



# 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-la.gov](http://www.stcharlesparish-la.gov)

### Budget - Final

*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*

Tuesday, October 30, 2018

6:00 PM

Council Chambers, Courthouse

### ATTENDANCE

**Present** 8 - Wendy Benedetto, Terrell D. Wilson, Mary K. Clulee, John R. 'Dick' Gibbs, William Woodruff, Marilyn B. Bellock, Traci A. Fletcher, and Julia Fisher-Perrier

**Absent** 1 - Paul J. Hogan

### Also Present

Parish President Larry Cochran, Executive Secretary Robin Delahoussaye, Legal Services Director Robert Raymond, Chief Administrative Officer Billy Raymond, Executive Director Darrin Duhe, Executive Director Dwayne LaGrange, Finance Director Grant Dussom, Public Works/Wastewater Director Clayton Fauchaux, Planning & Zoning Director Michael Albert, Grants Officer Carla Chiasson, Interim Public Information Officer Adrienne Bourgeois, Emergency Preparedness Director Joe Ganote, Waterworks Director Robbie Brou, Community Services Director Joan Tonglet Diaz, Economic Development & Tourism Director Corey Fauchaux, Parks and Recreation Director Duane Foret, Animal Control Officer Jena Troxler, Risk Management Officer Rechelle Champagne, Dayna Parker, Personnel Officer, R.S.V.P. Director Michelle Higgins, General Government Buildings Facilities Manager Bob Messerly, WIOA Director Tommy Scott, Senior Projects Manager Sam Scholle, Erik Dufrene, Information Technology Department, Jason Tastet, Emergency Preparedness Department, Carey Rochelle, Finance Department, Luis Martinez, GIS, Public Works Assistant Director Bob Williams, Wastewater Assistant Director L.J. Brady, Retired Major Sam Zinna, President 911 Communications District

### CALL TO ORDER

Meeting called to order at 6:01 pm.

### PRAYER / PLEDGE

Silent Prayer

Pledge was led by Chairman Dick Gibbs (Councilman, District III).

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

**1    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

**Public Hearing Requirements Satisfied**

**Agencies & Boards:**

911 Communications District - Reported  
St. Charles Housing Authority - Reported - Council Discussion  
Housing Authority Board Ex-Officio Marilyn B. Bellock spoke on the matter.

**Speakers:**

Mr. Milton Allemand, Hahnville  
Councilwoman Benedetto motioned, seconded by Councilman Wilson, to extend Mr. Allemand's time an additional three minutes. Motion carried 8 yeas, Councilman Hogan absent. Time Extended  
Parish President Larry Cochran spoke on the matter.  
Further Council Discussion  
Community Services Director Joan Diaz spoke on the matter.

Public Hearing Requirements Satisfied

Further Council Discussion

**AMENDMENT NO. 7 - Special Revenue Funds - Road & Drainage - Capital Outlay**

Councilwoman Fletcher motioned, seconded by Councilman Wilson, to amend the proposed budget to transfer \$1,000,000.00 from the General Fund to Fund 112 - Road & Drainage - Drainage - Capital Outlay - Improvements Other than Buildings for Engineers Canal Stabilization. Motion carried 8 yeas, Councilman Hogan absent. PASSED

**AMENDMENT NO. 8 - Special Revenue Funds - Recreation - Capital Outlay**

Councilwoman Clulee motioned, seconded by Councilwoman Fisher-Perrier, to amend the proposed budget to add \$50,000.00 under Fund 113 - Recreation - Capital Outlay - Improvements Other than Buildings for benches along bike path on both sides of the River. Motion carried 8 yeas, Councilman Hogan absent. PASSED

**AMENDMENT NO. 9 - General Fund - Community Services - Operating Services**

Councilwoman Bellock motioned, seconded by Councilman Woodruff, to amend the proposed budget to add \$50,000.00 under account 001-430231 - Community Services - Operating Services - Professional Services for tutoring. Motion carried 8 yeas, Councilman Hogan absent. PASSED

**AMENDMENT NO. 10 - Special Revenue Funds - Recreation - Operating Services**

Councilman Woodruff motioned, seconded by Councilman Wilson, to amend the proposed budget to add \$5,000.00 under Fund 113 - Recreation - Operating Services - Maintenance of Property & Equipment to replace backboards/goals with new ones at JB Green Park. Motion carried 8 yeas, Councilman Hogan absent. PASSED

**AMENDMENT NO. 11 - Special Revenue Funds - Recreation - Capital Outlay**

Councilman Woodruff motioned, seconded by Councilman Wilson, to amend the proposed budget to transfer \$150,000.00 from the General Fund to Fund

113 - Recreation - Capital Outlay - Improvements Other than Buildings for WPA Road Park (upgrade Des Allemands ball fields). Motion carried 8 yeas, Councilman Hogan absent. PASSED

**AMENDMENT NO. 12** - General Fund - Community Service Centers - Operating Services

Councilman Woodruff motioned, seconded by Councilwoman Fletcher, to amend the proposed budget to add \$25,000.00 under account 001-430234 - Community Service Centers - Operating Services - Professional Services for tutoring/meals to expand the services for the Boutte Outreach Program at Mt. Zion Baptist Church. Motion carried 8 yeas, Councilman Hogan absent. PASSED

**AMENDMENT NO. 13** - Special Revenue Funds - Recreation - Capital Outlay

Councilman Wilson motioned, seconded by Councilwoman Fletcher, to amend the proposed budget to transfer \$50,000.00 from the General Fund to Fund 113 - Recreation - Capital Outlay - Improvements Other than Buildings for Killona Park Improvements. Motion carried 8 yeas, Councilman Hogan absent. PASSED

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

Speakers:

Mr. Milton Allemand, Hahnville

Further Council Discussion

Parish President Larry Cochran spoke on the matter.

**Public Hearing Requirements Satisfied**

**RECAP OF AMENDMENTS**2018-0139

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**Amendments Recorded****VOTE ON THE PROPOSED ORDINANCE AS AMENDED**

**Yea:** 8 - Benedetto, Wilson, Clulee, Gibbs, Woodruff, Bellock, Fletcher and Fisher-Perrier

Nay: 0

Absent: 1 - Hogan

Enactment No: 18-10-12

## ADJOURNMENT

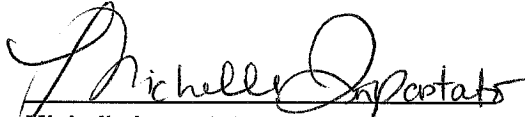
A motion was made by Councilmember Bellock, seconded by Councilmember Wilson, to adjourn the meeting at approximately 6:45 pm. The motion carried by the following vote:

Yea: 8 - Benedetto, Wilson, Clulee, Gibbs, Woodruff, Bellock, Fletcher and Fisher-Perrier

Nay: 0

Absent: 1 - Hogan

I HEREBY CERTIFY THE FOREGOING TO BE EXACT AND TRUE.

  
Michelle Impastato  
Council Secretary

2018-0139

INTRODUCED BY: LARRY COCHRAN, PARISH PRESIDENT  
(DEPARTMENT OF FINANCE)

ORDINANCE NO. 18-10-12

An ordinance to approve and adopt the appropriation  
of Funds for the St. Charles Parish Consolidated  
Operating and Capital Budget for Fiscal Year 2019.

WHEREAS, in accordance with Article V, Section B of the St. Charles Parish Home Rule Charter and Louisiana Local Government Budget Act (R.S. 39:1301 et. seq.) the Parish President has submitted the St. Charles Parish Consolidated Operating and Capital Budget for Fiscal Year 2019 to the St. Charles Parish Council to wit:

Section I	General Fund
Section II	Special Revenue Funds (10)
Section III	Debt Service Funds (7)
Section IV	Capital Projects Funds (4)
Section V	Enterprise Funds (3)

WHEREAS, in accordance with Article V, Section C of the St. Charles Parish Home Rule Charter, the Parish President has submitted a Budget Message to the St. Charles Parish Council; and,

WHEREAS, the Parish Council has taken under advisement the study of the Consolidated Operating and Capital Budget.

**THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:**

**SECTION I.** That in accordance with Article V, Sections D and E of the St. Charles Parish Home Rule Charter and with the Louisiana Local Government Budget Act (R.S. 39:1301 et. seq.), the St. Charles Parish Council does hereby ordain to adopt the 2019 St. Charles Parish Consolidated Operating and Capital Budget attached hereto and made a part hereof and identified herewith as "Exhibit A" and "Exhibit B", to become effective January 1, 2019.

**SECTION II.** That said budget shall become effective January 1, 2019.

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

YEAS: BENEDETTO, WILSON, CLULEE, GIBBS, WOODRUFF, BELLOCK,  
FLETCHER, FISHER-PERRIER

NAYS: NONE

ABSENT: HOGAN

And the ordinance was declared adopted this 30th day of October, 2018.  
The provisions of this ordinance shall become effective January 1, 2019.

CHAIRMAN: *Alif Hilly*

SECRETARY: *Michelle Dupont*

DLVD/PARISH PRESIDENT: *October 31, 2018*

APPROVED: *✓*

DISAPPROVED: \_\_\_\_\_

PARISH PRESIDENT: *[Signature]*

RETD/SECRETARY: *[Signature]*

AT: *8:45 am*

RECD BY: *[Signature]*

ST. CHARLES PARISH  
GOVERNMENTAL FUNDS

CONSOLIDATED OPERATING AND CAPITAL BUDGET SUMMARY STATEMENT  
FISCAL YEAR ENDING DECEMBER 31, 2019

Description	2017		2018				2019		
	Prior Year Actual	Original Budget	Last Adopted Budget	Actual Year-to-Date (as of June 30th)	Estimated Remaining for Year	Projected Actual Result at Year End	% Change Last Adopted vs Projected Actual	Proposed Budget	% Change Projected Actual vs Proposed
REVENUES:									
Taxes:									
Ad Valorem taxes	\$ 25,346,617	\$ 24,690,000	\$ 24,690,000	\$ 25,609,351	\$ 50,996	\$ 25,660,347	3.93%	\$ 26,077,500	1.63%
Sales taxes	33,617,358	33,413,991	33,413,991	13,410,501	20,369,526	33,780,027	1.10%	34,547,975	2.27%
Other taxes	1,566,911	1,516,000	1,516,000	523,186	1,052,814	1,578,000	4.09%	1,548,000	-1.90%
Licenses and permits	1,334,238	1,308,750	1,308,750	1,250,219	81,431	1,331,650	1.75%	1,303,650	-2.10%
Intergovernmental revenues	11,404,516	11,523,860	22,405,560	3,527,620	18,675,537	22,203,157	-0.90%	10,991,826	-50.49%
Fees, charges, and commissions	1,222,450	1,181,100	1,181,100	654,939	493,706	1,148,645	-2.75%	1,119,150	-2.57%
Fines and forfeitures	1,042,423	1,168,310	1,168,310	487,942	534,393	1,022,335	-12.49%	1,022,300	0.00%
Investment earnings	1,022,931	904,570	904,570	679,621	912,779	1,592,400	76.04%	1,623,540	1.96%
Miscellaneous	1,130,945	1,186,919	2,858,728	2,623,230	504,763	3,139,543	9.82%	1,074,905	-65.76%
Total Revenues	77,688,389	76,893,500	89,447,009	48,768,609	42,675,945	91,456,104		79,308,846	
EXPENDITURES:									
Personal Services	29,687,982	34,229,833	34,234,869	14,462,332	16,560,844	31,023,176	-9.38%	34,462,193	11.09%
Operating Services	11,522,450	14,068,761	14,115,493	4,693,060	8,760,863	13,453,923	-4.69%	15,460,405	14.91%
Materials & Supplies	4,760,321	5,250,470	5,278,970	2,022,848	3,284,895	5,308,343	0.56%	5,589,560	5.30%
Other Charges	(16,988)	815,020	809,520	226,260	558,635	784,895	-3.04%	846,399	7.84%
Debt Service	2,118,646	2,577,794	2,577,794	2,206,250	370,292	2,576,542	-0.05%	2,675,089	3.82%
Capital Outlay	18,457,279	36,013,866	66,000,270	5,900,451	67,121,205	73,145,056	10.83%	35,779,000	-51.08%
Intergovernmental	4,784,461	8,219,882	8,216,870	1,952,159	2,548,962	4,501,121	-45.22%	10,335,727	129.63%
Total Expenditures	71,314,151	101,175,626	131,233,786	31,463,360	99,205,696	130,793,056		105,148,373	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	6,374,238	(24,282,126)	(41,786,777)	17,303,249	(56,529,751)	(39,336,952)		(25,839,527)	
OTHER FINANCING SOURCES (USES):									
Transfer in	894,532	3,569,917	19,116,246	1,006,563	16,320,238	17,326,801	-9.36%	6,021,266	-65.25%
Transfer out	(2,299,479)	(4,949,337)	(4,949,337)	(2,006,563)	(16,745,966)	(18,752,529)	278.89%	(7,501,516)	-60.00%
Proceeds from the sale of assets	85,628	1,000	1,000	42,293	1,474	43,767	4276.70%	26,000	-40.59%
Issuance of Refunding Bond	15,000,000	-	-	-	-	-	0.00%	-	0.00%
Premium (Discount) on Debt Issued	1,115,482	-	-	-	-	-	0.00%	-	0.00%
Total Other Financing Sources	14,796,163	(1,378,420)	14,167,909	(957,707)	(424,254)	(1,381,961)		(1,454,250)	
Net change in Fund Balance	21,170,401	(25,660,546)	(27,618,868)	16,347,542	(56,954,005)	(40,718,913)		(27,293,777)	
Fund Balance -Beginning	81,571,267	65,178,011	78,315,870			102,741,668		62,022,755	
Fund Balance - Ending	\$ 102,741,668	\$ 39,517,465	\$ 50,697,002			\$ 62,022,755		\$ 34,738,978	



ST. CHARLES PARISH  
PROPRIETARY FUNDS

CONSOLIDATED OPERATING AND CAPITAL BUDGET SUMMARY STATEMENT  
FISCAL YEAR ENDING DECEMBER 31, 2019

Description	2017		2018				2019		
	Prior Year Actual	Original Budget	Last Adopted Budget	Actual Year-to-Date (as of June 30th)	Estimate Remaining for Year	Projected Actual Result at Year End	% Change Last Adopted vs Projected Actual	Proposed Budget	% Change Projected Actual vs Proposed
OPERATING REVENUES									
Ad Valorem Taxes	\$ 1,344,340	\$ 1,325,000	\$ 1,325,000	\$ 1,376,640	\$ 2,968	\$ 1,379,608	4.12%	\$ 2,165,000	56.93%
Charges for services	24,933,822	25,582,581	25,582,581	10,278,842	14,576,526	24,855,368	-2.84%	25,392,203	2.16%
Connection and service fees	354,695	414,450	414,450	276,075	164,075	440,150	6.20%	451,250	2.52%
Sewer development revenues	44,782	-	-	12,988	(12,988)	-	-	-	-
Delinquent charges	537,514	495,000	495,000	253,898	241,102	495,000	0.00%	552,000	11.52%
Disaster Relief -FEMA	17,070	-	-	-	-	-	-	-	-
Non-employer contributions	77,380	-	-	-	-	-	0.00%	-	0.00%
Miscellaneous	49,603	24,000	24,000	18,793	5,207	24,000	0.00%	32,000	33.33%
Total Operating revenues	27,359,206	27,841,031	27,841,031	12,217,236	14,976,890	27,194,126		28,592,453	
OPERATING EXPENSES									
Personal Services	10,549,207	11,120,441	11,120,441	4,864,668	5,522,348	10,387,016	-6.60%	11,586,371	11.55%
Operating Services	7,189,024	7,849,833	7,849,833	2,804,092	5,180,178	7,984,270	1.71%	8,130,253	1.83%
Material & Supplies	2,548,432	3,073,481	3,073,481	1,133,496	1,875,210	3,008,706	-2.11%	3,187,716	5.95%
Other Charges	6,801,949	6,876,544	6,876,544	16,414	7,014,080	7,030,494	2.24%	7,090,210	0.85%
Intergovernmental	310,426	317,850	317,850	156,917	158,590	315,507	-0.74%	350,500	11.09%
Total Operating expenses	27,399,038	29,238,149	29,238,149	8,975,587	19,750,406	28,725,993		30,345,050	
Operating Income (loss)	(39,832)	(1,397,118)	(1,397,118)	3,241,649	(4,773,516)	(1,531,867)		(1,752,597)	
NON-OPERATING REVENUES (EXPENSES)									
Investment earnings	117,632	95,190	95,190	106,485	28,864	135,349	42.19%	156,870	15.90%
Grants	257,391	-	68,745	-	326,136	326,136	374.41%	-	-100.00%
Loss on sale of Assets	16,765	23,000	23,000	1,508	21,492	23,000	0.00%	23,000	0.00%
Bond interest and paying agent fees	(766,298)	(965,538)	(965,538)	(1,500)	(964,038)	(965,538)	0.00%	(950,088)	-1.60%
Total Non-operating revenues (expenses)	(374,510)	(847,348)	(778,603)	106,493	(587,546)	(481,053)		(770,218)	
Income (loss) before contributions and transfers	(414,342)	(2,244,466)	(2,175,721)	3,348,142	(5,361,062)	(2,012,920)		(2,522,815)	
Issuance of Bond	-	7,293,979	7,293,979	-	2,236,381	2,236,381	100.00%	5,614,148	151.04%
Special Items -Assets	1,079,750	-	-	-	-	-	0.00%	-	0.00%
Transfer in	356,397	59,600	59,600	318,000	60,000	378,000	534.23%	387,000	2.38%
Transfer out	(135,107)	(138,000)	(138,000)	-	(138,000)	(138,000)	0.00%	(138,000)	0.00%

CONTINUED

ST. CHARLES PARISH  
PROPRIETARY FUNDS

CONSOLIDATED OPERATING AND CAPITAL BUDGET SUMMARY STATEMENT  
FISCAL YEAR ENDING DECEMBER 31, 2019

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Change in Net Position	886,698	4,971,113	5,039,858			463,461		3,340,333	
Total net position -Beginning	107,490,813	106,148,642	106,079,897			108,694,352		108,036,644	
Special Item --Prior Period Adjustment	305,708	-	-			-		-	
Total net position -Beginning as restated	107,796,521	106,148,642	106,079,897			108,694,352	-	108,036,644	
Total net position -Ending	108,683,219	111,119,755	111,119,755			109,157,813		111,376,977	
Net investment in capital assets	98,824,549	95,164,700	95,164,700			93,128,518		92,208,140	
Restricted for debt service	2,064,723	2,288,048	2,288,048			2,086,257		2,084,757	
Restricted for capital projects	4,378,199	7,357,705	7,522,665			6,148,167		5,768,130	
Unrestricted	3,426,881	(30,010,257)	6,144,342			6,673,702		11,315,950	