Parish of Ascension

Office of Finance

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FINANCE COMMITTEE MEETING

July 8, 2025 - 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 by Chairman Brian Hillensbeck. Councilman Oliver Joseph led the Committee in the invocation and pledge.

(2) **Roll Call -** All members were present with the exception of Councilman Travis Turner and Councilman Blaine Petite.

(3) **Chair's Additions -** There were no additions to the agenda.

(4) **Public Comment -** Chairman Hillensbeck announced that anyone wishing to speak should sign in now.

(5) **GENERAL BUSINESS**

a. **Approval of Cooperative Endeavor Agreement with Greater Baton Rouge Food Bank to provide partial funding for the aiding and supporting of needy citizens of the Parish. Ascension Parish Government will provide $2,500.00 for the 2025 fiscal year** - Brian Hightower, Chief Development Officer & General Counsel for Greater Baton Rouge Food Bank spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilman Dennis Cullen. The motion passed with no objection.

b. **Approval of Extension of 2024/2025 Ascension Parish Government Health Care Services Professional Liability Insurance policy with Iron Shore from 7/1/2025 – 7/18/2025 in the amount of $11,955.00** - Bret Hughes, Hughes Insurance spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilman Todd Varnado. The motion passed with no objection.

c. **Approval to proceed with Introduction of Ordinance - to update Lamar Dixon Expo Center Rental Fees** - Kyle Rogers, General Manager Lamar Dixon Expo Center spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.

d. **Approval of Renewal of Legal Services Contract with Butler Snow, LLP to represent the Parish in legal services, in connection with the proposed creation of Infrastructure Development Districts and/or Economic Development Districts. The compensation to the provider shall not exceed $70,000.00** - Eric Poche, Director Planning & Development spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Todd Varnado. The motion was seconded by Councilman Chase Melancon. The motion passed with no objection.

e. **Approval of Amendment No. 3 to Master Services Contract with Clean Earth of Alabama, Inc. for household hazardous materials collection. This amendment is to increase the total amount of the contract by $150,000.00 for a new not to exceed amount of $286,502.35** - Jade Robin, Director Drainage Operations spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Joel Robert. The motion was seconded by Councilman Chase Melancon. The motion passed with no objection.

f. **Approval of Amendment No. 1 to Master Services Contract with Del-Con LLC for maintenance of Parish generator fleet. This amendment will increase the total amount of the contract by $200,000.00 for a new total contract amount of $400,000.00 for the two-year term of this contract. Total contract amount may be shared by more than one Provider** - Jason Thompson, Director Facility Management spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilman Dennis Cullen. The motion passed with no objection.

g. **Approval of Amendment No. 1 to Master Services Contract with Total Energy Solutions, LLC for maintenance of Parish generator fleet. This amendment is to increase the total amount of the contract by $200,000.00 for a new total contract amount of $400,000.00 for the two-year term of this contract. Total contract amount may be shared by more than one Provide**r - Jason Thompson, Director Facility Management spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.

h. **Approval of Amendment No. 1 to Master Services Contract with Joey Thibodeaux Drain Cleaning & Plumbing, L.L.C. for water leaks and distribution repairs for PUA. The compensation to the Provider for these services shall be according to Exhibit A and is hereby amended to include an increase of $25,000.00 for a new not to exceed amount of $79,999.00 through December 31, 2025** - Jason Licciardi, Director Utilities spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Oliver Joseph. The motion was seconded by Councilman Brett Arceneaux. The motion passed with no objection.

i. **Approval of Sewer Use Fee Agreement with St. James Parish for continued operation, maintenance, and repair of the sewer line that connects the Sugar Hill Crossing Subdivision to the City of Donaldsonville's sewer treatment pond. A**

monthly sewer use fee of five dollars ($5.00) per residential connection shall be remitted by St. James Parish to Ascension Parish - Jason Licciardi, Director Utilities spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilman Oliver Joseph. The motion passed with no objection.

j. **Approval of Change Order #2 with Stricklin and Porter Construction, LLC, to remove the utilities from the existing storage shed and demolish storage shed including concrete slab, remove and dispose of the debris and fill in area of removed concrete with dirt then cover area with sod. This change will increase the contract price by $7,675.00, for a new contract price of $757,109.00** - Randy Mullis, Director Project Management spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Joel Robert. The motion was seconded by Councilman Chase Melancon. The motion passed with no objection.

k. **Approval of the Professional Selection Committee's recommendation to select the highest scoring respondent, All South Consulting Engineers, LLC, for the RFQ – Mississippi River Bike Trail Design and to enter a professional services contract -** Randy Mullis, Director Project Management spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Joel Robert. The motion was seconded by Councilman Chase Melancon. The motion passed with no objection.

l. **Approval of contract between Ascension Parish Government and TKO Construction Solutions, LLC for the Oak Grove Park Renovations and Improvements in the amount of $610,000.00** - Randy Mullis, Director Project Manager spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.

m. **Approval of Change Order #2 to the contract with GeoSurfaces, Inc., for Prairieville Park Renovations for additional funds for required soil stabilization and testing for the parking lot and infield as well as irrigation materials not previously covered in original design. This change order increases the contract price by $58,388.25 for a total contract amount of $1,620,164.25** - Randy Mullis, Director Project Management spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Oliver Joseph. The motion was seconded by Councilman Joel Robert. The motion passed with no objection.

n. **Approval of Intergovernmental Agreement between Ascension Parish Government and the Louisiana Department of Transportation and Development (LADOTD) for the Detour Route for Bridge Replacement on Devall Road project (H.015530), and approval for Parish President Clint Cointment to execute the Agreement** - Daniel Helms, Chief Transportation Engineer 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 Joel Robert. The motion passed with no objection.

o. **Approval of Change Order #9 (DOTD Change Order #010) – Hendrick Construction, Inc., for the PR 929 and Parker Road Roundabout Project in the Move Ascension Program, Project H.006457, for the additional work associated with lighting modifications. This change order increases the contract value by $61,053.13 for a new total contract amount of $2,658,784.07** - Daniel Helms, Chief

Transportation Engineer spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilman Brett Arceneaux. The motion passed with no objection.

p. **Approval of Change Order #10 (DOTD Change Order #6) – Hendrick Construction, Inc., for the PR 929 and Parker Road Roundabout Project in the Move Ascension Program, Project H.006457, for reconciliation of final quantities. This change order decreases the contract value by -$85,002.15 for a new total contract amount of $2,573,781.92** - Daniel Helms, Chief Transportation Engineer spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilman Brett Arceneaux. The motion passed with no objection.

q. **Final Acceptance of the PR 929 and Parker Road Roundabout Project in the Move Ascension Program, State - Project H.006457, Hendrick Construction, Inc**. - Daniel Helms, Chief Transportation Engineer spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.

r. **Approval of Amendment #8 to extend the Master Contract for Professional Services with T. Baker Smith, LLC., for the LA Highway 3127 Extension Design Services (Contract #180105) to December 31, 2025. This contract extension results in no change in the contract price** - Daniel Helms, Chief Transportation Engineer spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilman Oliver Joseph. The motion passed with no objection.

s. **Approval of Amendment #4 with CSRS, LLC for Engineering Review Agency Services, to extend the contract term through December 31, 2025. The Amendment only extends the term of the contract and does not affect the contract price** - Daniel Helms, Chief Transportation Engineer spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.

t. **Approval of Contract between Ascension Parish Government and Cypress Roofing, LLC, for the removal and replacement of the roof of the Richard Brown Community Center, Geismar, LA, in the amount of $53,684.30 and to authorize the Parish President to execute this contract** – Jason Thompson, Director Facility Management spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Joel Robert. The motion was seconded by Councilman Chase Melancon. The motion passed with no objection.

u. **Approval of Contract between the Ascension Parish Government and ISE Incorporated for the replacement of the muffin monster generator at the Ascension Parish Jail in the amount of $110,000.00 and to authorize the Parish President to execute this contract** – Jason Thompson spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilman Oliver Joseph. The motion passed with no objection.

v. **Approval of Contract between Ascension Parish Government and Del-Con, LLC for the Ascension Parish Government Parish Wide Electrical Services in the amount of $250,000.00** - A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.

w. **Approval of Contracts between Ascension Parish Government and Superior Plumbing & Del-Con, LLC for the Ascension Parish Government Parish Wide Plumbing Services, not to exceed a total of $250,000** - A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.

x. **Contract Report of all Contracts/Agreements entered into in the month of June 2025** - Chairman Hillensbeck 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. **Monthly Report of new positions added to the Ascension Parish Government Classification Plan in the month of June 2025** – Chairman Hillensbeck announced that no new positions were added in the month of June 2025.

b. **Financial Update - Open Finance at** https://ascensionparishla.finance.socrata.com/#!/dashboard Chairman Hillensbeck announced 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 6:03 pm on a motion by Councilwoman Pam Alonso, seconded by Councilman Dennis Cullen.