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May 14, 2024

VIA EMAIL ONLY

Mr. Scott Perrilloux
21st. Judicial District
P.O. Box 639
Amite, LA 70422

Re: Livingston Parish Government Legal Work
Our File No. 3668.929

ENGAGEMENT LETTER

Dear Scott,

The Home Rule Charter for Livingston Parish designates the District Attorney as its legal advisor. Since 2012, you have been providing this service to the Parish through a contract with our office. I am attaching the current engagement letter. As you know, the Parish President, Randy Delatte, asked that the funding for your office be renegotiated. Attached is the email that discusses that history. This engagement letter will memorialize the new arrangement you, our firm, and Mr. Delatte agreed to.

Effective February 1, 2024, we will decrease our monthly flat fee for providing all general legal services to the Parish to \$6,000 (previously \$8,000), payable on the 1st of the following month after service delivery.

The following is a non-exclusive list of services that will be provided for that fee:

1. Responding to unlimited phone calls from the Parish Administration and the Council Clerks or Council representative;
2. Responding to unlimited text messages from the Parish Administration and the Council Clerks or Council representative;
3. Responding to unlimited emails from the Parish Administration and the Council Clerks or Council representative;
4. Reviewing unlimited Contracts with vendors and service providers;
5. Drafting of Contracts at the direction of the Parish President;
6. Reviewing or drafting cooperative endeavor agreements at the direction of the Parish President;



7. Reviewing or drafting memorandums of understanding at the direction of the Parish President;
8. Conducting unlimited legal research for the Parish President or by resolution of the Council (we won't do so on behalf of individual Councilpersons);
9. Responding to unlimited writs of garnishment;
10. Defending the Parish in State Court road defect civil cases and cases for injuries on Parish property;
11. Reviewing and approval of all maintenance agreements for new subdivision developments;
12. Reviewing and approval of all bond and surety agreements to ensure performance of contracts and agreements;
13. To provide periodic updates on new legal issues related to Parish Government;
14. To provide advice regarding ethics violations;
15. As requested, attend unlimited meetings and conference calls with the Parish President or any Parish Department head;
16. Provide advice on Tax Sales and adjudicated property;
17. Review all ordinances as requested by the Council Clerk or Parish President;
18. Provide drafting assistance for ordinances and resolutions as requested by the Parish President or Council Clerk; and
19. Review and/or draft moratoriums as requested by the Parish President or Council Clerk.

This \$6,000 fee will be paid directly from the District Attorney's office, out of the general budget the Parish pays to fund your office. For us to provide this service for the reduced fee, we will be relieved of the requirement having an attorney attend Council meetings or Planning and Zoning Commission meetings unless compensated at the discounted rate of \$175 per hour. Also, in order for us to provide the services for this low monthly fee, the Parish will agree to engage us to handle most other litigation in both State and Federal courts. (This will not include any litigation regarding the Deer Run Subdivision development cases.) Also, again, we will respond to legal questions as requested by the Administration or by resolution of the Council but not at the direction of single Councilpersons. We will not be required to itemize the services provided to keep this flat fee at the reduced level.

For the following duties, we will be paid directly from the Parish at the rate of \$175 per hour for attorneys and \$80 per hour for paralegals;

1. Handle litigation in state or federal court involving the Parish;
2. Attending Council meetings and Planning and Zoning Commission meetings only when requested;
3. Advising the Planning and Zoning Commission on all general matters.
4. Handle Expropriation cases as needed;
5. Handle EEOC complaints; and
6. Other complicated matters and issues that require more than 8 hours to be performed if agreed to by the Parish President.

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The Parish has agreed to pay our invoices every month promptly. I ask that you and President Delatte execute this engagement letter indicating acceptance of this contract. You or our office can terminate this contract with 30 days written notice.

I thank you for the excellent relationship we enjoy. We look forward to providing quality legal services to Livingston Parish Government for a reasonable rate.

Sincerely,



Christopher Moody

CMM:lmc

cc: Randy Delatte, Parish President, *via email only*
Bobbette Larkey, *via email onl*

I accept the terms of this agreement.

Signed: 
Scott Perrilloux, District Attorney

Date: 5-15-2024

Signed: 
Randy Delatte, Livingston Parish President

Date: 5-15-2024