



St. Charles Parish

Meeting Agenda

Parish Council

Council Chairman Holly Fonseca

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

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

Monday, October 20, 2025

6:00 PM

Council Chambers, Courthouse

Final

CALL TO ORDER

PRAYER / PLEDGE

*Pastor Troy D. Smith, Sr.
True Vine Baptist Church, Hahnville*

APPROVAL OF MINUTES

Regular Meeting – October 6, 2025

SPECIAL BUSINESS (PROCLAMATIONS, CANVASS RETURNS, ETC.)

- 1 [2025-0311](#) Proclamation: “Arc Fall Fest and Trunk or Treat in St. Charles Parish”

Sponsors: Ms. Skiba

Attachments: [2025-0311 ARC Fall Fest and Trunk or Treat](#)

- 2 [2025-0312](#) Proclamation: “National First Responders Day in St. Charles Parish”

Sponsors: Ms. Skiba

Attachments: [2025-0213 National First Responders Day](#)

REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

[2025-0313](#) Department of Public Works

Attachments: [2025-0313 Public Works Council Presentation 2025](#)

[2025-0314](#) Parish President Remarks/Report

Sponsors: Mr. Jewell

ORDINANCE INTRODUCED FOR PUBLICATION / PUBLIC HEARING

Tuesday, October 28, 2025, 9:00 am; Thursday, October 30, 2025, 1:00 pm; and Monday, November 3, 2025, 6:00 pm, Council Chambers, Courthouse, Hahnville

- 3 [2025-0161](#) An ordinance to approve and adopt the appropriation of Funds for the St. Charles Parish Consolidated Operating and Capital Budget for Fiscal Year 2026.

Sponsors: Mr. Jewell and Department of Finance

Attachments: [2025-0161 CALENDAR OF OFFICIAL ACTION FOR 2026 BUDGET](#)
[2025-0161 Correspondence 06.05.2025](#)
[2025-0161 2026 Requested Exhibit A&B](#)
[Executive Summary 10.02.2025](#)
[2026 Proposed Annual Budget](#)

Legislative History

6/2/25	Parish Council	Accepted
	Reported:	
	Finance Department Recommended:	Approval
	Finance Director Grant Dussom spoke on the matter.	
	Public Hearings scheduled for:	Tuesday, October 28, 2025 at 9 am; Thursday, October 30, 2025 at 1 pm; and Monday, November 3, 2025 at 6 pm
	Public comment opened; no public comment	
6/2/25	Parish Council	Accepted
9/22/25	Parish President	Introduced
9/22/25	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council
10/6/25	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

ORDINANCES / RESOLUTIONS INTRODUCED FOR PUBLICATION / PUBLIC HEARING**Monday, November 3, 2025, 6:00 pm, Council Chambers, Courthouse, Hahnville**

- 6 [2025-0318](#) An ordinance approving and authorizing the execution of a Professional Services Agreement with Principal Engineering, Inc., to perform engineering services for the Fairfield and Oakland Drainage Improvements (Project No. P251001), in the not to exceed amount of \$787,285.30.

Sponsors: Mr. Jewell and Department of Public Works

Attachments: [2025-0318 Principal Engineering Inc - Professional Services Agreement - October](#)
[2025-0318 Principal Engineering Inc - Rate Sheet - October 02, 2025](#)
[2025-0318 Corporate Resolution - Dec 2024 - SCPG 10.3.25](#)

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

- 38 [2025-0305](#) An ordinance of the Parish of St. Charles to amend the Code of Ordinances, Parish of St. Charles, Chapter 2, Article I. In General, Section 2-2. Fees of copies of documents (a), (b), and adding (d).

Sponsors: Mr. Jewell

Legislative History

10/6/25	Parish President	Introduced
10/6/25	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 39 [2025-0308](#) An ordinance approving and authorizing the execution of a Contract with Cycle Construction Company, LLC, for the Des Allemands Boat Launch (Project No. P210705), in the amount of \$4,989,859.00.

Sponsors: Mr. Jewell and Department of Public Works

Attachments: [2025-0308 Section 00500 Contract signed](#)
[2025-0308 P210705 - 2025.09.25 - Notice of Intent to Award - Cycle](#)
[2025-0308 Corporate Resolution](#)
[2025-0308 21-643 Des Allemandes Boat Launch Bid Review](#)
[2025-0308 Signed Bid Tab](#)

Legislative History

10/6/25	Parish President	Introduced
10/6/25	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 56 [2025-0309](#) An ordinance approving and authorizing the execution of Change Order No. 1 for the East Bank Bridge Park Improvements (Project No. RECB123), to increase the contract amount by \$87,294.80 and increase the contract time by one hundred thirty-four (134) days.

Sponsors: Mr. Jewell and Department of Parks and Recreation

Attachments: [2025-0309 Section 00806 Change Order No 1 - Jones Signed](#)
[2025-0309 Section 00806 Change Order No 1 with back up documents - Jones](#)

Legislative History

10/6/25	Parish President	Introduced
10/6/25	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 133 [2025-0310](#) An ordinance approving and authorizing the execution of Change Order No. 1 (Final) for the Eastbank Lift Stations Rehabilitation (Project No. S211203), to increase the contract amount by \$35,386.60 and to increase the contract time by one hundred seventy-three (173) calendar days.

Sponsors: Mr. Jewell and Department of Wastewater

Attachments: [2025-0310 Change Order](#)

Legislative History

10/6/25	Parish President	Introduced
10/6/25	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

PERSONS TO ADDRESS THE COUNCIL

- 201 [2025-0320](#) Ms. Alicia Johnson: Update on fixings of Kinler St., Paul Frederick St. (Road/Street need to be fixed)

Attachments: [Petition Alicia Johnson Road work](#)

- 208 [2025-0322](#) Ms. Alicia Johnson: Resolution that was done for safety on bridge (auxiliary fence)(Hale Boggs)

Attachments: [Petition Alicia Johnson Hale Boggs](#)

RESOLUTIONS

- 209 [2025-0317](#) A resolution to approve and authorize the execution of a Federally Funded Agreement between the U.S. Department of Homeland Security and St. Charles Parish for funding in the amount of \$79,746.00 to purchase two tethered drones for emergency operations.

Sponsors: Mr. Jewell and Grants Office

Attachments: [EMW-2025-PU-05292 - Award Package](#)

APPOINTMENTS

- 243** [2025-0306](#) A resolution appointing a member to the St. Charles Parish Library Board of Control as the District II Representative.

Council Chairman will accept nomination to the St. Charles Parish Library Board of Control from the District II Councilmember to fill the vacancy caused by the resignation of the term of Ms. Frances (Annie) F. Harmon. Unexpired term to begin immediately and expire April 1, 2026.

Legislative History

4/5/21	Parish Council	Enacted Legislation
	Ms. Frances (Annie) F. Harmon appointed to the St. Charles Parish Library Board of Control as the District II Representative on April 5, 2021, per Resolution No. 6553	
	Term: (Immediately) April 5, 2021 - April 1, 2026	
10/6/25	Parish Council	Vacancy Announced

- 244** [2025-0315](#) Accept resignation of Mr. Webb Jay - St. Charles Parish Planning & Zoning Commission District III Representative

Attachments: [Resignation Webb Jay](#)

Legislative History

6/2/25	Parish Council	Enacted Legislation
	Mr. Webb Jay appointed to the St. Charles Parish Planning & Zoning Commission as the District III Representative, on June 6, 2025 per Resolution No. 6833	
	Term: May 31, 2025 - May 31, 2029	
10/1/25	SCP Zoning Board of Adjustment	Resigned
	On October 2, 2025, email received from Mr. Webb Jay, attaching a letter notifying the Parish Council of resignation. Resignation effective October 1, 2025.	

- [2025-0316](#) A resolution appointing a member to the St. Charles Parish Planning & Zoning Commission as the District III Representative.

On Monday, November 3, 2025, Council Chairman will accept nomination from the District III Councilmember to fill the vacancy caused by the resignation of the term of Mr. Webb Jay. Unexpired term to begin immediately and expire May 31, 2029.

Legislative History

6/2/25	Parish Council	Enacted Legislation
	Mr. Webb Jay appointed to the Planning & Zoning Commission as the District III Representative on June 2, 2025, per Resolution No. 6833	
	Term: May 31, 2025 - May 31, 2029	

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

COASTAL ZONE ADVISORY COMMITTEE: Friday, 10/24/25, 12PM, Council Chambers

HOUSING AUTHORITY: Tuesday, 10/28/25, 6PM, Council Chambers

HOSPITAL SERVICE DISTRICT NO. 1: Wednesday, 10/29/25, 2PM, Council Chambers

ST. CHARLES PARISH COUNCIL: Monday, 11/3/25, 6PM, Council Chambers

ANNOUNCEMENTS

Public Hearings to consider the Proposed 2026 Capital and Consolidated Operating Budget:

Tuesday, October 28, 2025, 9AM

Thursday, October 30, 2025, 1PM

Monday, November 3, 2025, 6PM

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.