

ST. TAMMANY PARISH COUNCIL

ORDINANCE

ORDINANCE CALENDAR NO: 6047

ORDINANCE COUNCIL SERIES NO: _____

COUNCIL SPONSOR: MS. BLANCHARD

PROVIDED BY: COUNCIL OFFICE

INTRODUCED BY: _____

SECONDED BY: _____

ON THE 4 DAY OF OCTOBER , 2018

ORDINANCE TO AMEND THE ST. TAMMANY PARISH CODE OF ORDINANCES, CHAPTER 2, ADMINISTRATION, ARTICLE III, PARISH COUNCIL, SECTION 2-79 ENTITLED: COUNCIL PERSONNEL.

WHEREAS, the St. Tammany Parish Charter Section 2-10 authorizes the Parish Council, as the legislative branch of Parish Government, to hire employees as may be necessary to assist the Council in carrying out its duties and responsibilities; and

WHEREAS, the Council employees serve at the pleasure of the Council; and

WHEREAS, the Parish Council has accomplished staffing changes administratively and desires to codify the changes to Council staff and adopt an amended staff organizational chart, attached hereto as Exhibit "A", in furtherance of its duties and responsibilities; and

WHEREAS, the Parish Council staff operates at the direction of a Parish Council Chairman, and is supervised by a Council Administrator as organizationally identified on the attached chart.

THE PARISH OF ST. TAMMANY HEREBY ORDAINS: that the St. Tammany Parish Code of Ordinances, Chapter 2, Administration, Article III, Parish Council, be amended as follows:

Section 2-79 Council Personnel

(a) The Council deems all staff positions listed in this section as necessary to assist it and its members in carrying out its duties and responsibilities.

(b) The Parish Council Administrator oversees all council office staff and operations associated with the Parish Council. In conjunction with the Clerk of Council, Assistant Council Administrator(s), Assistant(s) to the Council, and the Council Secretary, the Administrator (1) gives notice of council meetings to its members and the public; (2) keeps the journal and records of Council proceedings; (3) prepares the annual budget for the Parish Council Office and reviews all budget submissions from the Parish President (executive branch) and administrative departments for briefing to parish council members; (4) is the Parish Council liaison and works closely with parish departments and agencies; (5) is responsible for working with federal and state agencies in furtherance of Parish Council responsibilities and objectives; (6) is also the Parish Council's representative to the media, homeowner associations, professional associations and public interest groups; ~~(7) works with the Parish Council Attorney(s) and paralegal(s) to address legal matters related to Parish Council business;~~ (7) and performs such other duties as are assigned by the Parish Council.

~~(c) The Council shall appoint one (1) or more attorneys as necessary Council staff members and who shall serve at the pleasure of the Council. The Council Attorney(s) shall (1) serve as legal advisor(s) to the Council, respective staff members, and boards and commissions established by Council, all as directed by the Council; (2) represent and/or direct representation for the Council in conjunction with Parish Government in legal proceedings; (3) represent boards and commissions established by the Council and as directed by the Council; and (4) co-administer Parish litigation with Parish President appointed attorneys and jointly represent the Parish Government with Parish President attorneys.~~

~~(d)~~ (c) The council adopts its amended a staff organizational chart. The St. Tammany Parish Organizational Chart - Council - Legislative Branch is attached to the ordinance from which this section is derived and is on file in the office of the Parish Council Secretary.

(e) (d) All employees shall serve at the pleasure of the council.

(f) (e) The council staff shall function and operate at the direction of the parish council chairperson and is supervised by a council administrator ~~and a council attorney~~ as organizationally identified in this section and ~~the organizational~~ chart.

(g) (f) The assigned duties and responsibilities of all staff members shall be reviewed by members of a personnel committee appointed by the chairperson.

REPEAL: All ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SEVERABILITY: If any provision of this Ordinance shall be held to be invalid, such invalidity shall not affect other provisions herein which can be given effect without the invalid provision and to this end the provisions of this Ordinance are hereby declared to be severable.

EFFECTIVE DATE: This Ordinance shall become effective immediately upon final adoption.

MOVED FOR ADOPTION BY: _____ SECONDED BY: _____

WHEREUPON THIS ORDINANCE WAS SUBMITTED TO A VOTE AND RESULTED IN THE FOLLOWING:

YEAS: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

THIS ORDINANCE WAS DECLARED DULY ADOPTED AT A REGULAR MEETING OF THE PARISH COUNCIL ON THE 1 DAY OF NOVEMBER , 2018 ; AND BECOMES ORDINANCE COUNCIL SERIES NO _____.

S. MICHELE BLANCHARD, COUNCIL CHAIRMAN

ATTEST:

THERESA L. FORD, COUNCIL CLERK

PATRICIA P. BRISTER, PARISH PRESIDENT

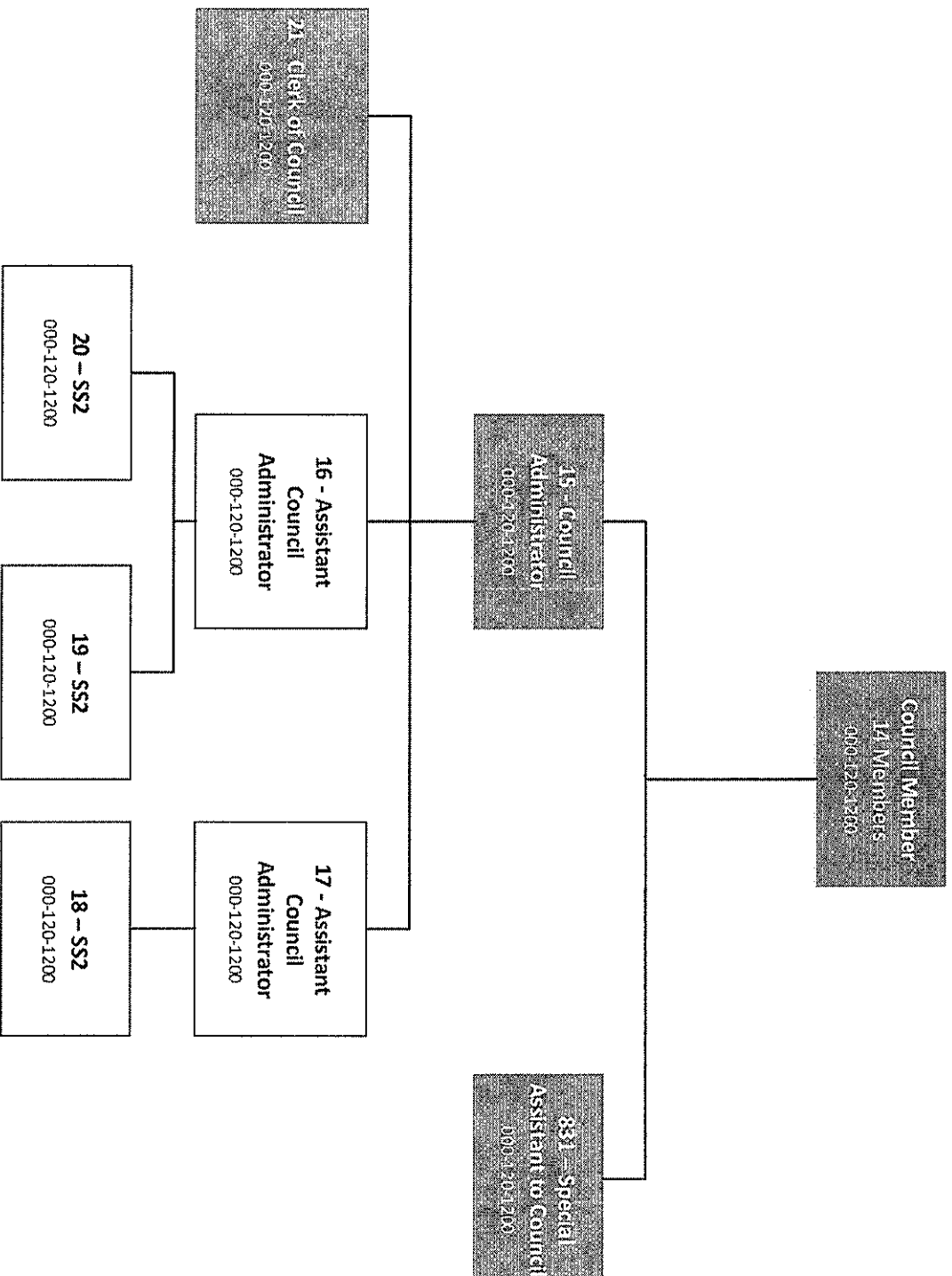
Published Introduction: SEPTEMBER 26 , 2018

Published Adoption: _____ , 2018

Delivered to Parish President: _____ , 2018 at _____

Returned to Council Clerk: _____ , 2018 at _____

**ST. TAMMANY PARISH ORGANIZATIONAL CHART
COUNCIL – LEGISLATIVE BRANCH**



ORGAN 1 – COUNCIL