

Name: Leticia Johnson Ext. 1504
 Person responsible for routing

CHECK SHEET TO BE USED FOR
 CLEARING ORDINANCES, MOTIONS, AND RESOLUTIONS
 BEFORE SUBMISSION TO COUNCIL CLERK

The originating agency shall attach a copy of each proposed ordinance, motion, or resolution to the check sheet for processing in the sequence indicated after preparing a synopsis. The detailed memorandum of explanation shall also be attached to this check sheet.

SYNOPSIS OF THE DOCUMENT: An ordinance to amend and reordain Section 2-1103 of the City Code, increasing notary fees for 2022.

1. KL & White
Department Head
2. [Signature] Gilbert Montano
Chief Administrative Officer
3. [Signature] 10/26/2021
Department of Law
4. Richard 10/26/21
Executive Assistant for Intergovernmental Relations
5. _____
Initials of the Sponsoring Council Member

COUNCIL ACTION

Council Members Present: _____

Absent: _____

AMENDMENTS:

FINAL ADOPTION:

_____	MOVED:
_____	2nd:
_____	YEAS:
_____	NAYS:
_____	ABSENT:
_____	RECUSED:

6. _____
Reviewed by the Chief Administrative Officer after adoption by the City Council and prior to the Mayor's signature.



LEGISLATIVE SUMMARY

TO ACCOMPANY ORDINANCES

BEFORE SUBMISSION TO CLERK OF COUNCIL

Requesting Department or Agency: CAO

Name of Contact Person: Leticia Johnson

Telephone Number: (504) 658-1504

Email Address: leticia.johnson@nola.gov

Initials of Sponsoring Councilmember(s): _____

DETAILED SYNOPSIS OF THE ORDINANCE

Please generally describe the purpose, intent, and effect of the proposed ordinance.

Ordinance amends Section 2-1103 of the City Code, increasing fees by 5.4% as of 6/30/2021, for

notarial services for City contracts. As stipulated by the City Code, the increase shall be equal to the net

percentages change in the CPI or 3%, whichever is greater.



LEGISLATIVE SUMMARY

If the Ordinance is to effectuate a contract, CEA, or other similar agreement (hereafter contract), please provide the following additional information.



If this section is not applicable, please check this box.

The parties involved:

The obligations, expectations, and deliverables of the parties involved:

Any fiscal implications for the City with the contract:

The public purpose and need for the contract:

The duration of the contract:



LEGISLATIVE SUMMARY

If the Ordinance is to effectuate an amendment to the Codes of the City of New Orleans, please provide the following additional information.

☐

If this section is not applicable, please check this box.

The existing provision(s) of the Code being proposed for amendment:

Section 2-1103

The general content/requirements of the existing Code provision:

Sets fees for notarial work for all city contracts for: (a) those valued under \$1,000; (b) \$1,000-\$49,999; (c) \$50,000-\$499,999.99; (d) \$500,000-\$999,999.99; and (e) \$1,000,000-\$5,000,000 or over.

How the proposed ordinance will alter the existing Code provision(s):

Increase fees for contract type by: (a) \$10; (b) \$19; (c) \$48; (d) \$105; and (e) \$210

Why these changes are needed:

Rates are to be changed to be equal to the net percentage change in the CPI or 3%, whichever is greater.

REQUESTED ADOPTION DATE: _____

Reference: Council Rule 41 & City Code Section 2-813

ORDINANCE

CITY OF NEW ORLEANS

CITY HALL: October 27, 2021

CALENDAR NO. 33,521

NO. _____ MAYOR COUNCIL SERIES

BY: COUNCILMEMBER MORENO (BY REQUEST)

AN ORDINANCE to amend and reordain Section 2-1103 of the New Orleans City Code, increasing fees for notarial services and related matters; and otherwise to provide with respect thereto.

SECTION 1. THE COUNCIL OF THE CITY OF NEW ORLEANS HEREBY ORDAINS, That Section 2-1103 of the Code of the City of New Orleans is hereby amended and reordained to read as follows:

“Sec. 2-1103. - Fees for Services.

Except as otherwise provided, the fees enumerated in this section shall be charged according to a schedule proposed annually by the Chief Administrative Officer and approved by the City Council in accordance with the method set forth in 2-1101 above, provided that until a proposed schedule is approved by the City Council, the schedule of fees previously shall remain in effect.

(a) Department of Law; notarial fees.

Notarial work for all City contracts, requiring to be notarized:

Contract value under \$1,000		\$	202.00
\$1,000.00	to \$49,999.99	\$	376.00
\$50,000.00	to \$499,999.99	\$	955.00

15 \$500,000.00 to \$999,999.99 \$ 2,050.00

16 \$1,000,000.00 to \$5,000,000.00 or over \$ 4,101.00

17 In addition to the above fees, the contractor shall pay the actual costs of recording all acts
18 and photocopying at the rate of 50 cents per page. All affidavits of acceptance or
19 substantial completion are \$70.00 plus actual recordation costs.”

ADOPTED BY THE COUNCIL OF THE CITY OF NEW ORLEANS _____

PRESIDENT OF THE COUNCIL

DELIVERED TO THE MAYOR ON _____

APPROVED:
DISAPPROVED: _____

MAYOR

RETURNED BY THE MAYOR ON _____ **AT** _____

CLERK OF COUNCIL

ROLL CALL VOTE:

YEAS:

NAYS:

ABSENT:

RECUSED: