

The Mayor and City Council held the monthly Regular meeting of the City of Gretna on **Wednesday, August 13, 2025**; at Gretna City Hall, 740 Second Street, Council Chambers, on the second floor, Gretna, Louisiana.

Notice of Public Meeting (Council Regular Meeting)

Notice of the monthly meeting of the Mayor and City Council was duly published as prescribed by law in the legal journal of the New Orleans Advocate; and posted on the bulletin board, at the main entrance of Gretna City Hall; 740 Second Street, Gretna, LA 70053; and to the City’s Website.

1. Call to Order and Roll Call:

Mayor Belinda C. Constant chaired the Council Regular monthly meeting; the City Clerk was present; Mayor Constant called the meeting to order at 5:36p.m. -The roll was called; a quorum of four Council Members was present; Wayne A. Rau, Councilman at Large; Rudy S. Smith, District 1; Michael A. Hinyub, District 2; Mark K. Miller, District 3; and Randy S. Carr, District 4. --- Absent: None

2. Invocation and Pledge of Allegiance

Upon the opening of the meeting, Father of Archbishop Blenk High School, offered a prayer. Thereafter, the Pledge of Allegiance was recited.

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Agenda Amended (August 13, 2025)

On a motion by **Councilman Rau** and seconded by **Councilman Hinyub**, **IT WAS RESOLVED** to amend the Agenda to add one resolution for adoption: A resolution authorizing and directing Mayor Belinda C. Constant on behalf of the City of Gretna, to enter into all contracts with ABA ETHOS, LLC to facilitate the design and construction of improvements at the Gretna BMX track; and the same was unanimously approved.

No comments from the public or Council members.

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3. Opening Remarks by the Mayor:

-Mayor Constant recognized and invited State Senator Patrick Connick, District 8, to address the Gretna City Council and the audience.

--Senator Connick said it was great to be in Gretna, the gem of the Westbank; and what is being done in the city was impressive. Senator Connick was honored to represent the City of Gretna. Reported on the various funds procured in Baton Rouge for Gretna and the Westbank, by area senators and state representatives this year: For the Gretna Fest, a \$500,000.00, (from hotel-motel tax). For the Gretna City Hall Renovations appropriated \$1.2 million. There was a 2.9-million-dollar appropriation for the Gretna Government Complex Parking Lot. He said, “what was happening in Gretna, was a good thing, no matter what the criticism was;” and we all have to make sure they happen. There was also \$500,000.00 for the BMX Track Improvements, which was taken away, but put back, along with state funds. There was \$200,000.00 for the Gretna Police Department and \$750,000.00 for the Gretna Farmer’s Market Redevelopment. In 2017, the Louisiana Legislature passed Act 380, which provided additional appropriations out of the **Crescent City Transition Fund**. In essence, the state created the Crescent City Transition Fund in the context of the cessation of tolls on the Crescent City Connection to manage the remaining funds and allocate them for ongoing needs. In 2017 they were able to procure a portion of the money back for the Westbank at \$8 million dollars for the Westbank Improvements along with the Westbank Expressway from Terrytown all the way to Avondale, by replacing the lights on the elevated Expressway with LED lights, improve landscaping under the expressway with style and easy maintenance (Dana Brown, Architects). Senator Connick recapped other projects throughout the Westbank. “These funds demonstrate the state's recognition of Gretna as a significant community, with one senator referring to it as the "gem of the Westbank". Source: The Advocate.

Mayor Constant thanked State Senator Connick for all his help in procuring the funds for the City Gretna.

Police Chief Brett Lawson thanked Senator Connick for all his help and appreciated his friendship. Appreciated the hard work and representation for City of Gretna on behalf of the Gretna Police Department for the men and women; with the \$250,000.00 secured for the Police Department along with Senators J. Cameron Henry, Jr., Senate President; Senator Gary Carter, and State Representative Vincent E. Cox III, District 85; it is appreciated and provides the department with the ability to supplement their budget, and purchase new equipment to provide officers’, safety; it was certainly recognized and appreciated.



5. PRESENTATIONS: Moved up.

A. Retirement – Trudy Scales

Mayor Constant read and presented a Proclamation to city retiring employee Ms. Trudy Scales, on behalf of all elected officials of the City of Gretna, do hereby recognize Ms. Trudy Steve Scales for her hard work and dedication to the City of Gretna. Thank you for playing a vital role in the success of our city. We wish you the best in your retirement and future endeavors.

4. Appointments:

City Officials, Administrative Staff; Historic District Commission and Planning and Zoning Commission.

On a motion by **Councilman Miller** and seconded by **Councilman Carr**, **IT WAS RESOLVED** to approve the appointments of the following: City Officials Raylyn C. Stevens, Chief Financial Officer/Tax Collector; and Norma-Jean Cruz, City Clerk. Administrative Staff Gwen Turner, Director of Human Resources; Amelia Pellegrin, Director of Planning and City Development; Eric Stahl, Director of Network Security and Emergency Operations; Ed Batiste, Project Manager

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1. Call to Order and Roll Call:

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2. Invocation and Pledge of Allegiance

Upon the opening of the meeting, Council Member Miller, Council District 4, offered a prayer. Thereafter, the Pledge of Allegiance was recited.

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; Madason Priore, Director of Public Services; Merrill Steel, Water Production Superintendent; Brandon Prejean,

Wastewater Superintendent; Amie H. Hebert, Park and Parkways, Superintendent; Danika Gorrondona, Building Official; Angel Gonzales, Code Enforcement Supervisor; Kirk Lepine, Recreation Superintendent; Summer Cook, Community Affairs Supervisor; and Rachael Stanley, Citizens Affairs Coordinator. ---Appointments to be ratified by the City Council Walter J. LeBlanc, Jr., City Attorney/City Prosecutor; Olden C. Toups as City Court Magistrate and R. A. “Red” Osborne as City Court Magistrate; and the same were approved by the following vote:

Yeas: Council Members Rau, Hinyub, Miller, and Carr

Nays: None

Absent: Council Member Rudy S. Smith, Council District 1

Abstain: None

No comments from the public or Council members.

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Attending members of the Historic District Commission and Planning and Zoning Commission;

Oath of Office – Commissions Members

Mayor Constant provided the Oath of Office to attending members of the Historic District Commission, James Rolf, Historian; Paula Peer, Architect; Peter DeBroeck, Council at Large appointment, and Peter Spera, District 3 appointment. *The absent members Burdell Muller, Sandra Banks and Zack Dieterich will be sworn in August 4, 2025, prior to the meeting of the Historic District Commission.

Mayor Constant provided the Oath of Office to members of the Planning and Zoning Commission, James Rolf, Rory Cadres and William Tomasak. *The absent members Elizabeth Strohmeier and Tommy Tingstrom will be sworn in August 6, 2025, prior to the meeting of the Planning and Zoning Commission.

Mayor Constant thanked all, stating that for the commission members, it was a volunteered commission, which was incredibly important to the business of the city; without these members, the city could not carry out the business as it is dictated by ordinance for the City of Gretna. The city appreciated them, and they were invaluable to the city.

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5. PRESENTATIONS:

B. Recognition of New Businesses: NONE

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6. Adoption of a Resolution – Setting the 2025 Millage Rates:

Mrs. Raylyn Stevens, Chief Financial Officer explained that this process was required by State, and the Jefferson Parish Assessor’s Office for municipalities to adopt millage rates for them to set the rolls every year; the millage rates have not changed from last year. Therefore, there was no increase in millage rates.

On a motion by **Council Member Rau** and seconded by **Council Member Hinyub**, a resolution setting the 2025 Millage rates was presented and read in its entirety by the Honorable Belinda C. Constant, Mayor of the City of Gretna; the following resolution was adopted by the following vote:

Yeas: Council Member Rau, Hinyub, Miller, and Carr

Nays: None

Absent: Council Member Rudy S. Smith

Abstain: None

RESOLUTION NO. 2025-033

A resolution adopting and setting the 2025 Millage Rates for the City of Gretna at 56.45 mills; AND setting the Millage Rates for Annexed Timberlane at 36.49 mills; not to exceed the maximum authorized rates; all pursuant to Article VII, Section 23(C) of the Louisiana Constitution, and Revised Statute 47:1705(B).

BE IT RESOLVED THAT the following millages are hereby levied on the **Year 2025** tax roll on all property subject to taxation by the City of Gretna, Louisiana:

MILLAGES FOR GREटना - ANNEXED TIMBERLANE

Tax Description	GREटना	TIMBERLANE
General Alimony	4.14 mills	4.14 mills
Police Protection	6.53 mills	6.53 mills
Fire Protection	1.87 mills	
Recreation	2.24 mills	2.24 mills
Streetlights	3.73 mills	3.73 mills
Ambulance	3.44 mills	3.44 mills
Sewer System	1.87 mills	
Sewer Maintenance Facilities	1.90 mills	
Fire Protection	3.83 mills	
Fire Protection	3.73 mills	
Recreation Services & Social Services to the Aged	2.43 mills	2.43 mills
Fire Protection	6.76 mills	
Ambulance Service	2.79 mills	2.79 mills
Police Department	3.73 mills	3.73 mills
Police Protection	7.46 mills	7.46 mills
TOTAL MILLAGE:	56.45 mills	36.49 mills

BE IT FURTHER RESOLVED, that the proper administrative officials of the City of Greटना, Parish of Jefferson, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of the said municipality for **YEAR 2025**, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

No comments from the public or Council members.
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7. **CONSENT AGENDA:**

A. **Approval of Meeting Minutes:**

June 11, 2025, Council Regular Meeting **and** June 18, 2025, Council Special Meeting (2025 Bond Issue).

B. **Approval of Event Request(s):**

- (1) Akilah Temple No. 283, and Akilah Court No. 255, National Community Health Initiative Walk; November 8, 2025; 1100 Cook Street - Celeste Gunning, Contact. The Greटना levee to Greटना-Algiers line on the levee. Celebration under the Jefferson Memorial Arch.

C. **Approval of Alcoholic Beverage Outlet Permit Application:** **APPROVAL DEFERRED NOT INCLUDED**

- (1) Issa Vibe Bar & Lounge, 1010 Friedrichs St.; Change of Ownership. Brent Tigler, Applicant (The Tigler Group, LLC)

D. **Adoption of Resolutions by CONSENT APPROVAL:**

(1) RESOLUTION NO. 2025-034
A resolution by the City of Greटना proclaiming the month of July 2025, as Park and Recreation Month. This year’s theme, “Build Together, Play Together, ” reminds us of the contributions of more than 160,000 full-time park and recreation professionals — along with hundreds of thousands of part-time and seasonal workers and volunteers — who maintain our country’s close-to-home parks.

WHEREAS, the City of Greटना has an interest in the health, welfare, and safety of the citizens of the City of Greटना; and City of Greटना places a high value on quality-of-life issues; and

WHEREAS, parks and recreation is an integral part of communities throughout this country, including the City of Greटना; and are at the center of many experiences and memories; and

WHEREAS, parks and recreation promotes health and wellness, improving the physical and mental health of people who live near parks; and

WHEREAS, parks and recreation encourages physical activities by providing space for popular sports, and many other activities designed to promote active lifestyles; and

WHEREAS, parks and recreation increases a community’s economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS, our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature; and

WHEREAS, the U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS, “proclaiming July as Park and Recreation Month is an opportunity for your community and local leadership to officially acknowledge the importance of parks and recreation and the benefits it provides to the people you serve.”

NOW, THEREFORE, BE IT RESOLVED by the City Council of Gretna, Louisiana, acting as governing authority of said City that:

The City of Gretna hereby proclaims the month of July 2024, as Park and Recreation month of July 2025, as Park and Recreation Month. This year’s theme, “Build Together, Play Together, ” reminds us of the contributions of more than 160,000 full-time park and recreation professionals — along with hundreds of thousands of part-time and seasonal workers and volunteers — who maintain our country’s close-to-home parks.

(2) **RESOLUTION NO. 2025-035**

A resolution authorizing Mayor Belinda C. Constant to execute the Cooperative Endeavor Agreement between the Parish of Jefferson and City of Gretna to provide for a police detail by the Gretna Police Department at the Gretna Library (102 Willow Drive) at a cost not to exceed \$363,000.00 for the three (3) year period of the Agreement.

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 and the City of Gretna are local bodies are constitutionally and statutorily created local political bodies of the State of Louisiana with the authority to contract, including entering into Cooperative Endeavor agreements; and

WHEREAS, the PARISH and CITY OF GRETNA 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, to make agreements between or among themselves for police protection, more specifically providing uniformed Gretna Police officers to provide police detail at the Gretna Library; and

WHEREAS the public purpose of the Project is described as protecting the staff and patrons of the Gretna Library by providing uniformed Gretna Police Officers to provide police detail at the Gretna Library located at 102 Willow Drive, Gretna, Louisiana 70053; and has a reasonable expectation of receiving a benefit or value of police protection at the Gretna Library which is at least equivalent to the \$360,000.00, for the three (3) year period provided for in this Agreement; and

WHEREAS the citizens of Jefferson Parish will benefit from the efforts of these parties working together; and the PARISH desires to cooperate in the implementation of the project as hereinafter provided.

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

Mayor Belinda C. Constant is hereby authorized to execute the Cooperative Endeavor Agreement between the Parish of Jefferson and City of Gretna to provide for a police detail by the Gretna Police Department at the Gretna Library (102 Willow Drive) at a cost not to exceed \$363,000.00 for the three (3) year period of the Agreement.

(3)

RESOLUTION NO. 2025-036

A resolution authorizing Mayor Belinda C. Constant to execute Change Order No. 2, for the Mechanical Resource Contractors, LLC contract as General Contractor for the construction of the HVAC Upgrades to the 2nd and 3rd floors at the Gretna City Hall Building, City of Gretna, Louisiana in the additional amount of \$23,582.00, and zero (0) calendar days.

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

WHEREAS, a change of ductwork is to be abated. Duct demolition changed to duct abatement that was not included in original abatement report. Add \$21,811.00 and 0 Days; and

WHEREAS, change for 3 ceiling cassette units to wall mounted type at 3rd floor spaces and credit for associated work. Add \$1,771.00 and 0 Days: Ceiling cassettes changed to wall mounted units due to limited space above third floor ceilings and credit for work eliminated for change of unit type, eliminate wall build-out, suspended ceiling work and sprinkler work; and

WHEREAS, the Architect, Burgdahl & Graves c/o Meyer Engineers, Ltd., recommends that the City of Gretna, Louisiana accept Change Order No. 2.

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

Mayor Belinda Constant is hereby authorized to execute Change Order No. 2. for the Mechanical Resource Contractors, LLC contract as General Contractor for the construction of the HVAC Upgrades to 2nd and 3rd Floors at Gretna City Hall, City of Gretna, Louisiana in the additional amount of twenty three thousand five hundred eighty two dollars and zero cents (\$23,582.00) and zero (0) calendar days, and to have a copy of this resolution recorded with the Mortgage and Conveyance Office of the Parish of Jefferson, State of Louisiana; as originally filed on November 26, 2024; Instrument No. 12447592; Mortgage Book 5093, Page 40.

On a motion by **Council Member Rau** and seconded by **Council Member Hinyub**, **IT WAS RESOLVED** to approve and adopt all items read into record from the July 9, 2025, **CONSENT AGENDA**; and same were approved by the following vote:

Yeas: **Councilmen Rau, Hinyub, Miller, and Carr**

Nays: None

Absent: Council Member Rudy S. Smith, Council District 1.

Abstain: None

No comments from the public or Council members.

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FLOOR: Adoption of a Resolution:

On a motion by **Council Member Miller** and seconded by **Council Member Hinyub**, the following resolution was read, and adopted section by section and then as a whole by the following vote:

Yeas: **Councilmen Rau, Smith, Hinyub, Miller, and Carr**

Nays: None

Absent: None

Abstain: None

RESOLUTION NO. 2025-037

A resolution authorizing and directing Mayor Belinda C. Constant on behalf of the City of Gretna, to enter into all contracts with ABA ETHOS, LLC to facilitate the design and construction of improvements at the Gretna BMX track.

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 hosted BMX events in the past; and

WHEREAS the City of Gretna is looking to add improvements to its BMX track to host more such events; and

WHEREAS, the City of Gretna needs to engage the appropriate consultants to achieve that goal.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Gretna, Louisiana, acting as governing authority of said City that:

Mayor Belinda C. Constant is hereby authorized and directed on behalf of the City of Gretna, to enter into any and all contracts with ABA ETHOS, LLC to facilitate the design and construction of improvements at the Gretna BMX track.

No comments from the public or Council members.

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8. Consideration and Adoption of an Ordinance:

On motion by **Council Member Hinyub** and seconded by **Council Member Carr**, the following ordinance was read, and adopted section by section and then as a whole by the following vote:

Yeas: **Council Members Hinyub, Carr, Rau, and Miller.**

Nays: None

Absent: None

Abstain: None

ORDINANCE NO. 5022

An ordinance as amended establishing new rules for Electronic Enforcement to the Gretna Code of Ordinances Chapter 52, Article IV– Electronic Enforcement; Division II – Speed Enforcement.

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

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

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

Chapter 52, Article IV – Electronic Enforcement; Division II – Speed Enforcement is hereby established into the Gretna Code of Ordinances:

ARTICLE IV - ELECTRONIC ENFORCEMENT

DIVISION I – GENERALLY

Secs. 52-315-52-331. - Reserved.

DIVISION II - SPEED ENFORCEMENT

Sec. 52-365 – Definitions

The following words, terms, and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Automated Speed Enforcement Device means an unmanned or handheld camera or optical device installed to work in conjunction with a traffic control signal or radar speed detection equipment, or both, and designed to collect photographic evidence of alleged traffic violations for the issuance of traffic citations by recording images that depict the license plate or other identifying feature of a motor vehicle not in compliance with instruction of a traffic control signal or posted traffic sign.

- (a) The Automated Speed Enforcement Device should be capable of producing at least two (2) recorded images depicting the license plate attached to the rear of a vehicle being operated at a speed in excess of the speed limit.

Department means the police department, its successor, or an authorized representative as determined by the police chief.

Electronic Enforcement Devices shall mean automated speed enforcement devices, red light traffic cameras, and mobile speed cameras used for the purpose of regulating and enforcing traffic violations in which citations are issued by mail.

Intersection means the place or area where two or more streets intersect.

Mobile Speed Camera means a device designed to collect photographic or video evidence of an alleged violation of a posted speed limit by recording images that depict the license plate or other identifying feature of a motor vehicle that is not operated in compliance with the posted speed limit sign.

Owner means the owner of a vehicle as shown on the vehicle registration records of the state department of public safety, office of motor vehicles, or the analogous department or agency of another state or country.

Police chief means the city police chief for the city government.

Recorded image, means an image recorded by the Electronic Enforcement Device depicting the rear of a vehicle which is automatically recorded on a photograph or digital image or video, which also depicts the recorded speed, date, location, and time of the recorded image.

Speed limit means the established regulatory speed limit on the subject roadway.

System location means the approach to an intersection toward which an Electronic Enforcement Device is directed and in operation or segment of roadway on which an Electronic Enforcement Device is in operation.

(Code 1997 §90-505; Ord. No. 3678, §2, 3-12-2008)

Sec. 52-366 - Imposition of civil penalty for violations enforced by an Electronic Enforcement Device.

- (a) The city council finds and determines a vehicle traveling over the speed limit for the vehicle’s direction of travel damages the public by endangering vehicle operators and pedestrians alike, by increasing the number of serious traffic crashes to which public safety agencies must respond at the expense of the taxpayers, therefore decreasing the efficiency of traffic control and traffic flow efforts.
- (b) Except as provided in subsections (c) and (d) of this section, the owner of a vehicle is liable for a civil penalty as shown in the following table if the vehicle is traveling a speed in miles per hour (mph) greater than the speed limit as shown in the following table at a system location. The following civil penalties shall apply to the owner when captured by the Electronic Enforcement Device where the vehicle was recorded as traveling at the following speeds over the speed limit:

Speed Over Speed Limit	Civil Penalty
5 through 10 mph	\$120.00
11 through 15 mph	140.00
16 through 20 mph	160.00
Greater than 20 mph	200.00

- (c) For a second or subsequent violation by the same licensed vehicle during any 12-month period, the amount of the civil penalty assessed to the owner shall be as follows:

Speed Over Speed Limit	Civil Penalty
5 through 10 mph	\$180.00
11 through 15 mph	210.00
16 through 20 mph	240.00
Greater than 20 mph	300.00

- (d) An owner who fails to timely pay a civil penalty shall be subject to an additional late payment penalty of \$75.00 in addition to the original violation penalty.

(Code 1997, §90-506; ord. No. 3678, §2m 4-9-2008)

Sec. 52-367 Operation of Electronic Enforcement Devices in School Zones

- (a) The Department may operate electronic enforcement devices in school zones, within its boundaries, on school days during the specified periods when children

are in school. Electronic enforcement devices shall only be operated one (1) hour before and one (1) hour after the beginning of the school day and one (1) hour before and one (1) hour after the end of the school day.

- (b) The municipality and a governing authority of any school located within the municipality’s boundaries where electronic enforcement devices are operated, shall enter into a cooperative endeavor agreement which shall be executed and in place prior to the implementation of automated speed enforcement devices and mobile speed cameras.

- (1) The Cooperative Endeavor Agreement between the municipality and the governing authority of the school shall provide for the division of the Revenue generated as a result of the operation of the electronic enforcement devices in each school’s respective school zones in the manner set forth in Sec. 52-373.

- (c) The civil penalties for violations enforced by electronic enforcement devices in school zones shall be as set forth in Sec. 52-366.

Sec. 52-368 Notification for Mobile Speed Camera.

- (a) The department, or its designee, shall post signs indicating that a mobile speed camera is present. The sign shall be posted no less than two hundred fifty (250') feet and no more than five hundred (500') feet from the location of each mobile speed camera in such a manner as to be clearly visible, not obstructed by any barrier, equipment, vegetation or other object, and shall be easily viewable by drivers approaching the speed camera. The sign shall comply with the current manual and specifications adopted by the Department of Transportation and Development pursuant to La. R.S. 32:235.
- (b) In any proceeding to collect a civil or criminal fine, fee, or penalty by or on behalf of the municipality, there shall be a rebuttable presumption that the sign(s) required by this Section were posted in accordance with Sub-section “(a)” above.

Sec. 52-369- Enforcement procedures.

- (a) The department is responsible for the enforcement and administration of sections 52-365 through 52-373, inclusive. The department may enforce and administer sections 52-365 through 52-373, or any parts thereof, through one or more contractors selected in accordance with applicable law. The actions which can be used to enforce the payment of the civil penalty and related fees and/or written judgment of the hearing officer may consist of but not be limited to: initiating actions through the small claims court, or Justice of the Peace Court, or any other judicial enforcement applicable to the enforcement of civil judgments.

- (b) In order to impose a civil penalty under this division, the department, or its designee, shall mail by regular U.S. Mail, the citation to the owner of the vehicle liable for the civil penalty not later than the 14th calendar day, inclusive of weekends and legal holidays, after the date the violation is alleged to have occurred.

- (c) A citation issued under this division shall contain the following:

- (1) A description of the violation alleged;
- (2) The date, time, and location of the violation;
- (3) A copy of a recorded image of the vehicle involved in the violation;
- (4) The amount of the civil penalty to be imposed for the violation;
- (5) The date by which the civil penalty must be paid.
- (6) A statement the person named in the notice of violation may pay the civil penalty in lieu of appearing at an administrative adjudication hearing.
- (7) Information informing the person named in the citation.

- (a) Of the right to contest the imposition of the civil penalty in an administrative adjudication;
- (b) Of the manner and time in which to contest the imposition of the civil penalty; and
- (c) Failure to pay the civil penalty or to contest liability is a waiver of the right to appeal under section 52-370.

- (8) A statement that a recorded image is evidence in a proceeding for the imposition of a civil penalty.

- (9) For citations issued for violations described in R.S. 32:47 and R.S. 32:48, an attestation, on the back of the citation, wherein the driver who receives the violation can attest either that at the time of the violation,

the person who received the citation was not the owner of the vehicle or that the vehicle was in the care, custody and control of another at the time of the violation. The driver has the option to provide information on who was the owner or driver of the vehicle at the time of the violation but shall not be required to do so.

(10) Any other information deemed necessary by the department.

(a) A citation under this division is presumed to have been received on the tenth (10TH) calendar day inclusive of weekends and legal holidays after the date the notice of violation is mailed.

(11) The issuance of a citation under this subpart shall not be considered a criminal conviction.

(12) A civil penalty may not be imposed under this subpart on the owner of a vehicle if the operator of the vehicle was arrested or issued a citation and notice to appear by a law or public safety officer as a violation of R.S. 32:232 if the violation was captured by an electronic enforcement device.

(Code 1997, §90-507; Ord. No. 3678, §2, 4-9-2008; Ord. 4014, 3-11-2009; Ord No. 4608, 9-10-2014; Ord. No. 4737, 8-10-2016)

Sec. 52-370 - Administrative Hearing.

(a) A person who receives a citation by mail shall, at that time, be given a clear notice of the right to an appeal hearing before a traffic adjudication hearing officer which must be requested in writing within fifteen (15) days of receipt of the citation

(b) A person who receives a citation by mail may appeal the citation violation and the imposition of the civil penalty by a request in writing for an administrative appeal of the citation violation within the time period set forth in subsection (a) above, inclusive of weekends and legal holidays, after receipt of the notice of violation.

(c) Upon receipt of a timely request, the department, or its designee, shall notify the person requesting the appeal, the information of the date, time, and location of the administrative adjudication hearing.

(d) The administrative hearing shall be conducted before a traffic adjudication hearing officer appointed by the Mayor and confirmed by the City Council who shall have been licensed to practice law in Louisiana for five (5) years and who shall have the authority to administer oaths and affirmations.

(e) The traffic adjudication hearing officer shall be an independent third party who was not a participant in the issuance of the violation.

(1) The administrative hearing shall be conducted in accordance with the procedures set forth herein.

(2) In addition to the procedures set forth herein any administrative adjudication held under the provisions of this division may be conducted in accordance with the rules of evidence of the Administrative Procedure Act.

(f) The evidence to be presented to the adjudication hearing officer shall include, at a minimum, a copy of the written citation with a detailed description of the alleged violation.

(g) The Deputy City Prosecutor may present any other evidence as proof of the alleged violation which he/she may deem to be appropriate for the traffic adjudication hearing officer to consider. In an administrative adjudication hearing, the violation must be proved at the hearing only by a preponderance of the evidence.

(h) Written evidence of the reliability of and/or the accuracy of the automated speed enforcement device and its reliability to produce the recorded image of the violation may be attested to in an administrative adjudication hearing by a statement made under penalty of perjury, or, a calibration certificate by the equipment vendor/contractor, or, any document by the equipment vendor/contractor as to the reliability and/or accuracy of the automated speed enforcement device, or an affidavit, or a statement made under penalty of perjury of an officer or a statement made under penalty of perjury of an approved civilian employee of the department, or testimony by a qualified witness.

(i) A copy of the written citation, and/or photographic or video images created by the automated speed enforcement device of the violation, and/or other written or documentary evidence set forth or described

herein above shall be admissible and competent evidence of the violation of the applicable speed limit, subject to the affirmative defenses set forth herein below.

- (j) If shall be an affirmative defense to the imposition of civil liability under this division, to be proven by the alleged violator, by a preponderance of the evidence, that:
- (1) The traffic-control signal was not in proper position and sufficiently legible to an ordinarily observant person;
 - (2) The operator of the vehicle was acting in compliance with the lawful order or direction of a law enforcement or public safety officer;
 - (3) The operator of the vehicle violated the instructions of the traffic-control signal so as to yield the right-of-way to an immediately approaching authorized emergency vehicle;
 - (4) The vehicle was being operated as an authorized emergency vehicle under R.S. 32:24, and the operator was acting in compliance with R.S. 32:24;
 - (5) At the time of the violation the person who received the notice of violation (or citation) was not the owner of the vehicle at the time of the violation, or the vehicle was in the care, custody or control of another person where the owner furnishes a truthful affidavit which provides that the vehicle at the time of the violation was not in his care, custody or control, or that the person was not the owner of the vehicle;
 - (6) The presence of ice, snow, unusual amounts of rain, or other unusually hazardous road conditions existed that would make compliance with this Subpart more dangerous under the circumstances than non-compliance;
 - (7) At the time of the violation the vehicle was a stolen vehicle, or the license plate displayed on the vehicle was a stolen plate, which must include proof acceptable to the hearing officer that the theft of the vehicle or license plate had been timely reported to the appropriate law enforcement agency.
- (l) In addition to the Affirmative Defenses, the person charged with the violation set forth in the citation may present any relevant evidence at the administrative hearing as determined by the hearing officer.
- (m) Failure to timely pay the civil penalty or to contest liability by requesting an administrative hearing in a timely manner is shall constitute a default and a waiver of the right to appeal under section 52-370 and shall be considered an admission of liability for the charged violation.
- (n) Notwithstanding anything in this Ordinance to the contrary, a person who fails to pay the amount of a civil penalty or to contest liability in a timely manner is entitled to an administrative adjudication hearing on the violation if:
- (1) The person files an affidavit with the hearing officer stating the date on which the person received the notice of violation mailed to the person; and
 - (2) The person files a request for an administrative hearing within 30 days from the date of receipt of the notice of violation, as stated in the affidavit.

(Code 1997, §90-508; Ord. No. 3678, §2, 4-9-2008; Ord. No. 4014, 3-11-2009)

Sec. 52-371 - Order of hearing officer.

- (a) The hearing officer at any administrative adjudication hearing under this division shall issue an order clearly stating the decision rendered. The decision of the hearing officer may state:
 - (1) Whether the person charged with the violation is liable for the violation; and
 - (2) The amount of any civil penalty assessed against the person.
- (b) The civil penalty shall not be assessed if, after a hearing, the hearing officer enters a finding of no liability.
- (c) The decision of the hearing officer shall be a final decision. A person or persons aggrieved by a decision may file a petition for judicial review to the Gretna Mayor's Court as set forth below.
- (d) In the event the hearing officer determines that the person charged with the violation is liable for the civil penalty, at that time the violator shall be given written notice of their right to seek a petition for judicial review within thirty (30) days of the adverse decision rendered by the hearing officer;

- (1) The petition for judicial review shall be filed in writing with the Clerk of Court of Gretna’s Mayor’s Court within the thirty (30) days of the hearing officer’s order.

(b) The orders issued under subsection (a) of this section may be filed with the Clerk of Court or may be filed with the vendor or contractor who provides the electronic enforcement devices and related services. These orders shall be maintained for a period not to exceed three (3) years from the date of the decision.

The orders may be recorded using microfilm, microfiche, or other data processing techniques.

(c) The city attorney, or his designee, is authorized to file suit to enforce collection of unpaid civil penalties and/or related fees imposed under section 52-366 by lawful means to secure such payments.

(Code 1997, §90-509; Ord. No. 3678, §2, 4-9-2008; Ord. No. 4744, 9-14-2016)

Sec. 52-372 - Effect of liability; exclusion of civil remedy.

- (a) The imposition of a civil penalty under this division shall not be considered a criminal conviction and shall have the same effect as a civil judgment.
- (b) A civil penalty may not be imposed under this division upon the owner of a vehicle if the operator of the vehicle was arrested or was issued a speeding citation and notice to appear by a law or public safety officer as a violation of R.S. 32:232 if such violation was captured by the system.

(Code 1997, §90-510; Ord. No. 3678, §2 4-9-2008; ord. No. 4609, 9-10-2014)

Sec. 52-373 - Court management fund

- (a) The civil penalties, and fees collected (“Revenue”) from the imposition of civil liability under this division shall be deposited into a court management fund. Funds deposited into this court management fund to be expended as set forth herein.
- (b) The Revenue collected as described in Section “(a)” above are to be first paid to and for the contractor or vendor for the costs of providing the electronic enforcement device and related services.
- (c) After disbursement of the Revenue authorized by Section “(b)” above, the balance of the Revenue generated as a result of the electronic enforcement devices in school zones, those net funds shall be divided between the governing authority of the school where the traffic citation was issued and the municipality in accordance with the Cooperative Endeavor Agreement between the governing authority of the school and the municipality.
- (d) After disbursement of the Revenue authorized by Section “(b)” above the balance of the Revenue generated as a result of electronic enforcement devices outside of a school zone, shall only be used for purposes of public safety.

(Code 1997, §90-511; Ord. No. 3678, §2, 4-9-2008; Ord. No. 4744, 9-14-2016)

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.

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9. Unified Development Code Text Amendments: (Council Approval) REMOVED FROM THE AGENDA

The Planning and Zoning Commission met (May 7, 2025) and reviewed amendments to the Unified Develop. Code, Chapter 58; Article IV. - Site Development and Design Standards; Division 3. -Signs; by amending Sec. 58-191 through Sec. 58-202; and favorably recommended to the Gretna City Council.

10. Adoption of an ordinance: REMOVED FROM THE AGENDA

- A. An ordinance amending the Unified Develop. Code, Chapter 58; Article IV. -Site Development and Design Standards; Division 3. -Signs; by amending Sec. 58-191 through Sec. 58-202, by edit, addition, clarification and modification with recommendations by City Administration Staff. (Exhibit “A”)

Requested: Administration

Sponsor: Councilman Hinyub

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11. Major Resubdivision Request per Unified Development Code: (Council Approval)

1. **703 Van Trump Street - Tony J. Tesvich, Applicant**

For resubdivision of Lots 1, 2, 3, 21, 22 and 23; Square 112, McDonoghville Subdivision, **into** Lot 1A, Square 112, McDonoghville Subdivision

Miss Qudsiyyah Noorulhaqq provided the report on the major resubdivision for 703 Van Trump Street.

Summary

Mr. Tony Tesvich, the property owner of 703 Van Trump Street, Gretna, Louisiana 70053, has submitted an application to the City of Gretna. He is requesting to subdivide six parcels of property into one lot at this location. This major resubdivision is intended for the potential construction of an oyster bar. Since it involves six lots, it requires approval from both the Planning and Zoning Commission and the City Council.

Detailed Description

The major resubdivision aims to combine Lots 1, 2, 3, 21, 22, and 23 of Square 112 in the McDonoghville Subdivision into a single Lot 1A for the purpose of redevelopment into an oyster bar. The property, currently zoned BC-2, consists of vacant lots with a blighted structure. The applicant has also applied for partial demolition permit 2025-8433. Please refer to the attached application and survey for details on the existing lots and the proposed Lot 1A.

Notice Requirements and Public Comment

Posting and mailed notification requirements for this application for Major Subdivision were satisfied as of June 24, 2025. No inquiries were received as of the date of this letter. Following the Planning and Zoning Commission hearing on July 2, 2025, it will be introduced to the City Council at the July 9, 2025, meeting.

Recommendation

This Major Subdivision request meets all UDC criteria and is recommended for Commission approval.

On a motion by **Council Member Rau** and seconded by **Council Member Hinyub**, **IT WAS RESOLVED** to accept City staff final report and approve the major resubdivision for the property at 703 Van Trump Street, which meets all UDC criteria, recommending approval; and the same was approved by the following vote:

Yeas: **Council Members Rau, Hinyub, Miller, and Carr**

Nays: None

Absent: Council Member Rudy S. Smith, Council District 1.

Abstain: None

No comments from the public or Council members.

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12. Conditional Use Permit(s): (Recommendation to Council)

1. 628 Fourth Street - Bria Scott, Applicant

To operate a dog grooming and boarding business (The Poised Pooch) (District 2)

Miss Qudsiyyah Noorulhaqq provided the report on the Conditional Use Permit request for 628 4th Street:

Summary

Application for a conditional use permit at 628 4th Street was submitted to the City by Bria Scott who proposes to use this property for a dog grooming and boarding for her business Poised Pooch Grooming Studio. This property is located in a R-1 Single Family Residential District. Dog grooming and boarding is not an authorized use in an R-1 zone. The applicant seeks a Conditional Use Permit (CUP) to establish a non-conforming use of this existing commercial property, as specified in Unified Development Code Section 58-394(d).

Detailed Description

Please see the attached application and letter of intent describing the proposed dog grooming and boarding use. The zoning is R-1 which is a single-family residential district that is intended for single-family residential use. Dog grooming and boarding is not an authorized use.

However, the building is a long-standing commercial business. This property has been used in recent past as a hair salon and is eligible to apply via adaptive reuse to establish a nonconforming use via the CUP process. The property abuts residential lots – see zoning map excerpt on the following page. The applicant is proposing hours of 8am-3pm Monday through Friday and Saturday by appointment only.

Compliance Review

When reviewing a CUP request, the following criteria apply:

Section 58-63 (i) (1-6): A conditional use is permitted only if the applicant demonstrates that:

- 1) The proposed conditional use shall comply with all regulations of the applicable zoning district and any applicable supplemental use regulations;
- 2) The proposed conditional use shall conform to the character of the neighborhood in which it is located and not injure the use and enjoyment of property in the immediate vicinity for the purposes already permitted;
- 3) Adequate public facilities shall be provided as set forth herein.
- 4) The proposed use shall not impede the orderly development and improvement of surrounding property for uses permitted within the zoning district or substantially diminish or impair the property values within the neighborhood.
- 5) The establishment, maintenance, or operation of the proposed use shall not be detrimental to or endanger the public health, safety, comfort, or general welfare; and
- 6) The public interest and welfare supporting the proposed use shall be sufficient to outweigh individual interests that are adversely affected by the establishment of the proposed use.

Section 58-339 of the Gretna Unified Development Code, states that boarding operations must be located at least 1,000 feet from residentially zoned lot as measured between the nearest property lines if outdoor kennels are provided. As can be seen from the zoning map, this is not the case.

Given the nature of the existing structure and lot, and its proximity to residential, only the proposed grooming use appears to meet the criteria for conditional use.

Notice Requirements and Public Comment

Posting and mailed notification requirements for this CUP application will be satisfied as of July 9, 2025. One email—in support of the proposed business was received at the time of this report.

Recommendations

This CUP application for re-establishing a non-conforming use in an existing commercial structure meets the criteria listed above with the following conditions as recommended by the Planning & City Development staff that grooming only be allowed, no boarding operations.

--- Council Member Hinyub said he would move to approve this conditional use permit for grooming operation only, NO BOARDING.

Mayor Constant emphasized that the Occupational License should be issued only to operate as a dog grooming ONLY business.

On a motion by **Council Member Hinyub** and seconded by **Council Member Rau**, **IT WAS RESOLVED** to accept City staff final report and approve the Conditional Use permit for the business at 628 4th Street, as recommended by the Planning & City Development staff that **grooming only** be allowed, **no boarding operations** per Section 58-339 of the Gretna Unified Development Code; and the same was approved by the following vote:

Yeas: **Council Members Hinyub, Rau, Miller, and Carr**

Nays: None

Absent: Council Member Rudy S. Smith, Council District 1.

Abstain: None

No comments from the public or Council members.

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13. Monthly Reports:

A. Police Department. None

B. City Engineer Projects Monthly Status Report: (Report in Agenda Packet)

-Mr. David Boyd, City Engineer (Burk-Kleinpeter Inc.) summarized the July 9, 2025, report for the Mayor and Council Members.

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C. Departmental Monthly Reports submitted (Novus Agenda):

- (1) Finance Department "Actual vs. Budget for Major Funds" report.
- (2) Building Department - Permits Issued.
- (3) Code Enforcement - Code Violations.
- (4) Historic District Commission (June0, 2025, Meeting)

(5) Planning & Zoning Commission (July 2, 2025 Meeting)

(6) Planning and City Development Status Report.

(7) Parks and Parkways Maintenance Project Status Report.

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D. Council District Monthly Report:

Council Member Rau – Councilman at Large – Councilman Rau said he was proud to say that after 16 years, the new Fire Station at 1600 Lafayette Street was now operating. We are now “state of the art,” and ready to handle anything weatherwise and will be prepared to do the best in fire services for the residents of Gretna.

Council Member Rau thanked Mrs. Becca Rosetta and city staff for the fabulous inauguration ceremony. It was truly a night to remember! Congratulations to all.

Council Member Smith, District 1 – NOT PRESENT

Council member Hinyub, District 2 – Council Hinyub acknowledged the efforts of the city administration and Mrs. Becca Rosetta and the committee handling the details of the inauguration; it was fabulous. Acknowledged and recognized the efforts of Senators Patrick Connick, District 8; J. Cameron Henry, Jr., Senate President; Senator Gary Carter, and State Representative Vincent E. Cox III, District 85 for their appreciation and acknowledgement of what economic development and economic growth and community support was all about. They worked extremely hard in Baton Rouge for the City this year; it was meaningful for everything they did for the city. Thank you again for supporting the City of Gretna as well as supporting the Westbank; they are true friends! Their efforts were deeply appreciated.

Council Member Miller, District 3. – Councilman Miller echoed on the comments made by Council Members Rau and Hinyub on the logistic work put forth on the inauguration ceremony from the City Administration and Staff; it was a great event and was proud to be a part of it. The work in Baton Rouge that Senators Patrick Connick, District 8; J. Cameron Henry, Jr., Senate President; Senator Gary Carter, and State Representative Vincent E. Cox III, District 85, have done for the city was greatly appreciated. It was communication, working together and making things happen for the people. Thank you so much for their work.

Council Member Miller informed that the Recreation Department was registering for cheerleading and volley- ball and flag football at the park. The Gretna BMX was still opening weekly for participation, please go check them out. The Gretna Observatory was opened on Monday and Wednesday evenings, weather permitting. Please make sure to frequent them both and enjoy yourself.

Council Member Carr, District 4 – Councilman Carr said the inauguration ceremony was amazing; it was for him, and his family loved it; the City Administration did a great job setting it up. To our friends in Baton Rouge, thanked them for their efforts in the allocation of funds allocated to the city. Timberlane was looking was looking different, which was part of District 4. Thanked the Jefferson Parish Water Department for repairs done this past week in Timberlane north and south. Briefed the Homeowners Association on district matters. Mr. Luis Arocha, Executive Director asked him to mention that they have just “completed the \$5.4 million dollar renovation investment and is complete; and they were appreciative for the cooperation and support received from the city over the last two-one half years. They have made difficult situations easy to navigate; and the empathy shown to us. Will never be forgotten. Thank you for allowing a small non-profit Café Hope to operate in this wonderful city, we are truly blessed to be a small part of what makes Gretna great.” They have live music on Friday night from 6 to 8 PM. Beginning this coming weekend on Friday, they will be serving breakfast on Friday, Saturday, and Sunday.

Mayor Constant said that they were for a great cause, and the city was happy to have them as Gretna partners. Again, the staff at City Hall are the best, especially the people in her office (Becca), she is well deserving of all the accolades; she completes everything with the help of others in the office. Mayor Constant said “Becca, I couldn’t do my job without you.” She expressed she was happy to have everybody working with her again, it takes an incredible team to carry the load of business; and to the directors that were still with the city, we appreciate you more than it can be said, always; and was proud to be a part of this team and working alongside of you every day. Thank you for what you do.

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14. Introduction of an Ordinance:

- A. Introducing an ordinance prohibiting any motorized vehicle and/or other motorized means of conveyance upon the Mississippi River Levee within the corporate limits of the City of Gretna, Louisiana; and further prohibiting the operation of any other means of conveyance upon the Mississippi River Levee in a careless and/or reckless manner, and for related matters.

Requested: Administration

Sponsor: Councilman Hinyub

15. Citizens Addressing the Mayor and City Council:

Mr. Sam Schmidt a Gretna resident addressed the Mayor and Council Members. He thanked Senator Patrick Connick for everything he does for the Westbank. Mr. Schmidt as much as he has worked with Miss Becca and Miss Rachael, on the streetlights, but on the neglect on repairing the utility poles, it was epidemic. He expressed he was distraught with their presentation last month; but neglecting things that were dangerous was insulting. He shared photographs of the damaged poles needing repairs, and with the safety hazards, Code Enforcement should be involved, because as much as the city staff was working, “it was not working.”

Mayor Constant assured Mr. Schmidt that the message will be given to Entergy; and will submit a report prepared by Miss Stanley at the September 10, Council meeting.

16. Other Matters: NONE

17. Meeting Adjournment.

There was no further city business to conduct, and on a motion by **Council Member Rau** and seconded by **Council Member Miller**, the July 9, 2025, Council Regular meeting adjourned at 6:34 PM; and the same was unanimously approved.

Respectfully given by Norma J. Cruz, LCMC

/S/ NORMA J. CRUZ, LCMC

CITY CLERK

CITY OF GRETNA

STATE OF LOUISIANA