

**OFFICIAL MINUTES OF THE CITY COUNCIL  
CITY OF THIBODAUX  
CITY HALL  
THIBODAUX, LOUISIANA  
JANUARY 7, 2020**

The City Council of the City of Thibodaux assembled in regular session at its regular meeting place, City Hall, 310 West 2<sup>nd</sup> Street, Thibodaux, Louisiana, on Tuesday, January 7, 2020 at 5:00 P.M.

There were present: Councilmen Tabor, Richard, Mire, Naquin and Councilwoman Johnson.

There were also present: Mayor Tommy Eschete and Beau Brooks.

Absent: None

The minutes of the December 17, 2019 City Council Meeting were approved as written.

The City executed an engineering contract with Duplantis Design Group for the 2019 Roadway Improvements Project. Due to contractor delay, contractor non-payment to subcontractors and City directed additions, it is necessary to amend the agreement in order to add \$11,000.00 to the contract amount. The total cost for the engineering services for this project would now be \$153,043.56.

On motion of Councilman Mire, seconded by Councilman Tabor, the Council voted on a resolution to authorize the Mayor to execute Amendment #3 to the Professional Services Agreement with Duplantis Design Group for the 2019 City of Thibodaux Roadway Improvement Project. Upon roll call the vote was as follows:

**YEAS:** Tabor, Richard, Johnson, Mire, Naquin

**NAYS:** None

**ABSTAINED:** None

***RESOLUTION NO. 2252***

***A RESOLUTION AUTHORIZING THE MAYOR TO  
EXECUTE AMENDMENT #3 TO THE PROFESSIONAL SERVICES  
AGREEMENT WITH DUPLANTIS DESIGN GROUP FOR THE 2019  
CITY OF THIBODAUX ROADWAY IMPROVEMENT PROJECT***

***BE IT RESOLVED*** by the City Council of the City of Thibodaux in regular session assembled, that:

***WHEREAS***, the City entered into a professional services agreement with Duplantis Design Group for the design of the 2019 City of Thibodaux Roadway Improvement Project; and

***WHEREAS***, the Engineer has proposed amendment #3 to the agreement due to contractor delay, contractor non-payment to subcontractors, and City directed additions at a cost of \$11,000.00; and

***WHEREAS***, it is necessary to execute amendment #3 to the professional services contract with the said Engineer for the services to be rendered.

***NOW, THEREFORE BE IT RESOLVED*** by the City Council that the Mayor be and is hereby authorized to execute amendment #3 to the professional services agreement with Duplantis Design Group for the services rendered to the City in conjunction with the 2019 Roadway Improvement Project.

**BE IT FURTHER RESOLVED** that a copy of the said amendment is attached hereto as "Exhibit A" and thereby made a part hereof.

The above resolution having been submitted to a vote, the vote thereon was as follows:

**YEAS: Tabor, Richard, Johnson, Mire, Naquin**  
**NAYS: None**  
**ABSTAIN: None**

And the above resolution was declared adopted this 7<sup>th</sup> day of January 2020.

/s/ Jennifer Morvant  
Jennifer Morvant, Council Adm.

/s/ Mike Naquin  
Mike Naquin, President

Councilman Tabor introduced an ordinance to authorize the Mayor to execute a Cooperative Endeavor Agreement with the Louisiana Department of Veterans Affairs. The Public Hearing on this ordinance will be held at the Council meeting on January 21, 2020.

Councilman Richard introduced an ordinance to authorize the Mayor to execute a Cooperative Endeavor Agreement with the Bayou Country Children's Museum. The Public Hearing on this ordinance will be held at the Council meeting on January 21, 2020.

The Mayor's Office would like to continue to participate with the Lafourche Parish Sheriff's Office in the operation of a Children's Advocacy Center to be utilized by the Thibodaux Police Department for investigative services for victims of child abuse or neglect.

The term of the proposed agreement is for the year 2020. The agreement stipulates that the Sheriff's Office will hire the personnel necessary to operate the Children's Advocacy Center, and the City will provide \$10,000.00 to offset the costs incurred by the Sheriff for this service. It is necessary to execute an Interagency Agreement stipulating the responsibilities of all parties involved.

On motion of Councilman Mire, seconded by Councilwoman Johnson, the Council voted on an ordinance to authorize the Mayor to execute a Cooperative Endeavor Agreement with the Lafourche Parish Sheriff's Office for the operation of the Children's Advocacy Center. Upon roll call the vote was as follows:

**YEAS: Tabor, Richard, Johnson, Mire, Naquin**  
**NAYS: None**  
**ABSTAINED: None**

**ORDINANCE NO. 3059**

**AN ORDINANCE AUTHORIZING THE MAYOR TO  
EXECUTE A COOPERATIVE ENDEAVOR AGREEMENT  
WITH THE LAFOURCHE PARISH SHERIFF'S OFFICE  
FOR THE OPERATION OF THE CHILDREN'S ADVOCACY  
CENTER**

**BE IT ORDAINED** by the City Council of the City of Thibodaux in regular session assembled, that:

**WHEREAS**, the City has an obligation to provide protection and investigative services for the child victim of abuse or neglect; and

**WHEREAS**, in order to lessen the duplication of services the Lafourche Parish Sheriff's Office will provide funding to hire the personnel necessary to operate a Children's Advocacy Center to be utilized by the Thibodaux Police

Department; and

**WHEREAS**, the City will provide funding an amount not to exceed \$10,000 for the year 2020 to offset the costs incurred by the Sheriff's Office; and

**WHEREAS**, in order for the City to provide the said funding, it is necessary to execute a cooperative endeavor agreement outlining the benefits to be received by the City of Thibodaux in exchange for the said funding; and

**WHEREAS**, in order for the City to execute this proposed agreement it is necessary for the Council to authorize the Mayor to do so by the adoption of an ordinance.

**NOW, THEREFORE BE IT ORDAINED** by the City Council that the Mayor is hereby authorized to execute a Cooperative Endeavor Agreement with the Lafourche Parish Sheriff's Office for the purposes, and under the conditions mentioned hereinabove.

**BE IT FURTHER ORDAINED** that a copy of the said agreement is attached hereto as Exhibit "A" and thereby made a part hereof.

The above ordinance having been submitted to a vote, the vote thereon was as follows:

**YEAS:** Tabor, Richard, Johnson, Mire, Naquin

**NAYS:** None

**ABSTAINED:** None

And the above ordinance was declared adopted this 7<sup>th</sup> day of January 2020.

/s/ Jennifer Morvant  
Jennifer Morvant, Council Adm.

/s/ Mike Naquin  
Mike Naquin, President

The Public Works Director requested that the Planning and Zoning Commission consider amending Section 18-83 of the Subdivision Ordinance in order to update the parameters for how storm drain systems are to be designed in new developments. Currently our ordinance uses the 10-year storm event design standard for water run-off. Most other Parishes and Municipalities have moved to the 25-year standards, and the proposed amendments would update our code to those standards. The Commission considered this request at their meeting on December 4, 2019, and has recommended approval to the City Council.

On motion of Councilman Tabor, seconded by Councilwoman Johnson, the Council voted on an ordinance to amend and re-enact Section 18-83 (5) of the Thibodaux City Code of Ordinances (Design Standards – Drainage). Upon roll call the vote was as follows:

**YEAS:** Tabor, Richard, Johnson, Mire, Naquin

**NAYS:** None

**ABSTAINED:** None

**ORDINANCE NO. 3060**

**AN ORDINANCE TO AMEND AND RE-ENACT SECTION  
18-83 (5) OF THE THIBODAUX CITY CODE OF ORDINANCES (DESIGN  
STANDARDS-DRAINAGE)**

**BE IT ORDAINED** by the City Council of the City of Thibodaux in regular session assembled that:

**WHEREAS**, Section 18-83 (5), is hereby amended and re-enacted so as to read as follows:

**Sec. 18-83. - Design standards.**

**(5) Drainage.** The design criteria for storm drainage shall be based on the rational formula. The data contained in the State of Louisiana, Office of Highways Hydraulics Manual shall be used. All subdivision proposals shall have adequate drainage provided to reduce exposure to flood damage.

- a. **Design.** Roadside and off-road drainage shall be designed using the rational formula and a ~~10~~**25**-year storm frequency curve equaling nine and ~~one-half (9.5)~~**six tenths (9.6)** inches of rainfall in a 24-hour period. The design shall consider the subdivision as fully developed and the "C" factor for the rational formula shall be 0.45. One (1) set of drainage design calculations with plans and specifications, for the entire subdivision shall be submitted to the department of public works.
- b. **Roadside drainage.** Roadside drainage may be open ditch or subsurface. The roadway drainage system shall be designed such that during a ~~10~~**25**-year storm event, water shall not rise over the centerline of the street.
  1. **Subsurface drainage.** The roadside drainage system shall be designed to carry roadway, adjacent land and building storm water drainage. In no case shall the spacing between inlets be greater than two hundred (200) linear feet, or between a high point in grade and an inlet.
  2. **Open roadside ditches.** Open roadside ditches shall be constructed with sloped sides, having a maximum angle of slope not exceeding forty-five (45) degrees off horizontal.
    - (i) **Culverts.** The design and installation of culverts in public road ditches and/or cross roads must be certified by a registered engineer, and a certified copy of "as built" plans specifying the size, length and type of pipe and the grade for same, must be submitted with the final plat. Only pipe manufactured from material approved by the city shall be installed. Culverts to be used for driveways shall be the same as though all of lot front is being filled.
  3. **Dedication of drainage easements: Minimum culvert diameter:** Fifteen (15) inches. Catch basins shall be located a maximum of seventy-five (75) feet apart; at each property line; and, at all intersections.
- c. **Off-road drainage.** The design of the off-road drainage system shall include the watershed affecting the subdivision and shall extend to a stream or ditch adequate to receive the storm drainage. Natural drainage canals or existing canals or ditches shall not be blocked or altered or any utility lines constructed through except by written permission of the city.
- d. **Drainage impact analyses.** Drainage studies shall be required pursuant to the following requirements: A comprehensive drainage impact analysis of all proposed subdivision(s) and surrounding affected areas must be submitted to the planning commission by a licensed professional engineer registered with the State of Louisiana. Neither the subdivision final plat nor subdivision construction plans will be approved until a favorable written certification of the drainage impact analysis has been made by the department of public works. If the commission gives final approval to the plat contingent on later submission of the drainage analysis and if this drainage impact analysis is found to indicate improper drainage will result because of the subdivision, then the plat shall be returned to the commission for reconsideration at its next scheduled meeting. Until the developer has developed a drainage plan that is acceptable to the city, the final plat shall not be approved. Developers may request that the city approve a waiver of the drainage impact analysis. If such a request is granted, the

department of public works will provide written approval, the waiver authorization shall be forwarded to the planning commission for their concurrence and no drainage impact analysis shall be required for the subdivision.

Specifications for drainage impact analyses and subdivision drainage design. Required drainage impact analyses shall comply with the following specifications:

1. An area drainage map shall be submitted that designates:
  - (i) The various drainage areas involved.
  - (ii) The acreage in each drainage area.
  - (iii) The slope of each drainage area to the entry and/or exit point of the subdivision.
  - (iv) Peak run-off in cubic feet per second (cfs) for each drainage area including total run-off and total cfs.
2. The drainage impact analysis shall indicate the cfs of water at each subdivision entry point that will result from a designated storm. This determination to be based on future land use of the upstream drainage areas.
3. The drainage analysis shall indicate that cfs of storm water at each subdivision exit point that will result from a designated storm. The determination to be based on future land use of upstream drainage areas. This calculation shall take into account expected construction within the subdivision that will change the grades, direction of flow, run-off factors or other existing conditions.
4. The drainage impact analysis shall indicate the maximum capacity, expressed in cfs, of all existing and proposed drainage structures within the subdivision.
5. The drainage impact analysis shall indicate the capacity of all ditches, culverts, subsurface and surface drainage structures that will be utilized downstream of the subdivision in allowing passage of storm water to the first public outfall, coulee, canal or river.
6. The drainage impact analysis shall consist of three (3) distinct and designated parts as follows:
  - (i) Conclusions: The effect of the proposed construction on upstream and downstream areas.
  - (ii) Design criteria: Description of methodology, data and assumptions used.
  - (iii) Calculations: Clear, concise, step-by-step calculations made.
7. The subdivision drainage and impact analysis and the subdivision drainage design shall be based on the ~~10~~25-year storm event.
8. Subsurface drainage of drainage outfalls serving more than the subdivision will be based on the ~~10~~25-year storm event.
9. Open channel drainage of channels serving more than the subdivision shall be based on a ~~10~~25-year storm event with one-foot of freeboard existing in the channel above the ~~10~~25-year water surface elevation.
10. The drainage impact analysis and subdivision drainage design is based on rainfall intensity data contained in the most recent edition of the Louisiana Department of Transportation

and Development's "Drainage Design Standards Manual" shall be used.

11. Ponding, retention or detention of storm water shall not be used in the drainage impact analysis unless ~~authorized~~approved in writing by the city.
12. The hydraulic head above the crown of subsurface drainage conduits shall not be used in the drainage impact analysis unless authorized by the city.
13. The subdivision drainage plans shall give the location, description, and elevation of all permanent and temporary benchmarks used for the drainage study and to be used for the subdivision construction. Benchmarks shall be tied to NGVD or the latest published governmental mark.
14. Hydraulic calculations, plan profile sheets and area drainage maps shall be approved by the city before any subdivision improvement work begins.
15. Subdivision subsurface storm sewers shall be designed for the ~~10~~25-year storm. Outfall structures and outfall channels shall be designed for the ~~10~~25-year storm. Collector street crossings shall be designed for the ~~25~~50-year storm.
16. The developer will provide what affect the 100-year storm; 24-hour rainfall will have on the proposed subdivision (i.e. how much water will be on the proposed lots to be developed with respect to the 100-year storm, 24-hour rainfall).
  - e. Construction of drainage facilities. All drainage facilities shall be constructed in accordance with DOTD standard specifications for construction. In all cases, the use of untreated, plain corrugated metal pipe is prohibited.
  - f. The requirement for a drainage impact analysis shall ~~shall~~may be waived for those residential developments involving less than ~~five (5)~~three (3) acres of raw land, and any commercial development involving less than ~~two~~one and one-half (~~2.5~~)(1.5) acres of raw land.

The above ordinance having been submitted to a vote, the vote thereon was as follows:

YEAS: Tabor, Richard, Johnson, Mire, Naquin  
NAYS: None  
ABSTAINED: None

And the above ordinance was declared adopted this 7<sup>th</sup> day of January 2020.

/s/ Jennifer Morvant  
Jennifer Morvant, Council Adm.

/s/ Mike Naquin  
Mike Naquin, President

The Planning and Zoning Commission recommends that the City Council consider an ordinance to approve the final plat for the division of property located on the south side of Willow Street approximately 465' west of the intersection of Arms Street and Willow Street. This division is of Lot 11 of the Sidney J. Duet Subdivision into Lots 11-A & 11-B.

On motion of Councilman Mire, seconded by Councilman Richard, the Council voted on an ordinance to approve the division of Lot 11 of the Sidney J. Duet Subdivision into Lots 11-A & 11-B. Upon roll call the vote was as follows:

YEAS: Tabor, Richard, Johnson, Mire, Naquin  
NAYS: None  
ABSTAINED: None

**ORDINANCE NO. 3061**

**AN ORDINANCE APPROVING THE DIVISION OF LOT 11  
OF THE SIDNEY J. DUET SUBDIVISION INTO LOTS 11-A  
& 11-B**

**BE IT ORDAINED** by the City Council of the City of Thibodaux in regular session assembled, that:

**WHEREAS**, the Planning and Zoning Commission of the City of Thibodaux has reviewed a request by Leonard Chauvin P.E. on behalf of Brandon Rodrigue for final plat approval of the division of property located on the south side of Willow Street approximately 465' west of the intersection of Arms Street and Willow Street in Sidney J. Duet Subdivision; and

**WHEREAS**, the proposed request involves the re-division of Lot 11 into Lots 11-A & 11-B; and

**WHEREAS**, the said commission has approved the aforesaid request at their December 4, 2019 meeting, and is recommending that the City Council concur with their recommendation; and

**WHEREAS**, in accordance with the provisions of Section 18-53 of the Thibodaux Subdivision Regulations, this division should be accepted by the adoption of an appropriate ordinance.

**NOW, THEREFORE BE IT ORDAINED** by the City Council of the City of Thibodaux in regular session assembled, that the division of property located in Sidney J. Duet Subdivision as recommended by the Planning and Zoning Commission is hereby accepted and approved as requested.

**BE IT FURTHER ORDAINED** that a copy of the plat illustrating the said division is attached hereto and thereby made a part hereof.

The above ordinance having been submitted to a vote the vote thereon was as follows:

**YEAS:** Tabor, Richard, Johnson, Mire, Naquin

**NAYS:** None

**ABSTAINED:** None

And the above ordinance was declared adopted this 7<sup>th</sup> day of January 2020.

/s/ Jennifer Morvant  
Jennifer Morvant, Council Adm.

/s/ Mike Naquin  
Mike Naquin, President

Becky Gautreaux, a representative for the LSU AgCenter, addressed the Council about the Community Health Forum that would take place on January 9, 2020 at the Thibodaux Regional Wellness Center.

The Mayor updated the Council on several projects going on throughout the City.

There being no further business the meeting was adjourned.

---

Jennifer Morvant, Council Adm.

---

Mike Naquin, President