, 120 S. IRMA BLVD, GONZALES, LA 70737.**

**MEMBERS PRESENT:**

R. Ryland Percy, III, Mayor  
Councilman Tim Riley  
Councilman Kirk Boudreaux

Councilman Harold Stewart  
Councilman Tyler Turner  
Councilman John A. Berthelot

**MEMBERS ABSENT: NONE**

**ALSO PRESENT:**

Captain Kenneth Stell, Gonzales PD  
Brandon Boylan, City Clerk/Finance Director

Jamie Schutte, City Attorney  
Terri Delatorre, Administrative Secretary

Motion by Councilman Tim Riley, seconded by Councilman Kirk Boudreaux, to amend Ordinance No. 4253: An Ordinance amending the Code of Ordinances, Chapter 2 – Administration. Article V. Personnel Rules and Procedures. Division 5.

YEAS: Councilman Tim Riley, Councilman Kirk Boudreaux, Councilman Harold Stewart,  
Councilman Tyler Turner, Councilman John A. Berthelot

NAYS: NONE

ABSENT: NONE

Final Vote on Ordinance No. 4253, as amended:

**ORDINANCE INTRODUCED**

**November 11, 2024**

**ORDINANCE # 4253**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCE, CHAPTER 2 –  
ADMINISTRATION.  
ARTICLE V. PERSONNEL RULES AND PROCEDURES. DIVISION 5.  
ABSENCES FROM WORK**

BE IT ORDAINED, by the Mayor and Councilman of the City of Gonzales, Louisiana:

That the Code of Ordinance of the City of Gonzales be amended as follows:

**1. (REVISE) Sec. 2-211. Holidays.**

(a) *Regular holidays.* The following days shall be observed as regular holidays by all classified employees:

- (1) New Year's Day;
- (2) Martin Luther King Day;
- (3) Mardi Gras;
- (4) Memorial Day;
- (5) Independence Day;
- (6) Labor Day;
- (7) Thanksgiving Day;
- (8) Day after Thanksgiving;
- (9) Christmas Eve;
- (10) Christmas Day;
- (11) Administrative granted holiday.

**(TO READ)**

(a) *Regular holidays.* The following days shall be observed as regular holidays by all classified employees:

- (1) New Year's Day;
- (2) Martin Luther King Day;
- (3) Mardi Gras;
- (4) Memorial Day;
- (5) Independence Day;
- (6) Juneteenth
- (7) Labor Day;
- (8) Thanksgiving Day;
- (9) Day after Thanksgiving;
- (10) Christmas Eve;
- (11) Christmas Day;
- (12) Administrative granted holiday.

## **2. (REVISE)**

### **Sec. 2-212. Leave system. (b) Vacation**

- (g) *Accrual of time.* Any vacation accrued in a calendar year, and any leave accrued in a fiscal year [June 1 to May 31] that is not utilized by an employee may be accrued up to ninety (90) days (720 hours) and which may then be utilized only for major medical leave.

### **(TO READ)**

- (g) *Accrual of time.* Any vacation and leave accrued in a fiscal year [June 1 to May 31] that is not utilized by an employee will be carried over up to ninety (90) days (720 hours) and which may then be utilized only for major medical leave.

YEAS: Councilman Tim Riley, Councilman Kirk Boudreaux, Councilman Harold Stewart,  
Councilman Tyler Turner, Councilman John A. Berthelot

NAYS: NONE

ABSENT: NONE

**ORDINANCE ADOPTED: November 25, 2024**

Final Vote on Ordinance No. 4254:

### **ORDINANCE INTRODUCED**

**November 11, 2024**

**ORDINANCE # 4254**

### **CITY OF GONZALES 2024-2025 BUDGET AMENDMENT 02 AN ORDINANCE AMENDING THE GENERAL FUND BUDGET, WASTEWATER IMPACT FEE FUND BUDGET, AND UTILITY FUND BUDGET**

These changes to the budget to show the beginning and ending fund balance and transfers between funds are necessary to comply with the Louisiana Budget Act.

The Fiscal Year 2024- 2025 Budget is hereby amended to add the Fund Balance Worksheet as follows:

**City of Gonzales**  
FUND BALANCE WORKSHEET

Projected Fiscal Year 2025 Beginning and Ending Fund Balance

	General Fund	Utility Fund	Capital Outlay Fund	Wastewater Impact Fee Fund	Tanger Mall Economic Development Fund	Conway EDD	Hotel Motel Tax	Self Insurance Fund	Police Federal Equitable Sharing Fund	Police Asset Seizure Fund	Police Custodial Fund	Friends of the Museum Fund	Beautification Fund	Mayor's Art Council	Total Funds
<b>BEGINNING FUND BALANCE - FY 2024</b>															
Committed - Road Improvements															
Committed - Vehicle Self Insurance															
Committed - Museum & Beautification												15,213	23,807	1,600	40,621
Restricted - Conway EDD						356,029									356,029
Restricted - Hotel Motel Tax							2,301,961								2,301,961
Committed - Wastewater Improvements				3,535,562											3,535,562
Restricted - Police Seizure Funds									52,427	78,899	3,761				135,086
Committed-Capital Outlay Fund			(3,388,091)		3,990,438										602,347
Restricted - Road Improvements															
Restricted - All Abilities Field															
Assigned-Vehicle Self Insurance								266,047							266,047
Enterprise Fund Net Position (Utility)		39,837,918													39,837,918
Unassigned - General Fund	17,018,644														17,018,644
<b>FY 2024 Beginning Fund Balance</b>	<b>17,018,644</b>	<b>39,837,918</b>	<b>(3,388,091)</b>	<b>3,535,562</b>	<b>3,990,438</b>	<b>356,029</b>	<b>2,301,961</b>	<b>266,047</b>	<b>52,427</b>	<b>78,899</b>	<b>3,761</b>	<b>15,213</b>	<b>23,807</b>	<b>1,600</b>	<b>64,694,217</b>
<b>NET CHANGE IN FUND BALANCE - FY 2024 PROJECTED</b>															
Total Projected FY 24 Revenues	21,319,316	8,566,304	10,656,063	572,489	1,015,746	147,777	833,295	44,600	-	-	-	-	-	-	43,188,590
Total Projected FY 24 Expenditures	(19,332,644)	(6,166,824)	(19,414,890)	(657,936)	(400,000)	(728,433)	(23,134)	-	-	-	-	-	-	-	(46,723,963)
<b>Change in Fund Balance</b>	<b>1,986,672</b>	<b>2,400,480</b>	<b>(8,758,827)</b>	<b>572,489</b>	<b>357,808</b>	<b>(252,223)</b>	<b>104,862</b>	<b>21,468</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(3,535,373)</b>
<b>TRANSFERS IN AND OUT - FY 2024 PROJECTED</b>															
Transfer to Capital Outlay	(5,500,000)														
Transfer to Utility Fund															
Transfer to Self Insurance Fund															
Transfer from General Fund		5,500,000													
Transfer from Tanger Mall EDD Fund		3,323,000			(3,323,000)										
Transfer From Pace Center Fund		1,810,000					(1,810,000)								
Transfer From Sewer Impact Fee Fund		2,780,000		(2,780,000)											
<b>Change in Fund Balance</b>	<b>(5,500,000)</b>	<b>-</b>	<b>13,413,000</b>	<b>(2,780,000)</b>	<b>(3,323,000)</b>	<b>-</b>	<b>(1,810,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>ENDING FUND BALANCE - FY 2024 PROJECTED</b>															
General															
Committed - Road Improvements															
Committed - Vehicle Self Insurance								287,513							287,513
Committed - Wastewater Improvements				1,328,051											1,328,051
Committed - Museum & Beautification												15,213	23,807	1,600	40,621
Restricted - Police Seizure Funds									52,427	78,899	3,761				135,086
Committed - Capital Outlay Fund			1,266,282												1,266,282
Restricted - Road Improvements					1,025,246										1,025,246
Restricted - Conway EDD						103,806									103,806
Restricted - All Abilities Field															
Restricted - Hotel Motel Tax							596,823								596,823
Enterprise Fund Net Position (Utility)		42,270,398													42,270,398
Unassigned General Fund	13,505,316														13,505,316
<b>Projected FY 24 Ending Fund Balance</b>	<b>13,505,316</b>	<b>42,270,398</b>	<b>1,266,282</b>	<b>1,328,051</b>	<b>1,025,246</b>	<b>103,806</b>	<b>596,823</b>	<b>287,513</b>	<b>52,427</b>	<b>78,899</b>	<b>3,761</b>	<b>15,213</b>	<b>23,807</b>	<b>1,600</b>	<b>60,559,144</b>
Budgeted Revenue - FY 2025	21,452,084	7,240,000	15,173,866	412,000	1,080,000	140,000	1,163,600								46,671,550
Budgeted Expenditures - FY 2025	(21,413,488)	(7,211,971)	(24,399,801)	(412,000)	(1,080,000)	(140,000)	(1,156,728)								(56,383,678)
Budgeted Transfers - FY 2025	(3,000,000)	(4,600,000)	8,600,000	(1,000,000)											
<b>Net Change in Fund Balance FY 2025</b>	<b>(2,961,404)</b>	<b>(4,571,971)</b>	<b>(1,225,825)</b>	<b>(1,000,000)</b>	<b>30,000</b>	<b>-</b>	<b>6,872</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(9,722,328)</b>
<b>Projected FY 25 Ending Fund Balance</b>	<b>10,543,912</b>	<b>37,698,427</b>	<b>40,457</b>	<b>328,051</b>	<b>1,055,246</b>	<b>103,806</b>	<b>603,695</b>	<b>287,513</b>	<b>52,427</b>	<b>78,899</b>	<b>3,761</b>	<b>15,213</b>	<b>23,807</b>	<b>1,600</b>	<b>50,836,816</b>

YEAS: Councilman Tim Riley, Councilman Kirk Boudreaux, Councilman Harold Stewart, Councilman Tyler Turner, Councilman John A. Berthelot

NAYS: NONE ABSENT: NONE

**ORDINANCE ADOPTED: November 25, 2024**

Motion by Councilman Tyler Turner, seconded by Councilman Tim Riley, to approve the minutes of a Public Hearing of the Mayor and City Council taken on November 11, 2024.

YEAS: Councilman Tim Riley, Councilman Kirk Boudreaux, Councilman Harold Stewart, Councilman Tyler Turner, Councilman John A. Berthelot

NAYS: NONE ABSENT: NONE

Motion by Councilman Tyler Turner, seconded by Councilman Harold Stewart, to approve the minutes of a Regular Meeting of the Mayor and City Council taken on November 11, 2024.

YEAS: Councilman Tim Riley, Councilman Kirk Boudreaux, Councilman Harold Stewart, Councilman Tyler Turner, Councilman John A. Berthelot

NAYS: NONE ABSENT: NONE

Motion by Councilman Tim Riley, seconded by Councilman Tyler Turner, to approve a \$2,000.00 Community Partnership with Southeast LA High School Rodeo Association.

YEAS: Councilman Tim Riley, Councilman Kirk Boudreaux, Councilman Harold Stewart, Councilman Tyler Turner, Councilman John A. Berthelot

NAYS: NONE ABSENT: NONE

Motion by Councilman Kirk Boudreaux, seconded by Councilman Tim Riley, to adopt updated Building Permit Fee Schedule.

YEAS: Councilman Tim Riley, Councilman Kirk Boudreaux, Councilman Harold Stewart, Councilman Tyler Turner, Councilman John A. Berthelot

NAYS: NONE ABSENT: NONE

Motion by Councilman Tim Riley, seconded by Councilman John A. Berthelot, to approve a Special Use Permit for the John H Carter project.

YEAS: Councilman Tim Riley, Councilman Kirk Boudreaux, Councilman Harold Stewart, Councilman Tyler Turner, Councilman John A. Berthelot

NAYS: NONE ABSENT: NONE

Motion by Councilman John A. Berthelot, seconded by Councilman Kirk Boudreaux, to approve Cooperative Endeavor Agreement between the City of Gonzales and the Ascension Chamber of Commerce for rental of Tee Joe Museum.

YEAS: Councilman Tim Riley, Councilman Kirk Boudreaux, Councilman Harold Stewart, Councilman Tyler Turner, Councilman John A. Berthelot

NAYS: NONE ABSENT: NONE

Motion by Councilman Tim Riley, seconded by Councilman Tyler Turner, to approve the substantial completion for Water Well Electrical Upgrade project with Trans Gulf Constructors.

YEAS: Councilman Tim Riley, Councilman Kirk Boudreaux, Councilman Harold Stewart, Councilman Tyler Turner, Councilman John A. Berthelot

NAYS: NONE ABSENT: NONE

Motion by Councilman John A. Berthelot, seconded by Councilman Tim Riley, to approve the Balancing Change Order to decrease the contract in the amount of \$1,354.30 with Trans Gulf Constructors for Water Well Electrical Upgrade project.

YEAS: Councilman Tim Riley, Councilman Kirk Boudreaux, Councilman Harold Stewart, Councilman Tyler Turner, Councilman John A. Berthelot

NAYS: NONE ABSENT: NONE

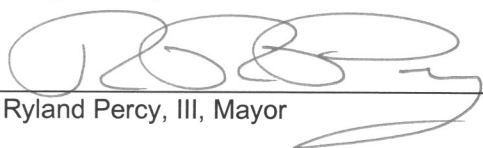
Motion by Councilman John A. Berthelot, seconded by Councilman Tyler Turner, to declare the following vehicles as surplus: 2015 John Deere Tractor w/Tiger Boom, #V5100E240241, formally Streets Dept.; 2017 Exmark Mower, #313645030, formally Streets Dept.; 2013 Exmark Mower, #314617622, formally Recreation Dept.; 2013 Exmark Mower, #315616872, formally Recreation Dept.; Cummins Diesel Generator 5NPT, #3103916, formally Utility Dept.; 2001 Spartan Pumpertruck, #4S7CT23901C037381, formally Fire Dept.

YEAS: Councilman Tim Riley, Councilman Kirk Boudreaux, Councilman Harold Stewart, Councilman Tyler Turner, Councilman John A. Berthelot

NAYS: NONE ABSENT: NONE

Brandon Boylan, Finance Director, stated the City Council Members have been provided with a copy of the revenue and expense compared to budget report in their packets. The City is within budget. No discussion was required or requested by the City Council Members.

There being no further business to come before the City Council and upon a motion duly made and seconded, the Meeting was adjourned.



\_\_\_\_\_  
R. Ryland Percy, III, Mayor

ATTEST:



\_\_\_\_\_  
Brandon Boylan, City Clerk