

May 20, 2025

PUBLIC NOTICE

Applicants desiring to be considered for selection as Official Journal for the Parish Council of the Parish of St. Charles shall present the Secretary of the Council with a letter proposal containing a firm rate schedule based on a one column inch rate. Proposals must be received by 6:00 p.m., Monday, June 2, 2025, Council Chambers, Courthouse, Hahnville, at which time they shall be publicly opened and read.

PUBLISH: MAY 22, 2025

ST. CHARLES PARISH COUNCIL
OFFICIAL JOURNAL SELECTION PROCESS
2025

<u>DATES</u>	<u>ACTIVITY</u>
MAY 19	Authorize Public Notice to receive proposals for selection at June 2 nd meeting
MAY 22	Publish Notice seeking proposals
JUNE 2	1) Open Proposals 2) Appoint Official Journal

Reu

A motion was made by BRADLEY seconded by SIRMON
to adopt the following:

INTRODUCED BY: VICTOR E. BRADLEY, JR.
COUNCILMAN AT LARGE, DIVISION A

RESOLUTION NO. 3477

A resolution to establish a procedure
for publicly receiving and opening
proposals for selection of Official
Journal.

WHEREAS, the St. Charles Parish Council unofficially established
procedures for its annual selection of Official Journal
for the Parish of St. Charles; and

WHEREAS, letter proposals are presented to the office of the
Parish Council Secretary by applicants desiring to be
considered for selection; and

WHEREAS, public notice is given that proposals must be received by
the deadline established so that proposals may be
forwarded to Council members for review prior to
selection; and

WHEREAS, applicants have expressed an interest in being present
for the opening of the proposals.

NOW, THEREFORE, BE IT RESOLVED, THAT WE, THE MEMBERS OF THE ST.
CHARLES PARISH COUNCIL do hereby establish the procedure of
publicly receiving and opening proposals for selection of Official
Journal at the Parish Council meeting immediately following the
deadline.

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

YEAS: BRADLEY, SIRMON, TREGRE, ROBERTS, TALBOT, SOMME', JOHNSON,
DUHE, DANFORD
NAYS: NONE

ABSENT: NONE

And the resolution was declared adopted this 4th day of
June, 1990, to become effective five (5) days after
publication in the Official Journal.

ST Talbot
COUNCIL CHAIRMAN

Joan Bernal
SECRETARY

DELIVERED TO PARISH PRESIDENT 6-5-90

APPROVED: ok

DISAPPROVED: _____

Alfred D. Lopez
PARISH PRESIDENT

RETURNED TO SECRETARY ON 6-5-90

AT 2:45 AM/PM

RECEIVED BY JB

Document	Fee
Any adopted long range plan	50.00
Budget book	30.00
Unaudited financial statements	35.00
Audited financial statements	35.00
Nonsufficient fund check fee	30.00
Mailing labels on computer diskette(s), per label \$50.00 minimum fee	0.05

GIS MAPS			
Size	Matte	Glossy	Laminated
8.5 x 11	\$2.00	\$3.00	\$4.00
8.5 x 14	\$3.00	\$4.00	\$5.00
11 x 17	\$4.00	\$5.00	\$8.00
18 x 24	\$8.00	\$11.00	\$17.00
26 x 39	\$18.00	\$25.00	\$39.00
42 x 60	\$44.00	\$62.00	\$97.00
Data—CD/DVD (general data, streets, parcels, etc.)			\$20.00
Custom—CD/DVD (data, extents, tables, etc.)			\$40.00
Imagery—DVD/hard drive (hi resolution aerial photos)			\$75.00 per grid
			\$500.00 whole parish on provided hard drive

The actual costs for postage shall be added to all documents which are mailed.

(b) Either the parish council or the parish president may, whenever the council or the president shall deem it of public interest, waive the charge for any photostatic copy or copies of any ordinance, motion, resolution, or other record of any proceeding of the council. The council secretary may waive the charge for any such copy or copies requested by a governing body, a public official or a parish board or agency.

(c) Such fees as are collected under this section shall be the property of the parish and shall be accounted for by the officer or employee receiving same. All employees providing documents to the public shall complete the required invoice for proper billing at the time services are rendered.

(Ord. No. 82-5-6, §§ I—III, 5-17-82; Ord. No. 85-10-2, §§ I, II, 10-7-85; Ord. No. 92-8-7, § I,

8-3-92; Ord. No. 93-3-16, § I, 3-22-93; Ord. No. 93-12-9, § I, 12-20-93; Ord. No. 95-6-7, § I, 6-5-95; Ord. No. 96-6-8, § 1, 6-18-96; Ord. No. 96-9-4, § 1, 9-9-96; Ord. No. 01-11-2, § I, 11-5-01; Ord. No. 01-11-3, § I, 11-5-01; Ord. No. 03-8-2, § I, 8-4-03; Ord. No. 06-9-7, § I, 9-18-06; Ord. No. 11-8-8, § 1, 8-22-11; Ord. No. 19-4-3, § 1, 4-18-19)

Sec. 2-3. Selection of parish journal.

(a) For the purpose of effectively selecting an official journal for the parish council, and upon official request of the council, the secretary to the parish council shall secure and present to the parish council those documents necessary for the consideration and selection of an official journal.

(b) In order to meet the qualifications necessary for the selection as official journal for the parish, the requirements of R.S. 43:141 through 43:149 shall be satisfied in all particulars. (Ord. No. 80-6-17, §§ 1—4, 6-25-80; Ord. No. 85-3-3, §§ III, IV, 3-4-85)

Sec. 2-4. Procedure to dedicate, or revoke dedication of street, canal, etc.

(a) A formal act of dedication shall be filed by any person requesting the parish council to accept for maintenance streets and drainage using the following format:

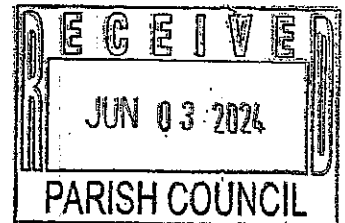
- (1) The act shall state the name of the person dedicating the street or drainage.
- (2) The act shall contain a description of the property in which the street or drainage is located.
- (3) The act shall state the name of the street, the width and length to be accepted.
- (4) All drainage ditches shall be properly marked with widths shown. The dedication shall spell out the width and length of each ditch.
- (5) Two (2) updated maps shall be submitted to accompany each act of dedication. These maps shall give a description of the area including section, tract and range lines; name of subdivision, if

St. Charles
HERALD-GUIDE

opened at PC mtg.

June 3, 2024

To: St. Charles Parish Council



The St Charles Herald-Guide hereby offers a firm rate for providing the advertising service as your Official Journal for twelve months beginning July 1, 2024. The rates are as follows:

\$2.96 per column inch for advertising the newspaper must set into type

\$2.46 per column inch for advertising the newspaper can scan

These rates comply with the maximum \$6 per 100-word rate set forth by the law of the State of Louisiana for Official Journals. It has been a pleasure to serve as your Official Journal, and we look forward for the opportunity to continue our relationship.

Sincerely,

Jonathan Menard
Publisher
St. Charles Herald-Guide