

**City of Mansfield**  
**MINUTES OF *REGULAR* PUBLIC MEETING**  
**April 23, 2018**

The Board of Aldermen met in *regular* session on **April 23rd**, in Mansfield City Hall located at 705 Polk Street. Mayor Curtis W. McCoy called the meeting to order at **4:30 p.m.**, after which an Invocation was offered by **Alderman Kervin D. Campbell**. The Pledge of Allegiance was led by **Alderwoman Mary L. Green**. Following the pledge, the roll call was suspended. However, the following officials were recorded as **Present**: Hon. Curtis W. McCoy, **-Mayor**, Mary L. Green **-District A**, Brenda H. Hall **-District B**, Mitchell L. Lewis **-District C**, and Kervin D. Campbell **-District E**. **Absent**: Joseph Hall, Jr. **-District D**. **Other City Personnel Present**: Gwen Jones (Deputy Clerk), Quiana Jones (Cashier **-City Hall**), Latarsha Shelton (Fire Chief **-MFD**), Gary Hobbs (Police Chief **-MPD**), Billy Locke (Lieutenant **-MPD**), KenDale Booker (Patrol Officer **-MPD**), Recarrus O'Neal (Patrol Officer **-MPD**), and James "Jim" Ruffin (Public Works Director). **Others Present**: Shagonia Freeman, Darien Kelly, Jerelene Fair, Alton James, Delmar Derry, Chris Robinette, C. J. Guin, Rev. Michael McConnaughey, and Rita J. Myles. **Press Present**: None.

It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **KERVIN D. CAMPBELL** to approve the minutes of the **April 9, 2018 *regular*** City Council meeting and to dispense with the reading. Motion Passed Unanimously.

The City Clerk next opened the floor to hear public comments from those in attendance to any item outlined on the meeting agenda. At this time, Ms. **Delmar Derry** rose to voice her concerns regarding **items G and H** under New Business. At the April 18<sup>th</sup> meeting of the Mansfield Planning and Zoning Commission, one of the matters before them was a request from petitioner, **Shagonia Freeman** to place a mobile home for residential use at **405 Monroe Street**. First, Ms. Derry intimated that she did not feel as though the process for bringing this matter before the Commission was properly followed. She further questioned if whether certain information necessary to take action on this request was not furnished to the Commission when they deliberated this matter at their meeting. She made specific reference to whether the required setbacks would be satisfied. To that comment, the city's zoning clerk (Gwen Jones) assured Ms. Derry that the matter had been thoroughly researched prior to being presented to the Commission for deliberation, and that the setback requirements had been met. Ms. Derry is the owner of two parcels near where the mobile home is being proposed to be situated. She owns property at both 310 Monroe Street and 402 Monroe Street (directly in front of the petitioner's (**Shagonia Freeman**) lot. Ms. Derry contends that allowing a mobile home at the **405 Monroe Street** address could negatively impact the value of her property and that of other real estate in this neighborhood. At this juncture, Mayor McCoy shared a photo of one of Ms. Derry's rental properties that appeared to be in need of some repairs. He remarked that before making opinionated comments regarding such issues, she might do well to make certain that her own properties were up to par. Finally, Ms. Derry also expressed opposition to the siting of a mobile home at **249 Church Street**, which is intended to be used as a parsonage. Rev. and Mrs. Michael McConnaughey were present on behalf of *First United Pentecostal Church*. Ms. Derry's

disapproval of this request mirrored that of the **Shagonia Freeman** matter. Mr. **Alton James** was another attendee at this council meeting, who also rose to voice his opposition to the requests mentioned above (Shagonia Freeman and 1<sup>st</sup> United Pentecostal Church). Like Ms. Derry, Mr. James expressed similar concerns regarding mobile homes being situated in residential neighborhoods. He too fears that such a dwelling could negatively affect property values in residential subdivisions where dwellings are predominantly of either wood or brick veneer construction. Mayor McCoy stated that the comments made by both Ms. Derry and Mr. James were duly noted. When no further comments were offered from the floor, the **Public Comments Period** was then subsequently closed.

**Old Business:** None.

**New Business:**

**Item A:** It was MOTIONED by **MARY L. GREEN** and SECONDED by **MITCHELL L. LEWIS** to approve the recommendation offered by **BALAR Associates, Inc.** to award a construction contract to **ASB Utility Construction, L.L.C.** for the Relocation of Water and Sewer Facilities along Louisiana Highway 175. At a bid opening conducted by our consulting engineers (**BALAR Associates, Inc.**) on March 13<sup>th</sup> at Mansfield City Hall, this contractor submitted the lowest responsible and responsive bid of **\$264,912.00**. The LA Department of Transportation and Development has plans to perform Phase II of the intersection improvements project at LA Highway 509 and LA Highway 175/84E, and the city's water and sewer facilities are in the path of their impending construction activities, and must be relocated. For this project, a total of six (6) other bid submissions were received. Those bids were received from the following contractors: **Budds Construction of Haughton, LLC** -\$284,788.40, **Wicker Construction, Inc** -\$284,921.20, **F. H. Management Group, Inc.** -\$292,409.00, **Pulley Construction, Inc.** -\$306,630.20, **Crocker Construction, L.L.C.** -\$311,144.80, and **JPD Construction, L.L.C.** -\$401,228.80. Motion Passed Unanimously.

**Item B:** It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **KERVIN D. CAMPBELL** to adopt a **Resolution approving** the 2017-2018 *Revised* and the 2018-2019 operating budget of the **DeSoto Parish Sales & Use Tax Commission**. The **Commission** is the agency that collects the sales tax revenue for the City (of which the city clerk is a commissioner) and for other taxing authorities within the parish. Select pages from the budget were copied and attached to the agenda packages of the Mayor and Aldermen for their perusal prior to this meeting. After a brief review, it was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **KERVIN D. CAMPBELL** to adopt the Budget Adoption **Resolution** attached to the budget excerpt pages for the Commission's 2017-2017 *Revised* and the 2018-2019 Annual Operating Budget. Motion Passed Unanimously.

**Item C:** It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **BRENDA H. HALL** to accept the Statement of Revenue and Expenditures Report attached to the Mayor's and each council member's agenda package. The Report captured total revenue received and total expenditures for the 1<sup>st</sup> quarter of 2018 (01/01/ - 03/31/18) for the Corporation General Fund and all other funds identified as major funds of the city (Water, Sewer, Fire, Police, Street, Sanitation, etc.). The data presented reflected that all revenues and all expenditures, to-date, were within budgeted projections, and as such, no amendments/adjustments to any of the funds were necessary at this time. Motion Passed Unanimously.

**Item D:** It was MOTIONED by **BRENDA H. HALL** and SECONDED by **MARY L. GREEN** to approve a capital expenditure necessary to fund an upgrade of the telephone system housed at the Mansfield City Hall facility. The current system is aged and has in recent months, begun to show signs of wear and unreliability. The approximate cost to replace the current system with a new one is \$8,000.00. Motion Passed Unanimously.

**Item E:** It was MOTIONED by **MARY L. GREEN** and SECONDED by **KERVIN D. CAMPBELL** to approve the assessment of a **\$150.00** user charge to event organizers requesting the use of electrical outlets located in and around the DeSoto Parish Courthouse Square, or at any other outlet locations of the City. The City owns/maintains several electrical outlets in and around the parish Courthouse where it (the City) is charged for the use of power, by the electric company (CLECO). Assessment of this charge will help to offset the enormous monthly billing to the City for electrical service through CLECO. This new assessment will not be effective until July 1, 2018. It will be necessary to amend Chapter 7, titled Electricity, of the Mansfield Code of Ordinances to make provisions for the assessment of this new user charge. Motion Passed Unanimously.

**Item F: Ordinance No. 1 of 2018** was introduced, drafted to change zoning at the request of petitioners, **Ezekiel and Dicie Gray**, on property bearing a municipal address of **114 Claudia Street** from an R-1 District (Single-Family Residence District) to a B-3 District (Community and Central Business District). Mrs. Gray was present at the April 18<sup>th</sup> meeting of the Mansfield Planning and Zoning Commission, where this request was presented. She stated that the zone change from a residential district to a business district was necessary to allow her daughter and grandson to set up a lemonade stand at this location. The request was met with approval by the Zoning Commission and the title of the Ordinance must now be advertised and a public hearing set to in order to proceed with this process. It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **KERVIN D. CAMPBELL** to authorize the advertisement of the title of the Ordinance on 05/03/18, and to set a public hearing on same for 05/14/18. Motion Passed Unanimously.

**Item G:** It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **KERVIN D. CAMPBELL** to **approve** the recommendation offered by the Mansfield Planning and Commission **granting** the request of petitioner, **Shagonia Freeman**, to place a **mobile home** for **residential** use on property bearing a municipal address of **405 Monroe Street**. Ms. Freeman's request was approved by the Zoning Commission at their April 18<sup>th</sup> meeting, and was now before the Board of Alderman for consideration. Motion Passed Unanimously.

**Item H:** It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **MARY L. GREEN** to **approve** the recommendation offered by the Mansfield Planning and Zoning Commission **granting** the request of petitioner, **First United Pentecostal Church**, to place a **mobile home** for **residential** use on property bearing a municipal address of **249 Church Street**. Present at the Zoning Commission's April 18<sup>th</sup> meeting, from the church, was Rev. and Mrs. Michael E. McConnaughey, who stated that the mobile home would be used as a parsonage. Motion Passed Unanimously.

**Item I: Ordinance No. 2 of 2018** was introduced, drafted to request a zone change by petitioner, **Marlin L. Caston** on property bearing a municipal address of **829 Jefferson Street**, from an R-1 District (Single-Family Residence District) to a B-3 District (Community and Central Business District). Mr. **Caston** was present at the April 18<sup>th</sup> meeting of the Zoning Commission and stated that if the zone change is approved, his intent is to place a **portable building** on the lot for **commercial** use. The building will be utilized as a beauty shop. His request was **approved** by the Zoning Commission at their April 18<sup>th</sup> meeting and the Ordinance title must now be advertised and a public hearing for same set in order to proceed with this matter. It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **KERVIN D. CAMPBELL** to authorize advertisement of the title of the Ordinance on 05/03/18, and to set a public hearing for same on 05/14/18. Motion Passed Unanimously.

**Item J:** It was MOTIONED by **MARY L. GREEN** and SECONDED by **KERVIN D. CAMPBELL** to approve the recommendation offered by police chief, Gary Hobbs, to offer full-time employment to patrol officer, **KenDale D. Booker**, with the Mansfield Police Department. Officer **Booker** was hired on January 3, 2018, thus satisfying the City's mandatory 90-day probationary period. He came to the City as a P.O.S.T. (Peace Officer Standards and Training) certified police officer and also has several years of law enforcement experience. During his tenure with the City, he has established a good rapport with the public and conducts himself in a professional manner. In addition, Officer **Booker** has attained an excellent attendance record and has proven his ability to follow the instructions given to him by his supervisors. He received high praise from Chief Hobbs as well as from Alderman **Kervin Campbell**, who informed those

in attendance, that Officer **Booker** is a former student of his. Alderman **Campbell** is a full-time school teacher in the DeSoto Parish School system. Motion Passed Unanimously.

It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **KERVIN D. CAMPBELL** to approve the recommendation offered by police chief, Gary Hobbs, to offer full-time employment to patrol officer, **Recarrus D. O'Neal**, with the Mansfield Police Department. Officer **O'Neal** was hired on January 15, 2018, which satisfies the City's mandatory 90-day probationary period. Just as officer **Booker**, Mr. **O'Neal** was already a P.O.S.T. (Peace Officer Standards and Training) certified police officer before his employment with the police department and also has several years of law enforcement experience. Since his tenure with the City, officer **O'Neal** has demonstrated his ability to positively interact with the public, while conducting himself in a professional manner. In addition, he has an excellent attendance record, works well with his co-workers, and willingly follows the instructions given to him by his supervisors. Officer **O'Neal** is also a former student of Alderman Campbell's. With the employment of these two officers, Chief Hobbs stated that the Department is now fully staffed. Motion Passed Unanimously.

**Item K:** No other new business discussed.

**Comments from Mayor McCoy and/or Council Members:** None.

With no further business to discuss, this meeting was declared adjourned at **4:52 p.m.** by MOTION from **MITCHELL L. LEWIS** and was SECONDED by **BRENDA H. HALL**. Motion Passed Unanimously.

**Curtis W. McCoy**, *Mayor*  
**Marvin R. Jackson**, *Clerk*