



St. Charles Parish

Meeting Agenda

Parish Council

Council Chairman April Black
Councilmembers Lance Marino, Clayton "Snookie" Fauchaux,
Desmond J. Hilaire, Brian A. Fabre, 'Ram' Ramchandran,
Derryl Walls, Dickie Duhe, Barry Minnich

St. Charles Parish Courthouse
15045 Highway 18
P.O. Box 302
Hahnville, LA 70057
985-783-5125
www.stcharlesparish.gov

Monday, March 19, 2007

6:00 PM

Council Chambers, Courthouse

Final

Minutes

INTRODUCTIONS

CALL TO ORDER

PRAYER

PLEDGE

APPROVAL OF MINUTES

SPECIAL BUSINESS (PROCLAMATIONS, CANVASS RETURNS, ETC.)

[2007-0055](#)

Local Board of Review - 2007 Assessment Lists for Florida Gas Transmission Company per Louisiana Tax Commission Order No. 11-01-06-02 - Regular Meeting, March 19, 2007, 6PM, Council Chambers, Courthouse

per Louisiana Tax Commission Order No. 11-01-06-02

Legislative History

2/16/07 Assessor List Exposed
February 16 - March 2, 2007 List Exposed for Tax Payer Inspection

2/26/07 Parish Council Announced
March 9 - 19, 2007, Parish Council Review Period

3/5/07 Assessor Certified to Parish Council
Assessor Certification to Parish Council

1 [2007-0095](#) In Recognition: Junius Adams, Scoutmaster Troop 371

Sponsors: Mr. Fabre

2 [2007-0082](#) In Recognition: Judy Rodriguez, Zoning Board of Adjustment

Sponsors: Mr. Minnich

- 3 [2007-0090](#) Proclamation: "National Inhalants and Poisons Awareness Week"
- Sponsors:** Mr. Laque
- 4 [2007-0094](#) A resolution authorizing the advertising for sealed bids for the purchase of Nine Hundred Twenty Thousand Dollars (\$920,000) of Sales Tax Revenue Bonds, Series 2007, of the Parish of St. Charles, State of Louisiana; making application to the State Bond Commission to issue, sell and deliver said bonds; and providing for other matters in connection therewith.
- Sponsors:** Mr. Laque and Bond Counsel
- Attachments:** [timetable St.pdf](#)
[2007-0094 Final Reso 5414](#)

REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

- [2007-0088](#) Mr. Charles F. D'Agostino, Executive Director, Louisiana Business & Technology Center - Norco Food Incubator Project
- Sponsors:** Mr. Laque
- [2007-0093](#) Mr. Rich Miller, Operating Superintendent, Canadian National Railway Company - Delays on Tracks
- Sponsors:** Mr. Ramchandran

ORDINANCES/RESOLUTIONS INTRODUCED FOR PUBLICATION/PUBLIC HEARING

- [2007-0083](#) An ordinance approving and authorizing the establishment of a Home Occupation under the operation of Terry P. Lowe - "Terry Lowe & Company, LLC" - a/c and heating service at 116 Riverwood Drive, St. Rose La.
- Sponsors:** Mr. Laque and Department of Planning & Zoning
- Attachments:** [Terry Lowe application.pdf](#)
[Terry Lowe lur.doc](#)
[Terry Lowe Minutes.doc](#)
[Terry Lowe Recommendation at a Glance.doc](#)
[2007-0083 Final Ord 07-4-1](#)

Legislative History

1/17/07	Department of Planning & Zoning	Received/Assigned PH
3/1/07	Department of Planning & Zoning	Recommended Approval to the Planning Commission
3/1/07	Planning Commission	Recommended Approval to the Parish Council

[2007-0084](#) An ordinance approving and authorizing the establishment of a Home Occupation under the operation of Randall P. Mahony - "Randall Mahony Renovations" - residential remodeling at 120 River Point Drive, Destrehan La.

Sponsors: Mr. Laque and Department of Planning & Zoning

Attachments: [Randall P. Mahony application.pdf](#)
[Randall P. Mahony lur.doc](#)
[Randall P. Mahony Minutes.doc](#)
[Randall P. Mahony Recommendation at a Glance.doc](#)
[2007-0084 Final Ord 07-4-2](#)

Legislative History

1/16/07	Department of Planning & Zoning	Received/Assigned PH
3/1/07	Department of Planning & Zoning	Recommended Approval to the Planning Commission
3/1/07	Planning Commission	Recommended Approval to the Parish Council

[2007-0091](#) An ordinance to amend the Zoning Ordinance of 1981, to the change of zoning classification from C-2 and R-1AM to C-3 at Lot 1, Autin Subdivision, Des Allemands, as requested by Kathryn Arceneaux.

Sponsors: Mr. Laque and Department of Planning & Zoning

Attachments: [Kathryn Arceneaux Recommendation at a Glance.doc](#)
[Kathryn Arceneaux Minutes.doc](#)
[Kathryn Arceneaux original application.pdf](#)
[Kathryn Arceneaux LUR.doc](#)
[Kathryn Arceneaux survey.pdf](#)
[2007-0091 Final Ord 07-4-3](#)

Legislative History

1/10/07	Department of Planning & Zoning	Received/Assigned PH
3/1/07	Department of Planning & Zoning	Recommended Denial to the Planning Commission <i>If any action is taken on the property, it should be to eliminate the split zoning and rezone the entire property, already developed with a convenience store to C-2.</i>
		<i>The Department recommends denial of rezoning to C-3.</i>
3/1/07	Planning Commission	Recommended Denial to the Parish Council

[2007-0096](#)

An ordinance of the Parish of St. Charles to provide that the Code of Ordinances, Parish of St. Charles, be amended by revising Section 19-1. Planning & Zoning Commission of said Code, to specify that the seven (7) district representatives must reside in their respective districts of representation and nomination must be made by that District's Councilmember within 90 days of announcement or nominations will be accepted by Councilmember-At-Large serving Division A or B; and ex-officio non-voting members: one (1) member of the Parish Council designated by the Council, one (1) member of the School Board designated by the School Board, and the Parish President or an administrative employee designated by him/her.

Sponsors: Mr. Duhe

Attachments: [2007-0096 Final Ord 07-4-4](#)

[2007-0097](#)

An ordinance to increase the per diem by amending Ordinance No. 94-9-14 which established and provided a per diem to be paid to the Members of the Community Action Advisory Board, a non-civil Service Board.

Sponsors: Mr. Fauchaux

Attachments: [2007-0097 Final Ord 07-4-5](#)

[2007-0098](#)

An ordinance to amend Ordinance No. 95-12-8 to revise the Lease with the Paradis Volunteer Fire Department, Inc. to include the property located at 807 Barber Road, Paradis.

Sponsors: Mr. Laque and Chief Administrative Officer

Attachments: [LEASE AGREEMENT-Paradis Vol Fire Dept..doc](#)

[2007-0098 Lease-F](#)

[2007-0098 Renewal Ltr 12-10-15](#)

[2007-0098 Final Ord 07-4-6](#)

ORDINANCES SCHEDULED FOR PUBLIC HEARING (INTRODUCED AT PREVIOUS MEETING)

- 13 [2007-0058](#) An ordinance to approve and authorize the execution of a Contract for Professional Services with the Department of Public Safety and Corrections, Public Safety Services, Office of State Fire Marshall for certain Plan Review Services in accordance with the Louisiana State Uniform Construction Code.

Sponsors: Mr. Laque and Department of Planning & Zoning

Attachments: [State Fire Marshal Contract.pdf](#)

[2007-0058 Contract-F](#)

[2007-0058 Final Ord 07-3-1 with Contract](#)

Legislative History

2/26/07

Parish President

Introduced

2/26/07 Parish Council Publish/Scheduled for Public Hearing

- 19 [2007-0059](#) An ordinance to approve and authorize the execution of an Intergovernmental Agreement with the Sunset Drainage District to provide for an operating subsidy and capital additions for the District for fiscal year 2007 for the operation and maintenance of the drainage system.

Sponsors: Mr. Laque and Department of Finance

Attachments: [INTERGOVERNMENTAL AGREEMENT.doc](#)
[2007-0059 Agreement-F](#)
[2007-0059 Final Ord 07-3-2 with Agreement](#)

Legislative History

2/26/07 Parish President Introduced

2/26/07 Parish Council Publish/Scheduled for Public Hearing

- 21 [2007-0068](#) An ordinance approving and authorizing the execution of Change Order No. One - (Final) for Parish Project No. P060405, Road Maintenance 2006, to increase the original contract amount by \$51,370.65 and to increase the original contract time by 15 calendar days.

Sponsors: Mr. Laque and Department of Public Works

Attachments: [2007-0068 Change Order-F](#)
[2007-0068 Final Ord 07-3-3 with Change Order](#)

Legislative History

2/26/07 Parish President Introduced

2/26/07 Parish Council Publish/Scheduled for Public Hearing

- [2007-0069](#) An ordinance approving and authorizing the execution of an Act of Dedication for Hidden Oaks Phase II-A Subdivision, in Luling, St. Charles Parish, LA, and extension of Allie Lane, an unnamed cross street, and utility servitudes, as requested by JJJ Development Partners, LLC.

Sponsors: Mr. Laque and Department of Planning & Zoning

Attachments: [LUR 2005-80 Hidden Oaks II.doc](#)
[Cover.doc](#)
[Application.pdf](#)
[Act of Dedication Hidden Oaks Phase 2-A Revised.rtf](#)
[Legal Description of Allie Lane and Caesar Court.doc](#)
[Legal Description of Parcels A and B.doc](#)
[2007-0069 Act of Dedication-F](#)
[2007-0069 Final Ord 07-3-4 with Dedication](#)

Revised Ordinance, Dedication, and Plat (Regular Agenda - Page 67)

Legislative History

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|--|---------|------------------|--------------------------------------|
| | 2/26/07 | Parish President | Introduced |
| | 2/26/07 | Parish Council | Publish/Scheduled for Public Hearing |
- 34** [2007-0070](#) An ordinance to amend Ordinance No. 06-8-8 which approved the Act of Dedication for Fashion Plantation Estates Phase III Subdivision to approve an Act of Donation for an additional 10' by 45' drainage servitude.
- Sponsors:** Mr. Laque
- Attachments:** [2007-0070 Act of Dedication-F](#)
[2007-0070 Final Ord 07-3-5 with Act of Dedication](#)
- Legislative History**
- | | | | |
|--|---------|------------------|--------------------------------------|
| | 2/26/07 | Parish President | Introduced |
| | 2/26/07 | Parish Council | Publish/Scheduled for Public Hearing |
- 39** [2007-0072](#) An ordinance to amend the St. Charles Parish Code of Ordinances by adopting the Louisiana State Uniform Construction Code and amend existing permit and inspection fees.
- Sponsors:** Mr. Laque
- Attachments:** [2007-0072 Final Ord 07-3-6](#)
- Revised Ordinance - Page 105*
- Legislative History**
- | | | | |
|--|---------|------------------|--------------------------------------|
| | 2/26/07 | Parish President | Introduced |
| | 2/26/07 | Parish Council | Publish/Scheduled for Public Hearing |
- 45** [2007-0073](#) An ordinance to approve and authorize the execution of an Act of Sale by Marcus Cole Whitener and Peggy Oncale Whitener for certain property located at 917 Third Street in the Town of Norco.
- Sponsors:** Mr. Laque
- Attachments:** [2007-0073 Act of Sale-F](#)
[2007-0073 Final Ord 07-3-7 with Sale](#)
- Legislative History**
- | | | | |
|--|---------|------------------|--------------------------------------|
| | 2/26/07 | Parish President | Introduced |
| | 2/26/07 | Parish Council | Publish/Scheduled for Public Hearing |
- 52** [2007-0074](#) An Ordinance to amend the 2007 Consolidated Operating and Capital Budget to provide for the purchase of land in the town of Norco for the establishment of a business incubator in the amount of \$260,000.
- Sponsors:** Mr. Laque and Department of Finance
- Attachments:** [2ndAmend07.xls](#)
[2007-0074 Final Ord 07-3-8 with Exhibit](#)
- Revised Ordinance - Page 119*
- Legislative History**

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|--|---------|------------------|--------------------------------------|
| | 2/26/07 | Parish President | Introduced |
| | 2/26/07 | Parish Council | Publish/Scheduled for Public Hearing |
- 54** [2007-0075](#) An ordinance to waive Quality Based Selection (QBS) and to approve and authorize the execution of an Engineering Services Contract with Davezac Consulting Engineers, LLC. for the design of Parish Project No. P070102, Ama Pump Station Bar Screen Cleaner and Deck.
- Sponsors:** Mr. Laque and Department of Public Works
- Attachments:** [2007-0075 Contract-F](#)
[2007-0075 Final Ord 07-3-9 with Contract](#)
- Legislative History**
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|--|---------|------------------|--------------------------------------|
| | 2/26/07 | Parish President | Introduced |
| | 2/26/07 | Parish Council | Publish/Scheduled for Public Hearing |
- 75** [2007-0076](#) An ordinance to waive Quality Based Selection (QBS) and to approve and authorize the execution of an Engineering Services Contract with Davezac Consulting Engineers, LLC. for the design of Parish Project No. P070103, Cousins Pump Station Bar Screen Cleaner and Deck.
- Sponsors:** Mr. Laque and Department of Public Works
- Attachments:** [2007-0076 Contract-F](#)
[2007-0076 Final Ord 07-3-10 with Contract](#)
- Legislative History**
- | | | | |
|--|---------|------------------|--------------------------------------|
| | 2/26/07 | Parish President | Introduced |
| | 2/26/07 | Parish Council | Publish/Scheduled for Public Hearing |
- 96** [2007-0077](#) An ordinance to waive Quality Based Selection (QBS) and to approve and authorize the execution of an Engineering Services Contract with Meyer Engineers, LTD. for the design of Parish Project No. P070105, Kellogg Pump Station Bar Screen Cleaner and Deck.
- Sponsors:** Mr. Laque and Department of Public Works
- Attachments:** [2007-0077 Contract-F](#)
[2007-0077 Final Ord 07-3-11 with Contract](#)
- Legislative History**
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|--|---------|------------------|--------------------------------------|
| | 2/26/07 | Parish President | Introduced |
| | 2/26/07 | Parish Council | Publish/Scheduled for Public Hearing |

- 117 [2007-0078](#) An ordinance to waive Quality Based Selection (QBS) and to approve and authorize the execution of an Engineering Services Contract with Buchart Horn, INC. for the design of Parish Project No. P070107, Paradis Pump Station Bar Screen Cleaner and Deck.

Sponsors: Mr. Laque and Department of Public Works

Attachments: [2007-0078 Contract-F](#)
[2007-0078 Final Ord 07-3-12 with Contract](#)

Legislative History

2/26/07	Parish President	Introduced
2/26/07	Parish Council	Publish/Scheduled for Public Hearing

- 138 [2007-0079](#) An ordinance to waive Quality Based Selection (QBS) and to approve and authorize the execution of an Engineering Services Contract with Shread-Kuyrkendall & Associates, Inc. for the design of Parish Project No. P070110, Walker Pump Station Bar Screen Cleaner and Deck.

Sponsors: Mr. Laque and Department of Public Works

Attachments: [2007-0079 Contract-F](#)
[2007-0079 Final Ord 07-3-13 with Contract](#)

Legislative History

2/26/07	Parish President	Introduced
2/26/07	Parish Council	Publish/Scheduled for Public Hearing

- 159 [2007-0080](#) An ordinance to waive Quality Based Selection (QBS) and to approve and authorize the execution of an Engineering Services Contract with Meyer Engineers, LTD. for the design of Parish Project No. P070104, Davis-Barton Pump Station Bar Screen Cleaner and Deck.

Sponsors: Mr. Laque and Department of Public Works

Attachments: [2007-0080 Contract-F](#)
[2007-0080 Final Ord 07-3-14 with Contract](#)

Legislative History

2/26/07	Parish President	Introduced
2/26/07	Parish Council	Publish/Scheduled for Public Hearing

- 180 [2007-0081](#) An ordinance to waive Quality Based Selection (QBS) and to approve and authorize the execution of an Engineering Services Contract with Shread-Kuyrkendall & Associates, Inc. for the design of Parish Project No. P070108, Schexnayder Pump Station Bar Screen Cleaner and Deck.

Sponsors: Mr. Laque and Department of Public Works

Attachments: [2007-0081 Contract-F](#)
[2007-0081 Final Ord 07-3-15 with Contract](#)

Legislative History

2/26/07	Parish President	Introduced
2/26/07	Parish Council	Publish/Scheduled for Public Hearing

RESOLUTIONS

- 201** [2007-0085](#) A resolution providing mandatory supporting authorization to Anthony Alack to endorse the positive Planning & Zoning Commission decision regarding PZS-2007-04 for a resubdivision Lots 21A & 24A, Square M, Good Hope Subdivision into Lots 21B, 23B & 24B, with waivers to minimum lot size for Lot 21B and minimum frontage width for Lot 23B, Square M, Good Hope Subdivision situated in Section 6, T12S R6E, Norco, St. Charles Parish, La.

Sponsors: Mr. Laque and Department of Planning & Zoning

Attachments: [Anthony Alack Application.pdf](#)

[Anthony Alack LUR.doc](#)

[Anthony Alack Minutes.doc](#)

[Anthony Alack survey.pdf](#)

[Anthony Alack Recommendation at a Glance.doc](#)

[2007-0085 Final Reso 5416 with Map](#)

Legislative History

1/10/07	Department of Planning & Zoning	Received/Assigned PH
2/1/07	Department of Planning & Zoning	No Recommendation to the Planning Commission <i>The Planning Department does not make recommendations when waivers are required.</i>
2/1/07	Planning Commission	Recommended Approval to the Parish Council

- 202** [2007-0086](#) A resolution providing mandatory supporting authorization to Troy Bailey to endorse the positive Planning & Zoning Commission decision regarding PZS-2007-02 for a resubdivision of Lots 23 and 25, Square "A" Keller Acres Section 26 T13S R20E (Hahnville) into Lots 23-A and Lot 25-A with a waiver from the requirement to subdivide adjacent properties into a single conforming lot of record, as per the requirements spelled out in Appendix A, Section X. B. Exceptions to Area Regulations, Subsection 2.

Sponsors: Mr. Laque and Department of Planning & Zoning

Attachments: [Troy Bailey application.pdf](#)
[Troy Bailey LUR.doc](#)
[Troy Bailey Minutes'.doc](#)
[Troy Bailey Recommendation at a Glance.doc](#)
[Troy Bailey survey.pdf](#)
[2007-0086 Final Reso 5417 with Map](#)

Legislative History

1/8/07	Department of Planning & Zoning	Received/Assigned PH
3/1/07	Department of Planning & Zoning	No Recommendation to the Planning Commission <i>The Planning Department does not make recommendations when waivers are required.</i>
3/1/07	Planning Commission	Rcmd'd Approval w/Stip. to the Parish Council <i>Approved with waivers</i>

- 203** [2007-0087](#) A resolution to approve the hiring of the firm of Guidry Associates LLC, as the Legislative Liaison for the River Region Caucus.

Sponsors: Mr. Laque

Attachments: [2007-0087 Final Reso 5418 with Agreement](#)

Legislative History

12/11/06	River Region Caucus	Recommended Approval to the Parish Council <i>the Parish Presidents met to review the proposals and to decide on a Legislative Liaison to replace the firm of Adams and Reese, LLP and voted to hire the firm of Guidry Associates, LLC, upon the approval by Resolutions from the Parish Councils of St. Charles, St. John the Baptist, St. James, and Ascension Parishes</i>
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[2007-0089](#)

A resolution providing mandatory supporting authorization to Luling Estates, Inc. to endorse the positive Planning & Zoning Commission decision regarding PZS-2005-80 to modify formal construction approval of Hidden Oaks Subdivision Phase II by approving a waiver to pave the required stub out located between Lots 69 & 70. Luling, St. Charles Parish, La.

Sponsors: Mr. Laque and Department of Planning & Zoning

Attachments: [Hidden Oaks application.pdf](#)
[Hidden Oaks Modification Memo & Plat.pdf](#)
[Hidden Oaks Recommendation at a Glance .doc](#)
[Hidden Oaks Subdivision Minutes.doc](#)
[2007-0089 Final Reso 5415](#)

Legislative History

10/3/05	Department of Planning & Zoning	Received/Assigned PH
3/1/07	Department of Planning & Zoning	No Recommendation to the Planning Commission <i>The Department does not make recommendations on request that requires waivers.</i>
3/1/07	Planning Commission	Rcmd'd Approval w/Stip. to the Parish Council <i>Approval with waiver</i>

APPOINTMENTS[2006-0305](#)

A resolution to appoint a member to the St. Charles Parish Children and Youth Planning Board representing the business and labor community.

Sponsors: Mr. Laque

Attachments: [2006-0305 Final Reso 5451](#)

Council Chairman will accept nominations to the St. Charles Parish Children and Youth Planning Board representing the business and labor community. The term shall be for a period of two (2) years.

Legislative History

6/19/06	Parish Council	Enacted Legislation <i>Approving Resolution No. 5353, creating the St. Charles Parish Children and Youth Planning Board.</i>
9/18/06	Parish Council	Vacancy Announced
10/2/06	Parish Council	Nomination(s) Accepted <i>Nominee: Councilman Minnich nominated Ms. Julie Otilio</i>
10/2/06	Parish Council	Close Nomination(s) for
10/16/06	Parish Council	Deferred 1
11/6/06	Parish Council	Deferred 1

12/4/06	Parish Council	Deferred 1
12/18/06	Parish Council	Deferred 1
1/8/07	Parish Council	Deferred 1
1/22/07	Parish Council	Deferred 1
2/5/07	Parish Council	Deferred 1
2/26/07	Parish Council	Deferred 1

206 [2007-0042](#) A resolution to appoint Ms. Dolores L. Chauffe to the Library Service District Board of Control.

Attachments: [2007-0042 Final Reso 5420](#)

Council will confirm nomination to fill the vacancy created by the expiration of the term of Ms. Dolores L. Chauffe. Five (5) year term to begin April 1, 2007 and expire April 1, 2012.

Nominee: Ms. Dolores L. Chauffe

Legislative History

4/8/02	Parish Council	Enacted Legislation <i>Ms. Dolores L. Chauffe appointed to the Library Board of Control on April 8, 2002, per Resolution No. 5007 Term: April 1, 2002 - April 1, 2007</i>
2/5/07	Parish Council	Vacancy Announced
2/26/07	Parish Council	Nomination(s) Accepted <i>Nominee: Councilman Hilaire nominated Ms. Dolores L. Chauffe</i>
2/26/07	Parish Council	Close Nomination(s) for

[2007-0062](#) A resolution appointing a member to the Zoning Board of Adjustment as the District VII Representative.

Attachments: [2007-0062 Final Reso 5427](#)

Council Chairman will accept nomination from the District VII Councilmember to fill the vacancy caused by the resignation of Ms. Judy Rodriguez. Unexpired term to begin immediately and expire December 7, 2008.

Legislative History

12/6/04	Parish Council	Enacted Legislation <i>Judy Rodriguez appointed to the Zoning Board of Adjustment on December 6, 2004 per Resolution No. 5241 Term: December 7, 2004 to December 7, 2008</i>
2/26/07	Parish Council	Deferred 1

[2007-0092](#) A resolution to appoint a Registrar of Voters of St. Charles Parish.

Attachments: [2007-0092 Final Reso 5428](#)

Council Chairman will accept nominations and the full Council will vote on the appointment of a Registrar of Voters of St. Charles Parish at its April 2, 2007 Meeting to fill the vacancy due to the retirement of Ms. Janice Z. Hymel, effective April 15, 2007.

Legislative History

8/8/88

Parish Council

Enacted Legislation

Janice Z. Hymel appointed as Registrar of Voters of St. Charles Parish on August 8, 1988 per Resolution No. 3210

ADJOURNMENT

MEETINGS

LIBRARY BOARD: Tuesday, 3/20/07, 6PM, West Bank Library

CIVIL SERVICE BOARD: Tuesday, 3/20/07, 6:30PM, Council Chambers

BI-CENTENNIAL COMMITTEE: Wednesday, 3/21/07, 10AM, Council Chambers

I-49 MEETING: Tuesday, 3/27/07, 4 - 8PM, Council Chambers

HOUSING AUTHORITY: Tuesday, 3/27/07, 6PM, Courtroom, Courthouse

HOSPITAL BOARD: Wednesday, 3/28/07, 9AM, Council Chambers

COASTAL ZONE ADVISORY COMMITTEE: Thursday, 3/29/07, 7PM, Council Chambers

ANNOUNCEMENTS

ELECTION DAY: Saturday, 3/31/07

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) 783-5125 to discuss the particular accommodations needed.