



St. Charles Parish

Meeting Agenda

Parish Council

Council Chairman Beth A. Billings

**Councilmembers Holly Fonseca, La Sandra Darensbourg Gordon,
Mary K. Clulee, Dick Gibbs, Nicky Dufrene, Marilyn B. Bellock,
Bob Fisher, Julia Fisher-Cormier**

St. Charles Parish Courthouse
15045 Highway 18
P.O. Box 302
Hahnville, LA 70057
985-783-5000
www.stcharlesparish.gov

Monday, November 6, 2023

6:00 PM

Council Chambers, Courthouse

Final

Regular Meeting / Budget Hearing

CALL TO ORDER

PRAYER / PLEDGE

*Father Stephen Dardis
Holy Family Catholic Church, Luling*

APPROVAL OF MINUTES

Regular Meeting – October 23, 2023

SPECIAL BUSINESS (PROCLAMATIONS, CANVASS RETURNS, ETC.)

- 1 [2023-0290](#) Proclamation: "National Adoption Day"

 Sponsors: Ms. Billings
 Attachments: [2023-0290 National Adoption Day](#)

- 2 [2023-0291](#) A resolution providing for canvassing the returns and declaring the
 results of the special election held in the Parish of St. Charles, State of
 Louisiana, on Saturday, October 14, 2023, to authorize the renewal of a
 special tax (ARC) therein.

 Sponsors: Mr. Jewell and Bond Counsel
 Attachments: [2023-0291 Proces Verbal Exhibit A](#)

- 8 [2023-0292](#) A resolution providing for canvassing the returns and declaring the
 results of the special election held in Parish of St. Charles, State of
 Louisiana, on Saturday, October 14, 2023, to vote upon the adoption of
 amendments to the current St. Charles Parish Home Rule Charter.

 Sponsors: Mr. Jewell and Bond Counsel
 Attachments: [2023-0292 Proces Verbal Exhibit A](#)

- 16 [2023-0306](#) A resolution authorizing the loan application to the Louisiana Department of Environmental Quality by the Parish of St. Charles, State of Louisiana.

Sponsors: Mr. Jewell and Bond Counsel

Attachments: [2023-0306 DEQ Certificate](#)

REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

[2023-0303](#) Public Service Commission

[2023-0304](#) Housing Authority

[2023-0305](#) Parish President Remarks/Report

Sponsors: Mr. Jewell

ORDINANCES / RESOLUTIONS INTRODUCED FOR PUBLICATION / PUBLIC HEARING

Monday, November 20, 2023, 6:00 pm, Council Chambers, Courthouse, Hahnville

- 18 [2023-0301](#) An ordinance approving and authorizing the execution of Amendment No. 1 to a Professional Services Agreement with Ardaman & Associates, Inc. for the Evangeline Road & CN Railroad Box Culvert (Project No. P210701), in the amount of 8,500.00.

Sponsors: Mr. Jewell and Department of Public Works

Attachments: [2023-0301 Amendment Template](#)
 [2023-0301 AAI 20231024 Sec Cert St Charles Parish LA \(Jewell\)](#)
 [2023-0301 P210701-2022.09.14-Professional Services Agreement](#)

ORDINANCES / RESOLUTIONS INTRODUCED FOR PUBLICATION / PUBLIC HEARING

Monday, December 4, 2023, 6:00 pm, Council Chambers, Courthouse, Hahnville

- 35 [2023-0302](#) An ordinance approving and authorizing the exchange of property located at the Bayou Gauche Park with the Bayou Gauche Fire Department.

Sponsors: Mr. Jewell and Department of Legal Services

Attachments: [2023-0302 2023 10 17 Act of Exchange](#)
 [2023-0302 2023 10 17 Portions Swapped Sketch](#)
 [2023-0302 2023 08 31 Resubdivision Survey](#)

ORDINANCES SCHEDULED FOR PUBLIC HEARING (INTRODUCED AT PREVIOUS MEETING)

- 40 [2023-0121](#) An ordinance to approve and adopt the appropriation of Funds for the St. Charles Parish Consolidated Operating and Capital Budget for Fiscal Year 2024.

Sponsors: Mr. Jewell and Department of Finance

Attachments: [2024 Draft Data Budget Book](#)
 [2023-0121 CALENDAR OF OFFICIAL ACTION FOR 2024 BUDGET](#)
 [2023-0121 Exhibits](#)
 [2024 PROPOSED BUDGET DOCUMENT](#)
 [2024 Budget Data \(Boards & Agencies\)](#)
 [REVISED hearing-date-2024-](#)
 [10-31-23 Budget Amendments](#)

Legislative History

5/22/23	Parish Council	Accepted
	Reported:	
	Finance Department Recommended:	Approval
	Finance Director Grant Dussom spoke on the matter.	
	Public Hearings scheduled for:	Tuesday, October 31, 2023 at 9 am; Thursday, November 2, 2023 at 1 pm; and Monday, November 6, 2023 at 6 pm
	Public comment opened; no public comment	
5/22/23	Parish Council	Accepted
9/25/23	Parish President	Introduced
9/25/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council
10/9/23	Parish President	Introduced
10/9/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council
10/23/23	Parish President	Introduced
10/23/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council
10/31/23	Parish Council	Public Hearing Requirements Satisfied

10/31/23

Parish Council

Amendments Recorded

Budget Amendments**Amendment No. 1****Ad Valorem Tax Increase Based on Assessed Value of 2.242B****General Fund**

To Increase 2024 General Fund (Fund 001) Ad Valorem Revenue by \$52,500

To Increase 2024 General Fund (Fund 001) Account 001-400560 (Taxation Collector) - Cost of Ad Valorem Tax Collection by \$1,500

Fund 123 - Flood Protection Fund

To increase Ad Valorem Revenues for Fund 123 by \$65,000

To increase 2024 Flood Protection Fund (Fund 123) Cost of Ad Valorem Tax Collection by \$1,500

Fund 105 - Road Lighting District No. 1

To increase Ad Valorem Revenues for Fund 105 by \$15,000

Fund 112 - Drainage

To increase Ad Valorem Revenues for Fund 112 by \$95,000

To increase 2024 Drainage Fund (Fund 112) Cost of Ad Valorem Tax Collection by \$2,000

Fund 113 - Recreation

To increase Ad Valorem Revenues for Fund 113 by \$49,500

To increase 2024 Recreation Fund (Fund 113) Cost of Ad Valorem Tax Collection by \$1,000

Fund 114 - Mosquito Control

To increase Ad Valorem Revenues for Fund 114 by \$15,500

To increase 2024 Mosquito Control Fund (Fund 114) Cost of Ad Valorem Tax Collection by \$250

Fund 401 - Wastewater

To increase Ad Valorem Revenues for Fund 401 by \$37,500

To increase 2024 Wastewater Fund (Fund 401) Account 401-420451 (Wastewater Administration)

Cost of Ad Valorem Tax Collection by \$1000

A motion was made by Councilmember Fonseca, seconded by Councilmember Clulee, to approve Amendment No. 1. The motion carried by the following vote:

Yea: 6

Nay: 0

Absent: Gibbs, Fisher, Fisher-Cormier

Amendment No. 2

To implement changes as a result of HRC Amendment Propositions Nos. 1 and 2 approval from the 10/14/2023 Election by increasing the following Personal Services accounts within the General Fund listed below by a total of \$109,040. Individual line items are broken down below:

Council District I 001-400111

Salaries	001-4001114120	\$5,170
Fica	001-4001114151	\$321
Medicare	001-4001114156	\$75
OPEB	001-4001114161	\$181
001-400111		
Total		\$5,746

Council District II 001-400112

Salaries	001-4001124120	\$5,170
Fica	001-4001124151	\$321
Medicare	001-4001124156	\$75
OPEB	001-4001124161	\$181
	001-400112	
Total		\$5,746

Council District III 001-400113

Salaries	001-4001134120	\$5,170
Fica	001-4001134151	\$321
Medicare	001-4001134156	\$75
OPEB	001-4001134161	\$181
	001-400113	
Total		\$5,746

Council District IV 001-400114

Salaries	001-4001144120	\$5,170
Fica	001-4001144151	\$321
Medicare	001-4001144156	\$75
OPEB	001-4001144161	\$181
	001-400114	
Total		\$5,746

Council District V 001-400115

Salaries	001-4001154120	\$5,170
Fica	001-4001154151	\$321
Medicare	001-4001154156	\$75
OPEB	001-4001154161	\$181
	001-400115	
Total		\$5,746

Council District VI 001-400116

Salaries	001-4001164120	\$5,170
Fica	001-4001164151	\$321
Medicare	001-4001164156	\$75
OPEB	001-4001164161	\$181
	001-400116	
Total		\$5,746

Council District VII 001-400117

Salaries	001-4001174120	\$5,170
Fica	001-4001174151	\$321
Medicare	001-4001174156	\$75
OPEB	001-4001174161	\$181
	001-400117	

Total \$5,746

Council Division A 001-400118

Salaries 001-4001184120 \$5,292

Fica 001-4001184151 \$339

Medicare 001-4001184156 \$77

OPEB 001-4001184161 \$184

001-400118

Total \$5,892

Council Division B 001-400119

Salaries 001-4001194120 \$5,292

Medicare 001-4001194156 \$106

OPEB 001-4001194161 \$185

001-400119

Total \$5,583

Parish President 001-400310

Salaries 001-4003104120 \$49,143

Pension 001-4003104152 \$5,651

Medicare 001-4003104156 \$713

Disability 001-4003104157 \$117

OPEB 001-4003104161 \$1,720

001-400310

Total \$57,343

Total Increase \$109,040

A motion was made by Councilmember Fonseca, seconded by Councilmember Clulee, to approve Amendment No. 2. The motion carried by the following vote:

Yea: 6

Nay: 0

Absent: Gibbs, Fisher, Fisher-Cormier

Amendment No. 3

Fund 113 - Recreation - to add \$75,000 for improvements other than buildings - Fencing/Bleacher Covers - Monsanto Park

A motion was made by Councilmember Clulee, seconded by Councilmember Dufrene, to approve Amendment No. 3. The motion carried by the following vote:

Yea: 6

Nay: 0

Absent: Gibbs, Fisher, Fisher-Cormier

Amendment No. 4

Fund 113 - Recreation - to add \$225,000 for improvements other than buildings - Ama Park Improvements including resurfacing basketball courts

A motion was made by Councilmember Clulee, seconded by Councilmember Dufrene, to approve Amendment No. 4. The motion carried by the following vote:

Yea: 6

Nay: 0

Absent: Gibbs, Fisher, Fisher-Cormier

Amendment No. 5

Fund 113 - Recreation - to add \$63,000 to Improvements other than Buildings - Restroom for Ed Reed Park (Parquet)

A motion was made by Councilmember Bellock, seconded by Councilmember Clulee, to approve Amendment No. 5. The motion carried by the following vote:

Yea: 6

Nay: 0

Absent: Gibbs, Fisher, Fisher-Cormier

Amendment No. 6

District II - Account 001-400112 - to reduce Life/Health Insurance by \$15,000

A motion was made by Councilmember Clulee, seconded by Councilmember Fonseca, to approve Amendment No. 6. The motion carried by the following vote:

Yea: 6

Nay: 0

Absent: Gibbs, Fisher, Fisher-Cormier

Amendment No. 7

Sheriff's Office - Account 001-410100 - To reduce feeding and maintenance of prisoners by \$60,000
To transfer \$60,000 from the General Fund to Fund 116 - RSVP - account 116-430270 - Local - Acquisition of Vehicles - New Van for RSVP

A motion was made by Councilmember Darensbourg Gordon, seconded by Councilmember Fonseca, to approve Amendment No. 7. The motion carried by the following vote:

Yea: 6

Nay: 0

Absent: Gibbs, Fisher, Fisher-Cormier

Amendment No. 8

Fund 401 - Wastewater - Wording Change - Page 258 - to change project 3127 Oxidation Pond to Hahnville Treatment Plant Expansion

A motion was made by Councilmember Clulee, seconded by Councilmember Darensbourg Gordon, to approve Amendment No. 8. The motion carried by the following vote:

Yea: 7

Nay: 0

Absent: Gibbs, Fisher-Cormier

10/31/23

Parish Council

Publish/Scheduled for Public Hearing to the Parish Council

- 44 [2023-0280](#) An ordinance to approve and authorize the execution of an Intergovernmental Agreement between St. Charles Parish and the River Parish Transit Authority (RPTA) to provide supplemental funding for the operation of a public transit system.
- Sponsors:** Mr. Jewell and Chief Administrative Officer
- Attachments:** [2023-0280 RPTA Agreement](#)
- Legislative History**
- | | | |
|----------|------------------|--|
| 10/23/23 | Parish President | Introduced |
| 10/23/23 | Parish Council | Publish/Scheduled for Public Hearing to the Parish Council |
- 49 [2023-0281](#) An ordinance to approve and authorize the execution of a Cooperative Endeavor Agreement with the Louisiana Department of Veterans Affairs and St. Charles Parish for the provision of office space located in the St. Charles Parish Courthouse, 15045 River Road, Hahnville, LA.
- Sponsors:** Mr. Jewell
- Attachments:** [2023-0281 St Charles PG FY24](#)
[2023-0281 St Charles PG Cover Letter](#)
- Legislative History**
- | | | |
|----------|------------------|--|
| 10/23/23 | Parish President | Introduced |
| 10/23/23 | Parish Council | Publish/Scheduled for Public Hearing to the Parish Council |
- 57 [2023-0282](#) An ordinance approving and authorizing the execution of Amendment No. 1 to Ordinance No. 21-3-2, which approved the Professional Services Agreement with Bryant Hammett & Associates, LLC for providing all necessary surveying services for the Primrose Canal Cleaning and Improvements (Parish Project No. P210202).
- Sponsors:** Mr. Jewell and Department of Public Works
- Attachments:** [2023-0282 p210202 - Survey Amendment - Edits](#)
[2023-0282 Resolution \(2\)](#)
- Legislative History**
- | | | |
|----------|------------------|--|
| 10/23/23 | Parish President | Introduced |
| 10/23/23 | Parish Council | Publish/Scheduled for Public Hearing to the Parish Council |
- 61 [2023-0286](#) An ordinance to amend and/or supplement the Code of Ordinances, Chapter 3 Alcoholic Beverages, Article I. In General, Section 3-1(c) - Location restrictions; Section 3-4(c) - Consumption in public buildings prohibited; Section 3-6 - Consumption of alcoholic beverages in parking lots prohibited.
- Sponsors:** Ms. Darenbourg Gordon
- Legislative History**

10/23/23	Council Member(s)	Introduced
10/23/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 62** [2023-0287](#) An ordinance approving and authorizing the execution of Amendment No. 1 to Ordinance No. 22-3-7, which approved the Professional Services Agreement with Crescent Engineering & Mapping, LLC, for the King and Hahn Street Drainage Improvements (Project No. P220202), in the amount not to exceed \$149,707.00.

Sponsors: Mr. Jewell and Department of Public Works

Attachments: [2023-0287 Amendment Template](#)
[2023-0287 Attachment C-1 - Labor and Equipment Fee Schedule July 2023](#)
[2023-0287 Crescent Corporate Resolution 4-5-23](#)

Legislative History

10/23/23	Parish President	Introduced
10/23/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 73** [2023-0288](#) An ordinance approving and authorizing the execution of an Act of Dedication for Heather Oaks, Phase 2, Luling.

Sponsors: Mr. Jewell and Department of Planning & Zoning

Attachments: [2023-0288 Supplemental agenda attachments](#)
[2023-0288 Council Packet](#)
[2023-0288 Dedication, PLAT, Certificate](#)

Legislative History

10/23/23	Parish President	Introduced
10/23/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 123** [2023-0289](#) An ordinance approving and authorizing the execution of Amendment No. 1 to Ordinance No. 22-12-6 which approved the Professional Services Agreement with AIMS Group, Inc., for the Ormond Oaks Channel (Project No. P210203), in the amount not to exceed \$67,403.00.

Sponsors: Mr. Jewell and Department of Public Works

Attachments: [2023-0289 Amendment Template](#)
[2023-0289 Attachment C-1](#)
[2023-0289 AIMS Group Corporate Resolution 2023-10-02](#)

Legislative History

10/23/23	Parish President	Introduced
10/23/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

RESOLUTIONS

- 131** [2023-0293](#) A resolution endorsing a waiver from Appendix C, Subdivision Regulations of 1981, Section III. Geometric Standards, C. Lots, 1. Size, as requested by Louis G. Authement for Mary Schaubhut, Pam Plaisance, Jessica Cortez, Barbara Folse, Michael Folse, Richard Folse, and Jessie Folse.

Sponsors: Mr. Jewell and Department of Planning & Zoning

Attachments: [2023-0293 RECOMMENDATIONS AT A GLANCE](#)

[2023-0293 Minutes](#)

[2023-0293 Staff Report](#)

[2023-0293 Survey signed by P&Z commission](#)

[2023-0293 AERIAL](#)

[2023-0293 ZONING](#)

[2023-0293 FLUM](#)

2018 Amended Judgement

2021 Amended Judgement

Legislative History

7/7/23	Department of Planning & Zoning	Received/Assigned PH
10/12/23	Department of Planning & Zoning	Recommended Approval to the Planning Commission
10/12/23	Planning Commission	Recommended Approval to the Parish Council

- 142** [2023-0294](#) 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 \$75,000.00 to be utilized for the LaBranche Wetland Watchers Park.

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

Attachments: [2023-0294 CEA Unexecuted \(LaBranche Wetland Watchers\)](#)

- 165** [2023-0295](#) 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 \$300,000.00 to be utilized for the repairs of the Des Allemands bulkhead.

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

Attachments: [2023-0295 CEA Unexcuted \(Des Allemands Bulkhead\)](#)

- 188 [2023-0296](#) A resolution to approve and authorize 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 \$300,000.00 to be utilized for the Engineers Canal Bank Stabilization Phase I project in Norco.

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

Attachments: [2023-0296 CEA Unexecuted \(Engineers Canal\)](#)

- 211 [2023-0297](#) 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 \$400,000.00 to be utilized for the purchase of two 24-inch water pumps.

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

Attachments: [2023-0297 CEA - Unexecuted - \(Water Pumps\)](#)

- 234 [2023-0298](#) 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 \$525,000.00 to be utilized for the West Bank Spray Park.

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

Attachments: [2023-0298 CEA - Unexecuted \(West Bank Spray Park\)](#)

- 257 [2023-0299](#) 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 Des Allemands Boat Launch construction.

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

Attachments: [2023-0299 CEA - Unexecuted \(Des Allemands Boat Launch\)](#)

- 280 [2023-0300](#) 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 and Repairs.

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

Attachments: [2023-0300 CEA - Unexecuted \(EBBP Revitalization\)](#)

MEETINGS, ANNOUNCEMENTS, NOTICES, ETC.**MEETINGS**

HOUSING AUTHORITY: Tuesday, 11/7/23, 6PM, Council Chambers
COMMUNICATIONS DISTRICT (911): Monday, 11/13/23, 5PM, Council Chambers
LIBRARY BOARD OF CONTROL: Tuesday, 11/14/23, 6PM, Council Chambers
BOARD OF ADJUSTMENT (ZBA): Thursday, 11/16/23, 6PM, Council Chambers
PONTCHARTRAIN LEVEE DISTRICT: Monday, 11/20/23, 6PM, Pontchartrain Levee District Headquarters Complex, 2069 Railroad Avenue, Litcher
ST. CHARLES PARISH COUNCIL: Monday, 11/20/23, 6PM, Council Chambers

ANNOUNCEMENTS**IMPORTANT DATES FOR THE NOVEMBER 18, 2023 ELECTION:**

**Early Voting: 8:30 am – 6:00 pm*

Monday, November 6 – Thursday, November 9, 2023

CLOSED Friday, November 10, 2023

Saturday, November 11, 2023

Westbank – Courthouse, 15045 River Rd. Hahnville

Eastbank – Arterbury Building, 14564 River Rd. New Sarpy

**Tuesday, November 14, 2023 – Last Day to request Absentee by Mail Ballots*

**Friday, November 17, 2023 - Last day for Registrar to receive voted Absentee Ballot*

**Saturday, November 18, 2023 - Election Day – 7:00 am – 8:00 pm*

PARISH HOLIDAY: Friday, November 10, 2023 – Veterans Day

DESTREHAN PLANTATION FALL FESTIVAL: November 11 - 12, 2023, Destrehan Plantation

Accommodations for Disabled

St. Charles Parish will upon request and with three (3) days advanced notice provide reasonable accommodation to any disabled individual wishing to attend the meeting. Anyone requiring reasonable accommodation is requested to contact the Office of the Council Secretary at (985) 783-5000 to discuss the particular accommodations needed.