



ST. CHARLES PARISH

PAUL J. HOGAN, PE
COUNCILMAN, DISTRICT IV

MEMORANDUM

DATE: JANUARY 4, 2012

TO: PARISH COUNCIL
PARISH COUNCIL-ELECT

FROM: PAUL J. HOGAN, PE
COUNCILMAN, DISTRICT IV 

RE: NOTIFICATION OF EXPIRATION OF PROFESSIONAL SERVICE CONTRACTS

Prior to introducing the attached proposed ordinance, I would like to gain as much input as possible from the Council in an effort to make this proposed ordinance the best it can be. Addressing comments, concerns, and suggestions that the Council may have in advance of the proposed ordinance being introduced will lend itself to making good Legislation which will simplify things at the Council Meetings.

Please review and provide any comments, concerns, or suggestions that you may have regarding the attached proposed ordinance. This can include your position as to why you may be opposed to the proposed ordinance. This may be enlightening and sufficient to cause the proposed ordinance to be dropped and not pursued.

Should you feel that this needs to be forwarded to the Legislative Committee for discussion, please advise me of this and I will forward it to the Committee Chairman for it to be placed on the Committee's Agenda. Please provide your comments regarding the proposed ordinance no later than Friday, January 13, 2012.

Your help in making this proposed ordinance as best as it can be for the benefit of our Parish and its citizens is greatly appreciated. Please provide your input directly to me by e-mail, telephone at 504-615-4862, or in person.

PJH/BJT356:ag

attachment

cc: Mr. V.J. St. Pierre, Jr., Parish President
Mr. Grant Dussom, Finance Director
Mr. Matt Scallan
Mr. Jonathan Menard

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INTRODUCED BY: PAUL J. HOGAN, PE, COUNCILMAN, DISTRICT IV
ORDINANCE NO. _____

An ordinance to amend the Code of Ordinances, Chapter 2. Administration, Article IV. Finance, Division 1. Generally by adding Sec. 2-75 Notification of Expiration of Professional Service Contracts.

WHEREAS, it is in the best interest of the Parish Council and the citizens of St. Charles Parish that the Parish Council be made aware of Professional Service Contracts which are close to expiring; and,

WHEREAS, receiving written notification during the sixth (6th) month prior to such expirations will give the Parish Council ample time to conduct Committee Meetings to discuss the future need or lack of need for the service set to expire; and,

WHEREAS, it is the desire of the Parish Council that the Administration provides the Parish Council with a copy of Professional Service Contracts which are about to expire during the sixth (6th) month prior to its expiration via a letter notifying the Parish Council of the upcoming expiration.

THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:

SECTION I. That the Code of Ordinances, Chapter 2. Administration, Article IV. Finance, Division 1. Generally be amended by adding Section 2-75. Notification of Expiration of Professional Service Contracts.

Notification of Expiration of Professional Service Contracts

During the sixth (6th) month prior to the expiration of Professional Service Contracts, the Department of Finance shall submit a letter informing the Parish Council of the upcoming expiration and shall attach a copy of the expiring Professional Service Contract to the letter.

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

And the ordinance was declared adopted this _____ day of _____, 2012 to become effective five (5) days after publication in the Official Journal.

Amend Code - Ch. 2 Notification of Expiration of Professional Service Contracts.doc

CHAIRMAN: _____

SECRETARY: _____

DLVD/PARISH PRESIDENT: _____

APPROVED: _____ DISAPPROVED: _____

PARISH PRESIDENT: _____

RETD/SECRETARY: _____

AT: _____ RECD BY: _____