



St. Charles Parish

Meeting Minutes

Parish Council

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

Final

*Council Chairman Beth A. Billings
Councilmembers Holly Fonseca, La Sandra Darenbourg Gordon,
Mary K. Clulee, Dick Gibbs, Nicky Dufrene, Marilyn B. Bellock,
Bob Fisher, Julia Fisher-Cormier*

Monday, March 13, 2023

6:00 PM

Council Chambers, Courthouse

ATTENDANCE

Present 7 - Beth A. Billings, Holly Fonseca, Mary K. Clulee, Dick Gibbs, Nicky Dufrene, Marilyn B. Bellock, and Bob Fisher
Absent 2 - La Sandra Darenbourg Gordon, and Julia Fisher-Cormier

Also Present

Parish President Matthew Jewell, Legal Services Director Corey Oubre, Legal Services Assistant Director Robert Raymond, Chief Administrative Officer Mike Palamone, Chief Operations Officer Darrin Duhe, Executive Director of Technology and Cybersecurity Anthony Ayo, Finance Director Grant Dussom, Public Works Director Miles Bingham, Wastewater Director David deGeneres, Planning & Zoning Director Michael Albert, Parks and Recreation Director Duane Foret, R.S.V.P. Director Jeanne Arabie, Alissa Cavaretta, Public Information Office, Eric Zurcher, Public Information Office

CALL TO ORDER

PRAYER / PLEDGE

Pastor Chris Housewright
Grace Point Church, Destrehan

APPROVAL OF MINUTES

A motion was made by Councilmember Fisher, seconded by Councilmember Fonseca, to approve the minutes from the regular meeting of February 27, 2023. The motion carried by the following vote:

Yea: 7 - Billings, Fonseca, Clulee, Gibbs, Dufrene, Bellock and Fisher

Nay: 0

Absent: 2 - Darenbourg Gordon and Fisher-Cormier

Councilwoman Fisher-Cormier arrived in the meeting.

SPECIAL BUSINESS (PROCLAMATIONS, CANVASS RETURNS, ETC.)

1 2023-0046

In Recognition: St. Charles Catholic High School Football, 2022 LHSAA
Division III State Champions

Sponsors: Mr. Fisher

Read

2 2023-0057

Proclamation: "AmeriCorps Week in St. Charles Parish"

Sponsors: Mr. Jewell

Read

3 2023-0047

Proclamation: "Retired Teachers Day in St. Charles Parish"

Sponsors: Ms. Clulee

Read

4 2023-0048

Proclamation: United Way of St. Charles 5K Bridge Run Day in St.
Charles Parish

Sponsors: Ms. Fisher-Cormier

Read

REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)2023-0049

Department of Parks & Recreation/Edward A. Dufresne Community Center

Parks and Recreation Director Duane Foret reported.

Councilwoman Clulee spoke on the matter.

Mr. Foret spoke on the matter.

Parish President Matthew Jewell spoke on the matter.

Councilwoman Bellock spoke on the matter.

Finance Director Grant Dussom spoke on the matter.

Councilwoman Fonseca spoke on the matter.

Councilwoman Fisher-Cormier spoke on the matter.

Chairman Billings spoke on the matter.

Reported

2023-0050

Parish President Remarks/Report

Sponsors: Mr. Jewell

Parish President Matthew Jewell reported.

Councilman Fisher spoke on the matter.

President Jewell spoke on the matter.

Reported

IN ACCORDANCE WITH ARTICLE IV, SECTION B OF THE HOME RULE CHARTER, CHAIRMAN BILLINGS AUTHORIZED THAT THE ORDINANCES, HAVING BEEN PRESENTED FOR INTRODUCTION, DISTRIBUTED TO COUNCIL MEMBERS AND THE PARISH PRESIDENT, AND NOT REJECTED BY TWO-THIRDS OF THE COUNCIL MEMBERS, ARE TO BE PUBLISHED IN SUMMARY FORM AS FOLLOWS IN THE OFFICIAL JOURNAL WITH NOTICE OF PUBLIC HEARING TO BE HELD ON MONDAY, MARCH 27, 2023, 6:00 P.M., COUNCIL CHAMBERS, COURTHOUSE, HAHNVILLE, TO BE CONSIDERED FOR FINAL PASSAGE:

2023-0052

An ordinance approving and authorizing the execution of a contract with Pintail Contracting Services, LLC, for the East Bank "C" Plant Filter Upgrade (Project No. WWKS-96) in the amount of \$2,023,900.00.

Sponsors: Mr. Jewell and Department of Waterworks

Publish/Scheduled for Public Hearing to the Parish Council on March 27, 2023

2023-0053

An ordinance approving and authorizing the execution of an Amendment No. 2 to Ordinance No. 20-7-7 which approved the Professional Services Agreement with T. Baker Smith, LLC, to perform engineering services for the 2020 West Bank Master Drainage Plan (MDP) (Project No. P200602), in the amount not to exceed \$506,218.25.

Sponsors: Mr. Jewell and Department of Public Works

Publish/Scheduled for Public Hearing to the Parish Council on March 27, 2023

2023-0054

An ordinance to approve a purchase and/or expropriation of a 1,482 sq. ft. perpetual sewer servitude and a 2,223 sq. ft. temporary construction servitude over property owned by John T. Lambert, Jr. and Michael C. Melancon designated as Lot 1A of the John Lambert Tract for the St. Rose Sewer Network Upgrade Project.

Sponsors: Mr. Jewell and Department of Wastewater

Publish/Scheduled for Public Hearing to the Parish Council on March 27, 2023

2023-0055

An ordinance to approve a purchase and/or expropriation of a 1,477 sq. ft. perpetual sewer servitude and a 2,214 sq. ft. temporary construction servitude over property owned by Martha King Lambert, Edward W. Lambert, Jr., Sally Lambert Schexnaydre, and Mary Jane Lambert, and/or all other owners of record, as their interests may appear, designated as Lot 7 of the John Lambert Tract for the St. Rose Sewer Network Upgrade Project.

Sponsors: Mr. Jewell and Department of Wastewater

Publish/Scheduled for Public Hearing to the Parish Council on March 27, 2023

2023-0051

An ordinance approving and authorizing the execution of a contract with Pintail Contracting Services, LLC, for Hurricane Ida Repairs and Reconstruction, Department of Waterworks, West Bank Facilities (Project Numbers WWKS 107 & WWKS 108-334) in the amount of \$1,432,000.00.

Sponsors: Mr. Jewell and Department of Waterworks

Publish/Scheduled for Public Hearing to the Parish Council on March 27, 2023

**ORDINANCES SCHEDULED FOR PUBLIC HEARING
(INTRODUCED AT PREVIOUS MEETING)**5 2023-0043

An ordinance to amend Ordinance 81-10-6, the St. Charles Parish Zoning Ordinance of 1981, as amended, Section III; Section VI.A.[I.].1. c.; Section VI D.[I.].1.c.; Section VI.D. [II.].1.a.; and Section VII.1. to add definitions, specify permitted primary uses and accessory uses in appropriate Zoning Districts, and add supplemental use and performance regulations for Large Solar Energy Systems (LSES) and Small Solar Energy Systems (SSES) in order to regulate and promote renewable energy production.

Sponsors: Ms. Darensbourg Gordon

Reported:

Councilwoman Darensbourg Gordon Recommended: Approval
Planning & Zoning Director Michael Albert spoke on the matter.

Councilwoman Fonseca spoke on the matter.

Councilwoman Fonseca motioned to amend the proposed ordinance under SECTION VI. Solar Energy System, Small (SSES), e. to add "with the exception of six (6) feet" and under k. to add "shall be used in conjunction with only SSES related equipment".

Councilwoman Fisher-Cormier spoke on the matter.

Councilwoman Fisher-Cormier requested that Councilwoman Fonseca add to the amendment under SECTION VI. Solar Energy System, Small (SSES), e. "limit to six (6) feet in residential zones" only.

Mr. Albert spoke on the matter.

Councilwoman Fonseca amended previous motion to amend the proposed ordinance under SECTION VI. Solar Energy System, Small (SSES), e. to add "with the exception of a six (6) feet maximum height in residential zones" and under k. to add "shall be used in conjunction with only SSES related equipment".

Legal Services Director Corey Oubre spoke on the matter.

Councilwoman Fisher-Cormier spoke on the matter.

Mr. Albert spoke on the matter.

Councilwoman Fonseca spoke on the matter.

Chairman Billings requested Councilwoman Fonseca withdraw her motion to allow for public hearing.

Public Hearing Requirements Satisfied

2023-0043

An ordinance to amend Ordinance 81-10-6, the St. Charles Parish Zoning Ordinance of 1981, as amended, Section III; Section VI.A.[I.].1. c.; Section VI D.[I.].1.c.; Section VI.D. [II.].1.a.; and Section VII.1. to add definitions, specify permitted primary uses and accessory uses in appropriate Zoning Districts, and add supplemental use and performance regulations for Large Solar Energy Systems (LSES) and Small Solar Energy Systems (SSES) in order to regulate and promote renewable energy production.

Sponsors: Ms. Darensbourg Gordon

Council Discussion
Mr. Albert spoke on the matter.

Councilwoman Fonseca motioned, seconded by Councilwoman Fisher-Cormier to amend the proposed ordinance under "SECTION VI. Solar Energy System, Small (SSES), e." to revise "A ground-mounted SSES shall not exceed a height of fifteen (15) feet." to state "A ground-mounted SSES shall not exceed a height of fifteen (15) feet with the exception of a six (6) feet maximum height in residential zones." and to amend the proposed ordinance under "SECTION VI. Solar Energy System, Small (SSES), k." to revise "An SSES shall not be used to display advertising, including signage, streamers, pennants, spinners, reflectors, ribbons, tinsel, balloons, flags, banners, or similar materials." to state "An SSES shall be used in conjunction with only SSES related equipment and shall not be used to display advertising, including signage, streamers, pennants, spinners, reflectors, ribbons, tinsel, balloons, flags, banners, or similar materials.".

Chairman Billings opened public hearing on the Amendment.

Public Hearing Requirements Satisfied

Council Discussion on the Amendment; no Council Discussion

VOTE ON THE AMENDMENT / PROPOSED ORDINANCE AS AMENDED

Yea: 8 - Billings, Fonseca, Clulee, Gibbs, Dufrene, Bellock, Fisher and Fisher-Cormier

Nay: 0

Absent: 1 - Darensbourg Gordon

Enactment No: 23-3-1

9 2023-0044

An ordinance to authorize the sale by St. Charles Parish for property located at 917 3rd Street, Norco, Louisiana; and to approve and authorize the attached Exclusive Rights of Sale Accelerated Marketing Listing Agreement with SVN/Gilmore Auction & Realty Company to act as St. Charles Parish's designated agent/auctioneer for the sale.

Sponsors: Mr. Jewell and Department of Economic Development and Tourism

Reported:

Economic Development and Tourism Department Recommended: Approval
Legal Services Director Corey Oubre spoke on the matter.

Public Hearing Requirements Satisfied

Council Discussion

Mr. Oubre spoke on the matter.

Parish President Matthew Jewell spoke on the matter.

VOTE ON THE PROPOSED ORDINANCE

Yea: 8 - Billings, Fonseca, Clulee, Gibbs, Dufrene, Bellock, Fisher and Fisher-Cormier

Nay: 0

Absent: 1 - Darenbourg Gordon

Enactment No: 23-3-2

14 2023-0045

An ordinance approving and authorizing the execution of an Amendment No. 1 to Ordinance No. 22-1-5 which approved the Professional Services Agreement with Meyer Engineers, Ltd., to perform engineering services for the Destrehan Wastewater Treatment Plant Aeration Basin Rehabilitation (Project No. S211202).

Sponsors: Mr. Jewell and Department of Wastewater

Reported:

Wastewater Department Recommended: Approval
Wastewater Director David deGeneres spoke on the matter.

Public Hearing Requirements Satisfied

VOTE ON THE PROPOSED ORDINANCE

Yea: 8 - Billings, Fonseca, Clulee, Gibbs, Dufrene, Bellock, Fisher and Fisher-Cormier

Nay: 0

Absent: 1 - Darenbourg Gordon

Enactment No: 23-3-3

RESOLUTIONS**27** 2023-0056

A resolution in support of Planning and Zoning Commission Resolution 2022-1, adopting the 10-year update to *St. Charles Parish 2030 Comprehensive Plan*.

Sponsors: Mr. Jewell and Department of Planning & Zoning

Reported:

P & Z Department Recommended: Approval
Planning & Zoning Director Michael Albert spoke on the matter.

Public comment opened; no public comment

Council Discussion

Mr. Albert spoke on the matter.

VOTE ON THE PROPOSED RESOLUTION

Yea: 8 - Billings, Fonseca, Clulee, Gibbs, Dufrene, Bellock, Fisher and Fisher-Cormier

Nay: 0

Absent: 1 - Darenbourg Gordon

Enactment No: 6688

APPOINTMENTS

2023-0038

A resolution to appoint a member to the St. Charles Parish Library Board of Control as the District VII Representative.

Nominee:

Councilwoman Fisher-Cormier nominated Ms. Sarah Sacra

Nomination(s) Accepted

A motion was made by Councilmember Fisher-Cormier, seconded by Councilmember Fonseca, to Close Nomination(s) for File No. 2023-0038. The motion carried by the following vote:

Yea: 8 - Billings, Fonseca, Clulee, Gibbs, Dufrene, Bellock, Fisher and Fisher-Cormier

Nay: 0

Absent: 1 - Darensbourg Gordon

Nomination(s) Closed

ADJOURNMENT

A motion was made by Councilmember Fisher, seconded by Councilmember Fonseca, to adjourn the meeting at approximately 7:04 pm. The motion carried by the following vote:

Yea: 8 - Billings, Fonseca, Clulee, Gibbs, Dufrene, Bellock, Fisher and Fisher-Cormier

Nay: 0

Absent: 1 - Darensbourg Gordon

I HEREBY CERTIFY THE FOREGOING TO BE EXACT AND TRUE.


Michelle Impastato
Council Secretary

The Parish of St. Charles

March 13, 2023

IN RECOGNITION

ST. CHARLES CATHOLIC HIGH SCHOOL

2022 LHSA DIVISION III STATE CHAMPIONS

Principal: Courtney Millet, Ph.D.

Assistant Principal: Christine Creppel

Head Coach: Wayne Stein

Coaching Staff: Ty Monica, Jason Brown, John Talley, Tyler Forsythe, James Robinson, Eian Mitchell, Noah Bork, George McGovern, Ronnie Kelly, Randy Madere, and Derrick Gaubert

Statistician: Michael Monica Trainer: Emily Meyer

Equipment Manager: Charles Brown

Managers: Hayley Falgout, Alexis Teabout, Reyondalin Smith, Amelia Mouton, and Marissa Sterling

2022 FOOTBALL TEAM

Kaden Foster

Jaden Breaux

Landree LeBlanc

Davon Sturgus

Daniel Joseph

Kayden Cambre

Ian Frank

Samare Scott

Ayden Authement

Jackson Folse

Brayden Bertucci

Bryce Pregeant

Aaron Hille

Logan Klibert

Jackson Monica

Brady St. Pierre

Forrier Fabre

Brady Clement

Jackson Doster

Cameron Brady

Noah Troxclair

Dax Pregeant

Alijah Martin

Jaylen Ellsworth

Dane Gahano

Kyle Cannon

Hudson Heltz

Kaden Charlie

Michael Romaguera

Re'Shawn Hilaire

Tyler Mihoto

Gideon Marix

Luke Dewhirst

Nathan Abadie

Ian Arnett

Noah Tucker

Logan Barrios

Kenneth Hall

Brooks Monica

Haidyn Joseph

Evan Duffour

Avante Lee

Nicholas Abadie

Matthew Schexnayder

Andrew Bosco

Skylar Edwards

Creed Marix

Michael Hotard

Shane Zimmerman

Brayden Nicholas

Briggs Anderson

Jesse Webre

Hunter Ricouard

Houston Remondet

Jace Hoover

Kaleb Houston

Matthew Lang

Abdel Nabut

Charles Taylor

Kason Gilbert

Hayden Evans

Owen Fauchoux

Kaden Keller

Byron Bailey

Dillon Duley

Aiden Ocmund

Beau Toca

Gabe Kugler

Rylan Goertz

Dylan Rosales

Hunter Lowry

Matthew Loup

Maximus Tonglet

Aidan Lowry

Bryce Waguespack

Logan Dewhirst

Colston Tribe

Cole Hebert

Jace Carbo

Nathan Gabriel

Britten Dean

Parker Millet

Avery Loper

Jacques Vicknair

Ashton Cancienne

Nathan Englade

Kolt Krieg

Chesney Parker

Prystyn Cambre

Claude Remondet

Josh Jensen

Brock Louque

Devin Dicket

Milo Young

Jahleil Mercadel

Maddox Madere

Walker LeBlanc

Brandon Kragle

Albert Decardi

Blake Taravella

Kole Hurst

Riley Folse

Brody Roccaforte

ChrisDon McClain

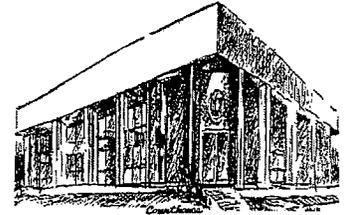
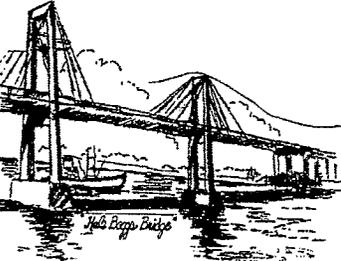
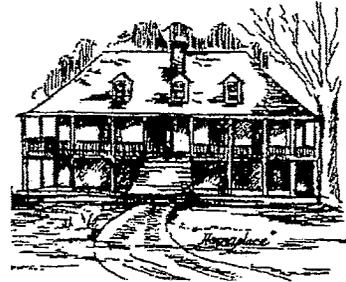
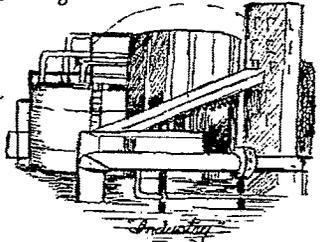
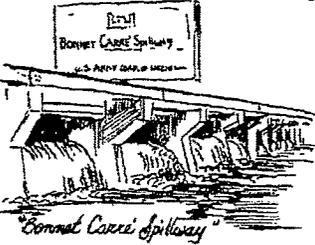
Dakota Gaudet

Cooper Babin

Carson Barnes

Bryant Williams

Garland Bolden



"PARISH OF CLEMENCY"
created in 1807 from the county of the
"German Coast", a parish of
unprecedented economic and social
development, known for its
hospitality, rural living and sporting
opportunities... with the added
distinction of being located
on both sides of the
Mighty Mississippi River.

Matthew Jewell

MATTHEW JEWELL
PARISH PRESIDENT

Beth A. Billings

BETH A. BILLINGS
COUNCILWOMAN AT LARGE, DIV. A

Holly Fonseca

HOLLY FONSECA
COUNCILWOMAN AT LARGE, DIV. B

La Sandra Darenbourg Gordon

LA SANDRA DARENSBOURG GORDON
COUNCILWOMAN, DISTRICT I

Mary K. Clulee

MARY K. CLULEE
COUNCILWOMAN, DISTRICT II

Dick Gibbs

DICK GIBBS
COUNCILMAN, DISTRICT III

Nicky Dufrene

NICKY DUFRENE
COUNCILMAN, DISTRICT IV

Marilyn B. Bellock

MARILYN B. BELLOCK
COUNCILWOMAN, DISTRICT V

Bob Fisher

BOB FISHER
COUNCILMAN, DISTRICT VI

Julia Fisher-Cormier

JULIA FISHER-CORMIER
COUNCILWOMAN, DISTRICT VII

PROCLAMATION

WHEREAS, for years, National Service Recognition Day was a standalone day to honor AmeriCorps members and volunteers. In 2022, this important community joined AmeriCorps Week to celebrate; and,

WHEREAS, AmeriCorps is a federal agency tasked with elevating service and volunteerism in America. It engages more than 250,000 AmeriCorps members and AmeriCorps Senior volunteers in national service at several locations each year; and,

WHEREAS, AmeriCorps engages thousands of Americans each year in sustained, result-driven services through AmeriCorps and AmeriCorps Senior programs; and,

WHEREAS, members and volunteers continue to help communities ensure students stay on track to graduate, combat hunger and homelessness, respond to natural disasters, fight the opioid epidemic, help seniors live independently, support veterans and military families, and much more; and,

WHEREAS, every March, the country recognizes and gives thanks to those members and volunteers who raise their hands to help when the need arises. They are often the first on the ground and last to leave, making sure their projects are better than they found them.

NOW THEREFORE, BE IT RESOLVED, WE THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, DO HEREBY PROCLAIM MARCH 12-18, 2023, AS

“AMERICORPS WEEK IN ST. CHARLES PARISH”

AND ENCOURAGE RESIDENTS TO RECOGNIZE THE POSITIVE IMPACT OF NATIONAL SERVICE IN OUR PARISH, TO THANK THOSE WHO SERVE, AND TO FIND WAYS TO GIVE BACK TO THEIR COMMUNITIES.

s/MATTHEW JEWELL

MATTHEW JEWELL
PARISH PRESIDENT

s/BETH A. BILLINGS

BETH A. BILLINGS
COUNCILWOMAN AT LARGE, DIV. A

s/HOLLY FONSECA

HOLLY FONSECA
COUNCILWOMAN AT LARGE, DIV. B

ABSENT

LA SANDRA DARENSBOURG GORDON
COUNCILWOMAN, DISTRICT I

s/MARY K. CLULEE

MARY K. CLULEE
COUNCILWOMAN, DISTRICT II

s/DICK GIBBS

DICK GIBBS
COUNCILMAN, DISTRICT III

s/NICKY DUFRENE

NICKY DUFRENE
COUNCILMAN, DISTRICT IV

s/MARILYN B. BELLOCK

MARILYN B. BELLOCK
COUNCILWOMAN, DISTRICT V

s/BOB FISHER

BOB FISHER
COUNCILMAN, DISTRICT VI

s/JULIA FISHER-CORMIER

JULIA FISHER-CORMIER
COUNCILWOMAN, DISTRICT VII

PROCLAMATION

- WHEREAS,** Louisiana’s retired teachers have devoted their careers to the education and training of tens of thousands of Louisiana’s youth; and,
- WHEREAS,** Louisiana’s retired teachers have provided job and social skills training for adults throughout the state; and,
- WHEREAS,** Louisiana’s retired teachers have rendered valuable service in diverse leadership roles to their communities and institutions throughout their careers and continue to render such services as retirees; and,
- WHEREAS,** Louisiana’s retired teachers represent the profession, which is given the basic responsibility for launching the careers of state and national leaders, and for laying the foundation for the welfare of all members of our society; and,
- WHEREAS,** Louisiana’s retired teachers have toiled ceaselessly to improve the quality of life in the state and nation, often in less than adequate circumstances and for less than adequate pay; and,
- WHEREAS,** Louisiana’s retired teachers represent a tremendous pool of experience and training which remains dedicated to the betterment of society everywhere; and,
- WHEREAS,** Louisiana’s retired teachers represent a loyal, patriotic, and concerned citizenry, which provides a dedicated and dependable support to the leaders in our communities, state, and nation.

NOW THEREFORE, BE IT RESOLVED, WE THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, DO HEREBY PROCLAIM THURSDAY, MARCH 16, 2023, AS

“RETIRED TEACHERS DAY IN ST. CHARLES PARISH”

s/MATTHEW JEWELL
MATTHEW JEWELL
PARISH PRESIDENT
s/BETH A. BILLINGS
BETH A. BILLINGS
COUNCILWOMAN AT LARGE, DIV. A
s/HOLLY FONSECA
HOLLY FONSECA
COUNCILWOMAN AT LARGE, DIV. B
ABSENT
LA SANDRA DARENSBOURG GORDON
COUNCILWOMAN, DISTRICT I
s/MARY K. CLULEE
MARY K. CLULEE
COUNCILWOMAN, DISTRICT II

s/DICK GIBBS
DICK GIBBS
COUNCILMAN, DISTRICT III
s/NICKY DUFRENE
NICKY DUFRENE
COUNCILMAN, DISTRICT IV
s/MARILYN B. BELLOCK
MARILYN B. BELLOCK
COUNCILWOMAN, DISTRICT V
s/BOB FISHER
BOB FISHER
COUNCILMAN, DISTRICT VI
s/JULIA FISHER-CORMIER
JULIA FISHER-CORMIER
COUNCILWOMAN, DISTRICT VII

2023 Retired Teachers Day.pcl

PROCLAMATION

WHEREAS, on Saturday, April 1, 2023, United Way of St. Charles 5K Bridge Run, presented by Shell, co-presented by Valero St. Charles Refinery, will be held to benefit United Way of St. Charles; and,

WHEREAS, United Way of St. Charles provides funding to thirty agencies and programs that provide a wide range of health and human services in St. Charles Parish; and,

WHEREAS, these services include promoting health, wellness and independence, strengthening the community and supporting families, assisting with basic and emergency needs, and helping kids succeed; and,

WHEREAS, United Way's value in the community goes far beyond dollars raised by building coalitions that produce collaborative and creative solutions to pressing community problems; and,

WHEREAS, the Parish President and the members of the Parish Council wish to join in and lend their support for this most worthy cause.

NOW THEREFORE, BE IT RESOLVED, WE THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, DO HEREBY PROCLAIM SATURDAY, APRIL 1, 2023, AS

**UNITED WAY OF ST. CHARLES
5K BRIDGE RUN DAY**

IN

ST. CHARLES PARISH

BE IT FURTHER RESOLVED, THAT THE CITIZENS OF ST. CHARLES PARISH ARE HEREBY URGED TO ACCEPT THE CHALLENGE AND BE A PART OF THIS UNIQUE EVENT.

s/MATTHEW JEWELL

**MATTHEW JEWELL
PARISH PRESIDENT**

s/BETH A. BILLINGS

**BETH A. BILLINGS
COUNCILWOMAN AT LARGE, DIV. A**

s/HOLLY FONSECA

**HOLLY FONSECA
COUNCILWOMAN AT LARGE, DIV. B**

ABSENT

**LA SANDRA DARENSBOURG GORDON
COUNCILWOMAN, DISTRICT I**

s/MARY K. CLULEE

**MARY K. CLULEE
COUNCILWOMAN, DISTRICT II**

HALE BOGGS BRIDGE RUN 2023.PCL

s/DICK GIBBS

**DICK GIBBS
COUNCILMAN, DISTRICT III**

s/NICKY DUFRENE

**NICKY DUFRENE
COUNCILMAN, DISTRICT IV**

s/MARILYN B. BELLOCK

**MARILYN B. BELLOCK
COUNCILWOMAN, DISTRICT V**

s/BOB FISHER

**BOB FISHER
COUNCILMAN, DISTRICT VI**

s/JULIA FISHER-CORMIER

**JULIA FISHER-CORMIER
COUNCILWOMAN, DISTRICT VII**

2023-0043

**INTRODUCED BY: LA SANDRA DARENSBOURG GORDON,
COUNCILWOMAN, DISTRICT I**

ORDINANCE NO. 23-3-1

An ordinance to amend Ordinance 81-10-6, the St. Charles Parish Zoning Ordinance of 1981, as amended, Section III; Section VI.A.[I.].1. c.; Section VI D.[I.].1.c.; Section VI.D. [II.].1.a.; and Section VII.1. to add definitions, specify permitted primary uses and accessory uses in appropriate Zoning Districts, and add supplemental use and performance regulations for Large Solar Energy Systems (LSES) and Small Solar Energy Systems (SSES) in order to regulate and promote renewable energy production.

WHEREAS, the St. Charles Parish 2030 Comprehensive Plan, updated 12/1/2022, includes Land Use Action LU 4.2 “Remove or adjust inadvertent impediments to sustainable development (e.g. existing restrictions on uses, or dimensional standards) that may prevent the use of renewable energy production technologies...” (p. 55); and,

WHEREAS, the transition to clean energy through development of a clean, renewable, and resilient power grid has been identified in the Louisiana Climate Action Plan, 2022 as a strategy for achieving net zero emissions; and,

WHEREAS, power generation by solar energy systems is an integral component of renewable electricity generation; and,

WHEREAS, the St. Charles Parish Zoning Ordinance of 1981 currently lacks provisions specific to solar energy systems; and,

WHEREAS, the St. Charles Parish Council wishes to protect the health, safety, and welfare of its residents, businesses, and visitors through the regulation and promotion of orderly development and use of land; and

WHEREAS, expanding appropriate permitted uses in suitable zoning districts promotes economic development; and,

WHEREAS, the Planning and Zoning Department recommended approval of these amendments; and,

WHEREAS, the Planning and Zoning Commission recommended approval with the following recommended change to Section VI at its regular meeting on February 2, 2023.

a. Solar PV panels shall be setback a minimum of thirty feet (30') from all existing property lines.

THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:

SECTION I. That the Code of Ordinances, Appendix A, Section III. Definitions is amended with new text underlined and deleted text in ~~strikethrough~~:

Solar Energy System, Large (LSES): A utility-scale facility that converts sunlight into electricity by photovoltaics (PV) or experimental solar technologies, including any related cables, conduit, power switchyards, transmission lines, collection facilities, PV panel arrays, operation and maintenance (O&M) buildings, transformers, and related structures and uses necessary for their operation. Any ground-mounted facility that covers more than 10,000 square feet is included in this definition.

Solar Energy System, Small (SSES): Structures, equipment, and/or machinery that converts sunlight into electricity by photovoltaics (PV) or experimental solar technologies as an accessory use to principal permitted uses.

SECTION II. That the Code of Ordinances, Appendix A, Section VI. Zoning district criteria and regulations A., [I.], 1. a. is hereby amended with new text underlined and deleted text in ~~strikethrough~~:

(9) Accessory buildings and uses.

SECTION III. That the Code of Ordinances, Appendix A, Section VI. Zoning district criteria and regulations A., [I.], 1. c. is hereby amended with new text underlined and deleted text in ~~strikethrough~~:

(13) Solar Energy System, Large (LSES), in accordance with Section VII, Supplemental Use and Performance Regulations and supporting resolution of the Council

SECTION IV. That the Code of Ordinances, Appendix A, Section VI. Zoning district criteria and regulations D., [I.], 1. c. is hereby amended with new text underlined and deleted text in ~~strikethrough~~:

(10) Solar Energy System, Large (LSES), in accordance with Section VII, Supplemental Use and Performance Regulations

SECTION V. That the Code of Ordinances, Appendix A, Section VI. Zoning district criteria and regulations D., [II.], 1. a. is hereby amended with new text underlined and deleted text in ~~strikethrough~~:

(11) Solar Energy System, Large (LSES), in accordance with Section VII, Supplemental Use and Performance Regulations

SECTION VI. That the Code of Ordinances, Appendix A, Section VII. Supplemental use and performance regulations 1. is hereby amended with new text underlined and deleted text in ~~strikethrough~~ to be added after Restaurants:

Solar Energy System, Large (LSES)

Large Solar Energy Systems (LSES) shall be subject to the additional regulations and requirements set forth below:

- a. Solar PV panels shall be setback a minimum of thirty feet (30') from all existing property lines.
- b. The maximum height of a solar PV panel shall be thirty feet (30') oriented at maximum tilt. The maximum height of a switching station shall not exceed the minimum height needed to tie into electrical transmission lines. The height of all other buildings and accessory structures shall comply with the maximum building height requirements of the applicable zoning district in which the LSES is located. The height of lightning rods shall be limited to the height necessary to protect the switching station and shall not be lighted.
- c. Lighting shall be limited to the minimum necessary, directed downward, and set with motion-sensors. No lighting shall extend beyond the perimeter of the LSES.
- d. No LSES shall produce glare that would constitute a nuisance to occupants of neighboring properties or to persons traveling public roads.
- e. Commercially reasonable screening shall be installed at the applicant's expense to provide adequate screening between the LSES and adjacent non-participating primary residential dwellings.
- f. Fencing at a minimum height of six feet (6') shall be installed around the perimeter of the LSES and any other measures necessary to ensure the security and safe operation of the LSES shall be taken. Deer fencing may be utilized where feasible.
- g. The LSES shall comply with all applicable stormwater management and groundwater laws and regulations, and any federal, state, and local permits shall be obtained.
- h. Any noise produced by the LSES shall not exceed fifty-five (55) dBA, as measured at any adjacent property line.
- i. The LSES layout and operation shall be designed to minimize negative impacts on wildlife, including overflight migrating birds and riparian zones, and ongoing monitoring of any identified negative impacts will be provided.
- j. Livestock grazing, agriculture, and other compatible uses shall be permitted within a fenced LSES, subject to the requirements of the underlying zoning district.
- k. No advertising or signage, other than that required by law and approved address/identification signage as allowed under Section XXI, shall be permitted on the LSES.
- l. A project summary shall be provided to the Zoning and Regulatory Administrator containing the following information:
 - i. Number, location, and spacing of proposed solar PV panels/arrays
 - ii. Planned location of O&M building, switchyard, and transformers
 - iii. Planned location of underground or overhead electrical lines and related infrastructure
 - iv. Project development timeline
 - v. Operation and maintenance plan
 - vi. Vegetation management and landscaping plan, including grading

- vii. Decommissioning Plan, subject to the requirements of below
- viii. Name and contact information of the LSES operator
- ix. Proof of access and use rights to the LSES property, including evidence of landowner authorization and a list of all landowners
- x. Specifications for all planned equipment to be installed at the LSES
- xi. Site access and emergency response plans
- m. The LSES shall comply with all federal, state, and local laws, codes, and regulations, including but not limited to the National Electric Code, the National Electric Safety Code, local building codes, and any generally applicable permitting requirements.
- n. The LSES shall be maintained in accordance with this Zoning Ordinance and all applicable Parish requirements. Maintenance shall include but not be limited to painting, structural repairs, vegetation management, and integrity of security measures including fencing. No damaged, broken, or non-working parts or equipment shall be stored on site.
- o. A Decommissioning Plan consisting of the following information shall be provided to the Zoning and Regulatory Administrator:
 - i. The anticipated operating lifetime of the LSES
 - ii. Description of the activities necessary to decommission the LSES upon closure and cessation of operations
 - iii. Description of site restoration activities to be undertaken following decommissioning to restore the LSES site to its original use, condition, and appearance
 - iv. Cost estimate of site decommissioning and restoration in current dollars
 - v. Description of the necessary mechanism for posting a satisfactory bond to cover the anticipated decommissioning costs.
 - vi. Timeline for completion of all decommissioning and site restoration activities
- p. The LSES operator shall post a bond, in a form and amount acceptable to the Zoning and Regulatory Administrator, equal to 125% of the decommissioning and site restoration costs specified in the Decommissioning Plan. The amount of the bond shall be recalculated every five (5) years and provided, with an updated bond (if necessary), to the Zoning and Regulatory Administrator.
- q. As-built drawings shall be provided to the Zoning and Regulatory Administrator upon completion of construction of all development on the LSES site.

Solar Energy System, Small (SSES)

Small Solar Energy Systems (SSES) shall be permitted as an accessory use to any primary permitted use and shall be subject to the additional regulations and requirements set forth below:

- a. An SSES shall provide power for the principal use and/or accessory use of the property on which it is located and shall not generate power for sale to other users, although this provision shall not prohibit the sale of excess power to the local utility company.
- b. An SSES connected to the utility grid shall provide written authorization from the local utility company to the Zoning and Regulatory Administrator acknowledging and approving such connection.
- c. A roof-mounted SSES may be mounted on a principal building or accessory building, and may not exceed the maximum building height restrictions of the underlying zoning district.
- d. A ground-mounted SSES may occupy no more than 10,000 sq. ft. nor 30% of the lot on which the primary use is located, whichever is lesser.
- e. A ground-mounted SSES shall not exceed a height of fifteen (15) feet with the exception of a six (6) feet maximum height in residential zones.
- f. A ground-mounted SSES or SSES attached to an accessory building shall not be located within the required front yard setback.
- g. A ground-mounted SSES shall comply with the setbacks of the underlying zoning district.

- h. All mechanical equipment associated with and necessary for the operation of the SSES shall comply with the following:
 - i. Mechanical equipment shall not be located within the minimum front yard setback of the underlying zoning district.
 - ii. Mechanical equipment for any ground-mounted SSES shall comply with the setbacks specified under Section X. – Exceptions and modifications, item C.1.
 - iii. Mechanical equipment located adjacent to any residential district or use shall be screened from view either by acceptable pant materials or a fence that is at least fifty percent (50%) opaque.
- i. Solar PV panels shall be placed such that concentrated solar radiation or glare shall not be directed onto nearby properties or roadways.
- j. All power transmission lines from a ground-mounted SSES to any building or other structure shall be located underground.
- k. An SSES shall be used in conjunction with only SSES related equipment and shall not be used to display advertising, including signage, streamers, pennants, spinners, reflectors, ribbons, tinsel, balloons, flags, banners, or similar materials. The manufacturers and equipment information, warning, or indication of ownership shall be allowed on any equipment of the SSES provided they comply with the sign regulations of Section XXI.
- l. A building/zoning permit shall be obtained prior to construction.
- m. The local utility provider shall be contacted to determine grid interconnection and net metering policies.
- n. The SSES shall comply with all applicable Parish ordinances and codes to ensure the structural integrity of such facility.
- o. Before any construction can commence on any SSES the property owner must acknowledge that they are the responsible party for owning/leasing and maintaining the SSES.
- p. If a ground-mounted SSES is removed, any earth disturbance because of the removal of the ground mounted SSES shall be graded and seeded.
- q. If a ground-mounted SSES has been abandoned (meaning not having been in operation for a period of six (6) months) or is defective or is deemed to be unsafe by the Building Inspector, the facility shall be required to be repaired by the property owner to meet federal, state, and local safety standards, or be removed by the property owner within the time period allowed by the Building Inspector. If the property owner fails to remove or repair the defective or abandoned SSES, the Parish may pursue legal action to have the SSES removed at the property owner's expense.

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

YEAS: BILLINGS, FONSECA, CLULEE, GIBBS, DUFRENE, BELLOCK, FISHER, FISHER-CORMIER

NAYS: NONE

ABSENT: DARENSBOURG GORDON

And the ordinance was declared adopted this 13th day of March, 2023, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: *Beck A. Billings*
 SECRETARY: *Nichelle Dupontato*
 DLVD/PARISH PRESIDENT: *March 14, 2023*
 APPROVED: DISAPPROVED:

PARISH PRESIDENT: *Math Jancee*
 RETD/SECRETARY: *March 15, 2023*
 AT: *8:45 am* RECD BY: *[Signature]*

2023-0044

**INTRODUCED BY: MATTHEW JEWELL, PARISH PRESIDENT
(DEPARTMENT OF ECONOMIC DEVELOPMENT & TOURISM)**

ORDINANCE NO. 23-3-2

An ordinance to authorize the sale by St. Charles Parish for property located at 917 3rd Street, Norco, Louisiana; and to approve and authorize the attached Exclusive Rights of Sale Accelerated Marketing Listing Agreement with SVN/Gilmore Auction & Realty Company to act as St. Charles Parish's designated agent/auctioneer for the sale.

WHEREAS, St. Charles Parish is the owner of the property located at 917 3rd Street, Norco, Louisiana; and,

WHEREAS, St. Charles Parish previously used said property in conjunction with the River Parish Community Development Corp (RPCDC) for its Business Incubator Program; and,

WHEREAS, Hurricane Ida destroyed the improvements which were located on the property; and,

WHEREAS, St. Charles Parish no longer uses the property for the purpose for which it was previously intended; and,

WHEREAS, the subject property no longer serves a public purpose.

THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:

SECTION I. That the St. Charles Parish Council hereby declares that the property located at 917 3rd Street, Norco, Louisiana, is no longer needed for a public purpose.

SECTION II. That the St. Charles Parish Council hereby approves the sale of property located at 917 3rd Street, Norco, Louisiana, in an amount not less than the appraised value.

SECTION III. That the Parish President is hereby authorized to execute the said Accelerated Marketing Listing Agreement with SVN/Gilmore Auction & Realty Company on behalf of St. Charles Parish.

SECTION IV. That the Parish President is hereby authorized to execute any and all documents deemed necessary to sell 917 3rd Street, Norco, Louisiana.

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

YEAS: BILLINGS, FONSECA, CLULEE, GIBBS, DUFRENE, BELLOCK,
FISHER, FISHER-CORMIER
NAYS: NONE
ABSENT: DARENSBOURG GORDON

And the ordinance was declared adopted this 13th day of March, 2023, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: *Debt Billings*
SECRETARY: *Michelle Dupontato*
DLVD/PARISH PRESIDENT: *March 14, 2023*
APPROVED: _____ DISAPPROVED: _____

PARISH PRESIDENT: *Matt Jewell*
RETD/SECRETARY: *March 15, 2023*
AT: *8:45 am* RECD BY: *[Signature]*

SVN/GILMORE AUCTION & REALTY COMPANY
32 ACADIA STREET
KENNER, LOUISIANA 70065

EXCLUSIVE RIGHTS OF SALE ACCELERATED MARKETING LISTING AGREEMENT

1. This exclusive right of sale agreement of the property below for the listing and sale of real estate made this _____ day of _____, 2023.
by and between the following parties:

Robt	SELLER (S):	ST CHARLES PARISH	Robert Raymond rraymond@stcharlesgov.net
		NAME	ATTN:
		14108 River Road PO Box 340	Dawn Higdon dhigdon@stcharlesgov.net
		ADDRESS	E-MAIL
		Destrehan	LA 70047
		CITY	STATE ZIP
		(985)764-8709 Robt	(985)783-5013 Dawn (504)343-9367 Robt (504)462-3335 Dawn
		PHONE	FAX CELL

Hereinafter referred to as "Seller",

SELLER'S DESIGNATED AGENT:

SVN|GILMORE AUCTION & REALTY COMPANY
3316 FLORIDA AVE.
KENNER, LA 70065-3645
PHONE: (504) 468-6800 FAX: (504) 468-6811

Hereinafter referred to as "Auctioneer",

Hereby agree that the Seller shall sell the below described property upon the terms and conditions as set forth in this contract.

2. This agreement shall consist of 3 legal pages plus exhibits and attachments, if any.
3. Seller gives auctioneer the sole and exclusive right to sell the following described property:

City:	917 3 rd St	City:	Norco LA 70079	Parish/County:	St Charles
Including:					
Excluding:					

4. DATE OF AUCTION SALE: 45-60 days after approval Auctioneer shall conduct an Online Auction on or about the above date and shall use its best efforts to secure a purchaser for the above-described property at the terms named within this agreement or upon any other price and terms acceptable to the Seller.
- 4a. SERVICES PROVIDED BY AUCTIONEER: Marketing services- budget planning, signage, ad copy, ad layout, brochure design, printing, ad placement, mailing lists, telemarketing, property preview coordination. Accelerated services- online bidding, bid assistants, clerking, contract preparation, Event facilities, audiovisual. Post Event services – Supervise closing agent, purchaser/seller follow-up and monitor act of sale. The post event listing shall include signage, telemarketing, Internet advertising and the Multiple Listing Service/LACDB. The benefits and obligations of this contract herein shall inure to and bind the respective, heirs, executors, administrators, successors, and assigns of the parties hereto.
5. TIME PERIOD OF LISTING AGREEMENT: This exclusive right of sale listing agreement shall begin when Auctioneer and Seller have signed this agreement. It shall continue through and include event date. It shall then continue for 60 days under the same Terms & Conditions. If an Agreement to Purchase and Sell is executed during the term of this Listing Agreement, the parties agree to extend the effective period of this Listing Agreement to include the closing date as provided for in the Agreement to Purchase, or any extension thereof.

Seller further agrees to pay Agent the Commission stated below on any sale of said property negotiated by Seller within 90 days after the expiration, extension, or termination of this contract with any party (or the nominee, representative or affiliate

of such party) to whom said property was submitted during the term of this contract, including but not limited to: registered bidders, open house attendees, and prospects that have contacted Auctioneer for information. Auctioneer shall provide to seller a list of all prospects within 30 days of the Event.

- 6. **AUCTION FEE:** The Auction Fee will be in the form of a 10% Buyer's Premium added to the Purchaser's final bid price and included in the total contract price. When the property is sold during the listing period through sale by auction or otherwise, Seller shall pay the Auctioneer the above-mentioned Auction Fee, from the total contract price whether the Purchaser is secured by the Auctioneer, by the Seller, by the Auction, or by any other person or means. If the property is sold through negotiation prior to or after the auction, the Auction Fee shall be deducted from the purchase price. Auction Fee is due and payable upon Act of Sale or in the case of Default as listed in Paragraph #11. The commissions reflected in this agreement have been negotiated only by the parties to the agreement.
- 7. **INQUIRIES:** Seller agrees to promptly disclose and refer to the Auctioneer all written or oral inquiries from brokers or prospects interested in Seller's property, to cooperate fully and not to obstruct the sale of the property during the term of this contract.
- 8. **TERMS OF SALE:** Seller agrees to sell the above listed property at auction for the reserve price of \$ N/A or any other price, or upon any other terms, as hereafter agreed upon. Auction shall be advertised and conducted **SUBJECT TO PARISH APPROVAL**. Title shall be transferred to Purchaser within 60 days of auction date or by contract date. Seller agrees to have this property included in a multi-seller/multi-property auction event.
- 8b. **STARTING BID:** The advertised starting bid for this event shall be \$ 25,000. Seller reserves the right to reject any and all bids that are less than \$125,000.00.
- 9. **ADVERTISING AND PROMOTION INVESTMENT:** Auctioneer is authorized to place auction advertising in such media as Auctioneer selects, and provide necessary support, promotional assistance, supplies, and materials to produce an auction of superior quality. In consideration thereof, Seller agrees to pay a Marketing fee of **\$ 1,500 due ONLY at the Act of Sale** for these services. Seller hereby authorizes Auctioneer to install auction signs on listed property
- 10. **LIENS AND ENCUMBRANCES:** Seller warrants that to the best of his knowledge, the only known liens and encumbrances against said property are as follows:

Mortgagor	Amount	Payment
_____	_____	_____
_____	_____	_____

Additional Liens, Judgments, Assessments and Lis Pendens:

_____	_____	_____
_____	_____	_____

The seller agrees to hold the Auctioneer harmless in the event of any legal action as the result of any undisclosed liens, encumbrances, or title defects.

- 11. **DEFAULT BY PURCHASER:** In the event the transfer of title to Seller's property is not completed because of default by Purchaser, Seller shall pay to Auctioneer one-half of the earnest money forfeited. However, the fee shall not exceed the full amount had the transaction closed.
- 12. **DEPOSIT:** Auctioneer or Escrow Agent is authorized to accept, give receipt for, and hold all monies paid or deposited. Deposits will be held in the Escrow Account and that deposit shall be ten percent (10%) of the total of the sale price the buyers premium which equals the Total Contract Price.

In the event of an escrow deposit dispute and the Auctioneer is in doubt as to the disbursement of escrow funds, he shall have the right to release the money to a court of competent jurisdiction which shall be the 29th Judicial District Court for the Parish of St. Charles, which shall determine the rights of the parties involved in the dispute; but in no case, will this action waive the Seller's responsibility of the Auction Fee to the Auctioneer.
- 13. **ATTORNEY FEE AND COSTS:** In connection with any litigation arising out of this contract, which shall be brought in the 29th Judicial District Court for the Parish of St. Charles, the prevailing party shall be entitled to recover all costs incurred, including reasonable attorney's fees.
- 14. **LIMITATION OF LIABILITY:** Auctioneer shall not be responsible for any damages, expenses, or other losses occurring by the high bidder at any Auction refusing to submit or sign a written offer and agreement confirming his bid, or refusing to perform on his agreement to purchase.

Seller understands that this agreement does not guarantee the sale of his property, but it does guarantee that the Auctioneer will make a sincere and honest effort to procure a sale for the Seller's described property.

Necessary File Items

The following is a list of necessary file items that will enable SVN/Gilmore Auction & Realty Co. to professionally promote your property. Please try to be accurate and thorough as it may affect the final value of the real estate.

- | | |
|--|---|
| <input type="checkbox"/> Titles/Mortgage Documents | <input type="checkbox"/> Listing Agents <i>(if applicable)</i> (Name, Address, Phone) |
| <input type="checkbox"/> Title Insurance Policy | <input type="checkbox"/> Seller's List of Prospects |
| <input type="checkbox"/> Appraisal | <input type="checkbox"/> Keys/Alarm Codes |
| <input type="checkbox"/> Brief Description of Property | <input type="checkbox"/> Management Company <i>(Name, Address, Phone)</i> |
| <input type="checkbox"/> Survey | <input type="checkbox"/> Rent Roll & Expenses |
| <input type="checkbox"/> Location Map/Site Map | <input type="checkbox"/> Condo Documents <i>(if applicable)</i> |
| <input type="checkbox"/> Tax Bills | <input type="checkbox"/> Property Disclosure <i>(addendum)</i> |
| <input type="checkbox"/> Reserve Prices | <input type="checkbox"/> Leases/Tenant Information <i>(Name& Phone)</i> |
| <input type="checkbox"/> Real Estate Agency Disclosure | <input type="checkbox"/> Referrals |

Please provide these items upon acceptance of the Listing Agreement or shortly thereafter as we cannot effectively promote your property without this important information.

2023-0045

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

ORDINANCE NO. 23-3-3

An ordinance approving and authorizing the execution of an Amendment No. 1 to Ordinance No. 22-1-5 which approved the Professional Services Agreement with Meyer Engineers, Ltd., to perform engineering services for the Destrehan Wastewater Treatment Plant Aeration Basin Rehabilitation (Project No. S211202).

WHEREAS, Ordinance No. 22-1-5 adopted on January 24, 2022, by the St. Charles Parish Council approved and authorized the execution of a Professional Services Agreement between St. Charles Parish and Meyer Engineers, Ltd. for the Design Alternative Study services for the Destrehan Wastewater Treatment Plant Aeration Basin Rehabilitation (Project No. S211202); and,

WHEREAS, St. Charles Parish desires for Meyer Engineers, Ltd. to complete all design services based on the recommendation provided in the Technical Memorandum, the result of the Design Alternative Study, completed by Meyer Engineers, Ltd. in 2022; and,

WHEREAS, St. Charles Parish and Meyer Engineers, Ltd. have mutually agreed to a not to exceed fee of \$410,000.00 to complete the work; and,

WHEREAS, Amendment No. 1 to the Professional Services Agreement between St. Charles Parish and Meyer Engineers, Ltd., describes the details of the proposed services and compensation.

THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:

SECTION I. That Amendment No. 1 to the Professional Services Agreement between St. Charles Parish and Meyer Engineers, Ltd., for the Destrehan Wastewater Treatment Plant Aeration Basin Rehabilitation (Project No. S211202) to complete design services for a not to exceed fee of \$410,000.00 is hereby approved and accepted.

SECTION II. That the Parish President is hereby authorized to execute said Amendment on behalf of St. Charles Parish.

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

YEAS: BILLINGS, FONSECA, CLULEE, GIBBS, DUFRENE, BELLOCK, FISHER, FISHER-CORMIER
NAYS: NONE
ABSENT: DARENSBOURG GORDON

And the ordinance was declared adopted this 13th day of March, 2023, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: Bob Billings
SECRETARY: Michelle Dugastals
DLVD/PARISH PRESIDENT: March 14, 2023
APPROVED: _____ DISAPPROVED: _____

PARISH PRESIDENT: Math Jewell
RETD/SECRETARY: March 15, 2023
AT: 8:45 am RECD BY: [Signature]

**AMENDMENT NO. 1
TO
PROFESSIONAL SERVICES AGREEMENT
FOR DESTREHAN WASTEWATER
TREATMENT PLANT AERATION BASIN
REHABILITATION (PROJECT NO.
S211202)**

THIS AMENDMENT NO. 1 is made and entered into on this 21st day of March, 2023;

BY AND BETWEEN:

ST. CHARLES PARISH, represented herein by its duly authorized Parish President, Matthew Jewell, (hereafter sometimes referred to as "OWNER"), and

MEYER ENGINEERS, LTD., represented herein by Richard C. Meyer, duly authorized by Corporate Resolution attached hereto (hereafter sometimes referred to as "ENGINEER"):

WHEREAS, On January 24, 2022, the St. Charles Parish Council approved Ordinance No. 22-1-5 to authorize an Agreement between St. Charles Parish and Meyer Engineers, Ltd. for the Design Alternative Study services for the Destrehan Wastewater Treatment Plant Aeration Basin Rehabilitation (Project No. S211202); and,

WHEREAS, St. Charles Parish desires for Meyer Engineers, Ltd. to complete all design services based on the recommendation provided in the Technical Memorandum, the result of the Design Alternative Study, completed by Meyer Engineers, Ltd. in 2022; and,

WHEREAS, St. Charles Parish and Meyer Engineers, Ltd. have mutually agreed to a not to exceed fee of \$410,000.00 to complete the work; and,

Changes to the Contract Attachments are as follows:

ATTACHMENT "A"

Add the following verbiage to Attachment "A".

Phase 2: Construction Documents and Phase 3: Bidding and Construction Administration

PART 1 – BASIC SERVICES

A. PRELIMINARY DESIGN PHASE

Upon written authorization from OWNER, CONSULTANT shall:

- a. Prepare Preliminary Design Phase documents consisting of final design criteria, preliminary drawings, and outline specifications. Visit the Site, as needed, to prepare the Preliminary Design Phase documents.
- b. Coordinate all surveys and other investigations (see Additional Services) as may be required to prepare construction plans. Investigations and/or surveys shall locate existing utilities (private and public) affected by the project and shall locate and define such utilities sufficiently in the event that utilities have to be relocated.
- c. Prepare a program of borings and other soil investigations that may be required.
- d. Provide written notice to all utility companies (private and public) about the project and request utility "as-built" information from them.
- e. Advise OWNER if additional reports, data, information, and/or services which are necessary and assist OWNER in obtaining such reports, data, information, and/or services.
- f. Based on the information contained in the Preliminary Design Phase documents, prepare a revised opinion of probable Construction Cost.
- g. Obtain and review OWNER's contract documents and OWNER specifications for inclusion within the final contract, plans and specifications. CONSULTANT shall also consult with OWNER in regards to OWNER policies and practices in regard to contract administration and construction management.
- h. Furnish three review copies of the Preliminary Design Phase documents and revised opinion of probable Construction Cost to OWNER as well as submitting electronically to appropriate parties specified by OWNER. CONSULTANT's services under the Preliminary Design Phase will be considered complete on the date when CONSULTANT has delivered to OWNER the final Preliminary Design Phase documents and opinion of probable Construction Cost.

B. FINAL DESIGN PHASE

Upon written acceptance by OWNER of the final Preliminary Design Phase documents and upon written authorization from OWNER, CONSULTANT shall:

- a. Prepare Final Drawings and Specifications indicating the scope, extent, and character of the Work to be performed and furnished by CONTRACTOR.
- b. These Drawings shall include locations of all utilities affected, with ownership and rights-of-way where required. The existing and ownership of any existing utilities shall be determined by contacting each utility provider in writing to obtain such records as may be available and information from the survey. Coordinate with said utility companies on the adjustment, relocation, or removal of existing utility lines and structures within the project that are in conflict with the proposed improvements.
- c. Visit the Site as needed to assist in preparing the Final Drawings and Specifications.
- d. Prepare necessary applications for permits for submission for approval of local, state, and federal authorities.
- e. Prepare a detailed Final Cost Estimate.
- f. Furnish for review by OWNER three copies of the Final Drawings, Specifications, and Cost Estimate as well as submitting electronically to appropriate parties specified by OWNER. OWNER shall submit to CONSULTANT any comments regarding the furnished items, and any instructions for revisions. CONSULTANT's services under the Final Design Phase will be considered complete on the date when CONSULTANT has delivered to OWNER the Final Drawings, Specifications, and Cost Estimate.

C. BID PHASE

Upon acceptance by OWNER of the Final Drawings, Specifications, the most recent opinion of probable Construction Cost, and upon written authorization by OWNER to proceed, CONSULTANT shall:

- a. Assist OWNER in advertising for and obtaining bids or proposals for the Work, assist OWNER in issuing assembled design, contract, and bidding-related documents to prospective CONTRACTORS, and, where applicable, maintain a record of prospective CONTRACTORS to which documents have been issued, pre-bid conferences, if any, and receive and process CONTRACTOR deposits or charges for the issued documents.
- b. Prepare and issue Addenda as appropriate to clarify, correct, or change the issued documents.
- c. Consult with OWNER as to the qualifications of prospective CONTRACTORS. Consult with OWNER as to the qualifications of Subcontractors, suppliers, and other individuals and entities proposed by prospective CONTRACTORS, for those portions of the Work as to which review of qualifications is required by the issued documents.

- d. If the issued documents require, CONSULTANT shall evaluate and determine the acceptability of "or equals" and substitute materials and equipment proposed by prospective CONTRACTORS.
- e. Attend the bid opening, prepare bid tabulation sheets and recommendation of award to meet OWNER's schedule, and assist OWNER in evaluating bids or proposals, assemble final contracts for the Work for execution by OWNER and CONTRACTOR, and in issuing notices of award of such contracts.
- f. The Bid Phase will be considered complete upon commencement of the Construction Phase.

D. CONSTRUCTION PHASE

Upon successful completion of the Bid Phase and upon written authorization from OWNER, CONSULTANT shall:

- a. Prepare formal contract documents for the execution of the construction contract.
- b. Pre-Construction Conference: Participate in a pre-construction conference prior to commencement of Work at the Site.
- c. Establish construction monuments, project baseline, and benchmarks as necessary.
- d. Coordinate with owners of utilities for relocation of their facilities to clear the site for construction.
- e. Require and review tests of materials necessary for the project.
- f. Verify and approve CONTRACTOR's Applications for Payment and schedules (Progress Schedules, Schedule of Submittals, and Schedule of Values) and submit to the OWNER.
- g. Prepare progress reports for the OWNER when requested and coordinate monthly progress meetings between OWNER, CONTRACTOR, CONSULTANT, and inspector, as necessary throughout the duration of the project.
- h. Review shop drawings and sampled for conformance with the design concept of the project and for compliance with the result required in the Contract Documents. Evaluate and determine the acceptability of substitute or "or-equal" materials and equipment proposed by CONTRACTOR.
- i. Prepare all necessary documentation required for construction RFIs (Requests for Information/Interpretation), Change Orders, and Work Change Directives.
- j. Attend Council meetings and other meetings necessary to discuss issues associated with the project.
- k. Record Drawings: The CONSULTANT shall furnish reproducible "RECORD" drawings, based on information provided by the

CONTRACTOR, both printed on full size paper as well as electronically via AutoCAD.

- l. Receive from CONTRACTOR, review, and transmit to OWNER maintenance and operating instructions, schedules, guarantees, bonds, certificates or other evidence of insurance required by the Construction Contract Documents
- m. Make visits to the Site at intervals appropriate to the various stages of construction, as CONSULTANT deems necessary, to observe as an experienced and qualified design professional the progress of CONTRACTOR's executed Work.
- n. Perform Substantial Completion walk through, generate Substantial Completion recommendation and accompanying Punch List. Perform final inspection and make a recommendation for acceptance.
- o. The Construction Phase will commence with the execution of the Notice of Intent to Award for the Project and will terminate upon written recommendation by CONSULTANT for final payment to CONTRACTORS.

PART 2 – ADDITIONAL SERVICES

A. SURVEY

CONSULTANT shall obtain a contract with a Licensed Professional Surveyor to complete the work as outlined in the scope of survey work the CONSULTANT developed in the Preliminary Design Phase of the project. The survey's purpose is to locate all existing features both manmade and natural, above ground and subsurface within the project limits. The survey shall include the following elements:

1. Established baselines and temporary benchmarks along the project corridor and specified datums used,
2. Utilities as shown after contacting Louisiana One Call,
3. Descriptions, locations, depths, and sizes of all pipes within the project,
4. Descriptions, locations, diameters of all trees within the project,
5. Ground elevations within the project limits to properly develop contours,
6. Locations of all buildings, fences, and other structures,
7. Cross sections along roadways at 100-foot intervals minimum,
8. Cross sections along ditches at 50-foot intervals minimum,
9. Locations of all apparent rights-of-way and servitudes.

Survey shall be submitted to the Parish both in PDF and CAD format.

Data Collection and Processing:

1. Spatial data collected for projects shall be referenced to the updated NAD83 and NAVD88 reference datums established by NOAA (National Oceanic and Atmospheric Administration). Monumentation shall be set in an area outside the construction limits so as not to be disturbed during the construction phase. Existing control monumentation located within the vicinity may be used in lieu of setting new monuments. Field observations data must be processed and delivered to the Parish and comply with the specific deliverables requirements defined below.

Project Control:

1. Information on project control monuments that are applicable to the survey/project limits shall be provided by contractors, designers, engineers, or surveyors. This documentation should be labeled or clearly defined as Datum and Control.
2. Monument documentation must include source documentation such as Report of Survey Mark or NGS (National Geodetic Survey) Data Sheet and should remain in its original format as well as retain its original name as provided by the source. Monument maps may be scanned and the electronic scan treated as the source. PDF is the preferred format for scanned monument maps, although jpg and tif files are also acceptable.
3. All existing monuments used in the establishment of the project control network must have documentation as described above.
4. The Surveyor shall acquire the elevation and datum of all bench marks to be used in the survey. The elevation used shall be based on the updated NAD83 and NAVD88 reference datums.

Survey Data Deliverables:

1. A complete survey package as described below must be submitted by assembling all the appropriate electronic information used to conduct the survey. These documents should indicate the following (where applicable) for project control monuments:
 - a. Designation - the "name" of the mark used.
 - b. CORS Identifier - the mark is either a Continuously Operational Reference Station (CORS) or is associated with one.
 - c. PID - Permanent Identifier
 - d. GEOID – Geoid model used (ex. 12B)
 - e. Epoch – ex. 2010
 - f. Latitude/Longitude – X,Y; Northing/Easting; State Plane Louisiana South FIPS1702 (Feet)
 - g. Orthometric Height – Z (Feet)

- h. Horizontal Datum – ex. coordinates in North American Datum (NAD 1983)
- i. Vertical Datum – ex. North American Vertical Datum (NAVD 88) elevation (if measured)
- j. Horizontal and vertical accuracy
- k. Units
- l. Scale factor

B. PERMITTING

CONSULTANT shall develop permit drawings, applications, supporting information and obtain all permits as required for the project, including, but not limited to, the following:

- 1. Wetland Delineation, submitting for a Jurisdictional Determination of any wetlands
- 2. U.S. Army Corps of Engineers (Section 404 permit)
- 3. LA Wildlife & Fisheries (Scenic Rivers permit)
- 4. LA Department of Health (LDH)
- 5. LA Department of Environmental Quality (LDEQ)
- 6. Cultural Resources
- 7. Railroad Permitting

CONSULTANT shall also attend permit meetings as necessary and address all questions and comments received from any agency to ensure receipt of all necessary approvals.

ATTACHMENT "B"

Add the following verbiage to Attachment "B".

	<u>Number of Days to Complete</u>
Preliminary Design Phase	30
Final Design Phase	60
Bid Phase	45
Construction Phase	TBD

ATTACHMENT "C"

Edit the verbiage in Attachment "C" to reflect as follows.

OWNER shall pay CONSULTANT on a Not to Exceed basis for Basic Services set forth in Attachment A as follows:

- p. The total compensation for basic services as described in Attachment A is estimated to be \$380,000.00 based on the following estimated distribution of compensation:
 - 1. Preliminary Design Phase (30%) \$114,000.00
 - 2. Final Design Phase (40%) \$152,000.00
 - 3. Bid Phase (5%) \$19,000.00
 - 4. Construction Phase (25%) \$95,000.00
- q. CONSULTANT may, with OWNER's consent, alter the distribution of compensation between individual phases of the Work noted herein to be consistent with services actually rendered, but shall not exceed the total estimated compensation amount unless approved in writing by OWNER.
- r. The amounts billed for CONSULTANT's services under this Agreement will be based on the cumulative hours charged to the Project during the billing period by each class of CONSULTANT's employees times Standard Hourly Rates for each applicable billing class, plus CONSULTANT's SUBCONSULTANT's charges.
- s. The Standard Hourly Rates charged by CONSULTANT constitute full and complete compensation for CONSULTANT's services, including labor costs, overhead, and profit; the Standard Hourly Rates do not include CONSULTANT's SUBCONSULTANT's charges.
- t. CONSULTANT's Standard Hourly Rates are attached to this Agreement as Attachment C-1.

OWNER shall pay CONSULTANT on a Not to Exceed basis for Additional Services set forth in Attachment A as follows:

- a. Surveying \$20,000.00
- b. Permitting \$10,000.00

THUS DONE AND SIGNED in the presence of the undersigned competent witnesses, on this 21st day of March, 2023.

Witnesses:

Jennifer Crisp
Billy Raymond

ST. CHARLES PARISH

By: Matthew Jewell
Matthew Jewell
Parish President

Date: 3/15/23

MEYER ENGINEERS, LTD.

Porandi Chaudhri

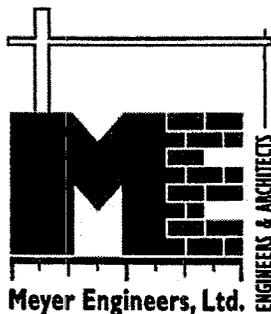
By: Richard C. Meyer
Richard C. Meyer
President

Georgia DeFeone

Date: 3/21/23

Richard C. Meyer, P.E.
President
 David H. Dupré, P.E.
Vice President

Mark A. Schutt, P.E.
 Ann M. Theriot, P.E.
 Eric M. Colwart, P.E.
 Kenneth J. Belou, P.E.
 Raymond G. Hartley, P.E.
 Robert W. Klare, P.E.
 Donovan P. Duffy, P.E.
 Randall G. Oustalet, P.E.



Charles E. Meyer, P.E.
Executive Vice President
 Jitendra C. Shah, P.E.
Vice President

James J. Papia, AIA, NCARB, CSI
 Adrianna G. Eschete, LEED, AP
 Don P. Mauras, RA
 Raymond J. Brown, III, AIA
 Alfonso "Fonz" Romero, NCARB
 Elena G. Anderson, NCIDQ, IIDA

**MEYER ENGINEERS, LTD.
 GENERAL RATES BY CLASSIFICATION
 AS OF JANUARY 1, 2022**

PRINCIPAL	\$312.00
SUPERVISOR ENGINEER	\$210.00
LICENSED ENGINEER	\$160.00
GRADUATE ENGINEER	\$105.00
SENIOR ARCHITECT	\$250.00
LICENSED ARCHITECT	\$160.00
GRADUATE ARCHITECT	\$132.00
LICENSED INTERIOR DESIGNER	\$132.00
CADD DRAFTER	\$84.00
CLERICAL/ADMINISTRATIVE	\$93.00
SUPERVISOR OTHER	\$180.00
CLERICAL I	\$75.00
CLERICAL II	\$60.00
CONSTRUCTION MANAGER	\$197.00
INSPECTOR	\$78.00
DOTD CERTIFIED INSPECTOR	\$90.00
PLANNER	\$150.00

METAIRIE OFFICE

t | 504.885.9892 f | 504.887.5056
 4937 Hearst Street, Suite 1B, Metairie, Louisiana 70001

PRAIRIEVILLE OFFICE

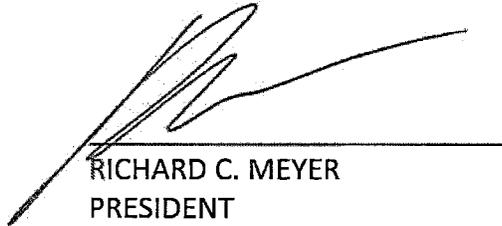
t | 225.677.0901
 36505 Oak Plaza Ave., Suite A, Prairieville, Louisiana 70769

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MAIL: P.O. Box 763 | Metairie, Louisiana 70004
 E-MAIL: meyer@meyer-e-l.com

RESOLUTION

BE IT RESOLVED by the Stockholders of MEYER ENGINEERS, LTD., a corporation organized and existing under the laws of the State of Louisiana, and domiciled in the Parish of Jefferson, that RICHARD C. MEYER, President of the Corporation, be and is hereby authorized to sign any and all documents necessary to provide Professional Services for Destrehan Wastewater Treatment Plant Aeration Basin Rehabilitation (A/E Project No. 20-2198) including a Professional Services agreement contract.

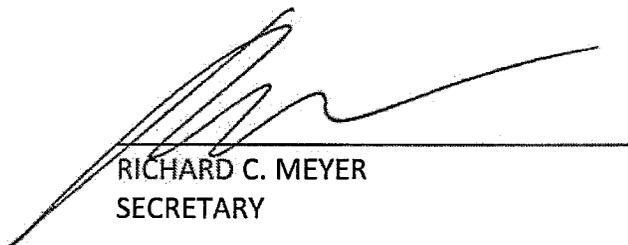


RICHARD C. MEYER
PRESIDENT

- CERTIFICATE -

I, Richard C. Meyer, Secretary of MEYER ENGINEERS, LTD., do hereby certify that the above and foregoing is a true and correct copy of the Minutes of a Special Meeting of the Corporation held at the offices of the Corporation in Metairie, Louisiana on the 2nd day of FEBRUARY 2023; that said resolution is duly entered into the records of said corporation; that it has not been rescinded or modified; and that it is now in full force and effect.

IN TESTIMONY WHEREOF, I have hereunto set my hand and the seal of said corporation this 2nd day of FEBRUARY 2023.



RICHARD C. MEYER
SECRETARY

FILENAME: 1-708B.RES

2023-0056

INTRODUCED BY: MATTHEW JEWELL, PARISH PRESIDENT
(DEPARTMENT OF PLANNING & ZONING)

RESOLUTION NO. 6688

A resolution in support of Planning and Zoning Commission Resolution 2022-1, adopting the 10-year update to *St. Charles Parish 2030 Comprehensive Plan*.

WHEREAS, *St. Charles Parish 2030 Comprehensive Plan (Plan 2030)*, the Parish's comprehensive land use plan, was adopted by the Planning Commission on June 2, 2011 with support of Ordinance No. 11-6-11; and,

WHEREAS, the plan states "the Planning and Zoning Department...should conduct a thorough review, revision, and update of the Comprehensive Plan at least every five (5) years" (pg. 161); and,

WHEREAS, the first update, containing changes to the Future Land Use Map of *Plan 2030* shown on a digital map referred to as, "St. Charles Parish Future Land Use Map 2016," was approved by the Planning Commission on September 1, 2016 with support of Ordinance No. 16-9-16; and,

WHEREAS, in 2020, the Planning and Zoning Department recognized the need to update *Plan 2030* further considering "growth trends, completed projects, and other factors," as *Plan 2030* requires (pg. 162); and,

WHEREAS, Ordinance No. 21-1-3 authorized the execution of a Professional Services Agreement between The Center for Planning Excellence, Inc. and St. Charles Parish to complete a comprehensive, 10-year update to *Plan 2030*; and,

WHEREAS, the Planning Commission finds that the update prepared by The Center for Planning Excellence, Inc. meets the stated objectives for a plan update expressed on page 162 of *Plan 2030* in that it:

- Updates the Comprehensive Plan base data regarding growth trends, completed projects, and other factors experienced since the adoption of *Plan 2030*
- Documents plan effectiveness and implementation efforts identifying constraints upon implementation, and summarizing trends and challenges which have emerged or changed in the period since the plan was adopted
- Revises goals, strategies, and actions to reflect changing circumstances, emerging needs, and opportunities, and expressed citizen priorities
- Revises the Future Land Use Map

NOW, THEREFORE, BE IT RESOLVED THAT THE ST CHARLES PARISH COUNCIL hereby provides this resolution in support of Planning and Zoning Commission Resolution 2022-1 adopting *St. Charles Parish 2030 Comprehensive Plan Update*.

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

YEAS: BILLINGS, FONSECA, CLULEE, GIBBS, DUFRENE, BELLOCK, FISHER, FISHER-CORMIER
 NAYS: NONE
 ABSENT: DARENSBOURG GORDON

And the resolution was declared adopted this 13th day of March, 2023, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: *Keith Bellino*
 SECRETARY: *Michelle Dupontato*
 DLVD/PARISH PRESIDENT: *March 14, 2023*
 APPROVED: _____ DISAPPROVED: _____

PARISH PRESIDENT: *Matt Jewell*
 RETD/SECRETARY: *March 15, 2023*
 AT: *8:45am* RECD BY: *[Signature]*