

NOTICE OF INTRODUCTION OF ORDINANCE

NOTICE IS HEREBY GIVEN that the following entitled ordinance was introduced in writing in the form required for adoption at a meeting of the Parish Council of the Parish of Livingston, State of Louisiana, on April 11, 2013, and laid over for publication of notice:

L.P. ORDINANCE NO. 13-16

AN ORDINANCE TO AMEND ARTICLE 1 OF CHAPTER 2 OF THE CODE OF ORDINANCES OF LIVINGSTON PARISH, “IN GENERAL,” ADDING SECTION 2-17, “APPROVAL OF PARISH DIRECTORS.”

NOTICE IS HEREBY FURTHER GIVEN that the Parish Council of said Parish will meet on Thursday, May 9, 2013, at six (6:00) o’clock p.m., at the Parish Council Chambers, 20355 Government Boulevard, Livingston, Louisiana, at which time there will be a public hearing on the adoption of the aforesaid ordinance.

Lisa Frederick, Council Clerk

Marshall Harris, Council Chair

(As per rules of the Council, copies of the proposed ordinance shall be made available for public inspection in the Office of the Livingston Parish Council.)

The following ordinance, which was previously introduced in written form required for adoption at a regular meeting of the Livingston Parish Council on April 11, 2013, a summary thereof having been published in the Official Journal together with a notice of public hearing which was held in accordance with said public notice, was brought up for final passage as amended _____ 2013, on Motion of _____ and seconded by _____:

L.P. ORDINANCE NO. 13-16_

AN ORDINANCE TO AMEND ARTICLE 1 OF CHAPTER 2 OF THE CODE OF ORDINANCES OF LIVINGSTON PARISH, "IN GENERAL," ADDING SECTION 2-17, "APPROVAL OF PARISH DIRECTORS."

BE IT ORDAINED by the Livingston Parish Council, Parish of Livingston, State of Louisiana: The Code of Ordinances of the Parish of Livingston, Louisiana, is hereby amended by adding section, to be numbered Section 2-17, shall read as follows:

Sec. 2-17 Approval of Parish Directors/Department Heads.

Definitions:

Director or Department Head: Term used interchangeably. The title refers to the most senior management individual within that department. The position is appointed by the Parish President and must be approved by the Parish Council.

2-17.1 Intent:

The Home Rule Charter says the Parish President appoints Directors with the approval of the Parish Council and the Parish Council also approves the salaries. But the Home Rule Charter does not describe the process in detail. The intent of this section is to describe the approval process and ensure that as Parish government continues to grow, the Parish Council in an effort to contain budgetary items has final approval of Parish Directors/Department Heads appointed by the Parish President.

2-17.2 Effective:

This ordinance upon approval will be effective from January 01, 2013 forward.

2-17.3 Selection of Directors/Department Heads:

- a. The Parish President is responsible for searching for and finding qualified personnel to fill the desired or vacant Director position(s).
- b. The Parish President must fill a vacant position within sixty (60) days or go before the Parish Council to explain the delay in filling the vacancy and ask for additional time to fill the vacancy.
- c. If the Director vacancy remains unfilled for a total one hundred twenty (120) days (from initial beginning of vacancy) then the position will be abolished unless specifically stated as required by the Home Rule Charter, and the duties assigned to another individual within Parish Administration.
 1. If there is to be an increase of salary for the assigned individual then it must be brought before the Parish Council for approval.
 2. Acting Director, Deputy Director, Senior Manager, or any other temporary director appointment may only serve in the Director's vacant position for no more than sixty (60) days. After sixty (60) days, the individual will be considered the Parish President's choice and must follow the Approval Process as stated herein.
- d. Once the Parish President has made his selection he must submit for approval/disapproval his choice as soon as possible (within thirty (30) days) before the Parish Council and the desired salary for the position.

2-17.4 Approval/Disapproval of Directors/Department Heads

- a. The full Parish Council will by majority vote approve/disapprove:
 1. The proposed individual and
 2. The proposed salary for the position.

- b. The Parish Council may approve one without the other. For example, the Parish Council may approve the individual but not the requested salary, and vice versa.
- c. In the event the Parish Council disapproves of the Parish President’s recommendation:
 - 1. The individual must vacate the position (if serving in it) within two (2) weeks of the disapproval date and
 - 2. The Parish President will submit another individual as quickly as possible according to the procedure stated herein.

BE IT FURTHER ORDAINED that all ordinances or parts of ordinances in conflict herewith are hereby repealed. 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.

The effective date of this ordinance shall be as prescribed by law.

Upon being subjected to a vote, the vote thereon was as follows:

YEAS:

NAYS:

And the ordinance was declared adopted on the ____ day of _____, 2013.

Marshall Harris, Council Chair

ATTEST:

Lisa Frederick, Council Clerk

INTRODUCED_____ ADOPTED_____

DELIVERED TO PRESIDENT _____, _____ o'clock ____ .M.

APPROVED BY PRESIDENT _____
Layton Ricks Date

VETOED BY PRESIDENT _____
Layton Ricks Date

RECEIVED FROM PRESIDENT _____, _____ o'clock ____ .M.