



Parish of Ascension

Office of Finance

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FINANCE COMMITTEE MEETING

April 9, 2024 - 5:30 PM

ASCENSION PARISH COURTHOUSE
607 EAST WORTHEY ROAD
GONZALES, LOUISIANA 70737

MINUTES

- (1) **Call To Order / Invocation and Pledge** - The meeting was called to order at 5:30 pm by Chairman Michael Mason. Councilman Brett Arceneaux led the Committee in the invocation and pledge.
- (2) **Roll Call** - All members were present with the exception of Councilman Chase Melancon and Councilman Joel Robert who arrived at 5:36 pm.
- (3) **Chair's Additions** – There were no additions to the agenda.
- (4) **Public Comment** - Chairman Mason announced that anyone wishing to speak should sign in now.
- (5) **GENERAL BUSINESS**
 - a. **Approval of Cooperative Endeavor Agreement between Ascension Parish Government and Jambalaya Capital of the World to provide funding in the amount of \$20,000.00 to help marketing and public relations** - Mike Gonzales, Jambalaya Festival Association President spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Dennis Cullen. The motion was seconded by Councilman Todd Varnado. The motion passed with no objection.
 - b. **Approval of Renewal of Contract between Ascension Parish Government and Ty A. Gautreau, FNP-BC to provide medical services to inmates at the Parish Jail in the amount of \$4,725.00 per month. Total contract amount not to exceed \$56,700.00** – A motion to approve forwarding to the full Council for approval was made by Councilman Brian Hillensbeck. The motion was seconded by Councilman Todd Varnado. The motion passed with no objection.

- c. **Approval of Amendment #2 between the Parish of Ascension and Roberto Macedo and Associates for project management and consulting services for Section 8 to correct Amendment #1 due to a typographical error** - A motion to approve forwarding to the full Council for approval was made by Councilman Oliver Joseph. The motion was seconded by Councilman Dennis Cullen. The motion passed with no objection.
- d. **Approval to adopt CDBG policies and procedures for all CDBG-DR funded programs and projects administered by the State of Louisiana, Office of Community Development and to appoint Hermina Edward-Irvin as Coordinator/Officer for the various policies (Fair Housing, Section 504, Section 3, Labor Compliance, and Residential Anti-Displacements) and Lucy Cason, Equal Employment Opportunity Officer, and to authorize Parish President Clint Cointment to execute any and all documents pertaining to all CDBG-DR funded programs/projects administered by the State of Louisiana Office of Community Development including but not limited to Contracts, Amendments, Project Applications, and/or Dawn Caballero, Chief Financial Officer for financial documents** - A motion to approve forwarding to the full Council for approval was made by Councilman Oliver Joseph. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.
- e. **Approval of Ordinance to declare surplus and authorize the sale and/or transfer of one (1) Broadcast Electronics Radio Transmitter, Model AM-1A XMTR 220V 1 PH; and Approval of Act of Donation from Ascension Parish Government to KKAY 1590 of one (1) Broadcast Electronics Radio Transmitter, Model AM-1A XMTR 220V 1 PH** - A motion to approve forwarding to the full Council for approval was made by Councilman Blaine Petite. The motion was seconded by Councilman Brett Arceneaux. The motion passed with no objection.
- f. **Bid Results and Approval to enter into contract with Bayou Irrigation, Inc. for the Ascension Parish Courthouse Green Infrastructure Improvements. Total Contract not to exceed \$789,000.00 (Base bid \$465,000.00 + Alternate #1 \$57,000.00 + Alternate #2 \$267,000.00)** - Randy Mullis, Project Manager spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilwoman Pam Alonso. The motion was seconded by Councilman Brian Hillensbeck. The motion passed with no objection.
- g. **Approval of Change Order #1 - Ascension Parish Courthouse Courtroom Improvements - Build Commercial Construction, LLC-** The original contract times should not be included in the contract. This change order will delete the following: Paragraph 4.02 Contract Times: Dates A. The work will be substantially complete on or before August 6, 2024 and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before August 31, 2024. The work shall be completed within 150 days of the Notice to Proceed - A motion to approve forwarding to the full Council for approval was made by Councilman Brian Hillensbeck. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.
- h. **Approval of Renewal of Master Services Contract with Corporate Mechanical Services, LLC for HVAC maintenance and repair in Parish facilities. Total budget amount of \$350,000.00 to be shared between two providers** - A motion to approve forwarding to the full Council for approval was made by Councilman Blaine Petite. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.

- i. **Approval of Renewal of Master Services Contract with Gallo Mechanical Services, LLC for HVAC maintenance and repair in Parish facilities. Total budget amount of \$350,000.00 to be shared between two providers** - A motion to approve forwarding to the full Council for approval was made by Councilman Brian Hillensbeck. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.
- j. **Approval of Renewal of Legal Services Contract, to hire the law firm of Daigle, Fisse, & Kessenich, Attorney Stephen Brouillette, to represent the Parish in general legal matters. Total contract amount not to exceed \$150,000.00** - A motion to approve forwarding to the full Council for approval was made by Councilwoman Pam Alonso. The motion was seconded by Councilman Dennis Cullen. The motion passed with no objection.
- k. **Approval of Change Order #2 - Richard Price Contracting Co., LLC for the Churchpoint Road and Roddy Road Roundabout Project in the Move Ascension Program, Project H.006459, to reimburse contractor to provide two message boards from February - April 2024. This change order will increase the contract amount by \$13,650.00, for a new total contract amount of \$1,952,229.96** (Richard Price Contracting Co., LLC, DOTD Change Order #3) - A motion to approve forwarding to the full Council for approval was made by Councilman Dennis Cullen. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.
- l. **Approval of Cooperative Endeavor Agreement between the Parish of Ascension and the City of Gonzales for the replacement of the North Tobey Avenue Bridge to protect public safety due to dilapidated condition. The City is to purchase the box culverts and relocate City utilities. The Parish is to provide labor, fill material and repave roadway in the vicinity of the bridge** - A motion to approve forwarding to the full Council for approval was made by Councilman Joel Robert. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.
- m. **Approval of Change Order #1 - Re-Roofing of Ascension Parish Sheriff's Office Portion of West Bank Courthouse - ABK Constructors, LLC - to increase contract price by an additional \$11,089.00 for a total contract price of \$69,983.94 for additional materials and labor required to build up low spots found in the roof after initial cleaning and inspection was done by Everest Warranty Inspector in order to obtain the 15-year roof warranty** - A motion to approve forwarding to the full Council for approval was made by Councilman Oliver Joseph. The motion was seconded by Councilman Dennis Cullen. The motion passed with no objection.
- n. **Bid results and Approval to enter into Contract with Command Construction, LLC for the Ascension Parish Water Sector Program (Round 1), not to exceed \$3,644,250.00 (Base bid \$3,594,200.00 + Alternate #1 \$50,000.00)** - A motion to approve forwarding to the full Council for approval was made by Councilwoman Pam Alonso. The motion was seconded by Councilman Doug Hillensbeck. The motion passed with no objection.
- o. **Contract Report of all Contracts/Agreements entered into in the month of March 2024** - Chairman Mason announced that the report was emailed to the Committee ahead of the meeting and if they have any questions, they can contact Legal or Finance.

(6) FINANCE REPORTS

a. Financial Update - Open Finance at

<https://ascensionparishla.finance.socrata.com/#!/dashboard> - Chairman Mason advised that Open Finance is available for viewing at the URL listed and Finance can be contacted with any questions.

(7) Adjourn – The meeting was adjourned at 5:41 pm on a motion by Councilman Brian Hillensbeck, seconded by Councilman Todd Varnado.

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