



St. Charles Parish

Meeting Agenda

Parish Council

Council Chairman Dick Gibbs

**Councilmembers Wendy Benedetto, Paul J. Hogan,
Terrell D. Wilson, Mary K. Clulee, William Billy Woodruff,
Marilyn B. Bellock, Traci A. Fletcher, Julia Fisher-Perrier**

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

Monday, October 1, 2018

6:00 PM

Council Chambers, Courthouse

Final

CALL TO ORDER

PRAYER / PLEDGE

*Deacon Donnie Hills
First Baptist Church of Paradis*

APPROVAL OF MINUTES

Regular Meeting – August 20, 2018

SPECIAL BUSINESS (PROCLAMATIONS, CANVASS RETURNS, ETC.)

- 1 [2018-0264](#) In Recognition: First Baptist Church of Paradis Christian Basketball Fellowship, Celebrating 25 Years

 Sponsors: Mr. Cochran

 Attachments: [2018-0264 First Baptist Church](#)

- 2 [2018-0265](#) In Recognition: Jordan Allyse Brignac, 2017 Relay for Life Teen Queen

 Sponsors: Ms. Clulee

 Attachments: [2018-0265 Jordan Brignac](#)

- 3 [2018-0266](#) In Recognition: Katie Lynn Austin, 2017 Relay for Life Miss Queen

 Sponsors: Ms. Benedetto

 Attachments: [2018-0266 Katie Austin](#)

- 4 [2018-0267](#) In Recognition: Marcy Renee Bordelon, 2017 Relay for Life Ms. Queen

 Sponsors: Ms. Bellock

 Attachments: [2018-0267 Marcy Bordelon](#)

- 5 [2018-0268](#) In Recognition: Trudy L. Bourg, 2017 Relay for Life Classic Queen
Sponsors: Mr. Woodruff
Attachments: [2018-0268 Trudy Bourg](#)
- 6 [2018-0269](#) In Recognition: Sandra Ann Legendre, 2017 Relay for Life Queen of Queens
Sponsors: Ms. Fisher-Perrier
Attachments: [2018-0269 Sandra Legendre](#)
- 7 [2018-0270](#) In Recognition: West Bank Boat Launch Citizens Advisory Panel
Sponsors: Mr. Cochran
Attachments: [2018-0270 WB Boat Launch Panel](#)
- 8 [2018-0271](#) Proclamation: "Domestic Violence Awareness Month"
Sponsors: Mr. Gibbs
Attachments: [2018-0271 Domestic Violence](#)
- 9 [2018-0272](#) Proclamation: "National 4-H Week"
Sponsors: Ms. Fletcher
Attachments: [2018-0272 National 4H week](#)
- 10 [2018-0273](#) Proclamation: "Fire Prevention Week"
Sponsors: Mr. Cochran
Attachments: [2018-0273 Fire Prevention](#)
- 11 [2018-0275](#) Proclamation: "National Night Out in St. Charles Parish"
Sponsors: Mr. Cochran
Attachments: [2018-0275 Nightout](#)
- 12 [2018-0274](#) Proclamation: "National Day Without Water Day"
Sponsors: Mr. Cochran
Attachments: [2018-0274 Day without Water](#)

REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

[2018-0230](#) Department of Public Works

Legislative History

8/20/18	Parish Council	Report Deferred
9/17/18	Parish Council	Report Deferred

[2018-0279](#)

Department of Legal Services

ORDINANCES / RESOLUTIONS INTRODUCED FOR PUBLICATION / PUBLIC HEARING**Monday, October 15, 2018, 6:00 pm, Council Chambers, Courthouse, Hahnville**

- 13 [2018-0276](#) An ordinance to amend the Code of Ordinances, Parish of St. Charles, Appendix C. - St. Charles Parish Subdivision Regulations of 1981, I. General, to add under B. Definitions: concreted monument, monument, and survey points, II. Subdivision procedure. to revise Section G. Final Plat Requirements., 2. Mandatory Submission Requirements. a. and I., to revise 3. Final Plat/Additional Submission Requirements. f., g., h., and i., and to revise IV. Design Standards. E. Miscellaneous: 5. Monuments. a. and b.

Sponsors: Mr. Hogan

Attachments: [2018-0276 8-30-18 Memo to PZ](#)

Legislative History

8/30/18 Council Secretary Correspondence Sent
to the Planning & Zoning Director to initiate the process to have the
referenced placed on the October 11, 2018 Planning Commission Agenda.

- 17 [2018-0277](#) An ordinance to levy an assessment on the 2018 ad valorem tax bills of property owners that are delinquent in paying outstanding invoices for removal of weeds, grass, etc. in accordance with the St. Charles Parish Code, Chapter 16, Article III, Weeds, Grass, etc. and to levy an assessment on the ad valorem tax bills of property owners that are delinquent in paying outstanding charges incurred for the removal of unsafe structures, trash and debris in accordance with Chapter 16, Article IV, Sec. 16-48(b).

Sponsors: Mr. Cochran and Department of Planning & Zoning

Attachments: [2018-0277 2018 Ad Valorem report final](#)

- 49 [2018-0278](#) An ordinance to approve and authorize the execution of Change Order No. 2 for the Norco Library Renovation/Addition located at 590 Apple Street in Norco, to increase the contract amount by \$4,371.00 and increase the contract time by thirteen days.

Sponsors: Mr. Cochran

Attachments: [2018-0278 Change Order Number 002 - Completion Date November 3 2018 \(00](#)

ORDINANCE INTRODUCED FOR PUBLICATION / PUBLIC HEARING

**Tuesday, October 23, 2018, 9:00 am; Thursday, October 25, 2018, 6:00 pm; and
Tuesday, October 30, 2018, 6:00 pm, Council Chambers, Courthouse, Hahnville**

- 54** [2018-0139](#) An ordinance to approve and adopt the appropriation of Funds for the St. Charles Parish Consolidated Operating and Capital Budget for Fiscal Year 2019.

Sponsors: Mr. Cochran and Department of Finance

Attachments: [2018-0139 Exhibit A&B to paper](#)
[2018-0139 CALENDAR OF OFFICIAL ACTION FOR 2019 BUDGET](#)

Legislative History

5/21/18	Parish Council	Accepted
	Reported:	
	Finance Department Recommended:	Approval
5/21/18	Parish Council	Accepted

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

- 58** [2018-0247](#) An ordinance to amend the St. Charles Parish Code of Ordinances, Chapter 3 Alcoholic Beverages, Article II. License, Section 3-15. Term, fee, permits required, transferability., (d) *Hours of operation, penalties.* (2) by deleting a. through f. and adding (2) a.

Sponsors: Mr. Cochran, Mr. Wilson, Mr. Gibbs, Mr. Woodruff and Ms. Fisher-Perrier

Legislative History

9/17/18	Parish President	Introduced
9/17/18	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 59** [2018-0249](#) An ordinance to provide for the installation of an **“ALL-WAY STOP”** sign at the intersections of Early Street with Taylor Street and Early Street with Scott Street, in Paradis.

Sponsors: Mr. Hogan and Mr. Woodruff

Legislative History

9/17/18	Council Member(s)	Introduced
9/17/18	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 60 [2018-0252](#) An ordinance to approve and authorize the execution of a Cooperative Endeavor Agreement with the Louisiana Department of Natural Resources (LDNR) for “St. Charles Parish Local Coastal Program Implementation”.

Sponsors: Mr. Cochran, Department of Planning & Zoning and Coastal Zone Management Section

Attachments: [2018-0252 Local Coastal Program Agreement](#)
 [2018-0252 Letter from DNR](#)

Legislative History

9/17/18 Parish President Introduced

9/17/18 Parish Council Publish/Scheduled for Public Hearing to the Parish Council

- 80 [2018-0253](#) An ordinance to amend the St. Charles Parish Code of Ordinances Chapter 4, Animals and Fowl, Article I. In General, by revising Section 4-10. Keeping of animals not considered pets and keeping of exotic animals., (a) to reduce the required “no objection letter” provision to abutting property owners for chickens.

Sponsors: Mr. Woodruff

Legislative History

9/17/18 Council Member(s) Introduced

9/17/18 Parish Council Publish/Scheduled for Public Hearing to the Parish Council

- 81 [2018-0254](#) An ordinance to approve and authorize the Parish President to accept the donation of improvements of the “up ramp access” to the Pedestrian/Bicycle Path on the crown of the Mississippi River in New Sarpy, St. Charles Parish, Louisiana, from Valero Refining-New Orleans, L.L.C. which property is more particularly described in the Act of Donation of Improvements attached hereto and made a part hereof.

Sponsors: Mr. Cochran

Attachments: [2018-0254 Act of Donation](#)

Legislative History

9/17/18 Parish President Introduced

9/17/18 Parish Council Publish/Scheduled for Public Hearing to the Parish Council

- 84 [2018-0255](#) An ordinance to amend the Code of Ordinances to modify permit fees, Chapter 6, Buildings and Building Regulations, Article II, Section 6-15. Fees, by adding Warehousing as a Permit Type and setting fees for said permitting.

Sponsors: Mr. Cochran and Department of Planning & Zoning

Legislative History

	9/17/18	Parish President	Introduced
	9/17/18	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council
85	2018-0258	An ordinance to amend the Code of Ordinances to add uses to the Medical Services (MS) Zoning District, Appendix A. Section VI.I.1.a, by adding Professional and sub-professional offices.	
	<u>Sponsors:</u>	Ms. Clulee	
	<u>Attachments:</u>	2018-0258 Offices in MS - Recommendation at a Glance 2018-0258 Minutes 09.06.18 Office in MS Zoning 2018-0258 Offices in MS Zoning - LUR	
		<u>Legislative History</u>	
	8/7/18	Department of Planning & Zoning	Received/Assigned PH
	9/6/18	Department of Planning & Zoning	Recommended Approval to the Planning Commission
	9/6/18	Planning Commission	Recommended Approval to the Parish Council
	9/17/18	Council Member(s)	Introduced
	9/17/18	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council
89	2018-0259	An ordinance to approve and authorize the execution of Amendment No. 2 to Ordinance No. 13-4-12, which approved a Professional Services Contract with Dr. Joseph N. Suhayda for the St. Charles Parish Digital-Flood Insurance Rate Map Appeal to increase the contract amount for basic consulting services and to amend the scope of work.	
	<u>Sponsors:</u>	Mr. Cochran and Coastal Zone Management Section	
	<u>Attachments:</u>	2018-0259 Amend No 2 - Suhayda	
		<u>Legislative History</u>	
	9/17/18	Parish President	Introduced
	9/17/18	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 92 [2018-0263](#) An ordinance approving and authorizing the execution of Change Order No. 1 for the St. Charles Parish Courthouse Chiller Replacement Project #GB-07-1-17 to increase the contract amount by \$53,464.00.

Sponsors: Mr. Cochran and General Government Buildings

Attachments: [2018-0263 Change Order No. 1 chillers](#)

Legislative History

9/17/18 Parish President Introduced

9/17/18 Parish Council Publish/Scheduled for Public Hearing to the Parish Council

RESOLUTIONS

- 95 [2018-0280](#) A resolution requesting the Louisiana Delegation of the United States House of Representatives and the Senate introduce and support legislation to impose a ten (10) cent per pound fee on all seafood imported into the United States with the funds collected to be utilized to improve imported seafood safety.

Sponsors: Mr. Hogan

APPOINTMENTS

- [2018-0262](#) A resolution to appoint a member to the River Parishes Tourist Commission.

Council Chairman will accept nominations to the River Parishes Tourist Commission to fill the vacancy created by the expiration of the term of Mr. Garrett Monti. Four (4) year term to begin October 31, 2018 and expire October 31, 2022. [Nominee must be a member on the Economic Development Council]

Legislative History

11/3/14 Parish Council Enacted Legislation
Mr. Garrett Monti appointed to the River Parishes Tourist Commission on November 3, 2014, per Resolution No. 6122
Term: October 31, 2014 - October 31, 2018

9/17/18 Parish Council Vacancy Announced

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

911 COMMUNICATIONS DISTRICT: Monday, 10/8/18, 5PM, Council Chambers
SPECIAL CIVIL SERVICE BOARD: Tuesday, 10/9/18, 6:30PM, Council Chambers
LAFOURCHE BASIN LEVEE DISTRICT: Wednesday, 10/10/18, 6PM, Lafourche Basin
Levee District Office, 21380 Highway 20, Vacherie
COMMUNITY ACTION ADVISORY BOARD: Wednesday, 10/10/18, 7PM, Council
Chambers
PLANNING & ZONING COMMISSION: Thursday, 10/11/18, 7PM, Council Chambers
PONTCHARTRAIN LEVEE DISTRICT: Monday, 10/15/18, 6PM, Pontchartrain Levee
District Headquarters Complex, 2069 Railroad Avenue, Litcher
ST. CHARLES PARISH COUNCIL: Monday, 10/15/18, 6PM, Council Chambers

ANNOUNCEMENTS

IMPORTANT DATES FOR THE NOVEMBER 6, 2018 SPECIAL SECRETARY OF
STATE, CONGRESSIONAL, SCHOOL BOARD, STATE AMENDMENTS, &
PROPOSITIONS ELECTION

*Tuesday October 9, 2018 – Last day to Register to Vote (in person or by mail)
*Tuesday October 16, 2018 – Last day to Register to Vote Online at geauxvote.com
*Friday November 2, 2018 - Last day to Request Absentee Mail Ballots
*Early Voting: Tuesday October 23 – Saturday October 27, 2018; Monday October 29 &
Tuesday October 30, 2018 (closed Sunday October 28, 2018) - At the Registrar of
Voters Office (8:30am till 6:00pm), Westbank: Courthouse, 15045 River Rd. Hahnville,
Eastbank: Arterbury Building, 14564 River Rd. New Sarpy
*Monday November 5, 2018 - Last Day for Registrar to receive Voted Absentee Ballot
*Tuesday November 6, 2018 - Election Day – Polls Open 6:00am until 8:00pm

Public Hearings to consider the Proposed 2019 Capital and Consolidated Operating
Budget:

Tuesday, October 23, 2018, 9AM
Thursday, October 25, 2018, 6PM
Tuesday, October 30, 2018, 6PM

Accommodations for Disabled

St. Charles Parish will upon request and with three (3) days advanced notice provide reasonable accommodation to any disabled individual wishing to attend the meeting. Anyone requiring reasonable accommodation is requested to contact the Office of the Council Secretary at (985) 783-5000 to discuss the particular accommodations needed.