

**THE CITY OF GRETNA  
MAYOR AND CITY COUNCIL REGULAR MEETING**



**Gretna City Hall  
740 Second Street, Gretna, LA 70053  
Council Chambers, 2nd floor**

**January 10, 2024 - 5:30 PM**

**AGENDA**

**AGENDA ITEM(S):**

- 1. Call to Order and Roll Call**
- 2. Invocation and Pledge of Allegiance**
- 3. Opening Remarks by the Mayor.**
- 4. Presentations:**

A. Recognition of New Businesses:

- 5. Business Occupational License Hearing: Update**

A. Oasis Motel (Zhong Hua One, LLC) - (70 Westbank Expressway)

- 6. CONSENT AGENDA:**

- A. Approval of Meeting Minutes:**

December 13, 2023 Council regular meeting.

- B. Approval of Event Request:**

- (1) Lito's 5K Run; March 16, 2024, in the AM, along the levee.

(2) Pink Bran Run; April 20, 2024; 8:00 AM. Top of levee, front Memorial Arch.

- C. Adoption of Resolution(s) by Consent:**

- (1) A resolution authorizing and directing Mayor Belinda C. Constant on behalf of the City of Gretna to execute a Cooperative Endeavor Agreement between the Parish of Jefferson and the City of Gretna to provide holiday decoration at Centennial Park in Gretna, Louisiana for the general enjoyment of the 2024 holiday season by citizens of the Parish of Jefferson.

**Requested: Administration**

**Sponsor: Councilman Berthelot**

- (2) A resolution authorizing and directing Mayor Belinda C. Constant to execute a Cooperative Endeavor Agreement on behalf of the City of Gretna, between the Parish of Jefferson and the City of Gretna for the Gretna Police Department to provide security detail at the Gretna Library at 102 Willow Drive, Gretna, LA.

**Requested: Administration      Sponsor: Councilman Berthelot**

- (3) A resolution authorizing Mayor Belinda C. Constant and the administration to execute Change Order No. 1, to amend the contract with Pipeworks Plumbing and Demolition, LLC, for demolition increase of \$55,702.00, to include additional sites. Funds available in the City's capital program for the demolitions.

**Requested: Administration      Sponsor: Councilman Smith**

- (4) A resolution authorizing Mayor Belinda C. Constant and the administration to execute Change Order No. 1, to amend the contract with Dyna-Play, LLC for installation of three (3) playgrounds and associated equipment for a contract value deduction of \$11,921.20, due to demolition being conducted by the City, bringing the total contract value to \$456,355.30.

**Requested: Administration      Sponsor: Councilman Miller**

**7. Adoption of Ordinance(s):**

1. An ordinance declaring vehicles surplus property, and no longer needed for public purposes; and to authorize the sale of said surplus property at a public auction.

**Requested: Administration      Sponsor: Councilman Rau**

**8. Monthly Reports:**

A. Police Department Report

B. City Engineer Status Report

- (1) January 10, 2024 Monthly Status Report.

C. Departmental Monthly Reports submitted (In Novus Agenda):

- (1) Finance Department "Actual vs. Budget for Major Funds" report.  
(2) Building Department, Permits Issued.  
(3) Code Enforcement, Code Violations.  
(4) Planning & City Development Status Report.  
(5) Historic District Commission (January 2, 2024 Meeting)  
(6) Planning and Zoning Commission (Meeting cancelled)  
(7) Public Services Department - Maintenance Status Report.

D. Council District Monthly reports:

(1) Council Members:

- Rudy Smith, Councilman, District One
- Michael Hinyub, Councilman, District Two
- Mark Miller, Councilman, District Three
- Jackie Berthelot, Councilman, District Four
- Wayne Rau, Councilman At Large

**9. Introduction of Ordinance(s):**

- A. An ordinance adopting the amended Budget for the City of Gretna, Louisiana, for the Fiscal Year of April 1, 2023, to March 31, 2024.

**Requested: Administration**

**Sponsor: Councilman Rau**

**10. Citizens Addressing the Mayor and City Council.**

**11. Other Matter(s).**

**12. Adjournment.**



# EVENT APPLICATION

City of Gretna  
P. O. Box 404  
Gretna, LA 70054-0404  
(504) 363-1505

Name of Event: Lito's 5K Run

Date of Event: March 16th 2024 Time of Event: Morning

Location of Event: (Place or Street Name with boundary streets): Attached is the route. Mainly will be along the levee.

Description of Event: 5K Run

Anticipated # of attendees: N/A Name of Organizer and Host: Lito Dominguez / Carmen Chambers

Address: Office address: 3001 Gen DeGaulle Dr, New Orleans LA 70114

E-Mail: CDominguez@gretna.la.gov Cell Phone: 504-657-8015

Home Phone: \_\_\_\_\_ Office Phone: \_\_\_\_\_

☒ NON-PROFIT/501(C)(3) ☐ PRIVATE BUSINESS

☐ PRIVATE EVENT ☒ OPEN TO PUBLIC

☐ FOOD ☐ ALCOHOLIC BEVERAGES ☐ DJ OR BAND (PLEASE CIRCLE)

☐ USE OF ELECTRICITY (\$50 IF AVAILABLE AT LOCATION)

☐ STREET/STREETS CLOSURE ☐ STAGE RENTAL (\$300) ☐ BARRICADES (\$10 EACH)

**\*Note: any delivery or pickup of a rental will incur a \$25.00/hour fee on weekends and after hours.\***

Street or Streets you are requesting to close: None

**APPLICATIONS MUST BE SUBMITTED FORTY (45) DAYS PRIOR TO EVENT.  
THE FOLLOWING INFORMATION MUST BE PROVIDED AT TIME OF SUBMISSION:**

1. Event Insurance Certificate in the amount of One Million Dollars (\$1,000,000.00) naming the City of Gretna as an additional insured.
2. Written or emailed proof of security from the Gretna Police Department
3. Application Fee: \$25.00 (non-refundable)
4. If applicable, application must include a petition listing all property owners or residents that will be impacted by the street closure and the signatures of a majority of those owners or residents stating they do not object to the issuance of a permit for the event.

**IF APPLICABLE, PLEASE REFER TO ORDINANCES NO. 4443 and 4468 (attached) FOR FURTHER DETAILS.**

Carmen Chambers  
Signature of Applicant / Representative

Organizer/Host  
Title

12/14/2023  
Date

\_\_\_\_\_  
Signature of Approval

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



# Litos 5k route

Untitled layer



Beginning



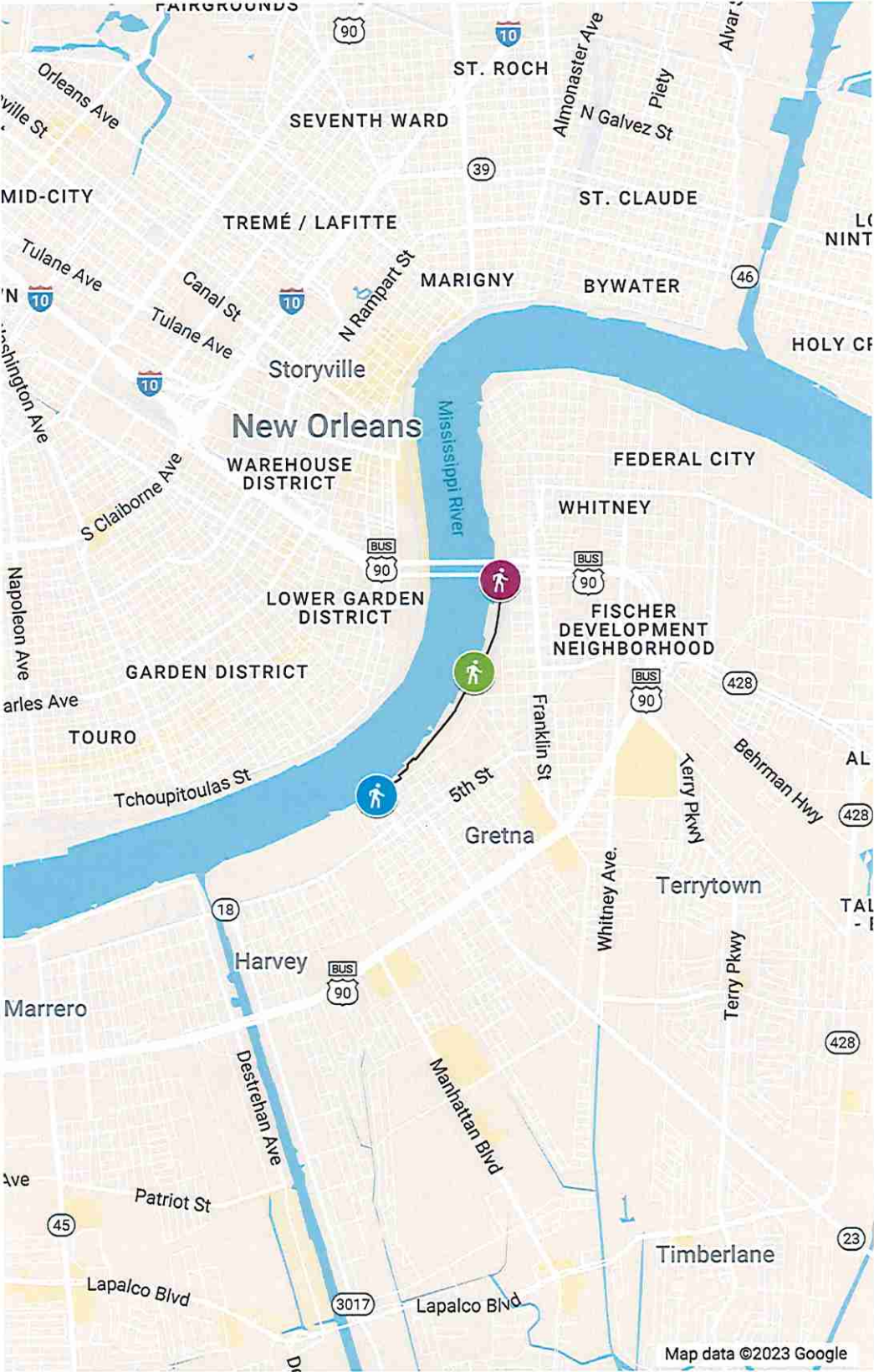
Ending Route



1 Mile Mark



Levee 5k





# EVENT APPLICATION

City of Gretna  
P. O. Box 404  
Gretna, LA 70054-0404  
(504) 363-1505

Name of Event: Pink Bra Run

Date of Event: 20 April 2024

Time of Event: 8AM

Location of Event: (Place or Street Name with boundary streets):

Huey Long and 1st Street - Top of Levee in front of Gretna Arch

Description of Event:

Krewe de Pink - Fundraiser Run Supporting the Tulane Breast Cancer Research Center

Anticipated # of attendees: 250 Name of Organizer and Host: Hazel Pomfret (Chair) - Krewe de Pink, Inc.

Address: PO Box 741311 New Orleans, LA 70174

E-Mail: pbr@krewedepink.org Cell Phone: 937.307.4933 Home Phone: n/a Office Phone: n/a

☒ NON-PROFIT/501(C)(3)

☐ PRIVATE BUSINESS

☐ PRIVATE EVENT

☒ OPEN TO PUBLIC

☐ FOOD

☐ ALCOHOLIC BEVERAGES

☐ DJ OR BAND (PLEASE CIRCLE)

☒ USE OF ELECTRICITY (\$50 IF AVAILABLE)

☒ STREET/STREETS CLOSURE

☐ STAGE RENTAL (\$300)

☐ BARRICADES (\$10 EACH)

☐ TRASH BOXES & BAGS (\$10ea/2 bags per box) - # OF BOXES NEEDED \_\_\_\_\_

*\*Note: any delivery or pickup of a rental will incur a \$25.00/hour fee on weekends and after hours.\**

Street or Streets you are requesting to close: Huey Long and 1st Street for runners to climb levee.

**APPLICATIONS MUST BE SUBMITTED FORTY (45) DAYS PRIOR TO EVENT.**

**THE FOLLOWING INFORMATION MUST BE PROVIDED AT TIME OF SUBMISSION:**

1. Event Insurance Certificate in the amount of One Million Dollars (\$1,000,000.00) naming the City of Gretna as an additional insured.
2. Written or emailed proof of security from the Gretna Police Department
3. Application Fee: \$25.00 (non-refundable)
4. If applicable, application must include a petition listing all property owners or residents that will be impacted by the street closure and the signatures of a majority of those owners or residents stating they do not object to the issuance of a permit for the event.

**IF APPLICABLE, PLEASE REFER TO ORDINANCES NO. 4443 and 4468 (attached) FOR FURTHER DETAILS.**

Hazel Pomfret

Signature of Applicant / Representative

Event Chair

Title

2 Jan 2023

Date

Signature of Approval

Title

Date

On a motion by **Councilman \_\_\_\_\_** and seconded by **Councilman \_\_\_\_\_**, the following resolution was offered:

**RESOLUTION NO. 2024-002**

**A resolution authorizing and directing Mayor Belinda C. Constant on behalf of the City of Gretna to execute a Cooperative Endeavor Agreement between the Parish of Jefferson and the City of Gretna to provide holiday decoration at Centennial Park in Gretna, Louisiana for the general enjoyment of the 2024 holiday season by citizens of the Parish of Jefferson.**

**WHEREAS**, Article VII, Sec. 14(C) of the Louisiana Constitution of 1974 provides that for a public purpose, the State and its political subdivisions may engage in cooperative endeavors with each other, with the United States or its agencies, or with any public or private organization, corporation or individuals; and

**WHEREAS**, Article VII, Sec. 14(B) of the Louisiana Constitution of 1974 provides that public funds may be used for programs of social welfare for the aid and support of the citizens of Jefferson Parish; and

**WHEREAS**, the Parish of Jefferson (“PARISH”) and the City of Gretna (“CITY”) are constitutionally and statutorily created local political bodies of the State of Louisiana with the constitutional and statutory authority to contract, including entering into Cooperative Endeavor agreements; and

**WHEREAS**, PARISH and CITY are authorized to enter into this Cooperative Endeavor Agreement pursuant to LA R.S. 33:1324, which permits any parish, municipality or political subdivision of the state, or any combination thereof, to make agreements between or among themselves for police, fire, and health protection; and

**WHEREAS**, the public purpose of the Project is described as: to beautify the PARISH and to promote cultural, social, and recreational activities through funding the purchase and installation of holiday decoration at Centennial Park in Gretna, Louisiana at a cost not-to-exceed Five Thousand and 00/100 Dollars; and

**NOW, THEREFORE, BE IT RESOLVED** by the City Council, acting as legislative authority for the City of Gretna, that:

**Mayor Belinda C. Constant is hereby authorized and directed to execute a Cooperative Endeavor Agreement on behalf of the City of Gretna, between the Parish of Jefferson and the City of Gretna to provide holiday decoration at Centennial Park in Gretna, Louisiana for the general enjoyment of the 2024 holiday season by citizens of the Parish of Jefferson, at a cost not to exceed \$5,000.00.**

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

Yeas: **Council Members**

Nays:

Absent:

**RESOLUTION ADOPTED: JANUARY 10, 2024**

\_\_\_\_\_  
**CITY CLERK  
CITY OF GRETNA  
STATE OF LOUISIANA**

\_\_\_\_\_  
**MAYOR  
CITY OF GRETNA  
STATE OF LOUISIANA**

On a motion by **Councilman \_\_\_\_\_** and seconded by **Councilman \_\_\_\_\_**, the following resolution was offered:

**RESOLUTION NO. 2024-001**

**A resolution authorizing and directing Mayor Belinda C. Constant to execute a Cooperative Endeavor Agreement on behalf of the City of Gretna, between Parish of Jefferson and the City of Gretna for the Gretna Police Department to provide security detail at the Gretna Library at 102 Willow Drive, Gretna, LA 70053.**

**WHEREAS**, Article VII, Sec. 14(C) of the Louisiana Constitution of 1974 provides that for a public purpose, the State and its political subdivisions may engage in cooperative endeavors with each other, with the United States or its agencies, or with any public or private organization, corporation or individuals; and

**WHEREAS**, Article VII, Sec. 14(B) of the Louisiana Constitution of 1974 provides that public funds may be used for programs of social welfare for the aid and support of the citizens of Jefferson Parish; and

**WHEREAS**, the Parish of Jefferson (“PARISH”) and the City of Gretna (“CITY”) are a constitutionally and statutorily created local political body of the State of Louisiana with the constitutional and statutory authority to contract, including entering into Cooperative Endeavor agreements; and

**WHEREAS**, PARISH and CITY are authorized to enter into this Cooperative Endeavor Agreement pursuant to LA R.S. 33:1324, which permits any parish, municipality or political subdivision of the state, or any combination thereof, to make agreements between or among themselves for police, fire, and health protection; and

**WHEREAS**, the public purpose of the Project is to protect the staff and patrons of the Parish of Jefferson Gretna Public Library by providing uniformed Gretna Police Officers to provide police detail at the Gretna Library at 102 Willow Drive, Gretna, LA 70053; and

**WHEREAS**, the citizens of Jefferson Parish will benefit from the efforts of these parties working together; and the PARISH desires to cooperate with the CITY, in the implementation of this project, at an annual cost not to exceed One Hundred Thousand Dollars and 00/100 (\$110,000.00).

**NOW, THEREFORE, BE IT RESOLVED** by the City Council, acting as legislative authority for the City of Gretna, that:

**Mayor Belinda C. Constant is hereby authorized and directed to execute a Cooperative Endeavor Agreement on behalf of the City of Gretna, between Parish of Jefferson and the City of Gretna for the Gretna Police Department to provide police detail at the Gretna Library (102 Willow Drive, Gretna, LA 70053), at an annual cost not-to-exceed \$110,000.00.**

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

Yeas: **Council Members**  
Nays:  
Absent:

**RESOLUTION ADOPTED: JANUARY 10, 2024**

\_\_\_\_\_  
**CITY CLERK  
CITY OF GRETNA  
STATE OF LOUISIANA**

\_\_\_\_\_  
**MAYOR  
CITY OF GRETNA  
STATE OF LOUISIANA**



On motion by **Councilman \_\_\_\_\_** seconded by **Councilman \_\_\_\_\_**, the following resolution was offered:

**RESOLUTION NO. 2024-**

**A resolution authorizing Mayor Belinda C. Constant and the administration to execute Change Order No. 1, to amend the contract with Pipeworks Plumbing and Demolition, LLC, for demolition for an increase of \$55,702.00, to include additional sites. Funds are available in the City’s capital program for the demolitions.**

**WHEREAS**, the City of Gretna has an interest in the health, welfare, and safety of the citizens of the City of Gretna; and

**WHEREAS**, the City of Gretna has additional need for demolition on 5<sup>th</sup> Street (slab), 488 Ocean Avenue, and 77 Westbank Expressway; and

**WHEREAS**, the City of Gretna and Pipeworks Plumbing and Demolition, LLC have entered into a cooperative purchasing agreement (piggyback purchase) on Jefferson Parish’s Contract #55-20532; and

**WHEREAS**, this agreement is allowed by L.S. Revised Statute 38:2212.1F and/or 39:1701, et seq., and further expounded by LA Revised Statute 38:321.1.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council acting as legislative authority for the City of Gretna that:

**Mayor Belinda C. Constant and the administration are hereby authorized to execute Change Order No. 1, to amend the contract with Pipeworks Plumbing and Demolition, LLC, for demolition for an increase of \$55,702.00, to include additional sites.**

The foregoing resolution having been submitted to a vote; the vote thereon was as follows:

Yeas:

Nays:

Absent:

**ADOPTED:**

\_\_\_\_\_  
**CITY CLERK  
CITY OF GRETNA  
STATE OF LOUISIANA**

\_\_\_\_\_  
**MAYOR  
CITY OF GRETNA  
STATE OF LOUISIANA**

On motion by **Councilman \_\_\_\_\_** and seconded by **Councilman \_\_\_\_\_**, the following resolution was offered:

**RESOLUTION NO. 2024-**

**A resolution authorizing Mayor Belinda C. Constant and the administration to execute Change Order No. 1, to amend the City’s contract with Dyna-Play, LLC for the installation of three (3) playgrounds and associated equipment for a contract value deduction of \$11,921.20, due to demolition being conducted by the City, bringing the total contract value to \$456,355.30.**

**WHEREAS**, the City of Gretna has an interest in the health, welfare, and safety of the citizens of the City of Gretna; and

**WHEREAS**, Dyna-Play, LLC is the contractor for the Louisiana Loves Outdoors Program (LLOP) CDBG-CV funded Playground Project; and

**WHEREAS**, during the course of the project it was determined that additional demolition of existing structures could be accomplished with City personnel and equipment; and

**WHEREAS**, Change Order No. 1, does not include any reduction in contract days.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council, acting as legislative authority for the City of Gretna, Louisiana that:

**Mayor Belinda C. Constant and the administration are hereby authorized to execute Change Order No. 1, to amend the City’s contract with Dyna-Play, LLC for the installation of three (3) playgrounds and associated equipment for a contract value deduction of \$11,921.20, due to demolition being conducted by the City, bringing the total contract value to \$456,355.30. The Mayor is hereby directed to have a copy of this resolution recorded with Mortgage and Conveyance Office of Jefferson Parish, as originally filed on October 10, 2023; Instrument No. 12345682; Mortgage Book 5048, Page 541.**

The foregoing resolution having been submitted to a vote; the vote thereon was as follows:

Yeas: **Council Members**

Nays:

Absent:

**ADOPTED:**

\_\_\_\_\_  
**CITY CLERK  
CITY OF GRETNA  
STATE OF LOUISIANA**

\_\_\_\_\_  
**MAYOR PRO TEMPORE  
CITY OF GRETNA  
STATE OF LOUISIANA**

On motion by **Councilman \_\_\_\_\_** and seconded by **Councilman \_\_\_\_\_**, the following ordinance was introduced:

**ORDINANCE NO.**

**An ordinance declaring vehicles surplus property, and no longer needed for public purposes; and to authorize the sale of said surplus property at a public auction.**

**WHEREAS**, the City of Gretna has an obligation to provide its citizens with ordinances that clearly describe permitted activities in the City; and

**WHEREAS**, City Administration has declared certain equipment, surplus property and unnecessary to the daily operations of the departments; and

**WHEREAS**, is necessary to replace certain vehicles and equipment so that the city can continue to provide the citizens of Gretna with quality daily services.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council, acting as legislative authority for the City of Gretna, that:

**SECTION 1. The following vehicles were designated surplus property by the City Administration (Parks and Parkways) and should be sold at an auction to the highest bidder:**

**DEPARTMENT OF PARKS AND PARKWAYS – VEHICLES**

Year	Make	Model	VIN / Serial No.
2014	Ford	E-150 Van	1FRNE1EW3EDB04900
2014	Ford	E-150 Van	1FRNE1EW3EDB04901
2014	Ford	E-150 Van	1FTNE1EW7EDB04902

Provided that a majority of the City Council of the City of Gretna have voted in favor of this ordinance, this ordinance shall have the full force and effect of law at midnight on the tenth day following the Clerk's presentment of same to the Mayor, in accordance with Louisiana Revised Statutes 33:406(c)(2) unless the Mayor returns same, unsigned, to the Clerk during that ten-day period.

This ordinance having been submitted to a vote; the vote thereon was as follows:

Yeas: **Councilmen**

Nays:

Absent:

**ADOPTED: JANUARY 10, 2024.**

**APPROVED: JANUARY 11, 2024.**

\_\_\_\_\_  
**CITY CLERK  
CITY OF GRETNA  
STATE OF LOUISIANA**

Ordinance presented to the Mayor on January 11, 2024.

\_\_\_\_\_  
**MAYOR  
CITY OF GRETNA  
STATE OF LOUISIANA**

Ordinance returned from the Mayor on January 11, 2024.

\_\_\_\_\_  
**CITY CLERK  
CITY OF GRETNA  
STATE OF LOUISIANA**

\_\_\_\_\_  
**CITY CLERK  
CITY OF GRETNA  
STATE OF LOUISIANA**

# BURK-KLEINPETER, INC.

**To:** Mayor Belinda Constant; Councilmen Rau, Smith, Hinyub, Miller and Berthelot  
**From:** David Boyd P.E., Burk-Kleinpeter, Inc.  
**Subject:** Monthly Project Status Report  
**Date:** January 10, 2024

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**David Crockett Steam Fire Company #1 Central Station**

The Fire Department moved in on November 15. Since this date additional problems have occurred. These items include electrical panel stickers, 2-digital/analogue converters for a pair of dimming lights, can light clip, fire alarm bell, 800-amp breaker, 225-50-amp breakers, approved lightning protection installation and blade wall light brackets. Of further note, damaged cabinet door, flickering lights in upstairs kitchen, several roof leaks and water fountain leaking. A new issue with the 3-phase feeder coming from the Entergy Pole to the station has come up. Entergy believes one of the feeders does not match the other feeders causing the Automatic Transfer Switch to not reset flip fully to the correct position. An in-person meeting with Entergy is scheduled to resolve this issue.

**Fifth Street Improvements**

Ninety-five percent of final plans with Utility Relocation Design have been completed (December 7, 2023). Ninety-five percent submittal to DOTD will occur December 15. Project is expected to be advertised in April of 2024.

**25<sup>th</sup> Street Canal Subbasin Improvements Project.**

The Finding of No Significant Impact (FONSI) has been signed by FEMA and sent to FEMA Program. EHP's review is complete, and we will begin the process for putting the Final Environmental Assessment (EA) on the web next week. Program is currently working through the next steps to award.

**Timberlane Drive - Canal Emergency Repair**

A State Capital Outlay emergency request has been submitted to the State.

**Mel Ott, McDonoghville and Richard Street Playground Equipment**

Contracts have been agreed upon. Construction is to begin in February due to material delivery delays.

**Hancock St - Eastside (Burmester to McDonogh St.) & Palfrey St. (Milton St. to Virgil St.)**

Cost Estimates and Conceptual plans have been assembled and will be submitted to Jefferson Parish for HUD funding application. Hancock cost estimate is \$161,582.50. Palfrey Cost Estimate is \$131,446.

**Creagan Canal Bank Failure**

Conceptual drawings and a cost estimate have been created for reinforcing the canal bank along Creagan Canal (506'). In lieu of Sheet pile reinforcement, RCR concrete matting is being explored as a cheaper alternative.

**Governor Hall Connector Project.**

Union Pacific asked the city to resubmit our permit-variance package. The resubmittal was sent on June 6, 2023. Union Pacific and Olsson Engineering sent a reimbursement agreement to Mayor Constant. The agreement asks Gretna to reimburse Union Pacific for their engineer's (Olsson) analyses of this section of the rail line. It is a positive step towards getting the UP permit-variance. The mayor has signed the reimbursement agreement. Olsson Engineering is performing the analysis for UP. DOTD Rail Safety Engineer-William Shrewsbury is being kept in the loop on these matters.

**2023-2024 Capital Outlay.**

2023-2024 Capital Outlay requests have been submitted. The projects submitted for funding are City Hall Exterior and Interior Renovations, Downtown Drainage Phase 3 – Governor Hall Connector, Stumpf Blvd Canal Box Culvert – Friedrich's St. Bypass and Old Garden Park Lighting Project.

**2023-2024 Capital Improvements Plan**

Projects in this plan are Asphalt Paving along Monroe Street (4<sup>th</sup> Street to Americus 3 Phases), Hancock St. (East of Canal, Burmaster-McDonogh) and Palfrey St. (Milton-Virgil), Lafayette St. (4th-5th) and 1st St (Hamilton - Lafayette).

**Finance Department:**

**Report "Actual vs. Budget for Major Funds" was  
distributed prior to the meeting.**



Commercial: Fence (Com)	12/5/2023	2023-7120	JAMES J. KENNEY & CO., INC.	C-2 (General Commercial District)	62 Westbank Expy	\$86,835.00	Construction/installation of a 10'-0" wood fence as per code and requirements as per code and requirements and as indicated in plans provided and approved by Zoning. City of Gretna stamped approved plans shall be printed by applicant at a full size set and shall be on site at all inspections otherwise the inspection is deemed a fail. Owner is responsible for erecting fence within owner's property line. You are required to post your permit in window visible from street for the duration of project and shall not remove it until a Certificate of Completion is issued from our permit system. Failure to post shall result in a failed inspection. All required inspections may be found in the permit system and shall be requested via www.mygovernmentonline.org. Failure to complete all required inspections under this permit shall result in the inability to proceed with any new permits for improvements in the future.	\$460.00	
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Commercial: Tenant Build-out (Com)	12/13/2023	2023-7270	KETA CONSTRUCTION COMPANY - Jill Justi	C-1 (Neighborhood Commercial District)	1220 Huey P Long Ave	\$89,537.85	Interior renovations to an existing commercial structure as per coded and requirements and plans provided. All trades shall file under this permit number. City of Gretna stamped approved plans shall be printed by applicant at a full size set and shall be on site at all inspections other the inspection is deemed a fail. You are required to post permit in window visible from street for the duration or project and shall not remove it until a Certificate of Completion is issued from the permit system. All required inspections may be found in the permit system and shall be requested via www.mygovernmentonline.org. Failure to complete all required inspections under this permit shall result in the inability to proceed with any new permits for improvements in the future.	\$475.00	
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City of Gretna

Department of Inspection and Code

Permits Issued from 12/3/2023 12:00:00 AM thru 1/2/2024 12:00:00 AM

Commercial: Tenant Build-out (Com)	12/14/2023	2023-7290	P - L-A-I-D - Stacey Serro	C-1 (Neighborhood Commercial District)	901 Derbigny Street	\$39,650.00	Buildout/remodel of existing tenant space for new tenant as per code and requirements. All trades shall file under this permit number. City of Gretna stamped approved plans shall be printed at a full size set by applicant and it shall be on site at all inspections otherwise the inspection is deemed a fail. You are required to post permit in window visible from street for the duration of project and shall not remove it until a Certificate of Completion is issued from the permit system. Failure to post shall result in a failed inspection. All required inspections may be found in the permit system and shall be requested via www.mygovernmentonline.org. Failure to complete all required inspections under this permit shall result in the inability to proceed with any new permits for improvements in the future.	\$225.00	
						\$129,187.85		\$700.00	
Residential: Addition (Res)	12/13/2023	2022-5833	Daniel Pastrana Construction LLC - Daniel Humberto Pastrana	R-1 (Single Family Residential)	1806 Newton Street	\$21,550.00	STOP WORK ORDER - WORK COMMENCED WITHOUT PERMIT -	\$135.00	

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City of Gretna  
Department of Inspection and Code  
Permits Issued from 12/3/2023 12:00:00 AM thru 1/2/2024 12:00:00 AM

									required inspections may be found in the permit system and shall be requested via <a href="http://www.mygovernmentonline.org">www.mygovernmentonline.org</a> . Failure to complete a permit of all required inspections will result in an ability to proceed with any new permits for improvements in the future.		
										\$21,550.00	\$135.00
										\$413,422.85	\$2,200.00
Total											



## Code Enforcement Report 12-1-23 thru 1-3-24

Violation	Total Violations	Closed Violations
Accessory structure		
Animals running at large (Excluding dogs)		
Automobile dealers (Repair work)		
Automobile repair shops and body shops (Building required)		
Business license required	2	
City responsibility; criteria for city collection		
Construction dumpster		
Commercial vehicles in a residential zone		
Construction and maintenance of basketball goals on city streets		
Dangerous structure or premises (Board and Secure)	1	
Decorative features	2	
Defacement of property		
Disposal of cut grass, weeds, tree limbs etc.; in drainage ditches and on public streets and right of way prohibited		
Dogs running at large		
Exceeding what is allowed in a C1 Zone		
Exterior walls/doors	1	
Failure to provide for or maintain utility service		
Exceeding what is allowed in a R1 zone		
Fences enclosing dumpsters		
Grading and drainage		
Interior structure (Unsafe condition)		
Painting booths		
Landscape maintenance		
Maintenance of a nuisance prohibited	1	
Living, sleeping in camping and recreational equipment		
Inoperable vehicles		
Neglect of historic structure		
Non-routine motor vehicle repair prohibited		
Nonconforming sigs		
Premises Identification	2	
Overflowing Dumpsters		
Pest Elimination		
Outdoor display of merchandise, goods and movables		
Parking on the front lawn	1	
Plumbing systems & features		
Pit Bull Dogs	1	
Person's Responsibility		
Parking of buses, trailers, water crafts		
Storage of vehicles awaiting repair		
Premises maintained in a prohibitive manner		
Prohibited discharges		
Prohibited sigs		
Protective treatment	4	
Commercial vehicles in a residential zone		
Roofs and drainage	2	
Removal of waste	1	
Sign erection permits and review		
Sign maintenance		
Single-family residential district, R-1		
Short Term Rentals		
Stairways, decks porches and balconies		
Storage of camping and recreational equipment	2	
Storage of parts or waste materials		
Premises Identification		
Rubbish and garbage		
Storage Containers	1	
Swimming pools		
Trash, debris etc.	18	
Temporary signs	1	
Vending Machines		
Parking buses, trailers, water crafts on city streets prohibited		
Weeds, grass, other vegetation	11	
Windows, skylight and door frames	1	
Work commencing before building permit issued or filing application accepted	6	
TOTALS	58	

# MEMO

**TO: Mayor Belinda C. Constant; Council Members Wayne Rau, Rudy Smith, Michael Hinyub, Mark Miller and Jackie Berthelot**

**FROM: Amelia Pellegrin, Director of Planning and City Development**

**DATE: January 5, 2024**

**RE: Planning and City Development Monthly Status Report**

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**PLANNING ACTIONS**

- **Minor Subdivision:** 1104 / 1112-1114 Hancock Street

**CAPITAL PROJECT UPDATES**

- **Fire Station**
  - Substantial completion issued August 31, 2023.
  - Punchlist items remain to be completed.
  - Warranty issues and other items outstanding.
- **25<sup>th</sup> Street Gretna Resilience District Project:**
  - Draft FONSI, awaiting final award documents.
- **5<sup>th</sup> Street Corridor Improvements:**
  - Sixty Percent (60%) final plans for road revitalization submitted on 7/5/23.
  - Ninety-Fire Percent (95%) plan submittal pending by BKI.
  - DOTD bidding and construction timeline TBD.
  - Demolition of City owned properties completed.
- **4<sup>th</sup> Street Extension Project:**
  - Change Order 13 review in progress with DOTD.
  - Engineer consultant is working on closeout documents – all change orders were required to be hand signed.
- **725 Carricox Street:**
  - Awaiting DEQ No Further Action letter.
- **4<sup>th</sup> Street Pedestrian Improvements:**
  - Downtown pedestrian improvements (SRPP) DOTD project was awarded to contractor by DOTD.
  - Pre-construction meeting pending.
- **Playground Revitalization Project (CDBG-VC):**
  - Pre-construction meeting pending.
  - Scheduled to begin installation in early March 2024.
- **National Endowment for the Arts: River Connections:**
  - Luna Fete event a success – data estimates roughly 25% of attendees were Gretna residents, with approximately one third of attendees coming from across the River.
  - Videography and photography are pending.
  - Final report due March 2024.
- **Greater New Orleans Foundation 100-Year Challenge Grant:** *Creating a Healthy and Resilient Transition for Infrastructure and Neighborhood Growth: CHARTING McDonoghville’s Future*
  - \$100,000 grant awarded to City for planning, stakeholder engagement and design of nature-based solutions to mitigate flooding and storm impacts in McDonoghville.

**CITY OF GRETNA  
HISTORIC DISTRICT COMMISSION MEETING  
Gretna City Hall  
740 2<sup>nd</sup> Street, 2<sup>nd</sup> floor Council Chambers, Gretna, LA 70053  
January 2, 2024 – 4:00 PM**

**To: Mayor Belinda Constant  
Council Members Wayne Rau, Rudy Smith, Mike Hinyub, Mark Miller, and Jackie Berthelot  
Norma J. Cruz, City Clerk**

**From: Peter Spera III, Chairman  
Danika Gorrondona, City Building Official**

**Members Present:  
Historian: James Rolf  
District 2: Zack Dieterich  
District 3: Peter Spera III  
District 4: Sandra Banks  
At Large: Peter Debroeck**

**Members Absent:  
Architect: Paula Peer  
District 1: Burdell Muller**

**FOR DISCUSSION:**

**(1) Window shutters discussion**

Mayor Belinda Constant addressed the Historic District Commission (HDC) members regarding Bahama shutters in the Gretna's historic districts. Discussed with HDC members about existing unapproved shutter installations was inappropriate; and whether the shutters may be appropriate on certain historic homes.

Councilman Mike Hinyub continued the discussion noting that these types of shutters may be more appropriate for certain window sizes/types and were easier to operate by older residents. Member James Rolf presented information on the opinion of shutters from three other historic districts in the New Orleans Metro area. HDC members and City Building Official Ms. Danika Gorrondona discussed options for review and approval of existing and new Bahama shutter installations. HDC members determined these shutters should be reviewed on a case-by-case basis and installations may be approved based on the build style and age of the home.

**CONSENT AGENDA FOR CERTIFICATE OF APPROPRIATENESS**

**Motion to approve properties on the consent agenda.**

**Approved 5-0      Motion by: Zack Dietrich      Second by: Peter Debroeck**

**(1) 539 Lafayette Street - COA – 24-001 Issued**

Applicant: Jennifer Joubert  
For: Commercial sign

**(2) 904 9th Street - COA – 24-002 Issued**

Applicant: Sal Gagliano  
For: Changes from approved COA 12/4/23

**(3) 804 Franklin Street - COA – 24-003 Issued**

Applicant: Andrew Prejean  
For: Laundry room addition

**(4) 433 4th Street - COA – 24-004 Issued**

Applicant: Ricky Talamo  
For: Front door change from original approved COA 11/1/22

**(5) 524 9th Street - COA – 24-005 Issued**

Applicant: John T. Vanderhooft  
For: Shed

**(6) 601 4th Street - COA – 24-006 Issued**

Applicant: Julie Hill Foster  
For: Commercial sign

## PROPERTIES WITH CURRENT REQUEST FOR CERTIFICATE OF APPROPRIATENESS

- (1) 726-728 Madison Street - **COA – 24-007 Issued (screen door) & COD – 24-001 Issued (front doors)**

Applicant: Clair Brown

For: Front door and screen door

Portion of Packet Approved (screen door) **5-0**

**Motion by: Zack Dietrich**

**Second by: Sandra Banks**

Portion of Packet Denied (**front door**) **5-0**

**Motion by: Zack Dietrich**

**Second by: Sandra Banks**

Portion of Packet converted to Preliminary Conference (front doors) **5-0**

**Motion by: Zack Dietrich**

**Second by: Peter Debroeck**

**Note:** HDC noted that the new front doors installed without approval were not historically appropriate.

- (2) 500 1st Street

Applicant: Thomas Wilkinson

For: Deviation from original approved COA 4/3/23 - **COA – 24-008 Issued**

**Approved 5-0** **Motion by: Zack Dietrich** **Second by: Sandra Banks**

- (3) 1114 Washington Street - **COA – 24-009 Issued**

Applicant: Hyman Bartolo Jr.

For: Renovations, preliminary conference 10/2/23

**Approved 5-0** **Motion by: Zack Dietrich** **Second by: Peter Debroeck**

- (4) 701 Franklin Street - **COA – 24-010 Issued**

Applicant: Jimmy Cao

For: Residential renovations, preliminary conference 10/30/23

**Approved 5-0** **Motion by: Zack Dietrich** **Second by: Sandra Banks**

- (5) 1108 Derbigny Street

Applicant: Jon McGill Sr.

For: Demolition

**Converted to Preliminary Conference 5-0**

**Motion by: Zack Dietrich**

**Second by: James Rolf**

**Note: HDC recommended retaining the front façade and porch of the existing structure**

- (6) 416 Lavoisier Street - **COA – 24-011 Issued**

Applicant: Marc Dougherty

For: Deviation from original approved COA 10/30/23, Ref.: COA 20-0004

**Approved 5-0** **Motion by: James Rolf** **Second by: Sandra Banks**

## OTHER MATTERS

2024 HDC Meeting calendar/schedule was presented; discussed the option on what date to hold the January 2025 meeting, since it was in conflict with holiday schedules.

## ADJOURNMENT:

On a motion by **Member Zack Dietrich** and seconded by **Member Peter Debroeck**, the Historic District Commission (HDC) meeting for January 2, 2024, adjourned at 5:29 pm, and the same was unanimously approved by all commission members.

Respectfully submitted by: Peter Spera III, Chairman





## City of Gretna Public Services Department

# MEMO

**TO: Honorable Belinda C. Constant, Mayor; City Council Members**

**FROM: Danny Lasyone (Dina Matthews)**

**DATE: January 10, 2024**

**RE: Status reports - Citywide maintenance and public improvements projects**

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### **District 1**

- Blew drain lines and cleaned drain boxes with vector truck Madison Street from Magellan to Columbus Streets, Madison Street from Isabelle to Burmaster Streets, 118 to 828 Madison Street, 1101 & 1118 Jefferson Street, 501 Anson Street, 514, 516, 528 & 532 Monroe Street, 600 & 900 block of Monroe and Isabelle Streets from Hancock Street to Franklin Street.
- Neutral ground maintenance (ongoing)
- City Sweeper cleaning streets district wide

### **District 2**

- Blew drain lines and cleaned drain boxes with vector truck at 9<sup>th</sup> & Evergreen Streets, 3<sup>rd</sup> Street, 1105 & 1235 Stumpf Boulevard, 93, 101, 202, 304 & 828 11<sup>th</sup> 1112 10<sup>th</sup> Streets, 10<sup>th</sup> Street at Lafayette Street & Amelia Lafayette Streets & 9<sup>th</sup> Street, 520, 717, 807 & 911 Newton Street, 2<sup>nd</sup> & Lafayette Streets, Newton Street & Second Street, Fourth Street, Fifth Street & Sixth Street.
- Neutral ground maintenance (ongoing)
- City Sweeper cleaning streets district wide
- Cleaning catch basins district wide (ongoing)
- Cut and trimmed Huey P. Long Avenue

### **District 3**

- Blew drain lines and cleaned drain boxes with vector truck at 41, 47, 49 & 51 Holly Drive, 1303, 1205 and 1109 & 1009 21<sup>st</sup> Street
- City Sweeper cleaning streets district wide
- Cut and trimmed grass at Belleview Park, City Park and the Observatory
- Grocery carts picked up weekly district wide
- Cleaning catch basins district wide (ongoing)

### **District 4**

- Blew drain lines and cleaned drain boxes with vector truck at Pike Drive, 1016, 1025, 1039 & 1045, Aquavit Street, 1235 & 1105 Fredericks Street, 14 & 16 Colony Road, 319 Fairfield Avenue, Linda Court & Gretna Boulevard, 744 & 768 Fairfield Avenue and 937 Marlene Drive
- Grocery carts picked up weekly district wide
- City sweeper cleaning streets district wide
- Neutral ground maintenance (ongoing)
- Cleaning catch basins district wide (ongoing)

### **Citywide**

- Sign maintenance
- Drain maintenance
- Grass cutting
- WPA ditch cleaning in Districts 1 and 2 with city crews
- Pickup of grocery carts weekly

On a motion by **Councilman** \_\_\_\_\_ and seconded by **Councilman** \_\_\_\_\_, the following ordinance was introduced:

**ORDINANCE NO.**

**An ordinance adopting the amended Budget for the City of Gretna, Louisiana, for the Fiscal Year of April 1, 2023, to March 31, 2024.**

**WHEREAS**, the Budget for the Fiscal Year of April 1, 2023, to March 31, 2024, was adopted by Ordinance No. 4977, on March 8, 2022; and

**WHEREAS**, the amendments to the Budget for Fiscal Year of April 1, 2023to March 31, 2024, are presented for approval in the attached documentation.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council, acting as legislative authority for the City of Gretna, that:

**The amended Budget for the City of Gretna, Louisiana for the Fiscal Year April 1, 2023, to March 31, 2024, is hereby adopted.**

Provided that a majority of the City Council of the City of Gretna have voted in favor of this ordinance, this ordinance shall have the full force and effect of law at midnight on the tenth day following the Clerk's presentment of same to the Mayor, in accordance with Louisiana Revised Statutes 33:406(c)(2) unless the Mayor returns same, unsigned, to the Clerk during that ten-day period.

This ordinance having been submitted to a vote; the vote thereon was as follows:

Yeas: **Council Members**

Nays:

Absent:

Abstain:

**ADOPTED:**

**APPROVED:**

\_\_\_\_\_  
**CITY CLERK  
CITY OF GRETNA  
STATE OF LOUISIANA**

\_\_\_\_\_  
**MAYOR  
CITY OF GRETNA  
STATE OF LOUISIANA**

Ordinance presented to the Mayor

Ordinance returned from the Mayor

\_\_\_\_\_  
**CITY CLERK  
CITY OF GRETNA  
STATE OF LOUISIANA**

\_\_\_\_\_  
**CITY CLERK  
CITY OF GRETNA  
STATE OF LOUISIANA**