



# St. Charles Parish

## Meeting Minutes

### Parish Council

St. Charles Parish  
Courthouse  
15045 Highway 18  
P.O. Box 302  
Hahnville, LA 70057  
985-783-5000  
[www.stcharlesparish.gov](http://www.stcharlesparish.gov)

### Final

**Council Chairman Bob Fisher**  
**Councilmembers Michael A. Mobley, Holly Fonseca,**  
**La Sandra D. Wilson, Heather Skiba, Walter Pilié,**  
**Willie Comardelle, Michelle O'Daniels, Michele deBruler**

Monday, November 4, 2024

6:00 PM

Council Chambers, Courthouse

### Regular Meeting / Budget Hearing

#### ATTENDANCE

**Present** 8 - Michael A. Mobley, Holly Fonseca, La Sandra D. Wilson, Heather Skiba, Walter Pilié, Willie Comardelle, Michelle O'Daniels, and Michele deBruler  
**Absent** 1 - Bob Fisher

#### ALSO PRESENT

Parish President Matthew Jewell, Legal Services Director Corey Oubre, Legal Services Assistant Director Robert Raymond, Chief Administrative Officer Mike Palamone, Deputy Chief Administrative Officer Samantha de Castro, Chief Operations Officer Darrin Duhe, Executive Director of Technology and Cybersecurity Anthony Ayo, Finance Director Grant Dussom, Public Works Director Miles Bingham, Planning & Zoning Director Michael Albert, Interim Grants Officer Nicole Barraco, Waterworks Director Gregory Gorden, Parks and Recreation Director Duane Foret, Procurement Officer Brenda Campos, Gabrielle Wood, Public Information Office

#### CALL TO ORDER

#### PRAYER / PLEDGE

Pastor Cody Cunningham  
First Baptist Church, Luling

#### APPROVAL OF MINUTES

**A motion was made by Councilmember Skiba, seconded by Councilmember deBruler, to approve the minutes from the regular meeting of October 21, 2024. The motion carried by the following vote:**

**Yea:** 8 - Mobley, Fonseca, Wilson, Skiba, Pilié, Comardelle, O'Daniels and deBruler

**Nay:** 0

**Absent:** 1 - Fisher

## REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

### [2024-0350](#)

#### Public Service Commission

Public Service Commissioner Devante Lewis reported.

Parish President Matthew Jewell spoke on the matter.

Mr. Lewis spoke on the matter.

Councilman Pilié spoke on the matter.

Councilwoman Wilson spoke on the matter.

Councilwoman Fonseca spoke on the matter.

#### **Reported**

### [2024-0351](#)

#### Housing Authority

St. Charles Housing Authority Director, Jedidiah Jackson, reported.

Councilwoman Fonseca spoke on the matter.

Mr. Jackson spoke on the matter.

Councilwoman Wilson spoke on the matter.

Parish President Matthew Jewell spoke on the matter.

Councilman Pilié spoke on the matter.

#### **Reported**

### [2024-0352](#)

#### Parish President Remarks/Report

**Sponsors:** Mr. Jewell

Parish President Matthew Jewell reported.

Councilman Pilié spoke on the matter.

President Jewell invited Waterworks Director Gregory Gorden to the podium to speak on the matter.

Mr. Gorden spoke on that matter.

Councilwoman Fonseca spoke on the matter.

#### **Reported**

**IN ACCORDANCE WITH ARTICLE IV, SECTION B OF THE HOME RULE CHARTER, CHAIRMAN FISHER AUTHORIZED THAT THE ORDINANCES, HAVING BEEN PRESENTED FOR INTRODUCTION, DISTRIBUTED TO COUNCIL MEMBERS AND THE PARISH PRESIDENT, AND NOT REJECTED BY TWO-THIRDS OF THE COUNCIL MEMBERS, ARE TO BE PUBLISHED IN SUMMARY FORM AS FOLLOWS IN THE OFFICIAL JOURNAL WITH NOTICE OF PUBLIC HEARING TO BE HELD ON MONDAY, NOVEMBER 18, 2024, 6:00 P.M., COUNCIL CHAMBERS, COURTHOUSE, HAHNVILLE, TO BE CONSIDERED FOR FINAL PASSAGE:**

[2024-0362](#)

An ordinance approving and authorizing the execution of Amendment No. 2 to a Professional Services Agreement with Ardaman & Associates, Inc., to perform additional geotechnical services for the Evangeline Road & CN Railroad Box Culvert (Project No. P210701), to increase the lump sum fee by \$8,700.00, increasing the overall contract amount to \$33,700.00.

**Sponsors:** Mr. Jewell and Department of Public Works

**Publish/Scheduled for Public Hearing to the Parish Council on November 18, 2024**

[2024-0366](#)

An ordinance of the Parish of St. Charles providing that the Code of Ordinances, Parish of St. Charles, be amended by revising Section 15-5, Motor Vehicles and Traffic, of said Code, to provide for the installation of one (1) **“NO PARKING”** sign on the north side of Almedia Plantation Drive in St. Rose from the corner of Johnson Street extending forty-four (44) feet.

**Sponsors:** Ms. O'Daniels

**Publish/Scheduled for Public Hearing to the Parish Council on November 18, 2024**

[2024-0367](#)

An ordinance approving and authorizing the execution of an Act of Dedication for River Place Estates Phase 2, Hahnville.

**Sponsors:** Mr. Jewell and Department of Planning & Zoning

**Publish/Scheduled for Public Hearing to the Parish Council on November 18, 2024**

[2024-0368](#)

An ordinance approving and authorizing the execution of Amendment No. 1 to Ordinance No. 23-12-5, which approved the Professional Services Agreement with Crescent Engineering & Mapping, LLC, to perform surveying services for the Crescent Engineering Boundary Surveys Master Contract (Project No. P231101), in the amount not to exceed of \$150,000.00.

**Sponsors:** Mr. Jewell and Department of Public Works

**Publish/Scheduled for Public Hearing to the Parish Council on November 18, 2024**

[2024-0369](#)

An ordinance approving and authorizing the execution of Amendment No. 1 to the Professional Services Agreement with Alpha Testing and Inspection, Inc., for testing services for Des Allemands Phase 1 Bulkhead (Project No. P210601), in the amount not to exceed of \$8,000.00, increasing the overall contract value to \$65,000.00.

**Sponsors:** Mr. Jewell and Department of Public Works

**Publish/Scheduled for Public Hearing to the Parish Council on November 18, 2024**

[2024-0370](#)

An ordinance approving and authorizing the execution of a Professional Services Agreement with Bryant Hammett & Associates, LLC, to perform surveying services for Willowdale Boulevard Overlay and Widening (Project No. P240602), in the lump sum amount of \$61,385.00.

**Sponsors:** Mr. Jewell and Department of Public Works

**Publish/Scheduled for Public Hearing to the Parish Council on November 18, 2024**

## PLANNING AND ZONING PETITIONS

### [2024-0344](#)

An ordinance to amend the St. Charles Parish Zoning Ordinance of 1981, to change the zoning classification from R-1A to R-1A(M) on property designated as the Stephen Kinler Lot, 11001 River Road, Ama as requested by Michael Ezimuo and Kristen Guilford.

**Sponsors:** Mr. Jewell and Department of Planning & Zoning

Reported:

P & Z Department Recommended: Approval

Planning Commission Recommended: Approval

Planning & Zoning Director Michael Albert spoke on the matter.

#### **Public Hearing Requirements Satisfied**

Enactment No: 24-11-1

#### **VOTE ON THE PROPOSED ORDINANCE**

**Yea:** 8 - Mobley, Fonseca, Wilson, Skiba, Pilié, Comardelle, O'Daniels and deBruler

**Nay:** 0

**Absent:** 1 - Fisher

Enactment No: 24-11-1

## ORDINANCES SCHEDULED FOR PUBLIC HEARING (INTRODUCED AT PREVIOUS MEETING)

### [2024-0201](#)

An ordinance to approve and adopt the appropriation of Funds for the St. Charles Parish Consolidated Operating and Capital Budget for Fiscal Year 2025.

**Sponsors:** Mr. Jewell and Department of Finance

Reported:

Finance Department Recommended: Approval

Finance Director Grant Dussom spoke on the matter.

#### **Public Hearing Requirements Satisfied**

Enactment No: 24-11-2

General Fund:

Council District IV - Reported

Council District VI - Reported

Councilwoman Fonseca, reported on behalf of Councilman Fisher.

Clerk of Court - Not Reported

Councilwoman O'Daniels spoke on the matter.

Legal Services Director Corey Oubre spoke on the matter.

**Amendment No. 13**

**To add \$15,000 to account 001-400240 Clerk of Court - Non Consumable Office Supplies for record books produced by Quoyser**

**A motion was made by Councilmember O'Daniels, seconded by Councilmember Pilié, to approve Amendment No. 13. The motion carried by the following vote:**

Yea: 8

Nay: 0

Absent: Fisher

**Amendment No. 14**

**Reduce the following General Fund Accounts from District 5 (001-400115) 2024 budget**

001-42200000 \$(2,300)

001-42410000 \$(5,700)

001-42420000 \$(2,900)

001-42500000 \$(700)

001-42700000 \$(2,000)

001-42800000 \$(2,000)

001-43050000 \$(6,000)

001-43100000 \$(1,600)

001-44100000 \$(8,800)

\$(32,000)

**A motion was made by Councilmember O'Daniels, seconded by Councilmember Comardelle, to approve Amendment No. 14. The motion carried by the following vote:**

Yea: 8

Nay: 0

Absent: Fisher

**Amendment No. 15**

**To add \$20,000 to account 001-430234 Community Service Centers - Professional Services for tutoring for the St. Rose Community Center**

**A motion was made by Councilmember O'Daniels, seconded by Councilmember Wilson, to approve Amendment No. 15. The motion carried by the following vote:**

Yea: 8

Nay: 0

Absent: Fisher

**Amendment No. 16**

**To add \$12,000 to account 001-430231 Community Service - Rentals - for rental assistance**

**A motion was made by Councilmember O'Daniels, seconded by Councilmember deBruler, to approve Amendment No. 16. The motion carried by the following vote:**

Yea: 8

Nay: 0

Absent: Fisher

**Amendment No. 17**

**Reduce the following General Fund Accounts from District 1 (001-400111) 2024 budget**

001-42200000 \$(600)

001-42410000 \$(1,000)

001-42700000 \$(400)

001-42800000 \$(500)

001-43050000 \$(6,000)

\$(8,500)

**To add \$2,900 to account 001-430234 Community Service Centers - Professional Services for tutoring at the Killona Community Center**

**To add \$2,800 to account 001-430234 Community Service Centers - Professional Services for tutoring at the Boutte Outreach Center**

**To add \$2,800 to account 001-430232 Energy Assistance for Electrical (Light and Power)**

**A motion was made by Councilmember Wilson, seconded by Councilmember Comardelle, to approve Amendment No. 17. The motion carried by the following vote:**

Yea: 8

Nay: 0

Absent: Fisher

2024-0201

An ordinance to approve and adopt the appropriation of Funds for the St. Charles Parish Consolidated Operating and Capital Budget for Fiscal Year 2025.

**Sponsors:** Mr. Jewell and Department of Finance

**Budget Amendments**

**Amendment No. 13**

To add \$15,000 to account 001-400240 Clerk of Court - Non Consumable Office Supplies for record books produced by Quoyser

A motion was made by Councilmember O'Daniels, seconded by Councilmember Pilié, to approve Amendment No. 13. The motion carried by the following vote:

Yea: 8

Nay: 0

Absent: Fisher

**Amendment No. 14**

Reduce the following General Fund Accounts from District 5 (001-400115) 2024 budget

001-42200000 \$(2,300)

001-42410000 \$(5,700)

001-42420000 \$(2,900)

001-42500000 \$(700)

001-42700000 \$(2,000)

001-42800000 \$(2,000)

001-43050000 \$(6,000)

001-43100000 \$(1,600)

001-44100000 \$(8,800)

\$(32,000)

A motion was made by Councilmember O'Daniels, seconded by Councilmember Comardelle, to approve Amendment No. 14. The motion carried by the following vote:

Yea: 8

Nay: 0

Absent: Fisher

**Amendment No. 15**

To add \$20,000 to account 001-430234 Community Service Centers - Professional Services for tutoring for the St. Rose Community Center

A motion was made by Councilmember O'Daniels, seconded by Councilmember Wilson, to approve Amendment No. 15. The motion carried by the following vote:

Yea: 8

Nay: 0

Absent: Fisher



**Amendment No. 16**

To add \$12,000 to account 001-430231 Community Service - Rentals - for rental assistance

A motion was made by Councilmember O'Daniels, seconded by Councilmember deBruler, to approve Amendment No. 16. The motion carried by the following vote:

Yea: 8

Nay: 0

Absent: Fisher

**Amendment No. 17**

Reduce the following General Fund Accounts from District 1 (001-400111) 2024 budget

001-42200000 \$(600)

001-42410000 \$(1,000)

001-42700000 \$(400)

001-42800000 \$(500)

001-43050000 \$(6,000)

\$(8,500)

To add \$2,900 to account 001-430234 Community Service Centers - Professional Services for tutoring at the Killona Community Center

To add \$2,800 to account 001-430234 Community Service Centers - Professional Services for tutoring at the Boutte Outreach Center

To add \$2,800 to account 001-430232 Energy Assistance for Electrical (Light and Power)

A motion was made by Councilmember Wilson, seconded by Councilmember Comardelle, to approve Amendment No. 17. The motion carried by the following vote:

Yea: 8

Nay: 0

Absent: Fisher

**Amendments Recorded**

Enactment No: 24-11-2

**VOTE ON THE PROPOSED ORDINANCE AS AMENDED**

**Yea:** 8 - Moble, Fonseca, Wilson, Skiba, Pilié, Comardelle, O'Daniels and deBruler

**Nay:** 0

**Absent:** 1 - Fisher

Enactment No: 24-11-2

[2024-0341](#)

An ordinance to approve and authorize the execution of a Professional Services Agreement by and between St. Charles Parish and Hunt, Guillot & Associates, LLC, to perform Program Administrative/Management Services in the implementation of the St. Charles Parish CDBG - Disaster Recovery Program in the amount of \$185,000.00.

**Sponsors:** Mr. Jewell and Grants Office

Reported:

Grants Office Recommended: Approval  
Grants Interim Officer Nicole Barraco spoke on the matter.

**Public Hearing Requirements Satisfied**

Enactment No: 24-11-3

**VOTE ON THE PROPOSED ORDINANCE**

**Yea:** 8 - Moblely, Fonseca, Wilson, Skiba, Pilié, Comardelle, O'Daniels and deBruler

**Nay:** 0

**Absent:** 1 - Fisher

Enactment No: 24-11-3

[2024-0342](#)

An ordinance approving and authorizing the execution of Change Order No. 2 for the Willowdale Turn Lane (Project No. P230804), to increase the contract amount by \$45,876.93.

**Sponsors:** Mr. Jewell and Department of Public Works

Reported:

Public Works Department Recommended: Approval  
Public Works Director Miles Bingham spoke on the matter.

**Public Hearing Requirements Satisfied**

Enactment No: 24-11-4

**VOTE ON THE PROPOSED ORDINANCE**

**Yea:** 8 - Moblely, Fonseca, Wilson, Skiba, Pilié, Comardelle, O'Daniels and deBruler

**Nay:** 0

**Absent:** 1 - Fisher

Enactment No: 24-11-4

[2024-0343](#)

An ordinance approving and authorizing the execution of a Professional Services Agreement with Professional Engineering Consultants to perform engineering services for West Bank D Plant Clarifier Upgrade (Project No. WWKS 114), in the amount of \$317,066.00.

**Sponsors:** Mr. Jewell and Department of Waterworks

Reported:

Waterworks Department Recommended: Approval  
Waterworks Director Gregory Gorden spoke on the matter.

**Public Hearing Requirements Satisfied**

Enactment No: 24-11-5

**VOTE ON THE PROPOSED ORDINANCE**

**Yea:** 8 - Mobley, Fonseca, Wilson, Skiba, Pilié, Comardelle, O'Daniels and deBruler

**Nay:** 0

**Absent:** 1 - Fisher

Enactment No: 24-11-5

**PERSONS TO ADDRESS THE COUNCIL**

[2024-0361](#)

Bishop Otis Kenner II: Civic Source Fees and Procedures.

Acting Chairman Fonseca stated Petitioner submitted written correspondence requesting to withdraw this Petition to Address the Council.

**Not Heard**

**RESOLUTIONS**

[2024-0349](#)

A resolution in support of the Planning and Zoning Commission’s approval of 2024-7-SPU for an accessory dwelling unit in an R-1A zoning district on Lot 164, South Lakewood Subdivision, 121 Lake Catherine Drive, Luling, with a waiver from Appendix C., Section VI., item B.[I.]2.b.(5) as requested by Brad and Anna Keller.

**Sponsors:** Mr. Jewell and Department of Planning & Zoning

Reported:

P & Z Department Recommended: Approval

Planning Commission Recommended: Approval

Planning & Zoning Director Michael Albert spoke on the matter.

Public comment opened; no public comment

Council Discussion

**VOTE ON THE PROPOSED RESOLUTION**

**Yea:** 8 - Mobley, Fonseca, Wilson, Skiba, Pilié, Comardelle, O’Daniels and deBruler

**Nay:** 0

**Absent:** 1 - Fisher

Enactment No: 6795

[2024-0353](#)

A resolution approving Amendment #1 of the St. Charles Parish RESTORE ACT Multiyear Implementation Plan for submission and approval to the U.S. Department of the Treasury in accordance with the requirements of the RESTORE ACT.

**Sponsors:** Mr. Jewell and Grants Office

Reported:

Grants Office Recommended: Approval

Interim Grants Officer Nicole Barraco spoke on the matter.

Public comment opened; no public comment

Council Discussion

Ms. Barraco spoke on the matter.

**VOTE ON THE PROPOSED RESOLUTION**

**Yea:** 8 - Mobley, Fonseca, Wilson, Skiba, Pilié, Comardelle, O’Daniels and deBruler

**Nay:** 0

**Absent:** 1 - Fisher

Enactment No: 6796

[2024-0354](#)

A resolution approving and authorizing the execution of a Cooperative Endeavor Agreement between the Louisiana Department of the Treasury and the State of Louisiana, and St. Charles Parish regarding the allocation of \$150,000.00 to be utilized for the Engineers Canal Pump Station Improvements Project.

**Sponsors:** Mr. Jewell, Grants Office and Department of Public Works

Reported:

Grants Office Recommended: Approval

Public Works Department Recommended: Approval

Interim Grants Officer Nicole Barraco spoke on the matter.

Public comment opened; no public comment

Council Discussion

**VOTE ON THE PROPOSED RESOLUTION**

**Yea:** 8 - Moblely, Fonseca, Wilson, Skiba, Pilié, Comardelle, O'Daniels and deBruler

**Nay:** 0

**Absent:** 1 - Fisher

Enactment No: 6797

[2024-0355](#)

A resolution approving and authorizing the execution of a Cooperative Endeavor Agreement between the Louisiana Department of the Treasury and the State of Louisiana, and St. Charles Parish regarding the allocation of \$500,000.00 to be utilized for the East Bank Bridge Park Revitalization.

**Sponsors:** Mr. Jewell, Grants Office and Department of Parks and Recreation

Reported:

Grants Office Recommended: Approval

Parks and Recreation Department Recommended: Approval

Interim Grants Officer Nicole Barraco spoke on the matter.

Public comment opened; no public comment

**VOTE ON THE PROPOSED RESOLUTION**

**Yea:** 8 - Moblely, Fonseca, Wilson, Skiba, Pilié, Comardelle, O'Daniels and deBruler

**Nay:** 0

**Absent:** 1 - Fisher

Enactment No: 6798

[2024-0356](#)

A resolution approving and authorizing the execution of a Cooperative Endeavor Agreement between the Louisiana Department of the Treasury and the State of Louisiana, and St. Charles Parish regarding the allocation of \$250,000.00 to be utilized for Recreational Improvements.

**Sponsors:** Mr. Jewell, Grants Office and Department of Parks and Recreation

Reported:

Grants Office Recommended: Approval

Parks and Recreation Department Recommended: Approval

Interim Grants Officer Nicole Barraco spoke on the matter.

Public comment opened; no public comment

**VOTE ON THE PROPOSED RESOLUTION**

**Yea:** 8 - Mobley, Fonseca, Wilson, Skiba, Pilié, Comardelle, O'Daniels and deBruler

**Nay:** 0

**Absent:** 1 - Fisher

Enactment No: 6799

[2024-0357](#)

A resolution approving and authorizing the execution of a Cooperative Endeavor Agreement between the Louisiana Department of the Treasury and the State of Louisiana, and St. Charles Parish regarding the allocation of \$150,000.00 to be utilized for Primrose Canal Bank Stabilization Phase I Project.

**Sponsors:** Mr. Jewell, Grants Office and Department of Public Works

Reported:

Grants Office Recommended: Approval

Public Works Department Recommended: Approval

Interim Grants Officer Nicole Barraco spoke on the matter.

Public comment opened; no public comment

**VOTE ON THE PROPOSED RESOLUTION**

**Yea:** 8 - Mobley, Fonseca, Wilson, Skiba, Pilié, Comardelle, O'Daniels and deBruler

**Nay:** 0

**Absent:** 1 - Fisher

Enactment No: 6800

[2024-0358](#)

A resolution approving and authorizing the execution of a Cooperative Endeavor Agreement between the Louisiana Department of the Treasury and the State of Louisiana, and St. Charles Parish regarding the allocation of \$50,000.00 to be utilized for Municipal Mowing in District II.

**Sponsors:** Mr. Jewell, Grants Office and Department of Public Works

Reported:

Grants Office Recommended: Approval

Public Works Department Recommended: Approval

Interim Grants Officer Nicole Barraco spoke on the matter.

Public comment opened; no public comment

Council Discussion

Parish President Matthew Jewell spoke on the matter.

**VOTE ON THE PROPOSED RESOLUTION**

**Yea:** 8 - Mobley, Fonseca, Wilson, Skiba, Pilié, Comardelle, O'Daniels and deBruler

**Nay:** 0

**Absent:** 1 - Fisher

Enactment No: 6801

[2024-0359](#)

A resolution approving and authorizing the execution of a Federally Funded Agreement between the Governor's Office of Homeland Security and Emergency Preparedness and St. Charles Parish for funding in the amount of \$1,415,547.93 to elevate 9 residential flood prone structures to prevent further damages and reduce NFIP claims.

**Sponsors:** Mr. Jewell and Grants Office

Reported:

Grants Office Recommended: Approval

Interim Grants Officer Nicole Barraco spoke on the matter.

Public comment opened; no public comment

Council Discussion

Ms. Barraco spoke on the matter.

Parish President Matthew Jewell spoke on the matter.

**VOTE ON THE PROPOSED RESOLUTION**

**Yea:** 8 - Mobley, Fonseca, Wilson, Skiba, Pilié, Comardelle, O'Daniels and deBruler

**Nay:** 0

**Absent:** 1 - Fisher

Enactment No: 6802

[2024-0360](#)

A resolution approving and authorizing the execution of a Federally Funded Agreement between the Governor’s Office of Homeland Security and Emergency Preparedness and St. Charles Parish for funding in the amount of \$2,670,104.00 to elevate 14 residential flood prone structures to prevent further damages and reduce NFIP claims.

**Sponsors:** Mr. Jewell and Grants Office

Reported:

Grants Office Recommended: Approval  
Interim Grants Officer Nicole Barraco spoke on the matter.

Public comment opened; no public comment

**VOTE ON THE PROPOSED RESOLUTION**

**Yea:** 8 - Mobley, Fonseca, Wilson, Skiba, Pilié, Comardelle, O'Daniels and deBruler

**Nay:** 0

**Absent:** 1 - Fisher

Enactment No: 6803

**APPOINTMENTS**

[2024-0345](#)

A resolution appointing a member to the St. Charles Parish Board of Adjustment as the District I Representative.

**Vacancy Announced**

[2024-0346](#)

A resolution appointing a member to the St. Charles Parish Board of Adjustment as the District III Representative.

**Vacancy Announced**

[2024-0347](#)

A resolution appointing a member to the St. Charles Parish Board of Adjustment as the District VII Representative.

**Vacancy Announced**



**SPECIAL MATTERS TO BE CONSIDERED BY COUNCIL**

[2024-0348](#)

Review 2025 Parish Council Meeting Schedule [Adopt November 18, 2024]

Review

**ADJOURNMENT**

A motion was made by Councilmember Skiba, seconded by Councilmember Pilié, to adjourn the meeting at approximately 7:52 pm. The motion carried by the following vote:

**Yea:** 8 - Mobley, Fonseca, Wilson, Skiba, Pilié, Comardelle, O'Daniels and deBruler

**Nay:** 0

**Absent:** 1 - Fisher

**I HEREBY CERTIFY THE FOREGOING TO BE EXACT AND TRUE.**

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**Michelle Impastato**  
**Council Secretary**