



ST. CHARLES PARISH

OFFICE OF THE COUNCIL SECRETARY

P.O. BOX 302 • HAHNVILLE, LOUISIANA 70057
(985) 783-5125 • www.stcharlesparish.gov

COUNCIL OFFICE MEMORANDUM

DATE: JUNE 3, 2026

TO: MR. MILES BINGHAM
PUBLIC WORKS DIRECTOR

FROM: MICHELLE IMPASTATO
COUNCIL SECRETARY 

RE: AMENDING CHAPTER 2, ADMINISTRATION; ARTICLE II,
DEPARTMENTS SECTION 2-24. DEPARTMENT OF ENGINEERING

On June 1, 2026, the St. Charles Parish Council adopted Ordinance No. 26-6-1; to amend the St. Charles Parish Code of Ordinances, Chapter 2, Administration, Article II., Departments, by adding Sec. 2-24 to create the Department of engineering and provide for its responsibilities and functions.

A copy of the ordinance is enclosed for your records.

MI/mr

Enclosure

cc: Parish Council
Ms. Samantha de Castro via Electronic Notification
Mr. Corey Oubre via Electronic Notification
Mr. Grant Dussom via Electronic Notification
Mr. Brandon Bernard via Electronic Notification

2026-0171

**INTRODUCED BY: MATTHEW JEWELL, PARISH PRESIDENT
(DEPARTMENT OF PUBLIC WORKS)**

ORDINANCE NO. 26-6-1

An ordinance to amend the St. Charles Parish Code of Ordinances, Chapter 2, Administration, Article II., Departments, by adding Sec. 2-24 to create the Department of engineering and provide for its responsibilities and functions.

WHEREAS, a need exists within the structure of St. Charles Parish for the creation of a Department of engineering; and,

WHEREAS, a central system of administration is needed including but not limited to planning, design and management of the public infrastructure to ensure safety, efficiency and community growth; and,

WHEREAS, Article III. of the Home Rule Charter, states the Parish Council may create parish departments, offices or agencies in addition to those created by the Home Rule Charter.

THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:

SECTION I. That the St. Charles Parish Code of Ordinances, Chapter 2, Administration, Article II., Departments, by adding Sec. 2-24 to create the Department of engineering, on the Chapter's title page is hereby amended with new text underlined and deleted text in strikethrough:

Article II. Departments

Sec. 2-17. Department of community services.

Sec. 2-18. Department of homeland security and emergency preparedness.

Sec. 2-19. Department of public works.

Sec. 2-20. Department of mosquito control.

Sec. 2-21. Department of legal services.

Sec. 2-22. Department of waterworks.

Sec. 2-23. Department of economic development and tourism.

~~Secs. 2-24 – 2-50 Reserved.~~

Sec. 2-24. Department of engineering.

~~Secs. 2-25 – 2-50. Reserved.~~

SECTION II. That the St. Charles Parish Code of Ordinances, Chapter 2, Administration, Article II., Departments, by adding Sec. 2-24 to create the Department of engineering, is hereby amended with new text underlined.

Sec. 2-24. Department of engineering.

(a) Created. There is hereby created the Department of engineering, the director of which shall be a duly licensed professional engineer.

(b) Functions and Responsibilities. The functions and responsibilities of the Department shall be to:

(1) provide, oversee and/or manage engineering services for all Parish Departments.

(2) Develop and manage all in-house and consultant design and construction projects inclusive of all infrastructure related projects as well as building(s), parks, and recreation projects.

(3) Review and approve certain Planning and Zoning Permit submittals, inclusive of drainage, traffic and wastewater submittals.

(4) Beyond physical engineering and architectural services, the Department will handle design and construction functions in conjunction with other Parish Departments.

(5) Prepare bid documents and oversee the public bidding process for projects in accordance with the Louisiana Public Bid Laws.

(6) Develop a Capital Project Program and Plan for infrastructure related improvements and required budgeting.

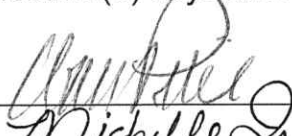
(7) Perform other such duties as may be directed by the Parish President.

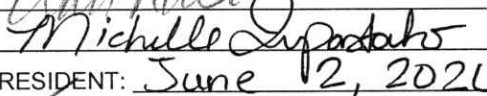
(c) Appointment of a licensed Professional Engineer: The licensed Professional Engineer to be Director of the Department of engineering shall be appointed by the parish president as stated in article III, section C.1.b. of the Home Rule Charter.

The foregoing ordinance having been submitted to a vote, the vote thereon was as follows:

YEAS: MOBLEY, FONSECA, WILSON, SKIBA, COMARDELLE, O'DANIELS,
FISHER, DEBRULER
NAYS: PILIE
ABSENT: NONE

And the ordinance was declared adopted this 1st day of June, 2026, to become effective (5) days after publication in the Official Journal.

CHAIRMAN: 

SECRETARY: 

DLVD/PARISH PRESIDENT: June 2, 2026

APPROVED: _____ DISAPPROVED: _____

PARISH PRESIDENT: 

RETD/SECRETARY: June 2, 2026

AT: 2:48pm RECD BY: 