



Parish of Ascension

Office of Finance

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FINANCE COMMITTEE MEETING

November 13, 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 Brett Arceneaux, Councilman Joel Robert, Councilman Chase Melancon and Councilman Travis Turner.
- (3) **Chair's Additions** – There were no additions to the agenda, but Chairman Hillensbeck announced that Item #5-a would be removed from the agenda.
- (4) **Public Comment** – Chairman Hillensbeck announced that anyone wishing to speak should sign in now.
- (5) **GENERAL BUSINESS**
 - a. **Approval to amend Exhibit A of Skyfall Biologicals, LLC Industrial Tax Exemption Program (ITEP) contract #20210383-ITE** – This item was removed from the agenda.
 - b. **Approval of Renewal of Cooperative Endeavor Agreement with Ascension Economic Development Corporation to promote and develop industry, commerce, and economic development for a not to exceed amount of \$322,800.00**
– A motion to approve forwarding to the full Council for approval was made by Councilman Blaine Petite. The motion was seconded by Councilman Oliver Joseph. The motion passed with no objection.
 - c. **Approval of Renewal of the Cooperative Endeavor Agreement between the Parish, Fire District No. 3 and Prairieville Fire Department, Inc. for the compensation of part-time firefighters for the 2026 calendar year. Total compensation not to exceed \$490,000.00** - 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.

- d. **Approval of Agreement with The Picard Group, LLC for professional services related to the Legislative Branch of State Government on a basis of \$10,000.00 per month for Federal Governmental Affairs Services and \$7,500.00 per month for State Governmental Affairs Services. The not to exceed amount is \$250,000.00 for Federal and State services, printing, travel, events, and miscellaneous costs -** A motion to approve forwarding to the full Council for approval was made by Councilman Todd Varnado. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.
- e. **Approval of Amendment No. 1 to the Intergovernmental Agreement with the Town of Sorrento to replace the estimated quantities and rates with the actual quantities and rates for this project, for an updated total amount not to exceed \$205,242.65. This amendment also revises the contract term -** 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.
- f. **Approval of 2026 Cost of Living Adjustment for all Ascension Parish Government employees. A 2.5% increase will be implemented across all labor grades -** A motion to approve forwarding to the full Council for approval was made by Councilman Dennis Cullen. The motion was seconded by Councilman Blaine Petite. The motion passed with no objection.
- g. **Approval of Renewal of Intergovernmental Agreement between Ascension Parish Government and Ricky Babin, 23rd Judicial District Attorney to create and implement a drug intervention program for adult offenders. On an annual basis during the term of this Agreement, the Parish shall provide funds in the amount of \$205,000.00 to fund the program -** Colleen Arceneaux, Director Health and Community Development 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.
- h. **Approval of Amendment No. 1 to the Cooperative Endeavor Agreement with Capital Area Human Services District to increase the monthly rental reimbursement to \$4,811.46 which is one half of the increased monthly rental rate of \$9,622.92, retroactive to June 8, 2025 -** A motion to approve forwarding to the full Council for approval was made by Councilman Todd Varnado. The motion was seconded by Councilman Blaine Petite. The motion passed with no objection.
- i. **Approval of Addendum No. 1 to the Management and Operating Agreement with Gaston's BBQ & Beer, LLC to incorporate Exhibit B, Standard Food Service Management Company Vended Meal Agreement, into the original Agreement. Price remains at \$10 per day, per child under 3 years of age and \$15 per day, per child over the age of 3 years for up to 65 students -** Colleen Arceneaux, Director Health and Community Development spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Blaine Petite. The motion was seconded by Councilman Todd Varnado. The motion passed with no objection.
- j. **Approval of Cooperative Endeavor Agreement between Parish Council of Ascension Parish and Hospital Service District No. 1 for the Parish of St. James d/b/a St. James Parish Hospital to empower and authorize St. James Parish Hospital to conduct and do business within Ascension Parish in accordance with R.S. 46:1051 et seq -** A motion to approve forwarding to the full Council for approval

was made by Councilwoman Tia Starr. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.

- k. **Approval of the Professional Selection Committee's recommendation to select the highest scoring respondent, DRC Emergency Services, LLC, for the Request for Proposals - Debris Removal Services and to authorize the Parish President to enter a professional services contract** - A motion to approve forwarding to the full Council for approval was made by Councilman Todd Varnado. The motion was seconded by Councilman Dennis Cullen. The motion passed with no objection.
- l. **Approval of the Professional Selection Committee's recommendation to select the highest scoring respondent, Tetra Tech, Inc. for the Request for Proposals - Debris Monitoring Services and to authorize the Parish President to enter into a professional services contract** - A motion to approve forwarding to the full Council for approval was made by Councilman Blaine Petite. The motion was seconded by Councilman Dennis Cullen. The motion passed with no objection.
- m. **Approval of Renewal of Cooperative Endeavor Agreement between Ascension Parish Government (APG) and Life House, for Life House to provide labor and personnel to APG in various operations and, in exchange, APG will provide employment opportunities and pay the laborers provided by Life House, with a total not to exceed amount of \$150,000.00. This Cooperative Endeavor Agreement shall terminate on December 31, 2026** - 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.
- n. **Approval of the Professional Selection Committee's recommendation to select the highest scoring respondent, Alvin Fairburn & Associates, LLC for the Request for Qualifications — Bayou McCall Drainage Improvements Engineering Services for the State Drainage Program and to authorize the Parish President to enter a professional services contract** - A motion to approve forwarding to the full Council for approval was made by Councilman Todd Varnado. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.
- o. **Approval of Amendment No. 1 to the Master Contract for Professional Services for the Architectural Design for Animal Services Center with Mougeot Architecture, LLC to extend the contract term to December 31, 2026, and is retroactive to October 21, 2025. This amendment only extends the contract term and does not affect the original contract price** – Chief Administrative Officer Ricky Compton spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Blaine Petite. The motion was seconded by Councilman Dennis Cullen. The motion passed with no objection.
- p. **Approval of Renewal of Master Contract for Professional Services with Gresham Smith for the Engineering Services for the Preparation of Traffic Impact Analysis. This renewal has a term of one (1) year, with a contract amount of \$400,000.00. Gresham Smith will only receive a portion of this amount, dependent on the task orders awarded and completed** - A motion to approve forwarding to the full Council for approval was made by Councilman Todd Varnado. The motion was seconded by Councilman Blaine Petite. The motion passed with no objection.
- q. **Approval of Resolution for Annual Certification of Compliance for the Off-System Bridge Replacement Program for January 1, 2026, through December 31, 2026, as requested by the Louisiana Department of Transportation and Development**

(LADOTD) - A motion to approve forwarding to the full Council for approval was made by Councilman Todd Varnado. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.

- r. **Approval to accept the lowest responsive bid in the amount of \$5,101,614.13 submitted by Barriere Construction Co, LLC for labor and materials for the roadway widening, bridge removal and new bridge construction on Roddy Road from Preston Landry to LA 935 and to authorize the Parish President to enter this contract** - 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.
- s. **Approval of the Professional Selection Committee's recommendation to select the top four (4) highest scoring respondents: Forte & Tablada, Inc., Stantec Consulting Services, Inc., AECOM Technical Services, Inc., and T. Baker Smith, LLC for the Request for Qualifications - Bridge Load Rating and Design and to authorize the Parish President to enter professional services contracts** - A motion to approve forwarding to the full Council for approval was made by Councilman Todd Varnado. The motion was seconded by Councilman Blaine Petite. The motion passed with no objection.
- t. **Approval of Renewal of Master Services Contract with Cody Edwards Trucking, LLC at a rate of \$115.00 per hour for dump trucks with drivers on an as-needed basis to assist with hauling hot asphalt to various locations within Ascension Parish. Total budget amount of \$175,000.00 to be shared between three providers** - Daniel Helms, Director Transportation 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 Councilwoman Tia Starr. The motion passed with no objection.
- u. **Approval of Renewal of Master Services Contract with JFK Trucking, LLC at a rate of \$115.00 per hour for dump trucks with drivers on an as-needed basis to assist with hauling hot asphalt to various locations within Ascension Parish. Total budget amount of \$175,000.00 to be shared between three providers** - A motion to approve forwarding to the full Council for approval was made by Councilwoman Tia Starr. The motion was seconded by Councilman Dennis Cullen. The motion passed with no objection.
- v. **Approval of Renewal of Master Services Contract with Seek Ye First Enterprises, LLC at a rate of \$110.00 per hour for tri-axle and \$125.00 per hour for quad-axle dump trucks with drivers on an as-needed basis to assist with hauling hot asphalt to various locations within Ascension Parish. Total budget amount of \$175,000.00 to be shared between three providers** - Daniel Helms, Director Transportation 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 Councilwoman Tia Starr. The motion passed with no objection.
- w. **Approval of Amendment No. 3 to the Master Contract for Professional Services with ELOS Environmental, LLC for services to acquire a United States Army Corps of Engineers (USACE) permit for the Energy Transition Parkway Phase II Project. This change order will increase the contract amount by \$13,000.00 for a new not to exceed amount of \$52,500.00** - 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.

- x. **Approval of Letter of No Objection from Boardwalk Ethane Pipeline, LLC (BEP), for the Energy Transition Parkway - Phase II project and approval for Parish President Clint Cointment to execute the agreement** - 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.
- y. **Approval of Letter of No Objection from EnLink Processing Services, LLC (EnLink), for the Energy Transition Parkway - Phase II project and approval for Parish President Clint Cointment to execute the agreement** - A motion to approve forwarding to the full Council for approval was made by Councilman Blaine Petite. The motion was seconded by Councilwoman Tia Starr. The motion passed with no objection.
- z. **Approval of Letter of No Objection from Gulf South Pipeline Company, LLC (Gulf South), for the Energy Transition Parkway - Phase II project and approval for Parish President Clint Cointment to execute the agreement** - A motion to approve forwarding to the full Council for approval was made by Councilwoman Pam Alonso. The motion was seconded by Councilman Blaine Petite. The motion passed with no objection.
- aa. **Approval of Consent to Encroachment Over Pipeline Servitude from Shell Pipeline Company, LP (Shell), for the Energy Transition Parkway - Phase II Project and approval for Parish President Clint Cointment to execute the agreement** - 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.
- bb. **Approval of Cooperative Endeavor Agreement between Ascension Parish Government and the Louisiana Department of Transportation and Development (LADOTD) for the Roddy Road at Black Bayou Road (LA 934) Roundabout Project and approval for Parish President Clint Cointment to execute the Agreement** - A motion to approve forwarding to the full Council for approval was made by Councilman Dennis Cullen. The motion was seconded by Councilwoman Tia Starr. The motion passed with no objection.
- cc. **Approval of Louisiana Department of Transportation and Development (LADOTD) Change Order No. 6 to the contract with R.J. Daigle and Sons Contractors, Inc., for the Ascension Parish Overlay Program, State Project H.014704, for reconciliation of final quantities. This Change Order decreases the contract amount by -\$8,116.78 for a new total contract amount of \$3,602,157.69** - A motion to approve forwarding to the full Council for approval was made by Councilman Dennis Cullen. The motion was seconded by Councilman Blaine Petite. The motion passed with no objection.
- dd. **Approval of Final Acceptance of the Ascension Parish Overlay Program Project, State Project H.014704 - R.J. Daigle and Sons Contractors, Inc.** - 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.
- ee. **Approval of Renewal of Professional Service Contracts for Surveying and Subsurface Utility Engineering Services with the following firms: Earles and Associates, LLC, Crescent Engineering and Mapping, LLC, Quality Engineering**

and Surveying, LLC, and SJB Group, LLC. **Original Contract Date: November 17, 2022, with one year renewal terms not to exceed a total of five (5) years. Total amount not to exceed \$150,000.00, to be shared with other providers** - 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.

- ff. **Approval of Cooperative Endeavor Agreement between Ascension Parish Government and the Louisiana Department of Transportation and Development (LADOTD) for the Roddy Road at Bayou Narcisse Road (LA 935) Intersection Reconstruction as part of the Roddy Road Widening (US 61 - LA 935) - Phase I Project and approval for Parish President Clint Cointment to execute the Agreement** - A motion to approve forwarding to the full Council for approval was made by Councilman Dennis Cullen. The motion was seconded by Councilman Blaine Petite. The motion passed with no objection.
- gg. **Approval to enter into a Contract with CMC Corporate Solutions to provide quarterly preventative maintenance and 24/7 emergency repair services on all Lamar Dixon Expo Center chiller plants, air conditioning and heating units, and exhaust fans. Contract amount not to exceed \$100,000.00** - A motion to approve forwarding to the full Council for approval was made by Councilwoman Pam Alonso. The motion was seconded by Councilman Blaine Petite. The motion passed with no objection.
- hh. **Approval of Amendment No. 3 to Grass Cutting Contract with E&C Bush Hogging, LLC to extend the contract term for one year. Original Contract Date: 1/1/2024 with two (2) one-year renewal options after the initial term. The total annual amount is \$208,188.00 for the second extended term of (1) year "extension period"** - A motion to approve forwarding to the full Council for approval was made by Councilwoman Pam Alonso. The motion was seconded by Councilman Todd Varnado. The motion passed with no objection.
- ii. **Approval of Change Order No. 1 to the contract with Cypress Roofing, LLC for the Removal and Replacement of the District Attorney's Building "D" Roof Project for an increase of \$7,323.42 for additional work not in the original scope of contract due to unforeseen conditions. Total contract price with change order is \$51,477.71** – 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 Oliver Joseph. The motion was seconded by Councilman Dennis Cullen. The motion passed with no objection.
- jj. **Approval of Amendment No. 2 to the Master Contract for Professional Services with McKim & Creed, Inc. for the Water Sector Program. The amendment only extends the term of the project and does not affect the original contract price. Original Contract Date: September 26, 2022 with an option to renew for one (1) year after the one (1) year period ends, not to exceed a total of three (3) years** - A motion to approve forwarding to the full Council for approval was made by Councilman Dennis Cullen. The motion was seconded by Councilman Blaine Petite. The motion passed with no objection.
- kk. **Approval to enter into a Legal Services Contract with Roy, Keisel, Ford, Doody & North, APLC to conduct trademark and patent work on the Parish logo for an amount not to exceed \$10,000.00** - Jean-Paul Robert, Parish Attorney and Ricky Compton, Chief Administrative Officer spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Blaine

Petite. The motion was seconded by Councilman Dennis Cullen. The motion passed with no objection.

- II. **Approval of Amendment No. 1 to the Legal Services Contract with Daigle, Fisse, & Kessenich to increase the contract by \$50,000.00 for a total contract amount not to exceed \$200,000.00 to continue representation in general legal matters through April 22, 2026** - 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.
- mm. **Contract Report of all Contracts/Agreements entered into in the month of October 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 September-October 2025** - Megan Babin, Director Human Resources spoke to the Committee on this item.
- b. **Parish Position Report - 3rd Quarter 2025** - Megan Babin, Director Human Resources spoke to the Committee on this item.
- c. **Financial Update - Open Finance at**
<https://ascensionparish.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 5:59 pm on a motion by Councilman Dennis Cullen, seconded by Councilman Todd Varnado.