



# 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

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**Monday, December 4, 2023**

**6:00 PM**

**Council Chambers, Courthouse**

**Final**

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### CALL TO ORDER

### PRAYER / PLEDGE

*Pastor D. B. Mollaire*  
*Good Hope Missionary Baptist Church, Norco*

### APPROVAL OF MINUTES

*Regular Meeting – November 20, 2023*

### SPECIAL BUSINESS (PROCLAMATIONS, CANVASS RETURNS, ETC.)

- 1     [2023-0329](#)     In Recognition: Kolby Alan Torres, Eagle Scout  
**Sponsors:**     Mr. Fisher  
**Attachments:**   [2023-0329 Eagle Scout letter to Parish](#)  
                          [2023-0329 Kolby Alan Torres](#)
  
- 2     [2023-0330](#)     In Recognition: Kyle Anthony Torres, Eagle Scout  
**Sponsors:**     Mr. Gibbs  
**Attachments:**   [2023-0330 Eagle Scout letter to Parish](#)  
                          [2023-0330 Kyle Anthony Torres](#)
  
- 3     [2023-0331](#)     In Recognition: William Warren Degenhart, Jr., Eagle Scout  
**Sponsors:**     Ms. Clulee  
**Attachments:**   [2023-0331 Eagle Scout letter to Parish](#)  
                          [2023-0331 William Warren Degenhart, Jr.](#)
  
- 4     [2023-0332](#)     Proclamation: Christmas Celebration  
**Sponsors:**     Ms. Clulee  
**Attachments:**   [Christmas Celebration](#)

- 5     [2023-0333](#)     Proclamation: Toy and Gift Fund Week

**Sponsors:**     Mr. Jewell

**Attachments:**    [Toy and Gift Fund Week](#)

## REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

- [2023-0334](#)     Contract Monitor

**Attachments:**    [2023-0334 Contract Monitoring Report](#)

- [2023-0335](#)     Parish President Remarks/Report

**Sponsors:**     Mr. Jewell

## ORDINANCES / RESOLUTIONS INTRODUCED FOR PUBLICATION / PUBLIC HEARING

**Monday, December 18, 2023, 6:00 pm, Council Chambers, Courthouse, Hahnville**

- 6     [2023-0341](#)     An ordinance approving and authorizing the execution of Change Order No. 1 (Final) for the St. Charles Parish Memorial Plaza (Parish Project No. CMPK0418), to decrease the contract amount by \$2,158.05 and increase the contract time by 409 days.

**Sponsors:**     Mr. Jewell and Department of Parks and Recreation

**Attachments:**    [2023-0341 Memorial Plaza Change Order](#)

## PLANNING AND ZONING PETITIONS

- 10    [2023-0314](#)     An ordinance to amend the St. Charles Parish Zoning Ordinance of 1981, to change the zoning classification from O-L to M-2 on approximately 317 acres across portions of Lots B-1, "A", and Parcels H-3 and L-3, Killona as requested by Louis G. Authement and Harry R. Coleman, III for 3C Riverside Properties, LLC.

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

**Attachments:**    [2023-0314 RECOMMENDATIONS AT A GLANCE](#)

[2023-0314 Minutes](#)

[2023-0314 Staff Report](#)

[2023-0314 Survey \(B-1\)](#)

[2023-0314 Survey \(L3, H3\)](#)

[2023-0314 AERIAL](#)

[2023-0314 ZONING](#)

[2023-0314 FLUM](#)

[2023-0314 Application Page 1](#)

**Legislative History**

10/2/23	Department of Planning & Zoning	Received/Assigned PH
11/2/23	Department of Planning & Zoning	Recommended Denial to the Planning Commission
11/2/23	Planning Commission	Recommended Approval to the Parish Council
11/20/23	Parish President	Introduced
11/20/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

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

- 26**    [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](#)

**Legislative History**

11/6/23	Parish President	Introduced
11/6/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 31**    [2023-0318](#)    An ordinance to rescind Ordinance No. 90-12-16, which approved and authorized the adjustment of the annual compensation of the Parish President of St. Charles Parish, and Ordinance No. 98-11-1, which approved and authorized the adjustment of the annual compensation of the members of the St. Charles Parish Council effective January 10, 2000.

**Sponsors:**    Ms. Fonseca, Ms. Billings, Ms. Darensbourg Gordon, Ms. Clulee, Mr. Gibbs and Mr. Fisher

**Legislative History**

11/20/23	Council Member(s)	Introduced
11/20/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 32**    [2023-0319](#)    An ordinance approving and authorizing the execution of Amendment No. 1 to Ordinance No. 22-4-2 which approved a Professional Services Agreement with Stuart Consulting Group, Inc., for the Ormond Center Drainage Improvements (Project No. P190505), in the not to exceed amount of \$171,763.00.

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

**Attachments:**    [2023-0319 190505 - Amendment No. 1 - Edits](#)  
[2023-0319 Attachment C-1](#)  
[2023-0319 2023-10-05 Corp Resolution Contracts](#)

**Legislative History**

11/20/23	Parish President	Introduced
11/20/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 39**    [2023-0323](#)    An ordinance approving and authorizing the execution of a 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 not to exceed amount of \$150,000.00.

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

**Attachments:**    [2023-0323 Crescent Eningeering Boundary Surveys Professional Services Con](#)  
[2023-0323 P231101 Attachment C-1](#)  
[2023-0323 Crescent Engineering Corporate Resolution](#)

**Legislative History**

11/20/23	Parish President	Introduced
11/20/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 56**    [2023-0324](#)    An ordinance approving and authorizing the execution of an Agreement for Adjudicated and/or Land Banked Property Sale Services with Archon Information Systems, L.L.C. d/b/a Civic Source to provide marketing services and to conduct multi-property real estate auctions of adjudicated properties.

**Sponsors:**    Mr. Jewell and Department of Legal Services

**Attachments:**    [2023-0324 St. Charles Parish-CivicSource Professional Service Agreement 11.](#)

**Legislative History**

11/20/23	Parish President	Introduced
11/20/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 59 [2023-0325](#) An ordinance approving and authorizing the execution of Change Order No. 1 and Final for the Ama Drainage Improvements Rebid, Project No. P150801-2, to increase the contract amount by \$80,971.85 and increase the contract time by 218 calendar days.

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

**Attachments:** [2023-0325 Change Order with exhibits](#)  
[2023-0325 Certificate of Final Acceptance](#)

**Legislative History**

11/20/23	Parish President	Introduced
11/20/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 77 [2023-0326](#) An ordinance approving and authorizing the execution of a Cooperative Endeavor Agreement between Bunge Chevron AG Renewables, LLC and St. Charles Parish relative to the design, development, construction, expansion and/or extension of Noel Street from Lorraine Street to Jonathan Street (the "Project").

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

**Attachments:** [2023-0326 Cooperative Endeavor Agreement 11.20.23.2](#)

**Legislative History**

11/20/23	Parish President	Introduced
11/20/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 88 [2023-0327](#) An ordinance approving and authorizing the execution of a Cancellation of Lease and an Act of Conveyance of a certain piece of property with Hospital Service District No. 1 of the Parish of St. Charles, State of Louisiana, for the improvements located thereon at 145 Angus Drive in Luling, Louisiana.

**Sponsors:** Mr. Jewell and Department of Legal Services

**Attachments:** [2023-0327 145 Angus Drive Resolution 10-25-23](#)  
[2023-0327 Act of Cancellation -A. J. Melancon Senior Center](#)  
[2023-0327 Act of Conveyance -A. J. Melancon Senior Center](#)  
[2023-0327 Hospital Resolution](#)

**Legislative History**

11/20/23	Parish President	Introduced
11/20/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

**94**    [2023-0328](#)    An ordinance to revoke and abandon Modoc Street, and portions of Jonathan Street, Pelican Street, Amie Street, and Jean Street, Destrehan Park and Gabriel Heights Subdivisions, as shown on the map by Michael P. Blanchard, PLS, signed and dated October 24, 2023.

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

- Attachments:**    [2023-0328 Act of Revocation 11.20.23](#)  
                           [2023-0328 Minutes](#)  
                           [2023-0328 Staff Report](#)  
                           [2023-0328 21-588 R7A signed 10-24-2023](#)  
                           [2023-0328 21-588 road revocation signed 10-24-2023](#)  
                           [2023-0328 AERIAL](#)  
                           [2023-0328 ZONING](#)  
                           [2023-0328 FLUM](#)  
                           [RESPONSE MEMO DPW](#)  
                           [RESPONSE MEMO\\_DWW](#)  
                           [RESPONSE MEMO\\_WW \(1\)](#)  
                           [RESPONSE MEMO\\_WW \(2\)](#)

**Legislative History**

10/3/23	Department of Planning & Zoning	Received/Assigned PH
11/2/23	Planning Commission	Recommended Approval to the Parish Council
11/20/23	Parish President	Introduced
11/20/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

**ORDINANCES/RESOLUTIONS WHICH HAVE BEEN TABLED**

**126**    [2023-0321](#)    A resolution in support of Councilman Bob Fisher for At Large Member on the Executive Board of the Police Jury Association of Louisiana.

**Sponsors:**    Ms. Fisher-Cormier and Ms. Clulee

**Legislative History**

11/20/23	Council Member(s)	Introduced
11/20/23	Parish Council	Tabled.
	Reported:	
	Councilwoman Fisher-Cormier Recommended:	Approval
	Councilwoman Clulee Recommended:	Approval
	Councilwoman Fisher-Cormier spoke on the matter.	
	Public comment opened;no public comment	
	Council Discussion	
11/20/23	Parish Council	Tabled.

## PERSONS TO ADDRESS THE COUNCIL

127 [2023-0342](#) Ms. Reanda Pierre: WAIVER

Attachments: [2023-0342 R. Pierre Petition and Attachments](#)

## APPOINTMENTS

143 [2023-0336](#) Accept resignation of Ms. Michele deBruler - St. Charles Parish Planning & Zoning Commission District VII Representative

Attachments: [2023-0336 Resignation deBruler 11.16.2023](#)

### Legislative History

6/20/22	Parish Council	Enacted Legislation
	Ms. Michele deBruler appointed to the St. Charles Parish Planning & Zoning Commission on June 20, 2022, per Resolution No. 6645 Term: June 20, 2022 - May 31, 2026	
11/16/23	Board Member	Resigned
	On November 16, 2023, correspondence received from Ms. Michele deBruler, dated November 16, 2023, notifying the Parish Council of his resignation. Resignation effective November 16, 2023.	

144 [2023-0337](#) A resolution appointing a member to the St. Charles Parish Planning & Zoning Commission as the District VII Representative.

*Council Chairman will accept nomination from the District VII Councilmember to fill the vacancy caused by the resignation of the term of Ms. Michele deBruler. Unexpired term to begin immediately and expire May 31, 2026.*

### Legislative History

6/20/22	Parish Council	Enacted Legislation
	Ms. Michele deBruler appointed to the Planning & Zoning Commission on June 20, 2022, per Resolution No. 6645 Term: June 20, 2022 - May 31, 2026	

145 [2023-0339](#) Accept resignation of Mr. Ernest Eusea - St. Charles Parish Board of Adjustment District IV Representative

Attachments: [2023-0339 Resignation Eusea 12.22.2023](#)

### Legislative History

11/15/21	Parish Council	Enacted Legislation
	Mr. Ernest Eusea, appointed to the Board of Adjustment as the District IV Representative on November 15, 2021, per Resolution No. 6595 Term: December 7, 2021 - December 7, 2025	

146 [2023-0340](#) A resolution appointing a member to the St. Charles Parish Board of Adjustment as the District IV Representative.

*Council Chairman will accept nominations from the District IV Councilmember to fill the vacancy caused by the resignation of the term of Mr. Ernest Eusea. Unexpired term to begin December 23, 2023, and expire December 7, 2025.*

### Legislative History

11/15/21 Parish Council Enacted Legislation  
 Mr. Ernest Eusea, appointed to the Board of Adjustment as the District IV Representative on November 15, 2021, per Resolution No. 6595  
 Term: December 7, 2021 - December 7, 2025

## MEETINGS, ANNOUNCEMENTS, NOTICES, ETC.

### MEETINGS

*LAFOURCHE BASIN LEVEE DISTRICT: Wednesday, 12/6/23, 6PM, Lafourche Basin Levee District Office, 21380 Highway 20, Vacherie*  
*PLANNING & ZONING COMMISSION: Thursday, 12/7/23, 6PM, Council Chambers*  
*COMMUNICATIONS DISTRICT (911): Monday, 12/11/23, 5PM, Council Chambers*  
*CIVIL SERVICE BOARD: Tuesday, 12/12/23, 6:30PM, Council Chambers*  
*COMMUNITY ACTION ADVISORY BOARD: Wednesday, 12/13/23, 5PM, Community Services Office, 14564 Highway 48, New Sarpy*  
*PONTCHARTRAIN LEVEE DISTRICT: Monday, 12/18/23, 6PM, Pontchartrain Levee District Headquarters Complex, 2069 Railroad Avenue, Litcher*  
*ST. CHARLES PARISH COUNCIL: Monday, 12/18/23, 6PM, Council Chambers*

### ANNOUNCEMENTS

*Christmas Tree Lighting Ceremony: Wednesday, 12/6/23, 5:30PM, Edward A. Dufresne Community Center, Luling*

## SPECIAL MATTERS TO BE CONSIDERED BY COUNCIL

147 [2023-0313](#) Adopt 2024 Parish Council Meeting Schedule

**Attachments:** [2023-0313 Proposed 2024 MEETING SCHEDULE](#)  
[2023-0313 Proposed 2024 Color Coded Calendar with Explanation](#)

**Legislative History**

11/20/23 Parish Council Review

[2023-0338](#) Executive Session: LMB Services, LLC vs. Parish of St. Charles

**Sponsors:** Mr. Jewell and Department of Legal Services

### 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.**