

**OFFICIAL PROCEEDINGS OF A PUBLIC HEARING HELD BY
THE ST. JAMES PARISH COUNCIL ON WEDNESDAY, APRIL 3, 2013**

The Council of the Parish of St. James, State of Louisiana, met for a public hearing in the Council Chambers of the Parish Courthouse, in Convent, La., at 6:15 p.m. on Wednesday, April 3, 2013.

On roll call the following were recorded present: Councilmen Alvin St. Pierre, Jason Amato, Terry McCreary, Ralph Patin, Charles Ketchens, Kendricks Brass and Chairman James Brazan.

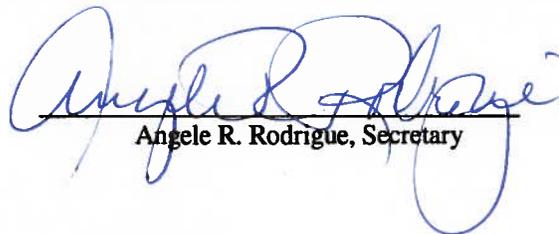
Chairman Brazan then called the Public Hearing on the following item to order:

**PROPOSED ORDINANCE 13-03, AN ORDINANCE AMENDING THE ST. JAMES
PARISH CODE OF ORDINANCES, CHAPTER 78, ARTICLE I, SECTION 78-4,
RULES AND REGULATIONS FOR THE USE OF RECREATIONAL PARKS**

Brent Dicharry, Recreation Supervisor, commended Councilmen Amato and McCreary on an excellent job developing these rules for the District 2 and District 3 parks. Mr. Dicharry had several questions regarding the proposed rules and these questions were answered by Councilman Amato and Councilman McCreary.

Councilmen Amato and McCreary, as well as Mr. Dicharry, then provided explanations and answered questions from President Roussel and Councilmen Brazan, Ketchens and Brass.

After determining no additional comments were forthcoming, and that no written comments were filed with the Secretary on the above items, Chairman Brazan thanked everyone for attending the Public Hearing, and he then declared the hearing adjourned.


Angele R. Rodrigue, Secretary

**OFFICIAL PROCEEDINGS OF THE
COUNCIL OF THE PARISH OF ST. JAMES, STATE OF LOUISIANA
TAKEN AT A REGULAR MEETING HELD ON WEDNESDAY, APRIL 3, 2013**

The Council of the Parish of St. James, State of Louisiana, met in regular session in the Council Chambers of the Parish Courthouse in Convent, Louisiana, on Wednesday, April 3, 2013, at 6:30 p.m.

On roll call, the following were recorded present: Councilmen Alvin St. Pierre, Jr., Jason Amato, Terry McCreary, Ralph Patin, Charles Ketchens, Kendricks Brass and Chairman James Brazan.

Those also in attendance were: Angele Rodrigue, Council Secretary; Timothy P. Roussel, Parish President; Eric Deroche, Director of Emergency Preparedness; Michelle Octave, Director of Human Resources; Chantal T. Waguespack, Director of Finance; Jody Chenier, Director of Operations.

Councilman Amato offered the invocation and Councilman Ketchens led the Pledge of Allegiance.

The Honorable James Brazan, Chairman, duly convened the Council of the Parish of St. James, State of Louisiana, and stated that the Council was ready for the transaction of business.

MINUTES

On a motion offered by Councilman Brass and seconded by Councilman Patin the minutes of the March 20, 2013 council meeting were approved as distributed, and the reading of these minutes dispensed with.

HEAD START FINANCIAL & ATTENDANCE REPORTS

The Head Start Financial and Attendance Reports for February 2013 were approved on a motion offered by Councilman Ketchens and seconded by Councilman Patin.

PRESIDENT'S REPORT

President Roussel began his report by informing the Council that they would be receiving additional information tomorrow on the proposed mosquito control ordinance for their review, and meetings can be scheduled to discuss this information if the Council wishes. He provided the Council with information or updates on the following: audit process has begun; Lutchter Library Dedication; radio upgrade; ethics training on April 24, at 2 p.m., at St. James Reception Hall; DHR tax preparation program; public auction on May 18; River Region Chamber Reverse Trade Show on April 4; parish government employee hurricane preparedness meeting on May 15; parish wide hurricane readiness meeting on May 22; Annual Senior Olympics on April 9 at Paulina Park; and dates for Head Start graduations. President Roussel commented on the loss of Tommy Thibodaux, a parish Utility Department employee who was killed in a traffic accident on March 21. He informed the Council that a safety awareness meeting with parish employees took place after this tragedy and Harold Keller has been contracted to provide an Employee Assistance Program for parish employees, and Mr. Keller has met with employees of the Utility Division since this tragic event.

President Roussel then answered questions from council members.

PRESENTATIONS AND PUBLIC COMMENT

Ridgely Mitchel updated the Council on the Youth Center and the Youth Center Commission. Mr. Mitchell told the Council that he met with Sheriff Waguespack of Assumption Parish and Sheriff Waguespack has received seven or eight waivers from DCFS for his facility, which should be ready by June 1, and everything should be in place by June 30 when the Youth Center closes. Sheriff Waguespack is encouraging current Youth Center employees to apply for employment at his facility. A lengthy, detailed discussion then took place with President Roussel, Mr. Mitchell and Mr. Deroche answering questions posed by the Council.

CORRESPONDENCE RECEIVED – None.

APPOINTMENTS TO BOARDS AND COMMISSIONS – None.

OLD BUSINESS

ORDINANCE 13-03, AN ORDINANCE AMENDING THE ST. JAMES PARISH CODE OF ORDINANCES, CHAPTER 78, ARTICLE I, SECTION 78-4, RULES AND REGULATIONS FOR THE USE OF RECREATIONAL PARKS, having undergone the hearing process, was then offered and moved for adoption by Councilman McCreary and seconded by Councilman Amato. After a unanimous roll call vote, the ordinance was adopted.

Councilman Brass offered and moved for adoption **RESOLUTION 13-59, A RESOLUTION ACCEPTING THE BID OF KENWORTH OF SOUTH LOUISIANA, LLC FOR ONE (1) HEAVY DUTY 18-WHEELER TRUCK FOR THE DEPARTMENT OF OPERATIONS**. The resolution was seconded by Councilman Ketchens and unanimously adopted.

RESOLUTION 13-60, A RESOLUTION ACCEPTING THE BID OF BELMONT LUMBER COMPANY FOR THE PURCHASE OF PVC PIPE FOR DRAINAGE IMPROVEMENT PROJECTS, was offered and

moved for adoption by Councilman Patin. Councilman St. Pierre offered a second, and the resolution was unanimously adopted.

Councilman Amato offered and moved for adoption **RESOLUTION 13-61, A RESOLUTION ACCEPTING THE BID OF QUALITY SITEWORK MATERIALS, INC. FOR THE PURCHASE OF PVC PIPE FOR DRAINAGE IMPROVEMENT PROJECTS.** A second was provided by Councilman Ketchens and the resolution was then unanimously adopted.

NEW BUSINESS

RESOLUTION 13-62, A RESOLUTION PROCLAIMING THE MONTH OF APRIL 2013 AS CHILD ABUSE PREVENTION MONTH IN ST. JAMES PARISH, was offered and moved for adoption by Councilman Ketchens. Councilman St. Pierre offered a second, and the resolution was unanimously adopted.

After an explanation by President Roussel and Ingrid Leblanc, Head Start Supervisor, the Head Start Annual Self-Assessment Report, the Updated Community Assessment Report, the 2013-2014 Head Start Application and the request to relocate a modular building from South Vacherie were approved by the Council on a motion offered by Councilman St. Pierre and seconded by Councilman Brass.

Councilman Brass offered and moved for adoption **RESOLUTION 13-63, A RESOLUTION APPOINTING A JUSTICE OF THE PEACE FOR DISTRICT 6 AND CALLING A SPECIAL ELECTION TO FILL A VACANCY FOR THE JUSTICE OF THE PEACE DISTRICT 6, ST. JAMES PARISH, LOUISIANA.** Councilman Ketchens offered a second, and after a unanimous roll call vote, the resolution was unanimously adopted.

COUNCILMEN'S REPORT

COUNCILMAN ST. PIERRE – Upon questioning, President Roussel provided Councilman St. Pierre with an update on sending parish animals to an animal shelter, and Councilman St. Pierre asked President Roussel to invite the mayors of Gramercy and Litcher to any meetings on this issue. Councilman St. Pierre asked Secretary Rodrigue to invite Harry Shields, Entergy Representative who is taking the place of Sheila Butler who retired, to an upcoming council meeting to introduce himself to the Council. He informed his fellow councilmen that the recycling meeting for April 5 has been changed to April 12 at 9 a.m. Councilman St. Pierre thanked Shane Landry for addressing the bins in a timely manner. Regarding mosquito control, Councilman St. Pierre would like to meet with President Roussel to discuss and gather additional information regarding this issue, and President Roussel then scheduled a meeting for 10 am on Friday.

COUNCILMAN AMATO – Councilman Amato commented on the Litcher Library Dedication and the newly completed renovations. In reply to his letter regarding the possibility of using the Litcher Library for early voting, Councilman Amato was contacted by Registrar of Voters Medine and Mrs. Medine will schedule a meeting with him to discuss this issue once the April 6 election is complete. Councilman Amato told his fellow councilmen that Mr. Mohon will have a draft of the RV ordinance by May 1. He asked President Roussel to provide him with the contact information for BKI so he can discuss temporary flood control for the East Bank. Councilman Amato noticed that some items were moved from the Historical Society to the Welcome Center. At the Litcher town meeting last night, Councilman Amato updated the Mayor and Aldermen on the proposed mosquito control program. Councilman Amato will send President Roussel a letter regarding a satellite fire station.

COUNCILMAN MCCREARY – Councilman McCreary asked Councilman Amato for clarification on the date the Council would receive a draft of the RV ordinance. He extended his condolences to the family of Tommy Thibodaux.

COUNCILMAN PATIN – Councilman Patin congratulated Ms. Steib on her appointment as Justice of the Peace and he wished Mrs. Jasmin well.

COUNCILMAN KETCHENS – Upon questioning, Councilman Ketchens received a very detailed update from President Roussel and Mrs. Octave on the senior meal contract that expires on June 30.

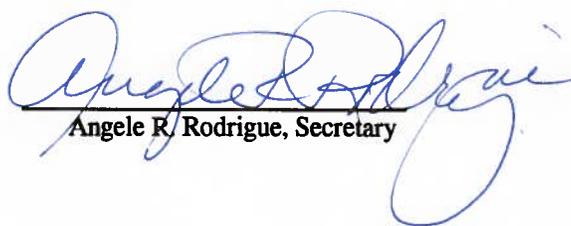
COUNCILMAN BRASS – Councilman Brass congratulated Ms. Steib and asked Melissa Wilkins, Public Information Officer, to update the website once the appointment is finalized. He reminded everyone that Relay for Life is Saturday, April 6, at Litcher Park. Councilman Brass asked Mr. Chenier to address potholes on Old Vacherie Road and Forrestal Street and he received an update from Mr. Chenier on the status of the road program.

PRESIDENT ROUSSEL – President Roussel proudly announced that there are 29 members on the parish 2013 Relay for Life team and he invited the Council and everyone in attendance to attend the Relay for Life event on Saturday.

CHAIRMAN BRAZAN – Chairman Brazan recognized Sheriff Martin who congratulated Ms. Steib on her appointment. Chairman Brazan congratulated Ms. Steib on her appointment. He asked Mr. Chenier for an update on the District 7 Park concession stand and the South Peach drainage project, which Mr. Chenier provided. Chairman Brazan then commented on a misprint in the newspaper regarding the West Bank Connector project and said the Council made no decision on whether to support this project or not since the Council did not receive enough information to make an informed decision. Chairman Brazan does support a West Bank Expressway.

ADJOURNMENT

After determining there was no additional business to come before the council, on a motion offered by Councilman Brass seconded by Councilman Ketchens and carried, the meeting adjourned at 7:42 p.m.


Angele R. Rodrigue, Secretary

**PROCEEDINGS OF THE PLANNING COMMISSION, PARISH OF ST. JAMES, STATE OF LOUISIANA,
TAKEN AT A REGULAR MEETING ON WEDNESDAY, MARCH 6, 2013.**

The Planning Commission of the Parish of St. James, State of Louisiana, met in regular session at the Courthouse in Convent, Louisiana on Wednesday, March 6, 2013.

PRESENT: G. Millet, St. Pierre, D. Millet, Boudreaux, Matherne, Scott, Poche', Chenier & Landry

ABSENT: Carnaggio and Dennis

MINUTES:

Motioned by Matherne and seconded by Boudreaux to accept the minutes of the previous regular meeting as presented. Motion carried.

CORRESPONDENCE:

A memo, dated February 19, 2013, from Council Secretary, Angele Rodrigue, to St. James Parish Boards and Commission members was received and explained notifying members of the State requirements of Ethics Training.

OLD BUSINESS:

1. **Alternation of Planning Commission meeting locations (Item #13-09)** - No action was taken on the request of the pros and cons for the alternation of meeting locations by Councilman Brass.

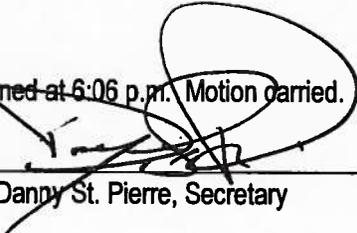
NEW BUSINESS:

1. **Erkle Rodrigue, Jr. Tract (Plot #13-11)** – Represented by Mr. Henry Swartz– Requested approval of the re-division of a portion of the property into Tract A. This property is located in Section 24, T-13-S, R-17E, designated as Tract A on a survey by Bayou Country Surveying, LLC, dated October 16, 2012. The property is located along Louisiana Hwy 643 in South Vacherie, Louisiana. Motioned by Matherne and seconded by Scott to grant final approval of a portion of the property belonging to Erkle Rodrigue, Jr. into Tract A, pending a letter of no objection from LaDHH, as the division of the property is consistent with the Parish subdivision regulations. Motion carried.
2. **Re-subdivision of the Valentine Tract and Adele Porter Tract (Plot #13-12)** – Represented Jody Chenier, of St. James Parish – Requested approval of the resubdivision of the Valentine Tract & the Adele Porter Tract into Lot SJP-1 and Lot SJP-2 of the Valentine and Adele Porter Tracts. The property is located in Section 74, T-12-S, R-4-E, designated as Lot SJP-1 and Lot SJP-2, on a survey by Riverlands Surveying Company, dated January 24, 2013. The property is located along Louisiana Highway 44 in Convent, Louisiana. Motioned by Boudreaux and seconded by Scott to grant final approval of Lot SJP-1 and Lot SJP-2, pending a letter of no objection from LaDHH. Motion carried.

ADJOURNMENT:

Motioned by Poche' and seconded by Millet to adjourn. Meeting adjourned at 6:06 p.m. Motion carried.

s/ 
Glen Millet, Chairman

s/ 
Danny St. Pierre, Secretary

PASSED

The following resolution was offered and moved for adoption by Councilman Brass and seconded by Councilman Ketchens:

**RESOLUTION 13-59
ST. JAMES PARISH COUNCIL**

A RESOLUTION ACCEPTING THE BID OF KENWORTH OF SOUTH LOUISIANA, LLC FOR ONE (1) HEAVY DUTY 18-WHEELER TRUCK FOR THE DEPARTMENT OF OPERATIONS

WHEREAS, the St. James Parish Council did cause the advertisement of and received bids, as prescribed by law, for one (1) new 18-wheeler truck; and,

WHEREAS, the bids received were given due and proper consideration as the specifications and cost:

NOW, THEREFORE, BE IT RESOLVED, by the St. James Parish Council, upon the recommendation of the Parish President's Office, that the bid in the amount of \$113,044.00, as submitted by Kenworth of South Louisiana, LLC of Harahan, LA, for one (1) heavy duty 18-wheeler truck for the Department of Operations, be and is hereby accepted.

The resolution was declared adopted on this, the 3rd day of April 2013.



Council Chairman



Secretary

Delivered to Parish President: 04/04/2013

Approved: 4/5/2013

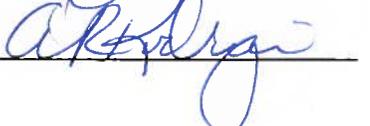
Disapproved: _____



Parish President

Returned to Secretary on 04/09/2013

At 7:30 AM/PM

Received by 

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C E R T I F I C A T E

I, Angele R. Rodrigue, Secretary of the Council of the Parish of St. James, State of Louisiana, hereby certify that the foregoing is a true and correct copy of a resolution adopted by the St. James Parish Council in regular meeting held on the 3rd day of April 2013.

Signed at Vacherie, Louisiana, this 4th day of April 2013.



Angele R. Rodrigue
Secretary

(S E A L)

PASSED

The following resolution was offered and moved for adoption by Councilman Patin and seconded by Councilman St. Pierre:

**RESOLUTION 13-60
ST. JAMES PARISH COUNCIL**

A RESOLUTION ACCEPTING THE BID OF BELMONT LUMBER COMPANY, INC. FOR THE PURCHASE OF PVC PIPE FOR DRAINAGE IMPROVEMENTS PROJECTS

WHEREAS, the St. James Parish Council did cause the advertisement of and received bids, as prescribed by law, for PVC pipe for drainage improvements; and,

WHEREAS, the bids received were given due and proper consideration of each item as to specifications and cost:

NOW, THEREFORE, BE IT RESOLVED, by the St. James Parish Council, upon the recommendation of the Parish President's Office, that the bid in the amount of \$14,038.00 for Item No. 1, \$33,483.00 for Item No 2, and \$27,204.00 for Item No. 4, as submitted by Belmont Lumber Company, Inc. of Hester, La., be and is hereby accepted.

The resolution was declared adopted on this, the 3rd day of April 2013.



Council Chairman



Secretary

Delivered to Parish President: 04/04/2013

Approved: 4/5/2013

Disapproved: _____



Parish President

Returned to Secretary on 04/09/2013

At 7:30 AM/PM

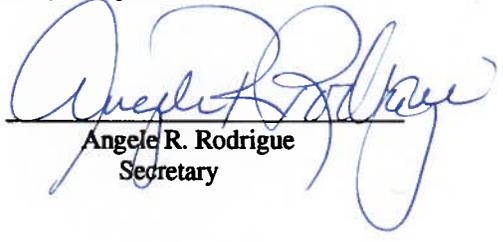
Received by 

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C E R T I F I C A T E

I, Angele R. Rodrigue, Secretary of the Council of the Parish of St. James, State of Louisiana, hereby certify that the foregoing is a true and correct copy of a resolution adopted by the St. James Parish Council in regular meeting held on the 3rd day of April 2013.

Signed at Vacherie, Louisiana, this 4th day of April 2013.



Angele R. Rodrigue
Secretary

(S E A L)

PASSED

The following resolution was offered and moved for adoption by Councilman Amato and seconded by Councilman Ketchens:-

**RESOLUTION 13-61
ST. JAMES PARISH COUNCIL**

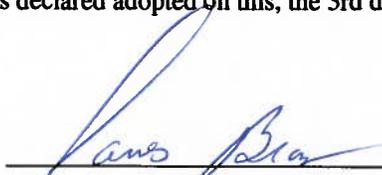
A RESOLUTION ACCEPTING THE BID OF QUALITY SITEWORK MATERIALS, INC. FOR THE PURCHASE OF PVC PIPE FOR DRAINAGE IMPROVEMENTS PROJECTS

WHEREAS, the St. James Parish Council did cause the advertisement of and received bids, as prescribed by law, for PVC pipe for drainage improvements; and,

WHEREAS, the bids received were given due and proper consideration of each item as to specifications and cost:

NOW, THEREFORE, BE IT RESOLVED, by the St. James Parish Council, upon the recommendation of the Parish President's Office, that the bid of \$4,775.76 for Item No. 3, as submitted by Quality Sitework Materials, Inc. of Kenner, La., be and is hereby accepted.

The resolution was declared adopted on this, the 3rd day of April 2013.



Council Chairman

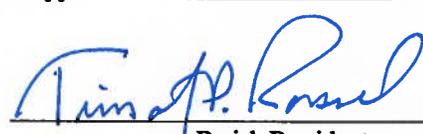


Secretary

Delivered to Parish President: 04/04/2013

Approved: 4/5/2013

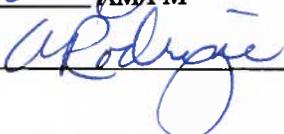
Disapproved: _____



Parish President

Returned to Secretary on 04/09/2013

At 7:30 AM/PM

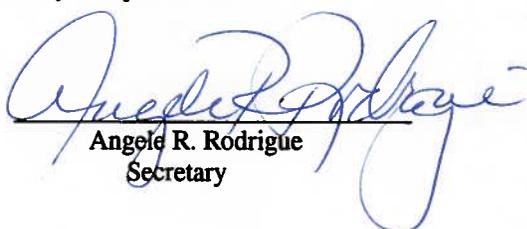
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C E R T I F I C A T E

I, Angele R. Rodrigue, Secretary of the Council of the Parish of St. James, State of Louisiana, hereby certify that the foregoing is a true and correct copy of a resolution adopted by the St. James Parish Council in regular meeting held on the 3rd day of April 2013.

Signed at Vacherie, Louisiana, this 4th day of April 2013.



Angele R. Rodrigue
Secretary

(S E A L)

PASSED

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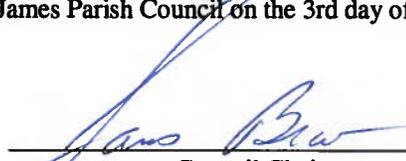
**RESOLUTION 13-62
ST. JAMES PARISH COUNCIL**

**A RESOLUTION PROCLAIMING THE MONTH OF APRIL 2013 AS
CHILD ABUSE PREVENTION MONTH IN ST. JAMES PARISH**

- WHEREAS, child abuse and neglect is a complex and ongoing problem in our society, affecting many children in our community; and
- WHEREAS, every child is entitled to be loved, cared for, nurtured, feel secure and be free from verbal, sexual, emotional and physical abuse, and neglect; and
- WHEREAS, it is the responsibility of every adult who comes in contact with a child to protect that child's inalienable right to a safe and nurturing childhood; and
- WHEREAS, St. James Parish has dedicated individuals and organizations who work daily to counter the problem of child maltreatment and to help parents obtain the assistance they need; and
- WHEREAS, our communities are stronger when all citizens become aware of child maltreatment prevention and become involved in supporting parents to raise their children in a safe and nurturing environment; and
- WHEREAS, effective child abuse prevention programs succeed because of partnerships among families, social service agencies, schools, religious and civic organizations, law enforcement agencies and the business community; and
- WHEREAS, all citizens, community agencies, faith organizations, businesses will work to increase their efforts to support families

NOW, THEREFORE, BE IT RESOLVED, that the St. James Parish Council and Parish President Timothy Roussel do hereby jointly proclaim, **APRIL 2013** as **NATIONAL CHILD ABUSE PREVENTION MONTH IN ST. JAMES PARISH.**

On a motion offered by Councilman Ketchens and seconded by Councilman St. Pierre, the foregoing resolution was unanimously adopted by the St. James Parish Council on the 3rd day of April 2013.



Council Chairman



Secretary

Delivered to Parish President: 04/04/2013

Approved: 4/5/2013

Disapproved: _____



Parish President

Returned to Secretary on 04/09/2013

At 7:30 AM/PM

Received by 

PASSED

The following resolution was offered and moved for adoption by Councilman Brass and seconded by Councilman Ketchens:

**RESOLUTION 13-63
ST. JAMES PARISH COUNCIL**

A RESOLUTION APPOINTING A JUSTICE OF THE PEACE FOR DISTRICT 6 AND CALLING A SPECIAL ELECTION TO FILL A VACANCY CREATED IN THE OFFICE OF JUSTICE OF THE PEACE DISTRICT 6, ST. JAMES PARISH, LOUISIANA

WHEREAS, due to the resignation of Mrs. Eileen Jasmin, District 6 Justice of the Peace, of the Parish of St. James, State of Louisiana, there now exist a vacancy in this position, and

WHEREAS, the Parish Council has ten (10) days to appoint someone to fill the unexpired term of Mrs. Jasmin until such time as an election can be held to fill said vacancy,

NOW, THEREFORE, BE IT RESOLVED that the Parish Council of the Parish of St. James, State of Louisiana, agrees to appoint Vondra Etienne Steib, P. O. Box 466, Vacherie, LA 70090, as the Justice of the Peace for District 6 until a special election can be held.

THEREFORE, BE IT FURTHER RESOLVED that the Parish Council of the Parish of St. James, State of Louisiana, does hereby authorize a special election to be held to fill said vacancy for Justice of the Peace District 6 for the remainder of the unexpired term as follows:

- (1) The Special Primary Election shall be held on October 19, 2013; and
- (2) The Special General Election shall be held on November 16, 2013; and

The date for qualifying for the candidates in the Special Election shall be August 14, 15, 16, 2013.

This resolution shall be published in the official journal of St. James Parish and a copy thereof shall be sent by certified mail to the Clerk of the 23rd Judicial District Court of the Parish of St. James, State of Louisiana, and to the Louisiana Secretary of State as required by Law.

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: Alvin St. Pierre, Jr., Jason Amato, Terry McCreary, Ralph Patin, Jr., Charles Ketchens, Kendricks Brass, and James Brazan

NAYS: None

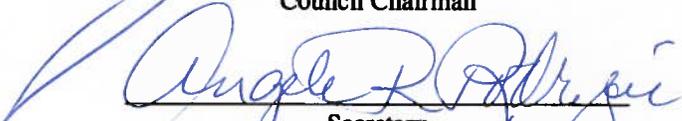
ABSTAIN: None

ABSENT: None.

And, the resolution was declared adopted on this, the 3rd day of April 2013.



Council Chairman



Secretary

Delivered to Parish President: 04/04/2013

Approved: 4/5/2013

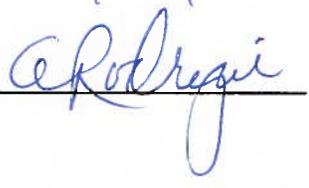
Disapproved: _____



Parish President

Returned to Secretary on 04/09/2013

At 7:30 AM/PM

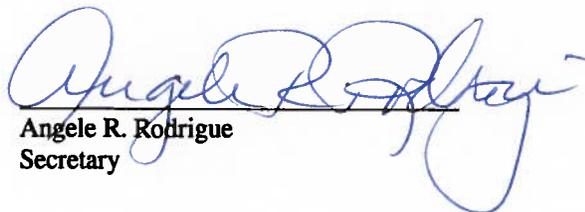
Received by 

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C E R T I F I C A T E

I, Angele R. Rodrigue, Secretary of the Council of the Parish of St. James, State of Louisiana, hereby certify that the foregoing is a true and correct copy of a resolution adopted by the St. James Parish Council in regular meeting held on the 3rd day of April 2013.

Signed at Vacherie, Louisiana, this 4th day of April 2013.


Angele R. Rodrigue
Secretary

(S E A L)

The following ordinance, which was previously introduced at a meeting of the Parish Council of the Parish of St. James, State of Louisiana, on March 20, 2013, and a summary thereof having been published in the official journal, was brought up for final passage on motion of Councilman McCreary and seconded by Councilman Amato:

**ORDINANCE 13-03
ST. JAMES PARISH COUNCIL**

**AN ORDINANCE AMENDING THE ST. JAMES PARISH CODE OF ORDINANCES, CHAPTER 78
ARTICLE I, SECTION 78-4 RULES AND REGULATIONS FOR THE USE OF RECREATIONAL PARKS**

WHEREAS, the St. James Parish Council adopted Resolution 10-77 and Resolution 10-124 providing for the use of Lutchter Park and Pavilion; and,

WHEREAS, said rules provide in part rental fees and/or deposits which should be codified by ordinance; and,

WHEREAS, the St. James Parish Council, also, wishes to amend this section to provide general rules and regulations for the District 3 Paulina Park and Pavilion:

NOW THEREFORE, THE ST. JAMES PARISH COUNCIL ORDAINS that the following rules and regulations:

SECTION 78-4 Rules and Regulations for the use of Recreational Parks

SECTION I. GENERAL PARK RULES. The following rules shall apply to all recreational parks within St. James Parish unless otherwise provided herein below:

1. The sale or consumption of alcoholic beverages shall be prohibited at all team sporting events when any of the participants are 17 years of age or under.
2. The resident is responsible for cleanup and is liable for any unlawful or immoral activities or damage to buildings, fixtures, or property. A damage deposit of \$100.00 must be paid at the time the park is requested. Any damages, failure to cleanup, or complaints filed for unlawful or immoral use will cause such deposit to be forfeited to the parish.
3. Due to the open container law within the limits of any municipality located within the Parish, any sale or consumption of alcoholic beverages at the Gramercy or Lutchter Parks must be granted a waiver by the respective municipal Board of Alderman and District Recreation Board wherein the park is located and the Parish Recreation Supervisor.
4. No horseback riding, hitting golf balls, or motorized vehicles of any kind, or battery operated golf carts or ATV, shall be allowed on park grounds or playing fields. Vehicles shall park only in designated parking areas and shall not obstruct any passage way or street.
5. No glass containers.
6. No profanity.
7. No loud music. (See individual park restrictions)
8. 8:00 p.m. curfew shall be enforced unless as otherwise provided in this Section.
9. The use of St. James Parish Recreational District Parks 1, 3, 4, 5, 6 and 7 for Car, Truck and Bike Shows is prohibited unless a waiver is granted by the respective Recreational Park Board where the park is located and by the Parish Recreation Supervisor. In the event the waivers are granted, the rules provided herein below in Section II (B) shall apply including any fees, costs and deposits associated therewith.

SECTION II. ST. JAMES PARISH DISTRICT 2 PARK RULES

A. LUTCHER PARK AND PAVILION RENTAL

1. The Parish agrees to allow Parish Residents (Organizations) to reserve and rent the use of Lutchter Park / Pavilion for a fee of \$75.00 per function, not to exceed eight (8) hours. For one day events lasting longer than eight (8) hours, approval by the Parish Recreation Supervisor prior to the date of the function is required. The fee provided for in paragraphs 1 and 2 herein may be waived by the Parish Recreation Supervisor for events or functions sponsored by secondary or elementary schools or high schools and Parish sponsored senior citizen group events. The 8:00p.m. Curfew will be enforced unless authorized through the steps above.
2. For events or festivals lasting over a period of two (2) or three (3) consecutive days, the Parish agrees to allow Parish Residents (Organizations) to reserve and rent the use of the Lutchter Park for a fee of \$500.00.
3. For those events requiring the Park to be reserved six (6) months in advance, all necessary forms must be completed and filed with the St. James Parish Recreation Department. In addition, a deposit of \$200.00 must be paid at the time of the request to secure the Park facilities. Return of deposit will be issued upon cancellation of this request.
4. In order to balance the availability of the Lutchter Park and Pavilion to all residents and provide for cleanup and maintenance of facility; NO two independent events will be scheduled on consecutive days.
5. The Parish agrees to allow Parish Residents (Organizations) to reserve and rent the use of Lutchter Ball Fields and Concession Stand for a fee of \$100.00 per day, not to exceed eight (8) hours. For events lasting longer than eight (8) hours, approval by the Parish Recreation Supervisor prior to the date of the function is required. The 8:00p.m. Curfew will be enforced unless authorized through the steps above.

NOTE: This rental is for the Ball Fields and Concession Stand only. It is separate from the rental of the Pavilion. Rental of the Pavilion is a separate fee (Step #1 & Step #2 above).

6. All rental fees and deposits must be paid at least five (5) workdays prior to the date of requested use.
 7. Proof of St. James Parish residency shall be required.
 8. The rental agreement shall be signed by the Parish Resident responsible for requesting use of this Parish facility before the permit can be issued. Said person (Organization) agrees to indemnify and hold the St. James Parish harmless from any liability and claims resulting from injury or property damage during the event.
- NOTE: A Parish Resident is required to represent an Organization requesting the use of a Parish Park.
9. A damage deposit of \$100.00 must be paid at the time the park is requested for any event. Any damages, failure to cleanup, disposal of garbage into trash dumpster, or complaints filed for unlawful or immoral use will cause such deposit to be forfeited to the Parish.
 10. The Parish Resident (Organization) requesting use of Lutchter Park is responsible for the park / pavilion cleanup and proper disposal of garbage from the event. Cleanup consists of picking up and disposing of all litter into approved trash bins. Proper disposal of garbage consists of emptying trash into the designated trash dumpsters. NOTE: Proper disposal of grease, oil, or other cooking material is the responsibility of the Requester. Dumping of material on the Park grounds or in subsurface drainage is expressly forbidden and additional charges/penalties shall be imposed upon those residents found in violation.
 11. The use of waterslides or any other water related activities must be pre-approved and stated on the rental agreement. Water-related activities will be setup in designated areas. Use of water for these activities will result in an additional fee of \$25.00.
 12. The parking of vehicles on the Lutchter park grounds, outside of the designated concrete parking areas is restricted and approval must be received by the Parish Recreation Supervisor. For events utilizing the Lutchter Pavilion and requiring vehicular access to the Pavilion, only approved vehicles may remain inside the fenced area. It is the intent to minimize the amount of traffic and parking on the grassy areas to limit damage.
 13. Parking shall be controlled in a manner to avoid the obstruction of passage of emergency vehicles on Louisiana Avenue. Violators will be towed at the owner's expense.
 14. No parking in the Our Lady of Prompt Succor Chapel designated parking spots. Violators will be towed at owner's expense.
 15. Activities such as dances, record hops, etc. where admission tickets are sold are prohibited.
 16. If alcoholic beverages are sold, it is the responsibility of the Parish Resident (Organization) signing the rental agreement to provide security coverage on the Park grounds during the entire duration of the event.
 17. If alcoholic beverages are sold, it is the responsibility of this Parish Resident (Organization) using the Parish Park to control the consumption of alcohol by minors through the use of wristbands or some other similar form of identification.
 18. No person shall operate or permit the operation of any sound amplification system which emanates unreasonably loud or excessive sound or noise which is likely to cause inconvenience or annoyance to Parish Residents living in the vicinity of the Lutchter Park. Violation of this rule will result in a visit/warning from a Parish or Town Deputy. The second complaint and visit from law enforcement will result in the immediate closure of the event and forfeiture of the damage deposit.
 19. The Resident or Organization requesting the use of the Lutchter Park must comply with all rules including any such rules posted at the Lutchter Park grounds and facilities. Any violation of these rules will result in immediate closure of the event and dismissal from the Lutchter Park, where the event is being held.

B. LUTCHER PARK AND PAVILION RENTAL FOR CAR, TRUCK AND BIKE SHOWS

1. Only certified Non-Profit Organizations may rent the Lutchter Park for Car/Truck/Bike Shows. Tax identification numbers must be provided.
2. The Parish agrees to allow Parish Residents representing (Non-Profit Organizations) to reserve and rent the use of Parish Park for a Car/Truck/Bike Show for a fee of \$250.00.
3. Car/Truck/Bike Shows are only allowed from Noon to 5:00p.m
4. The Parish shall reserve the right to have a representative present at all times during the Car/Truck/Bike Show and shall have access to the entire premises to prevent any use considered to violate federal, state and/or local laws.
5. The Parish resident signing the contract on behalf of the Non-Profit Organization for the use of the Lutchter Park shall remove all personal property within one (1) hour after the Car Show's ending time.
6. Rental of the Lutchter Park under false pretense will cause the event to be immediately terminated and cause a forfeiture of all rental, damage deposit and security fees.
7. All Rental damage and security fees will be forfeited if there are any violations of the rules and regulations during the Car/Truck/Bike Show.
8. The Parish resident signing the contract on behalf of the Non-Profit Organization for the use of the Lutchter Park shall ensure that all litter and trash is properly disposed of on the grounds of the surrounding facilities (Lutchter Chapel, Lutchter Town Hall). Failure to comply with this requirement results in forfeiture of deposit.
9. The Parish resident signing the contract on behalf of the Non-Profit Organization agrees that under no circumstances shall the consumption of alcoholic beverages be allowed by person(s) less than twenty-one (21) years of age on the Park grounds.
10. For Car/Truck/Bike Shows at Lutchter Park, Sheriff's Office deputies will be required and the Resident shall pay the applicable security fees to the St. James Parish Sheriff's Office in Convent once the Lutchter Park contract is completed and all rental/damage deposit fees are paid in full. The

Resident must present the Sheriff's Office with a completed contract and a payment receipt from the Parish. Once the entire security fee is paid in full, the Sheriff's Office will fax a copy of the receipt with verification of deputy assignment to the Parish. A copy of the receipt must be attached to the contract. If the Sheriff's fee is not paid within ten (10) working days of the Car/Truck/Bike Show, then the Car/Truck/Bike Show event will be canceled and the deposit paid to the Parish forfeited. NOTE: In the case that the event is cancelled by the renter at least five (5) working days in advance of the Car Show, the security fee will be refunded in full.

11. The St. James Parish Government reserves the right to deny any request for use of the Lutchter Park prior to completing a contract if there are any potential safety concerns or issues.
12. At the end of the scheduled Car/Truck/Bike Show, the Parish resident signing the contract on behalf of the Non-Profit Organization will conduct a review of the Park facilities and surrounding areas for compliance with litter/trash cleanup. The results of this review will be communicated to the Parish Recreation Supervisor for approval/forfeiture of deposit.

SECTION III. ST. JAMES PARISH DISTRICT 3 RECREATION PARK

A. PAULINA PARK AND PAVILION RENTAL

1. The Parish agrees to allow Parish Residents (Organizations) to reserve and rent Paulina Park and Pavilion for a fee of \$75.00 per function per day not to exceed eight (8) hours. For one day events lasting longer than eight (8) hours, approval by the Parish Recreation Supervisor prior to the date of the function is required. This fee may be waived by the Parish Recreation Supervisor for events sponsored by secondary or elementary schools located within the Parish. The 8:00 p.m. curfew will be enforced unless authorized through the steps above.
2. In the event the Park and pavilion is rented for an Adult Organized Function, additional fees may apply as provided herein below. "Adult Organized Function" is defined as any function, other than a Parish sponsored event, where participants are eighteen (18) years of age or older.
 - a. The fee for any adult organized softball function or adult organized function shall be \$300.00 per day. An additional clean up fee in the amount of \$200.00 shall be remitted with the rental fee in advance for cleanup of restrooms, concession area and pavilion.
 - b. The Parish Resident (Organization) for any adult organized softball function or other adult organized function(s) shall provide Accident and Liability Insurance coverage naming the Parish as an additional insured with a minimum of \$1,000,000.00 general liability and property damage coverage. Proof of insurance coverage shall be provided to the Parish Recreation Supervisor prior to or contemporaneously with the execution of the rental contract. Failure to provide proof of insurance coverage shall be grounds for rejection of the application for rental.
3. The Parish Resident (Organization) renting the Park and Pavilion shall be responsible for the cleanup and proper disposal of garbage from the event. Cleanup consists of picking up and disposing of all litter into approved trash bins. Proper disposal of garbage consists of emptying trash into the designated trash dumpsters. Dumping of material on the Park grounds or in subsurface drainage is expressly forbidden and additional charges/penalties shall be imposed upon those residents found in violation.
4. The Parish shall reserve the right to have a representative present at all times during the event and shall have access to the entire premises to prevent any use considered to violate federal, state and/or local laws.
5. The Parish reserves the right to deny any request for use of the Park prior to completing a rental contract if there are any potential safety concerns or issues.
6. The Parish resident signing the contract and a Parish Recreation Department representative shall conduct a review of the Park facilities and surrounding areas before and after the event for compliance with litter/trash cleanup. The results of this review will be communicated by the Parish Recreation Supervisor for approval/forfeiture of deposit.
7. The Parish resident signing the contract on behalf of the Organization agrees that under no circumstances shall the consumption of alcoholic beverages be allowed by person(s) less than twenty-one (21) years of age on the Park grounds. It is the responsibility of the Parish resident (Organization) signing the contract to obtain all necessary permits, licensing etc., authorizing the sale of alcohol and to provide this documentation to the Parish Recreation Supervisor contemporaneously with the rental of the park. If alcoholic beverages are sold or consumed, it is the responsibility of the Parish Resident (Organization) signing the rental agreement to provide security coverage through the St. James Parish Sheriff's Office for the duration of the event. The Resident must present the Sheriff's Office completed contract and a payment receipt from the Parish Sheriff's Office to the Parish Recreation Department. Once the entire security fee is paid in full, the Sheriff's Office will fax a copy of the receipt with verification of deputy assignment to the Parish Recreation Department. A copy of the receipt must be attached to the contract. If the Sheriff's fee is not paid within ten (10) working days of the scheduled rental, the event shall be canceled and the deposit paid to the Parish forfeited.
8. No person shall operate or permit the operation of any sound amplification system which emanates unreasonably loud or excessive sound or noise which is likely to cause inconvenience or annoyance to Parish Residents at the park or living in the vicinity of the Park when the following exists; the sound or noise emanating from the sound amplification system(s) is audible at a distance of greater than 25

feet or exceeds 70 decibels. Violation of this rule may result in the immediate closure of the event and forfeiture of the damage deposit.

9. Amusement rides and water slides shall not be allowed on the Park grounds.

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

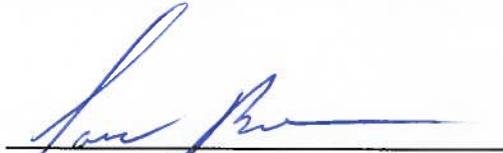
YEAS: Alvin St. Pierre, Jr., Jason Amato, Terry McCreary, Ralph Patin, Jr., Charles Ketchens, Kendricks Brass, and James Brazan

NAYS: None

ABSTAIN: None

ABSENT: None.

And, the ordinance was declared adopted on this, the 3rd day of April 2013.



Council Chairman



Secretary

Delivered to Parish President: 04/04/2013

Approved: 4/5/2013

Disapproved: _____



Parish President

Returned to Secretary on 04/09/2013

At 7:30 AM/PM

Received by 

* * * * *

C E R T I F I C A T E

I, Angele R. Rodrigue, Secretary of the Council of the Parish of St. James, State of Louisiana, hereby certify that the foregoing is a true and correct copy of a resolution adopted by the St. James Parish Council in regular meeting held on the 3rd day of April 2013.

Signed at Vacherie, Louisiana, this 4th day of April 2013.



Angele R. Rodrigue
Secretary

(S E A L)