

**OFFICIAL MINUTES OF THE CITY COUNCIL
CITY OF THIBODAUX
CITY HALL
THIBODAUX, LOUISIANA
MARCH 5, 2025**

The City Council of the City of Thibodaux assembled in regular session at its regular meeting place, City Hall, 310 West 2nd Street, Thibodaux, Louisiana, on Wednesday, March 5, 2025 at 5:00 P.M.

There were present: Councilwoman Crochet, Councilmen Taylor, Richard and Naquin.

There were also present: Mayor Kevin Clement.

Absent: Councilman Mire and City Attorney Beau Brooks.

On motion of Councilman Taylor, seconded by Councilman Richard, the Council voted to adopt the minutes of the February 18, 2025 City Council Meeting as written. Upon roll call the vote was as follows:

YEAS: Crochet, Richard, Taylor, Naquin

NAYS: None

ABSTAINED: None

ABSENT: Mire

A presentation was conducted by the Human Resources Director, Amanda Matis, 1233 Canal Boulevard, on the Summary Loss Experience Report received from Louisiana Workers' Compensation Corporation (LWCC).

The City's Home Rule Charter requires that the City Council to provide an annual audit of the City's financial statements. The City received proposals on December 2, 2024 from three firms to provide this service. The proposal is for a term of three years with the option to renew for two additional one year periods, and EisnerAmper submitted the proposal that best suited the City's needs based on the evaluations that were received.

They have now submitted an Engagement Letter authorizing them to perform our auditing services for FY 2024 at a cost not to exceed \$74,300.00. It also stipulates that if it is determined that any additional major federal programs require to be audited, it would result in charges of \$12,750 per program.

On motion of Councilman Taylor, seconded by Councilwoman Crochet, the Council voted on a resolution to authorize the Mayor to sign an Engagement Letter with EisnerAmper, LLP for Auditing Services for Fiscal Year 2024. Upon roll call the vote was as follows:

YEAS: Crochet, Richard, Taylor, Naquin

NAYS: None

ABSTAINED: None

ABSENT: Mire

RESOLUTION NO. 2620

***A RESOLUTION AUTHORIZING THE MAYOR TO SIGN AN
ENGAGEMENT LETTER WITH EISNERAMPER, LLP FOR
AUDITING SERVICES FOR FISCAL YEAR 2024***

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

WHEREAS, in accordance with Article VI, Section 6 of the Thibodaux City Charter, the City Council shall provide for an annual financial and compliance audit of the financial statements of the City of Thibodaux; and

WHEREAS, the Council has received proposals for auditing services in December 2024, and has requested that EisnerAmper, LLP perform the financial statement audit for the City for the fiscal year ending December 31, 2024; and

WHEREAS, it is necessary to execute an engagement letter with the said firm to secure the audit services for FY 2024 at a cost not to exceed \$74,300.00, with the exception that any additional major federal programs requiring to be audited will result in charges of \$12,750 per program.

NOW, THEREFORE BE IT RESOLVED by the City Council that the Mayor be and is hereby authorized to execute an engagement letter with EisnerAmper, LLP for the City's auditing services as mentioned above.

BE IT FURTHER RESOLVED that a copy of the engagement letter 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: Crochet, Richard, Taylor, Naquin
NAYS: None
ABSTAINED: None
ABSENT: Mire

And the above resolution was declared adopted this 5th day of March 2025.

/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.

/s/ Chad J. Mire
Chad J. Mire, President

The City is required to perform Statewide Agreed-Upon Procedures in addition to the annual audit as prescribed by the Louisiana Legislative Auditor. The AUP's are required to be performed by the same firm that provides our annual audit. Due to the extra work with preparing the AUP report, a separate engagement must be entered with EisnerAmper, LLP. The engagement letter for the AUP's outlines that the firm will bill the City for actual time incurred to perform these services, and will not exceed \$15,500.00 for fiscal year 2024.

On motion of Councilman Richard, seconded by Councilwoman Crochet, the Council voted on a resolution to authorize the Mayor to sign an Engagement Letter with EisnerAmper, LLP for the Statewide Agreed-Upon Procedures for Fiscal Year 2024. Upon roll call the vote was as follows:

YEAS: Crochet, Richard, Taylor, Naquin
NAYS: None
ABSTAINED: None
ABSENT: Mire

RESOLUTION NO. 2621

***A RESOLUTION AUTHORIZING THE MAYOR TO SIGN AN
ENGAGEMENT LETTER WITH EISNERAMPER, LLP FOR
THE STATEWIDE AGREED-UPON PROCEDURES FOR
FISCAL YEAR 2024***

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

WHEREAS, in accordance with Article VI, Section 6 of the Thibodaux City Charter, the City Council shall provide for an annual financial and compliance

audit of the financial statements of the City of Thibodaux; and

WHEREAS, the City has executed an Engagement Letter with EisnerAmper, LLP to perform the financial statement audit for the City for fiscal year ending December 31, 2024; and

WHEREAS, the Louisiana Legislative Auditor has prescribed Statewide Agreed-Upon Procedures that need to be performed by the same firm that performs the annual audit; and

WHEREAS, in order for EisnerAmper, LLP to provide the services required for the AUP's it is necessary to execute an engagement letter with the said firm in an amount not to exceed \$15,500.00 to secure the services for FY 2024.

NOW, THEREFORE BE IT RESOLVED by the City Council that the Mayor be and is hereby authorized to execute an engagement letter with EisnerAmper, LLP for the services as mentioned above.

BE IT FURTHER RESOLVED that a copy of the engagement letter 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: Crochet, Richard, Taylor, Naquin

NAYS: None

ABSTAINED: None

ABSENT: Mire

And the above resolution was declared adopted this 5th day of March 2025.

/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.

/s/ Chad J. Mire
Chad J. Mire, President

The City received an engagement letter from EisnerAmper, LLP to perform a review of the electronic submissions of financial information to the US Department of Housing and Urban Development (HUD) and the Real Estate Assessment Center (REAC) as required by the Uniform Financial Reporting Standards for Public Housing Authorities (the UFRS Rule). The UFRS Rule pertains to all entities that receive HUD financial assistance.

The proposed engagement is for the year ending December 31, 2024 at a cost not to exceed \$7,350.00.

On motion of Councilwoman Crochet, seconded by Councilman Taylor, the Council voted on a resolution to authorize the Mayor to sign an Engagement Letter with EisnerAmper, LLP for Auditing Services for the Section 8 Housing Choice Voucher Program for 2024. Upon roll call the vote was as follows:

YEAS: Crochet, Richard, Taylor, Naquin

NAYS: None

ABSTAINED: None

ABSENT: Mire

RESOLUTION NO. 2622

**A RESOLUTION AUTHORIZING THE MAYOR TO SIGN AN
ENGAGEMENT LETTER WITH EISNERAMPER, LLP FOR
AUDITING SERVICES FOR THE SECTION 8 HOUSING CHOICE
VOUCHER PROGRAM FOR 2024**

BE IT RESOLVED by the City Council of the City of Thibodaux in regular

session assembled, that:

WHEREAS, in accordance with the Uniform Financial Reporting Standards for Public Housing Authorities (the UFRS Rule) the City must engage the services of a Certified Public Accountant to review the electronic submissions of financial information to the U.S. Department of Housing and Urban Development (HUD) and the Real Estate Assessment Center (REAC) for entities receiving HUD financial assistance; and

WHEREAS, the firm of EisnerAmper, LLP has agreed to perform these required services for the City for the year ending December 31, 2024 at a cost not to exceed \$7,350.00; and

WHEREAS, it is necessary to execute an engagement letter with the said firm to secure the audit services for the Section 8 Housing Choice Voucher Program.

NOW, THEREFORE BE IT RESOLVED by the City Council that the Mayor be and is hereby authorized to execute an engagement letter with EisnerAmper, LLP the City's auditing services as mentioned above.

BE IT FURTHER RESOLVED that a copy of the engagement letter 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: Crochet, Richard, Taylor, Naquin

NAYS: None

ABSTAINED: None

ABSENT: Mire

And the above resolution was declared adopted this 5th day of March 2025.

/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.

/s/ Chad J. Mire
Chad J. Mire, President

Councilman Taylor introduced an ordinance to authorize the Mayor to execute an Intergovernmental Agreement with the 17th Judicial District Court for the use of the City Court Courtroom. The Public Hearing on this ordinance will be held at the Council meeting on March 18, 2025.

The Planning and Zoning Commission has recommended that the City Council consider an ordinance to approve the final plat for the division of property located on the east side of Ledet Street at the intersection of Ledet Street and Iris Street. This division is for Lot 11 as subdivided from a tract of land owned by Anthony C. Ledet, Winston P. Ledet, and Linda L. Levert into Lots 11-A, 11- B, and 11-C.

The Planning & Zoning Commission reviewed this request at their January 8, 2025 meeting and approved it based on the conditions that they re-draw the property line between Lot 11-A and 11-B parallel to the existing ditch and add a 20 foot servitude for ditch access, remove the 15 foot servitude on the east side of the lots, add a 12 foot servitude on the west side of lots along Ledet Street for utilities, and add sewer taps to each lot. Due to the extent of corrections that needed to be made to meet the approval of the conditions from P & Z, this item was held until those plat changes were made and reviewed by the Commissioners for accuracy.

On motion of Councilman Taylor, seconded by Councilwoman Crochet, the Council voted on an ordinance to approve the division of property owned by KBK Real Estate/Blake Ordoyne located on Ledet Street. Upon roll call the vote was as follows:

YEAS: Crochet, Richard, Taylor, Naquin
NAYS: None
ABSTAINED: None
ABSENT: Mire

ORDINANCE NO. 3388

***AN ORDINANCE APPROVING THE DIVISION OF
PROPERTY OWNED BY KBK REAL ESTATE/BLAKE
ORDOYNE LOCATED ON LEDET STREET***

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., P.L.S. on behalf of KBK Real Estate/Blake Ordoyne for final plat approval of the division of property located on the east side of Ledet Street, at the intersection of Ledet Street and Iris Street; and

WHEREAS, the proposed request involves the division of Lot 11 as subdivided from a tract of land owned by Anthony C. Ledet, Winston P. Ledet, and Linda L. Levert into Lots 11-A, 11-B, and 11-C; and

WHEREAS, the said commission has conditionally approved the aforesaid request at their January 8, 2025 meeting, which conditions have all been met on the attached plat, 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 along Ledet Street, 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: Crochet, Richard, Taylor, Naquin
NAYS: None
ABSTAINED: None
ABSENT: Mire

And the above ordinance was declared adopted this 5th day of March 2025.

/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.

/s/ Chad J. Mire
Chad J. Mire, President

The Mayor updated the Council on projects going on throughout the City and thanked all involved with the Mardi Gras Festivities.

There being no further business the meeting was adjourned.

Jennifer Morvant, Council Adm.

Chad Mire, President