

MINUTES
REGULAR TOWN COUNCIL MEETING
VIVIAN TOWN HALL MEETING ROOM
112 W. ALABAMA AVE.
VIVIAN, LOUISIANA
MONDAY, JANUARY 12, 2026
6:00 P.M.

CALL TO ORDER - Mayor Festavan called the meeting to order at 6:00 p.m.

INVOCATION - Alderman Raymond Williams opened the meeting in prayer.

PLEDGE - Mayor Festavan led all present in the Pledge of Allegiance.

ROLL CALL / VERIFICATION OF QUORUM - Board of Aldermen present for Roll Call were James Martin, Samuel Hodge, Raymond Williams, and Robert Green, Jr.; absent was Denise Alexander. Following Roll Call the Town Clerk verified that a quorum was present. Also, present were other elected officials and/or staff members: Police Chief Ryan Nelson, Town Clerk Kellie Morris, and Town Attorney Douglas Dominick.

APPROVE AGENDA - Motion to approve the Agenda as presented was made by Raymond Williams, seconded by Samuel Hodge; all present approved.

1. PUBLIC COMMENTS - Public comments were made as follows:

A. Joey Paulett of Vivian was present and made the following public comments: **1)** he stated that a business is operating at a residence on E. Louisiana Ave. with various activities taking place there, and **2)** his desire to see the State Police investigate the shooting of Officer Brock, **and**

B. J. LaCaze of Vivian was present and **1)** offered comments expressing his concerns about the recording of Public Comments, **2)** further expressed his opinion of the yearly Financial Report presented by the Town's contracted Auditing Firm, and **3)** he encourages complete transparency with all matters dealing with Town business. He also attached his comments to the Public Comment participation card for better record.

2. 2024-2025 AUDIT REPORT - VICKIE CASE with COOK & MOREHART, CERTIFIED PUBLIC ACCOUNTANTS, Shreveport, Louisiana.

Ms. Case presented the Council Members, Officials and Staff with printed audit reports and letters to the Legislative Auditor concerning the Yearly Financial, the Federal, and the Standard Agreed Upon Procedures audits. Ms. Case reported that there are 3 (three) audit findings for the current year ended June 30, 2025, which are as follows. *(The Town's response to correct the findings are in parentheses.)*

1) 2025-001 Finding - Budget Finding. Actual expenditures and other financing uses for the Industrial Development Fund were more than budgeted expenditures by more than 5%", *(The Town is monitoring our budgets and will amend as needed in order to comply with the Local Government Budget Act.)*

2) 2025-002 Significant Deficiency - Interagency Accounts Significant Deficiency. "During our audit, we noted that amounts recorded in the accounting records as interagency transactions within the various funds of the Town, including Due To Other Funds, Due from Other Funds, Transfers to Other Funds, and Transfers from Other Funds, were not reconciled. Significant audit time was required to reconcile the accounts and to correct postings.", *(The Town has established internal controls for reviewing and reconciling the various interagency accounts of the Town on a periodic basis.)*

and

2. 2024-2025 AUDIT REPORT – (cont'd)

3) 2025-003 Material Weakness - Bank Reconciliations Material Weakness: During our audit, we noted that bank reconciliations for three of the Town's bank accounts were not completed accurately or timely. Significant additional time was needed to reconcile the bank accounts, and material adjustments were required to reconcile those three bank accounts, *(The Town has implemented additional controls for ensuring that bank reconciliations are completed accurately and timely.)*

3. MONTHLY FINANCIAL REPORT - Financial report including budget-to-actual comparisons was presented by Mayor Festavan. Following the report and discussion, a motion to accept as presented was made by Samuel Hodge, seconded by Raymond Williams; all present approved.

4. APPROVAL OF MINUTES - Motion to approve the Minutes for the December 8, 2025 Regular Town Council Meeting was made by James Martin, seconded by Samuel Hodge; all present approved.

5. PUBLIC NOTICE ANNOUNCEMENT - Notice is hereby given that at its meeting to be held on Monday, February 9, 2026 at 6:00 p.m. at its regular meeting place, the Town Hall, 112 W. Alabama Street, Vivian, Louisiana, the Mayor and Board of Aldermen plans to consider adopting a Resolution ordering and calling an election to be held in the Town of Vivian, State of Louisiana, to authorize the renewal of ad valorem taxes therein.

6. PROMOTION OF POLICE PERSONNEL - THE BOARD OF ALDERMEN WILL CONSIDER THE CHIEF OF POLICE'S RECOMMENDATION TO PROMOTE THE FOLLOWING INDIVIDUAL: Joshua McCauley - Patrolman to Corporal - Hire date, June 10, 2013. Chief Nelson spoke very highly of Officer McCauley and his experience with the Police Department as Officer and Fleet Manager and also stated that Officer McCauley would become the Community Liaison for the Department. Following Chief Nelson's remarks and his recommendation to promote Officer McCauley to the rank of Corporal, motion was made by Samule Hodge, seconded by Raymond Williams; all present approved.

7. HIRING OF POLICE PERSONNEL - THE BOARD OF ALDERMEN WILL CONSIDER THE CHIEF OF POLICE'S RECOMMENDATION TO HIRE THE FOLLOWING INDIVIDUAL FOR THE VIVIAN POLICE DEPARTMENT: Christian Hill - Part-time Patrolman - \$14.00 per hour. Chief Nelson introduced Mr. Hill to all present and recommended his hiring. Motion was then made by Samuel Hodge to approved Chief Nelson's recommendation to hire, seconded by Raymond Williams; all present approved.

❖ ZONING & CONDEMNATION MATTERS - Officer Bobby Smith

A. THE BOARD OF ALDERMEN WILL CONTINUE TO REVIEW THE FOLLOWING PROPERTIES FOR CONDEMANTION - 1) 421 E. Texas Ave.

No one was present on behalf of this matter. However, Officer Smith had spoken to the owner and recommended that this matter be continued at the February 9, 2026 Regular Council Meeting. Following discussion, motion to approve Officer Smith's recommendation and continue this matter at the February 9, 2026 Regular Council Meeting was made by Robert Green, Jr., seconded by Raymond Williams; all present approved.

B. ZONING/CONDEMNATION REPORT -

1) 1104 Crow St. - Officer Smith and a property representative reported on the progress made at this address and Officer Smith recommended this property be removed from the Condemnation List. Following the recommendation motion to remove the property from the List was made by Samuel Hodge, seconded by Raymond Williams; all present approved.

2) 305 E. Texas Ave. - No one was present on behalf of this property. Officer Smith gave his report and recommended that it be placed on the Condemnation List. Following Officer Smith's recommendation motion to place on the List was made by Raymond Williams, seconded by Robert Green, Jr; all present approved.

3) 309 Camp Vivian St. - Application for a mobile home variance has been received for this property and the request for variance should be on the February 9, 2026 Regular Council Meeting Agenda.

4) 304 E. Oklahoma Ave. - On hold; to be continued.

B. ZONING/CONDEMNATION REPORT – (cont'd.)

5) 308 W. Moore St. - Property owner, Robert Kovacs of Bossier City, was present on behalf of this property. Following his report on continued improvements made on the property, questions, answers and discussion, motion to continue at the March 9, 2026 Regular Council Meeting was made by Robert Green, Jr. seconded by Samuel Hodge; all present approved.

C. REVIEW OF CONDEMNATION LIST - There was none.

❖ **CODE ENFORCEMENT MATTERS** - Officer Johnnie Hough

A. CODE ENFORCEMENT REPORT - Officer Hough gave the following written and oral report: 7 (seven) properties; 4 (four) new cases opened, 2 (two) cases closed, plus 1 (one) case would be heard in Environmental Court on Wednesday, January 21st.

MAYOR'S REPORT - Mayor Festavan reported on the upcoming Martin Luther King Jr. holiday for employees that would be on Monday, January 19, 2026.

ANNOUNCEMENTS BY BOARD OF ALDERMEN - There were none.

ADJOURN - Motion to adjourn was made by Samuel Hodge, seconded by Robert Green, Jr.; all present approved. Meeting was adjourned at 7:10 p.m.

Kellie Morris, Town Clerk

Ronnie Festavan, Mayor
February 3, 2026