

**OFFICIAL PROCEEDINGS**  
**ST. JOHN THE BAPTIST PARISH COUNCIL**  
**TUESDAY, FEBRUARY 24<sup>TH</sup>, 2026**  
**CHAIRMAN ROBERT ARCURI**  
**VICE-CHAIRWOMAN TAMMY HOUSTON**

The Council of the Parish of St. John the Baptist Parish, State of Louisiana, met in Regular Session in the St. John the Baptist Parish Government Complex Chambers, LaPlace, Louisiana on Tuesday, February 24<sup>th</sup>, 2026, at 6:00 PM.

**CALL TO ORDER:**

**ROLL CALL:** Lennix Madere, Jr., Councilman-at-Large, Div. A, Michael Wright, Councilman-at-Large, Div. B, Tammy Houston, Councilwoman District III, Tyra Duhe-Griffin, Councilwoman District IV, Robert Arcuri, Councilman District V, Vernon Bailey, Sr., Councilman District VI, Dixie Ramirez, Councilwoman District VII

**ABSENT:** Virgie Johnson, Warren Torres, Jr.

Tammy Houston led the Prayer and Michael Wright led the Pledge of Allegiance.

Legal Counsel Keith Green, Jr. and Kennilyn Schmill were present.

**PUBLIC COMMENT - AGENDA ITEMS ONLY (3 minutes per citizen)**

There was no public comment at this time.

**Jaclyn Hotard - Presentation (Tabled 2-10-26) Bobby Davis, Jr. - Over 25 Years of Volunteer Service to the Department of Parks and Recreation**

**MOTION:** Councilman Bailey moved and Councilwoman Houston seconded the motion to REMOVE Jaclyn Hotard - Presentation - Bobby Davis, Jr. - Over 25 Years of Volunteer Service to the Department of Parks and Recreation from the TABLE. The motion passed with Councilwoman Johnson and Councilman Torres absent.

**MOTION:** Councilman Bailey moved and Councilman Madere seconded the motion to suspend the rules to remove the item from the agenda. The motion passed with Councilwoman Johnson and Councilman Torres absent.

**MOTION:** Councilman Bailey moved and Councilwoman Houston seconded the motion to remove the item from the agenda. The motion passed with Councilwoman Johnson and Councilman Torres absent.

**CONSENT AGENDA:** Approval of Minutes - February 10<sup>th</sup>, 2026, Council Meeting; Tyra Duhe-Griffin - Appointment of Francesca C. Gauff to the Library Board of Control Permit Approval - St. Joan of Arc Stations of the Cross Procession - Friday, April 3<sup>rd</sup>, 2026 - the procession will begin at 5:00 PM at St. Joan of Arc Catholic Church, enter Riverland Estates via Hackberry Drive. The procession will continue right onto Holly Drive, traveling around the lake and concluding by turning back onto Hackberry Drive to West 5<sup>th</sup> and completing the walk at St. Joan of Arc Catholic Church.

**MOTION:** Councilman Madere moved and Councilwoman Duhe-Griffin seconded the motion to approve consent agenda consisting of Approval of Minutes - February 10<sup>th</sup>, 2026, Council Meeting; Tyra Duhe-Griffin - Appointment of Francesca C. Gauff to the Library Board of Control Permit Approval - St. Joan of Arc Stations of the Cross Procession - Friday, April 3<sup>rd</sup>, 2026 - the procession will begin at 5:00 PM at St. Joan of Arc

Catholic Church, enter Riverland Estates via Hackberry Drive. The procession will continue right onto Holly Drive, traveling around the lake and concluding by turning back onto Hackberry Drive to West 5<sup>th</sup> and completing the walk at St. Joan of Arc Catholic Church. The motion passed with Councilwoman Johnson and Councilman Torres absent.

**REPORTS:**

**President's Report**

**Jaclyn Hotard - Monthly Financial Report (January 2026)**

**PUBLIC HEARING AND CONSIDERATION ON ORDINANCE(S)**

**26-10**(Public Hearing Held) An ordinance authorizing St. John the Baptist Parish, through the Office of the Parish President, to purchase and/or expropriate certain portion of ground described as 40' Access Servitude on a Portion of the Etienne Victor Cazenave, Sr. Tract as depicted in Exhibit A (J. Hotard)

**MOTION:** Councilwoman Houston moved and Councilman Bailey seconded the motion to approve Ordinance 26-10. The motion passed with Councilwoman Johnson and Councilman Torres absent.

Councilman Torres arrived in the meeting at 6:08 PM.

**26-11**(Public Hearing Held) An ordinance that authorizes the Parish President to execute a Quitclaim Deed, and all other necessary documents, in favor of Delta Land Services, LLC for a parcel of land St. John the Baptist Parish Governing Authority ("Governing Authority") determined is not needed for public purposes (J. Hotard)

**MOTION:** Councilwoman Houston moved and Councilman Bailey seconded the motion to approve Ordinance 26-11. The motion passed with Councilwoman Johnson and Councilman Torres absent.

**NEW BUSINESS:**

**Jaclyn Hotard/Peter Montz - Resolution - R26-20 - A Resolution authorizing St. John the Baptist Parish to advertise and Request for Qualifications (RFQ) for Critical Facilities Generators Engineering Services**

**MOTION:** Councilman Wright moved and Councilwoman Ramirez seconded the motion to approve Resolution R26-20. A Resolution authorizing St. John the Baptist Parish to advertise and Request for Qualifications (RFQ) for Critical Facilities Generators Engineering Services. WHEREAS, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and WHEREAS, St. John the Baptist Parish has been awarded funds in the amount of \$1,917,500 from the Hazard Mitigation Grant Program (HMGP) with a 10% non-federal match from the Parish, for a variety of cost-effective mitigation activities; and, WHEREAS, the funding will allow the Parish to install generators at the following locations: St. John Community Center and Regala Park Gymnasium; and, WHEREAS, the successful completion of such projects requires the assistance of qualified Professional Engineer Firms to provide planning, design and management services; and, NOW, THEREFORE, BE IT RESOLVED by the St. John the Baptist Parish Council, that St. John the Baptist Parish is hereby authorized to advertise and receive qualifications

for Engineering Services for Critical Facility Generators. The motion passed with Councilwoman Johnson and Councilman Torres absent.

**Jaclyn Hotard/Peter Montz - Resolution - R26-21 - A Resolution authorizing St. John the Baptist Parish to extend the Professional Services Agreement with Infinity Engineering Consultants, LLC. for the River Forest Lift Station #1 Rehabilitation Project**

**MOTION:** Councilman Wright moved and Councilman Bailey seconded the motion to approve Resolution R26-21. A Resolution authorizing St. John the Baptist Parish to extend the Professional Services Agreement with Infinity Engineering Consultants, LLC. for the River Forest Lift Station #1 Rehabilitation Project. WHEREAS, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and WHEREAS, Extension No. 1 will add one (1) additional year to the original Agreement dated May 9, 2023; and, WHEREAS, the River Forest Lift Station #1 needs to be rehabilitated to continue to provide reliable wastewater collection in River Forest Service area; and, WHEREAS, the project is funded through the Louisiana Department of Environmental Quality Clean Water State Revolving Loan. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that Parish President, Jaclyn Hotard is hereby duly authorized and empowered on behalf of the St. John the Baptist Parish Council to execute Extension No. 1 of the Professional Services Agreement between St. John the Baptist Parish and Infinity Engineering Consultants, LLC. The motion passed with Councilwoman Johnson absent.

**Jaclyn Hotard/Peter Montz - Resolution - R26-22 - A Resolution authorizing St. John the Baptist Parish to amend the Professional Services Agreement with Infinity Engineering Consultants, LLC. for the River Forest Lift Station #1 Rehabilitation Project**

**MOTION:** Councilman Wright moved and Councilman Ramirez seconded the motion to approve Resolution R26-22. A Resolution authorizing St. John the Baptist Parish to amend the Professional Services Agreement with Infinity Engineering Consultants, LLC. for the River Forest Lift Station #1 Rehabilitation Project. WHEREAS, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and WHEREAS, Amendment No. 1 includes additional bidding, construction phase and electrical re-design services; and, WHEREAS, the River Forest Lift Station #1 needs to be rehabilitated to continue to provide reliable wastewater collection in River Forest Service area; and, WHEREAS, the estimated cost of Amendment No. 1 is \$45,374.36 and is funded through the Louisiana Department of Environmental Quality Clean Water State Revolving Loan. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that St. John the Baptist Parish is hereby authorized to amend the Professional Services Agreement between St. John the Baptist Parish and Infinity Engineering Consultants, LLC. The motion passed with Councilwoman Johnson absent.

**Jaclyn Hotard/Peter Montz - Resolution - R26-23 - A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 2 with Command Construction, LLC for the Cambridge #2, Cambridge #3 and Ned Duhé Lift Station Rehabilitation Project**

**MOTION:** Councilman Wright moved and Councilman Bailey seconded the motion to approve Resolution R26-23. A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 2 with Command Construction, LLC for the Cambridge #2,

Cambridge #3 and Ned Duhe Lift Station Rehabilitation Project. WHEREAS, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and WHEREAS, Change Order No. 2 increases the original Agreement in the amount of \$22,475.69 and an additional thirty (30) calendar days; and, WHEREAS, the increase is due to unforeseen construction conflicts that were discovered during construction; and, WHEREAS, the existing Force Main will need to be re-routed near the Cambridge #3 Lift Station to facilitate new doghouse manhole installations; and, WHEREAS, the base of the Ned Duhe Lift Station's wet well is severely degraded and needs to be rehabilitated. WHEREAS, the project is being funded through the LDEQ Clean Water State Revolving Loan. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that Parish President Jaclyn Hotard is hereby duly authorized and empowered on behalf of the St. John the Baptist Parish Council to execute Change Order No. 2 between St. John the Baptist Parish and Command Construction, LLC. The motion passed with Councilwoman Johnson absent.

**Jaclyn Hotard/Peter Montz - Resolution - R26-24 - A Resolution authorizing St. John the Baptist Parish President to execute the Certificate of Substantial Completion with Kevin Clark Electrical Services, LLC for the Utilities Generators Replacement Project**

**MOTION:** Councilwoman Houston moved and Councilwoman Ramirez seconded the motion to approve Resolution R26-24. A Resolution authorizing St. John the Baptist Parish President to execute the Certificate of Substantial Completion with Kevin Clark Electrical Services, LLS for the Utilities Generators Replacement Project. WHEREAS, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and WHEREAS, this project has been deemed substantially complete by the Project Engineer; and, WHEREAS, all punch list items were identified and near completion. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that Parish President Jaclyn Hotard is hereby duly authorized and empowered on behalf of the St. John the Baptist Parish Council to execute the Certificate of Substantial Completion between St. John the Baptist Parish and Kevin Clark Electrical Services, LLC. The motion passed with Councilwoman Johnson absent.

**Jaclyn Hotard/Peter Montz - Resolution - R26-25 - A Resolution authorizing St. John the Baptist Parish President to complete and submit those documents and agreements required for the State of Louisiana, Community Development Block Grant (CDBG) and Resilient Communities Infrastructure Program (RCIP) Grant application for the Vicknair Canal Pump Station**

**MOTION:** Councilwoman Houston moved and Councilman Bailey seconded the motion to approve Resolution R26-25. A Resolution authorizing St. John the Baptist Parish President to complete and submit those documents and agreements required for the State of Louisiana, Community Development Block Grant (CDBG) and Resilient Communities Infrastructure Program (RCIP) Grant application for the Vicknair Canal Pump Station. WHEREAS, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and, WHEREAS, St. John the Baptist Parish has received an allocation of \$16,250,582.33 from the CDBG Disaster Recovery Funds for the RCIP administered by the State of Louisiana, Office of Community Development; and, WHEREAS, St. John the Baptist Parish is proposing to build a new pump station that will allow the Vicknair Canal to be

pumped down prior to events to maximize stormwater storage and to decrease the recirculation that occurs when operating the existing stormwater pumps; and, WHEREAS, there has been extensive public input on Hurricane Ida recovery needs through the Citizen's participation meetings held on the East Bank of St. John the Baptist Parish on the development of the Vicknair Pump Station proposal and, WHEREAS, the estimated cost of the project is \$16,799,913 which will be funded through the RCIP with a match of \$549,330.67 funded from the Public Works Department; and, NOW, THEREFORE BE IT RESOLVED, that the St. John the Baptist Parish Council, that Parish President, Jaclyn Hotard is hereby duly authorized and empowered on behalf of the St. John the Baptist Parish Council to sign, execute, complete and submit all documents required for the State of Louisiana, CDBG and RCIP funding for the Vicknair Canal Pump Station. The motion passed with Councilwoman Johnson absent.

**Jaclyn Hotard/Peter Montz - Resolution - R26-26 - A Resolution authorizing St. John the Baptist Parish to award the Group Health Insurance for the Office of Fire Services to Blue Cross Blue Shield of Louisiana**

**MOTION:** Councilwoman Ramirez moved and Councilman Houston seconded the motion to approve Resolution R26-26. A Resolution authorizing St. John the Baptist Parish to award the Group Health Insurance for the Office of Fire Services to Blue Cross Blue Shield of Louisiana. WHEREAS, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and WHEREAS, Blue Cross Blue Shield of Louisiana is through Tatje Insurance and Financial Products, Inc. submitted the only proposal received and reviewed by the Source Selection Committee; and, WHEREAS, the estimated premium will be \$723,918 which reflects a 3.9% increase over the expiring premium; and, WHEREAS, the premium is funded through the Office of Fire Services. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that St. John the Baptist Parish is hereby authorized to award the Group Health Insurance for the Office of Fire Services to Blue Cross Blue Shield of Louisiana. The motion passed with Councilman Johnson absent.

**Jaclyn Hotard/Peter Montz - Resolution - R26-27 - A Resolution authorizing St. John the Baptist Parish to award the Group Dental Insurance for the Office of Fire Services to Companion Life**

**MOTION:** Councilman Bailey moved and Councilman Wright seconded the motion to approve Resolution R26-27. A Resolution authorizing St. John the Baptist Parish to award the Group Dental Insurance for the Office of Fire Services to Companion Life. WHEREAS, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and WHEREAS, Companion Life, through Tatje Insurance and Financial Products, Inc. ranked first out of two (2) proposals received and reviewed by the Source Selection Committee; and, WHEREAS, the estimated annual premium is \$35,256.24 which reflects a 3.9% decrease over the expiring premium; and, WHEREAS, the premium is funded through the Office of Fire Services. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that St. John the Baptist Parish is hereby authorized to award the Group Dental Insurance for the Office of Fire Services to Companion Life. The motion passed with Councilwoman Johnson absent.

**INTRODUCTION OF ORDINANCES:**

**26-12** An ordinance authorizing the issuance by the Parish of St. John the Baptist,

State of Louisiana of its Taxable Utilities Revenue Bond (DEQ), in an amount not to not to exceed Ten Million Dollars (\$10,000,000) and providing for other matters in connection therewith (J. Hotard)

**ADJOURNMENT:**

At 6:27 PM, Councilwoman Ramirez moved and Councilman Madere seconded the motion to adjourn. The motion passed with Councilwoman Johnson absent.

/s/Robert Arcuri  
COUNCIL CHAIR

/s/Donna Barber  
LEGISLATIVE ASSISTANT