

**NOTICE OF PUBLIC MEETING
MANDEVILLE CITY COUNCIL
MEETING AGENDA
THURSDAY, AUGUST 24, 2023, at 6:00PM
MANDEVILLE CITY HALL
3101 E. CAUSEWAY APPROACH
MANDEVILLE, LOUISIANA 70448**

**CALL TO ORDER
PLEDGE OF ALLEGIANCE**

MINUTES:

1. Adoption of the August 9, 2023, Budget Meeting Minutes
2. Adoption of the August 10, 2023, Council Regular Meeting Minutes
3. Adoption of the August 14, 2023, Budget Meeting Minutes
4. Adoption of the August 15, 2023, Sucette Meeting Minutes

PRESENTATION:

1. Proclamation in recognition of Louisiana Flood Awareness Week

OLD BUSINESS:

1. Adoption of Ordinance No. 23-27; AN ORDINANCE TO APPROPRIATE FUNDS RELATIVE TO AND FOR ADOPTION OF THE OPERATING BUDGET FOR THE CITY OF MANDEVILLE FOR FISCAL YEAR 2023-2024; AND TO ESTABLISH THE ADMINISTRATION OF EXPENDITURES THEREOF AND TO PROVIDE FOR RELATED MATTERS. (Councilman Zuckerman, At-Large)
2. Adoption of Ordinance No. 23-26; AN ORDINANCE TO APPROPRIATE FUNDS RELATIVE TO AND FOR ADOPTION OF THE CAPITAL IMPROVEMENT BUDGET FOR THE CITY OF MANDEVILLE FOR FISCAL YEAR 2023-2024; AND TO ESTABLISH THE ADMINISTRATION OF EXPENDITURES THEREOF AND TO PROVIDE FOR RELATED MATTERS. (Councilman Zuckerman, At-Large)
3. Adoption of Ordinance No. 23-32; AN ORDINANCE FOR THE CITY COUNCIL OF THE CITY OF MANDEVILLE TO AMEND ORDINANCE NUMBER 22-17, THE CAPITAL BUDGET OF THE CITY OF MANDEVILLE AND FOR OTHER MATTERS IN CONNECTION THEREWITH (Councilman Zuckerman, At-Large)

NEW BUSINESS:

1. Approval of the nomination of Nick Cressy to a 7 yr. term on the Mandeville Planning & Zoning Commission
2. Approval of the special event liquor for the Hospice Foundation of the South – Wine & Dine with Hospice on Thursday, November 9, 2023 from 6-9pm to be located at Benedict’s Plantation, 1144 N. Causeway Blvd. Mandeville (Councilman Kreller, District II)
3. Approval of the special event liquor permit for the Children’s Museum of St. Tammany – Northshore Rising Star Talent Competition to be held on Saturday, November 18, 2023 from 6-9 pm at the Mandeville Trailhead (Councilwoman McGuire, District III)
4. Approval of the substantial completion of the Wastewater Treatment Plant Sludge Removal project in the amount of \$2,714,479.00 (Councilman Zuckerman, At-Large)

5.Introduction of Ordinance No. 23-29; AN ORDINANCE OF THE CITY OF MANDEVILLE LEVYING AND IMPOSING TAXES ON PROPERTY SUBJECT TO TAXATION IN THE CITY OF MANDEVILLE, STATE OF LOUISIANA, FOR THE YEAR 2023 IN ACCORDANCE WITH THE PROVISIONS OF ARTICLE VII, SECTION 23(C) OF THE LOUISIANA CONSTITUTION AND R.S. 47:1705(B) (Councilman Danielson, At-Large)

6.Introduction of Ordinance No. 23-30; AN ORDINANCE OF THE CITY OF MANDEVILLE LEVYING AND IMPOSING TAXES ON PROPERTY SUBJECT TO TAXATION IN THE CITY OF MANDEVILLE, STATE OF LOUISIANA, FOR THE YEAR 2023 IN ACCORDANCE WITH THE PROVISIONS OF ARTICLE VII, SECTION 23(B) AND (C) OF THE 1974 LOUISIANA CONSTITUTION AND R.S. 47:1705 (B) (1) AND (2). (Councilman Danielson, At-Large)

7.Introduction of Ordinance No. 23-33; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AMENDING THE PERSONNEL POLICIES RULE 1.0, SECTION 1.02 (C) AND ADOPTING RULE 1.0, SECTION 1.05 FOR THE MUNICIPAL EMPLOYEES' CIVIL SERVICE SYSTEM, AND ITS EMPLOYEE RULES AND REGULATIONS AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH (Councilman Zuckerman, At-Large)

ADJOURNMENT

Kristine Scherer

Council Clerk

City of Mandeville-3101 E. Causeway Approach-Mandeville, LA 70448

(985) 624-3145

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact, Kristine Scherer, Council Clerk, at (985) 624-3145, describing the assistance that is necessary.

DATE OF NOTICE: August 16, 2023, 1:00 pm

POSTED AT: MANDEVILLE CITY HALL, 3101 E. CAUSEWAY APPROACH, MANDEVILLE, LOUISIANA

THE FOLLOWING ORDINANCE WAS MOVED FOR INTRODUCTION BY COUNCIL MEMBER MCGUIRE; SECONDED FOR INTRODUCTION BY COUNCIL MEMBER BUSH

ORDINANCE NO. 23-27

AN ORDINANCE TO APPROPRIATE FUNDS RELATIVE TO AND FOR ADOPTION OF THE OPERATING BUDGET FOR THE CITY OF MANDEVILLE FOR FISCAL YEAR 2023-2024; AND TO ESTABLISH THE ADMINISTRATION OF EXPENDITURES THEREOF AND TO PROVIDE FOR RELATED MATTERS.

BE IT ORDAINED that the Operating Budget as set out herein as Exhibit "F" attached hereto is adopted by the City Council of the City of Mandeville and that the appropriations called for therein are made; and

BE IT FURTHER ORDAINED, that the Operating Budget shall be administered under the following rules:

1. Quarterly budget review sessions will be scheduled for the month of December, March and June followed by the regular budget work sessions for the next fiscal year
2. Be it ordained that the operating budget as set out in Exhibit "B", "C", "D", "E", and "F" and the Budget Analysis attached is hereto is adopted by the city council of the City of Mandeville for Fiscal year 2023—2024.
3. There shall be no transfer of funds in an amount of \$10,000.00 or more made between line items as shown on Exhibits "A", "E" and "F", the budget analyses of this budget. No transfers may be made that would increase a line item appropriation by \$10,000.00 or more than the amount originally appropriated.
4. Directors, Mayor and Council salaries and supplements are listed as Exhibit "B, C, and D". Notwithstanding any other provision in this budget there shall be no additional increase for base salary and supplemental income.
5. Any expenditure of funds authorized by this ordinance, or as amended, pursuant to a contract for any services, other than professional services defined herein, with the City of Mandeville, of \$100,000.00 or more shall be awarded through a request for proposal process (RFP). This process shall provide for an appropriate, objective uniform evaluation system that includes the use of detailed criteria for a weighted grading system for proposals submitted. Additionally, the process shall provide for an appointment of a committee to review the proposals pursuant to the above process and make a recommendation. Such committee shall be appointed by the Mayor with one appointment to be made by this City Council.
6. Professional Services Contracts as it pertains to funds appropriated by the budget and as covered by Section 5-08 of the Mandeville City Charter shall be those contracts in which the primary service is performed by those holding the designation or certification as a medical doctor, attorney, architect, landscape architect or engineer licensed by the State of Louisiana to perform.
7. Assignment of a \$2 million line item for post employee retirement health benefits

The ordinance being submitted to a vote, the vote thereon was as follows:

AYES:	0
NAY:	0
ABSTENTIONS:	0
ABSENT:	0

and the ordinance was declared adopted this ___th day of August , 2023

Kristine Scherer
Clerk of Council

Jason Zuckerman
Council Chairman

DRAFT

THE FOLLOWING ORDINANCE WAS MOVED FOR INTRODUCTION BY COUNCIL MEMBER BUSH; SECONDED FOR INTRODUCTION BY COUNCIL MEMBER MCGUIRE

ORDINANCE NO. 23-26

AN ORDINANCE TO APPROPRIATE FUNDS RELATIVE TO AND FOR ADOPTION OF THE CAPITAL IMPROVEMENT BUDGET FOR THE CITY OF MANDEVILLE FOR FISCAL YEAR 2023-2024; AND TO ESTABLISH THE ADMINISTRATION OF EXPENDITURES THEREOF AND TO PROVIDE FOR RELATED MATTERS.

WHEREAS, The City Council desires to improve the budget process and development of the City's annual capital improvement budget; and

WHEREAS, The City Council believes that by improving the budget process, establishing the rules and goals for the annual capital improvement budget, that the development of the budget exhibit will be efficiently created, easier to communicate with the public, and effectively executed throughout the fiscal year; and

WHEREAS, The City Council has the authority to set the preliminary requirements for the adoption of the Capital Improvement Budget including establishing additional focus areas, goals for the budget cycle, procedural rules; as well as holding public hearings required for the adoption of the Capital Improvement Budget before the final exhibit is voted on for approval; and

BE IT ORDAINED that the Capital Improvement Budget as set out herein as Exhibit "A" attached hereto is adopted by the City Council of the City of Mandeville and that the appropriations called for therein are made.

BE IT FURTHER ORDAINED, that the Capital Improvement Budget shall be administered under the following rules:

1. Quarterly budget review sessions will be scheduled for the month of December, March and June followed by the regular budget work sessions for the next fiscal year.
2. Projects greater than \$1 million dollars, specifically to include but not limited to the Lakefront Wetlands Restoration Project, are subject to approval of location, character, and review by the Planning Commission and final approval by the Council. Approval must be obtained before the project is bid with a recommendation to the Council by the Planning Commission.
3. There shall be no transfer of funds in an amount of \$10,000.00 or more made between line items as shown on Exhibit "A", the budget analyses of the budget. No transfers may be made that would increase a line item appropriation by \$10,000.00 or more than the amount originally appropriated.
4. City Engineer shall provide the City Council with a midyear update on all open items greater than \$40,000 in the Capital Improvement Budget related to the infrastructure of the City.
5. Budget is to be Administration as per Section 5-04 and 5-05 of the City Charter
6. Any servitudes or right of ways that are necessary for the construction, operation or use of any project contained in the Capital Improvement Budget and where the acquisition of such servitude

or right of way does not in itself require the expenditures is approved as provided for in Section 2-10(12) of the City Charter.”

7. Professional Services Contracts as it pertains to funds appropriated by the budget and as covered by Section 5-08 of the Mandeville City Charter shall be those contracts in which the primary service is performed by those holding the designation or certification as a medical doctor, attorney, architect, landscape architect or engineer licensed by the State of Louisiana to perform.
8. Any expenditure of funds authorized by this ordinance, and as amended pursuant to a contract for any services, other than professional services defined herein, with the City of Mandeville, of \$100,000.00 or above shall be awarded through a request for proposal process (RFP). This process shall provide for an appropriate, objective uniform evaluation system that includes the use of detailed criteria for a weighted grading system for proposals submitted. Additionally, the process shall provide for an appointment of a committee to review the proposals pursuant to the above process and make a recommendation. Such committee shall be appointed by the Mayor with one appointment to be made by the current City Council.

The ordinance being submitted to a vote, the vote thereon was as follows:

AYES:	0
NAY:	0
ABSTENTIONS:	0
ABSENT:	0

and the ordinance was declared adopted this ___th day of August , 2023

Kristine Scherer
Clerk of Council

Jason Zuckerman
Council Chairman

**THE FOLLOWING ORDINANCE WAS MOVED FOR INTRODUCTION BY
COUNCIL MEMBER _____; SECONDED FOR INTRODUCTION BY COUNCIL
MEMBER _____**

ORDINANCE NO. 23-32

**AN ORDINANCE FOR THE CITY COUNCIL OF THE CITY OF MANDEVILLE TO
AMEND ORDINANCE NUMBER 22-17, THE CAPITAL BUDGET OF THE CITY OF
MANDEVILLE AND FOR OTHER MATTERS IN CONNECTION THEREWITH**

WHEREAS, Article B, Financial Procedures of the Home Rule Charter provides that amendments to the adopted budget be made by ordinance; and,

WHEREAS, an amendment to the Capital Budget adopted for fiscal year 2022-2023, Ordinance Number 22-17, is required due to expenditures that will exceed the current authorized appropriated funds budgeted for 2022-2023 City of Mandeville Capital Budget; and

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Mandeville that the Capital Budget ordinance for fiscal year 2022-2023, Ordinance Number 22-17, is hereby amended to include the budget amendments as set forth on the attached Exhibit A - Revised, incorporated as a part hereof, and be adopted for the 2022-2023 Fiscal Year Capital Budget.

BE IT FURTHER ORDAINED, that in all other respects the 2022-2023 Capital Budget adopted shall remain in full force and effect.

The Ordinance being submitted to a vote, the vote thereon was as follows:

AYES: 0
NAYS:0
ABSTENTIONS:0
ABSENT:0

and the Ordinance was declared adopted this ___th day of August, 2023.

Kristine Scherer
Clerk of Council

Jason Zuckerman
Council Chairman

**Budget Amendment #8
Ordinance #23-32**

**Current
Budget** **Proposed
Change** **Revised
Budget**

General Fund
Expenditures
10100-88000

Capital Outlay

2,933,913.00 **400,000.00**
400,000.00

3,333,913.00

Harbor Field low bid higher than previously budgeted.

NICHOLAS V. CRESSY

PROFESSIONAL LICENSES

- Licensed to practice law in Louisiana,
- Licensed to practice law in U.S. District Court for the Eastern District of Louisiana.
- Notary Public.

LEGAL EMPLOYMENT

Forrest Cressy & James, LLC. (Formerly Forrest & Cressy Law Group)

1222 Annunciation Street, New Orleans, Louisiana

fcjlaw.com

July 2016- current

Partner

- Civil practice with concentration in personal injury and workers compensation law.

Wimberly Law Firm

Mandeville, Louisiana, January 2016- July 2017

- Litigated Criminal and Workers Compensation cases.
- Performed legal research, drafted pleadings for partners cases in litigation.
- Successfully defended Redhibition case.
- Business and Transactional Law work:
 - Drafted employment contracts for start up.
 - Drafted LOI for asset purchase of small business.
 - Drafted LLC paperwork: Articles of Organization, Initial Report, and Operating Agreement.
 - Drafted Asset Purchase Agreements.

22nd Judicial District Public Defender's Office

Covington, Louisiana, October 14- December 2015

Assistant Public Defender, Division B

- Felony Trial Attorney under Milton P. Masinter.
- 1st chaired multiple felony trials.
- Successfully argued multiple Motions to Suppress the Evidence.
- Performed jury voir dire.
- Handled felony docket of up to 215 active cases.
- Practiced client centered advocacy.

Law Clerk/ Investigator, September 2013- October 2014

- Supervised by John W. Lindner, Chief Public Defender.
- Drafted pleadings and memorandums in support of pleadings.
- Drafted an appellate brief to the Louisiana 1st Circuit Court of Appeal in a Child in Need of Care case.
- Performed investigative work.
- Performed legal research using Westlaw and drafted in-office memos on 4th Amendment issues.
- Made jail visits.
- Attended 72-hour hearings and drafted opinions as to whether the office should file for a bond reduction hearing or preliminary examinations.
- Prepared trial notebook for attorneys.
- Attended arraignments, revocation hearings, pretrial, and trial with attorneys in felony and juvenile division.

Taos Living Center L.L.C., Metairie, Louisiana,

Corporate Compliance Officer/Law Clerk, August 2013- October 2014

- Drafted employee handbook and employee contracts.
- Revised Operational Policy and Procedures.
- Drafted new resident handbook for acute care facility.
- Designed HIPAA training for employees.

Legal Intern, Summer 2012

- Assisted in-house counsel defend medical malpractice claim.
 - Requested discovery and helped draft interrogatories. Reviewed the discovery provided and drafted motion to compel discovery when opponent would not provide us with discovery requested.

- Assisted in-house counsel on legal malpractice claim filed against a law firm secured by employer's professional liability insurance company. (Professional liability insurance company hired a firm in Texas for three different claims. In all three claims the Texas firm mishandled and settled the cases for curiously large sums.)
- Drafted daily memos to managers and owners on any changes in CMS regulations or options regarding Medicaid and Medicare.

Stuart H. Smith Law Clinic & Center for Social Justice: Criminal Defense Section,
New Orleans, Louisiana, August 2012- May, 2013

Student Attorney

- Sworn in to provide legal assistance to indigent clients pursuant to Supreme Court Rule 20.
- Maintained a caseload of three clients.
- Successful in defending felony case in Orleans Parish Criminal Court.
- Conducted client interviews, scheduled meetings, argued motions *in limine* and filed and argued a motion to suppress, in Orleans Parish Criminal Court.
- Performed cross-examinations of police officers and witnesses, performed an opening argument and successfully negotiated a favorable plea deal for client with Orleans DA's office.

United States of America v. John McTiernan, Summer 2012

Law Clerk

- Hired by John McTiernan to perform legal research and writing for appeal from Ninth Circuit Court of Appeals to U.S. Supreme Court on evidentiary issue (admissibility of recorded phone conversation between John and federal agents).
- McTiernan was charged with making a false statement to the FBI regarding Anthony Pellicano's use of illegal wiretapping.

22nd Judicial District Court of Louisiana Division "I", Covington, Louisiana, Summer 2011

Law Clerk for Judge Reginald T. Badaux III, Reviewed requests for post conviction relief and drafted responses.

- Prepared jury instruction and the Judge's notes under the supervision of the Court's staff attorney.
- Attended Civil and Criminal hearing, trials, and pretrial conferences.

MDA Consultants, L.L.C., Metairie, Louisiana June 2010- August 2010 and May 2011-August 2011

Legal Intern,

- Worked under attorney Dan Daigle.
- Worked in management office that managed rehabilitation and acute care hospitals in Louisiana and New Mexico.
- Performed research for medical malpractice defense suit.
- Performed defense research for wrongful termination suit and other employment law issues.
- Drafted power of attorney and employment contract documents.
- Researched changes in Medicare and Louisiana Medicaid law.
- Incorporated an acute care hospital in Louisiana under Title 12.

EDUCATION

Loyola University New Orleans College of Law, New Orleans, Louisiana

Juris Doctor, May 2013

Honors and Activities:

- Phi Alpha Delta - O'Neill Chapter
- Vice President of the Asian Pacific Law Student Association (APLSA)
- *Universidade do Estado do Rio de Janeiro (UERJ), Rio de Janeiro, Brazil 2012*
 - Studied Latin American legal systems and International Financial Regulation.
- Loyola University College of Law Trial Advocacy

Louisiana State University, Baton Rouge, Louisiana

Bachelor of Arts in English Literature, 2008

- Study Abroad, *Paris, France 2007*— Studied international politics and French- Goal: immersion into a foreign culture.

SKILLS & INTERESTS

- Real Superheroes of St. Tammany – 2022
- New Orleans City Business Leadership in Law – 2022
- Nation Trial Lawyers Top 40 under 40 - 2022
- Leadership St. Tammany - Class of 2016
- Member of LSU Judo team, 2005-2008



INTEROFFICE MEMO

TO: Kristine Scherer
Kathleen Sides

FROM: Alia Casborné

DATE: August 14, 2023

SUBJECT: Special Events Application Recommendations

Please find below the Special Events Applications received and recommended for Council approval by the Mayor.

Hospice Foundation of the South – Wine & Dine with Hospice

Applicant: Miranda Parker

Date/Time: Thursday, November 9, 2023 – 6:00 p.m. – 9:00 p.m.

Rain Date: N/A

Location: 1144 N. Causeway Blvd (Benedict's Plantation)

Approval Requests:

- City Permit requested to apply for ATC Special Events Liquor Permit. *Event takes place on private property.*

Children's Museum of St. Tammany – Northshore Rising Star Talent Competition

Applicant: Christy Myers

Date/Time: Saturday, November 18, 2023 – 6:00 p.m. – 9:00 p.m.

Rain Date: NA

Location: Mandeville Trailhead

Approval Requests:

- City Permit requested to apply for ATC Special Events Liquor Permit

Contingencies:

- ATC alcohol permit
- COI naming the City of Mandeville an additional insured

Attachments

City of Mandeville
3101 East Causeway Approach
Mandeville, Louisiana 70448
985-624-3147 985-624-3149 Fax

****SPECIAL EVENTS (3-DAY)****
LIQUOR LICENSE APPLICATION

1. Liquor license to be issued to: Hospice Foundation of the South
2. Legal name(s): Individual, Partners, or Corporation non profit
3. Apply for: Class "A" ___ Class "B" ___ / High Content Low Content Restaurant ___
4. Business location address 1144 W Causeway Blvd / PO Box 5806 Slidell
 Telephone 985 643-5470 81dell
70469
5. Mailing address PO Box 5806 Slidell, La 70469
6. Contact Person Miranda Parker
 Phone Number 985 643-5470 E-Mail Address: Miranda.Parker@TheHospiceHouse.org
 Fax Number () _____ Web Address TheHospiceHouse.org
7. Type of organization:
 Individual Partnership Corporation Non-Profit LLP LLC Other
(If individual complete line A only)
8. If a Corporation, LLC, LLP, or Partnership, supply name, title, social security #, home address and telephone # of all officers, members, managers, partners, agents or other representative.
 The list of names below should each furnish a notarized Schedule "A".

A	Name	Title	SSN	% Owned
	Resident Address	City State Zip	Home Phone Number	
B.	Name	Title	SSN	% Owned
	Resident Address	City State Zip	Home Phone Number	
C.	Name	Title	SSN	% Owned
	Resident Address	City State Zip	Home Phone Number	

9. Is this application by a new owner to take over an existing business that has been selling liquor regularly and continuously to the present time? no If yes, list.
10. Does applicant hold State or City of Mandeville liquor license for current year at any other location?
no If yes: Name _____ Location: _____
11. Has applicant applied for state liquor license? not yet
12. Has the applicant ever been denied a state or local liquor license? no
13. Is premise located in an area where the sale of liquor is prohibited by local or state laws? no
14. Is applicant the owner of the premises to be occupied? no If no, does applicant hold a bona fide written lease? yes (Supply copy of lease with application.)
15. If premises leased, give name and address of lesser. Benedict's Plantation
16. Describe the part of the building to be occupied by business: Ballroom
17. Open date for this location _____
17. Describe in detail your business. i.e.: Type of sales, activity, or service you perform:
14th Annual Wine & Dine with Hospice

An original approved Sales Tax Clearance Certificate must be attached to the application, requested from the St. Tammany Parish Sales Tax Department (form attached).

I affirm that the information given on this application is true and correct.

Signature of Applicant M. Parker Title: Director


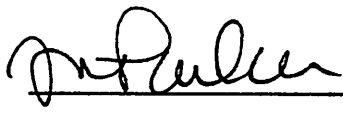
Signature of Preparer _____ Date 25 July 23

July 25, 2023

It is agreed upon on this date, July 25, 2023, for the Hospice Foundation of the South to use Benedict's Plantation for their 14th Annual Wine and Dine with Hospice. The purchaser, Hospice Foundation of the South, may access the space for setup on Wednesday, November 8th and Thursday, November 9th; with the event being November 9th from 6:00 pm until 9:00 pm. The Hospice Foundation of the South has our permission to sample alcohol as a part of the event, including, but not limited to, wine, beer and/or spirits.



Benedict's Plantation



Hospice Foundation of the South

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

Dear Applicant :
DEPARTMENT OF THE TREASURY

Date . JUN 17

HOSPICE FOUNDATION OF THE SOUTH
INC
1045 FLORIDA AVE
SLIDELL, LA 70458-0000

Employer Identification Number
: 72-1484313 DIN :
17053092816095 Contact Person : KAREN
CHAO 31003 Contact Telephone Number :

(877) 829-5500
Public Charity Status :
170 (b) (1) (A) (vi)

Out letter dated MARCH 2001, stated you. would be exempt .from Federal income tax under section 501 (c) (3) of the Internal Revenue Code, and you would be treated as a public charity, rather than as a private foundation, during an advance ruling. period.

Based on the information you submitted, you are classified as a public charity under, the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501 (c) (3) of the Code .

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt' organization . You may request a copy by calling the toll-free number for forms , (800) 829-3676. Information is also available on our Internet Web Site at [www . irs . gov](http://www.irs.gov).

If you have general questions about exempt organizations , please call our toll-free number shown in the heading between 8 : 30 a.m. 5:30 p.m. Eastern time .

Please keep this letter in your permanent records .

Sincerely yours,



Lois G. Lerner
Director, Exempt Organizations
Rulings . and Agreements

MANDEVILLE TRAILHEAD STANDARD RENTAL AGREEMENT

This document, entered into this 14 day of July 2023, constitutes an Agreement between the City of Mandeville, hereinafter referred to as City, and Children's Museum of St. Tammany, hereinafter referred to as Renter or by Renters Authorized Representative, Christy Myers, For use of the Mandeville Trailhead located at 675 Lafitte Street, Mandeville, LA, for the specified event on the specified date and time, as indicated below. The Renter's contact information is: Address: 2404 Koop Dr.; City: Mandeville
 State: LA Zip 70471 Phone or Cell Number: 985-888-1555; Email: Cmyers@cmstkids.org
 Event: Northshore Rising Stars Talent Competition Date: November 18, 2023 Time: 6:00 AM | PM to 10:00 AM | PM
4:00p. (Setup) Music 6-9

The Trailhead is to be notified at least 3 days prior to the rental date if cancellation becomes necessary. Failure to meet the 3-day cancellation requirement may result in forfeiture of all payments that have been made toward the rental. To cancel, please call the (985) 624-3147 during normal working hours (8:30 am – 4:30 pm).

The deposit reserves your date and serves as the damage/cleaning deposit. If there are no damages and the clean-up is satisfactory, the deposit will be refunded to the renter by check. Payment in-full is due no later than 2-weeks prior to the rental date. Failure to comply is subject to forfeiture of the deposit. Make checks or money orders payable to the "City of Mandeville".

PAYMENT RECORD:

Payment Date	Amount Paid	Indicate Cash or Check No.	Receipt #	Balance Due	Payment Deadline
7/14/23	100.00	check		\$ 275 ⁰⁰	

NOTE: A \$15.00 FEE WILL BE CHARGED FOR ALL CHECKS RETURNED FOR INSUFFICIENT FUNDS.

The "Rental Guidelines" are included as part of this Rental Agreement. The Rental Guidelines provide details of the regulations and procedures for renting the Mandeville Trailhead. Renters are encouraged to thoroughly read these guidelines.

The Renter's signature below signifies that the Renter agrees to comply with the terms of this Agreement and to abide by the Rental Guidelines as set forth.

SIGNED: Christy Myers
 Renter or Authorized Representative

Alea Caspers
 Authorized Agent for City of Mandeville

MANDEVILLE TRAILHEAD RENTAL GUIDELINES

- All persons or groups wishing to rent the Mandeville Trailhead Amphitheater for an event are required to enter into a rental/use agreement with the City of Mandeville. The agreement must be signed by the renter or renter’s representative.
- The fee for weekend rentals (Friday night, Saturday or Sunday) is \$650.00, which includes a \$150.00 deposit to reserve a date. If two adjacent dates are rented (e.g. Friday night & Saturday or Saturday and Sunday) only one deposit is collected for the two dates). At the close of the event(s) if there are no damages, clean-up is satisfactory, and the Center is left in its pre-rental condition, the deposit will be mailed to the renter by the City of Mandeville.

Refundable Facility Deposit: \$150 Non-Profit 501 (c) (3): 25% Discount	Monday – Thursday 8:00 a.m. – 4:30 p.m.	Friday - Sunday After 4:30 p.m.
4 Hours (Includes setup and takedown)	\$400/\$300 (NP)	\$500/ \$375 (NP)
8 Hours (Includes setup and takedown)	\$900/\$675 (NP)	\$1,000/\$750 (NP)
With Museum	+\$100/\$75 (NP)	+\$200/%150 (NP)
Street Closure (Block)	\$300/\$225 (NP)	\$300/\$275 (NP)

- **Non-Profit deposit \$100.** Non-profit status includes organizations, groups, or individuals that are certified through the Secretary of State’s Office registered as a charity, non-profit, or tax-exempt as certified by the IRS and/or the Louisiana Secretary of. A copy of the letter verifying such status is required.
- **Payment in full is due no later than 2 weeks prior to the rental date. Failure to meet this requirement may result in forfeiture of any payments that have been made toward the rental.**
- The rental period provided for a rental includes set-up and/or decorating prior to the event, and clean-up following the event. All clean-up and restoration activities are to be completed by the end of the specified rental period.
- The City of Mandeville requires that a police security officer be on premises for a 4-hour period at any rental when alcoholic beverages are served. The cost for the **police detail is \$35.00 per hour for a total of \$140.00.** The Mandeville Police Department determines total amount of presence for even (Police Addendum included in application packet). The renter makes arrangements to pay the Mandeville Police Department directly for the detail.
- No individual bottled beverages (beer or soda) are allowed on the premises, including the parking lot area. Canned or keg beer, or sodas in cans or plastic bottles are acceptable. Liquor or wine bottles are acceptable since these drinks will be poured and served in cups.
- The sale of alcoholic beverages is strictly prohibited unless a liquor permit has been obtained from the City of Mandeville and State of Louisiana (ATC).
- The Renter is solely responsible for cleaning the facility following their event. The Trailhead is to be left in the same order as it was prior to the rental event. Renters are to provide a supply of extra-large garbage bags/boxes for use during clean-up.
- Renters are responsible for removing any litter (plates, cups, napkins, cans, etc.) that their guests might leave on the grounds, parking lot areas, sidewalks, etc. The deposit may be forfeited if the interior and/or exterior of the Trailhead are not cleaned to the satisfaction of the on-duty staff person.
- **Renters are obligated to abide by the provisions of the signed rental agreement and these Rental Guidelines.**

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **MAR 11 2013**

CHILDRENS MUSEUM OF ST TAMMANY INC
PO BOX 5351
COVINGTON, LA 70434

Employer Identification Number:
45-3788694
DLN:
17053123327022
Contact Person:
APRIL D GARRETT ID# 31493
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990 Required:
Yes
Effective Date of Exemption:
September 19, 2011
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,



Holly O. Paz
Director, Exempt Organizations
Rulings and Agreements

Enclosure: Publication 4221-PC

Letter 947 (DO/CG)

State of
Louisiana
Secretary of
State



COMMERCIAL DIVISION
225.925.4704

Fax Numbers
225.932.5317 (Admin. Services)
225.932.5314 (Corporations)
225.932.5318 (UCC)

Name	Type	City	Status
CHILDREN'S MUSEUM OF ST. TAMMANY, INC.	Non-Profit Corporation	MANDEVILLE	Active

Previous Names

Business: CHILDREN'S MUSEUM OF ST. TAMMANY, INC.

Charter Number: 40619822N

Registration Date: 9/19/2011

Domicile Address

21404 KOOP DRIVE
MANDEVILLE, LA 70471

Mailing Address

C/O LESLIE MARTIN
21404 KOOP DRIVE
MANDEVILLE, LA 70471

Status

Status: Active

Annual Report Status: In Good Standing

File Date: 9/19/2011

Last Report Filed: 9/20/2022

Type: Non-Profit Corporation

Registered Agent(s)

Agent:	LESLIE MARTIN
Address 1:	21404 KOOP DRIVE
City, State, Zip:	MANDEVILLE, LA 70471
Appointment Date:	3/23/2021

Officer(s)

Additional Officers: No

Officer:	LISA Z. BARNETT
Title:	Trustee
Address 1:	21404 KOOP DRIVE
City, State, Zip:	MANDEVILLE, LA 70471

Officer:	REBECCA DOUGHERTY
Title:	Secretary
Address 1:	21404 KOOP DRIVE
City, State, Zip:	MANDEVILLE, LA 70471

Officer: KAREN REISCH
Title: Trustee
Address 1: 21404 KOOP DRIVE
City, State, Zip: MANDEVILLE, LA 70471

Officer: LESLIE MARTIN
Title: President
Address 1: 21404 KOOP DRIVE
City, State, Zip: MANDEVILLE, LA 70471

Officer: ANN BARRE
Title: Vice-President
Address 1: 21404 KOOP DRIVE
City, State, Zip: MANDEVILLE, LA 70471

Officer: PAUL MYERS
Title: Trustee
Address 1: 21404 KOOP DRIVE
City, State, Zip: MANDEVILLE, LA 70471

Officer: NICOLE GONZALES
Title: Trustee
Address 1: 21404 KOOP DRIVE
City, State, Zip: MANDEVILLE, LA 70471

Officer: OWEN BIRKETT
Title: Treasurer
Address 1: 21404 KOOP DRIVE
City, State, Zip: MANDEVILLE, LA 70471

Officer: ROY BURNS, III
Title: Trustee
Address 1: 21404 KOOP DRIVE
City, State, Zip: MANDEVILLE, LA 70471

Officer: SHELLY WINSTEAD
Title: Trustee
Address 1: 21404 KOOP DRIVE
City, State, Zip: MANDEVILLE, LA 70471

Officer: TYRONE TALAMO
Title: Trustee
Address 1: 21404 KOOP DRIVE
City, State, Zip: MANDEVILLE, LA 70471

Officer: LEANNE CARUSO
Title: Trustee
Address 1: 21404 KOOP DRIVE
City, State, Zip: MANDEVILLE, LA 70471

Officer: MICHELLE MAYNE DAVIS
Title: Trustee
Address 1: 21404 KOOP DRIVE
City, State, Zip: MANDEVILLE, LA 70471

Amendments on File (5)

Description	Date
Amendment	2/20/2013
Domicile, Agent Change or Resign of Agent	6/22/2020
Domicile, Agent Change or Resign of Agent	6/23/2020
Domicile, Agent Change or Resign of Agent	3/23/2021
Appointing, Change, or Resign of Officer	4/10/2023

[Print](#)

The following documents are attached to and made part of this Certificate:

Attachment A – Substantial Completion Punch List (dated August 7, 2023)

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

Executed by Engineer

Date

Accepted by Contractor

Date

Accepted by Owner

Date



ITEMS TO BE COMPLETED OR CORRECTED
WWTP SLUDGE REMOVAL
CITY OF MANDEVILLE
CES PROJECT NO. 2021-02

CONTRACTOR: SYNAGRO, INC.

ITEMS TO BE COMPLETED OR CORRECTED

August 7, 2023

Present @ August Progress Meeting:

David Curtis/CES

Jake Groby/MAN

Gerard Hopkins/MAN

Shawn Mulligan/MAN

Cliff Siverd/ MAN

Victoria Jaye/DEI

Gary Rogers/Synagro

General Items:

1. Provide final quantities, load tickets, and pond survey for all work.
2. Provide a final statement of accounting to the Engineer for all work.
3. Provide record drawings and record documents as outlined in Section 01720- PROJECT RECORD DOCUMENTS.
4. Provide evidence of compliance with requirements of governing authorities, etc.
 - a. Provide all documents for the hauling of biosolids and final quantity hauls to Breaux Services
5. General site cleanup and grading of disturbed areas.
6. Restore all on site electrical services to pre-project conditions and receive approval from City of Mandeville Supervisors
7. Complete the repairs necessary on the pond levee mating to address the damages caused by the heavy equipment used to lift the pond dredge. The mating shall be repaired in a manner that is approved and accepted by the City of Mandeville.
8. Remove and replace defective asphalt used to load trucks from the belt press. The Base under the asphalt shall be leveled and slopes to allow for proper drainage.
9. All piping, totes, and equipment shall be removed and the areas shall be cleaned/disinfected.

This list may not be all inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents and ensure the project site is returned to pre-project conditions.

End of List

THE FOLLOWING ORDINANCE WAS INTRODUCED BY COUNCIL MEMBER ____ AND SECONDED FOR ADOPTION BY COUNCIL MEMBER _____

ORDINANCE NO. 23-29

AN ORDINANCE OF THE CITY OF MANDEVILLE LEVYING AND IMPOSING TAXES ON PROPERTY SUBJECT TO TAXATION IN THE CITY OF MANDEVILLE, STATE OF LOUISIANA, FOR THE YEAR 2023 IN ACCORDANCE WITH THE PROVISIONS OF ARTICLE VII, SECTION 23(C) OF THE LOUISIANA CONSTITUTION AND R.S. 47:1705(B)

SECTION 1. That a special tax of 6.48 mills on the dollar of the assessed valuation of all taxable property in the City be and the same is hereby levied, assessed and imposed on all of said property for the year 2023 for the purpose of paying general maintenance and operations of the City of Mandeville (**Tracking No. 5050001**).

SECTION 2. That a special tax of 1.00 mills on the dollar of the assessed valuation of all taxable property in the City be and the same is hereby levied, assessed and imposed on all property for the year 2023 for the purpose of providing additional funds for operating and maintaining the Police Department (**Tracking No. 5050002**).

SECTION 3. That a special tax of 0.99 mills on the dollar of the assessed valuation of all taxable property in the City be and the same is hereby levied, assessed and imposed on all property for the year 2023 for the purpose of providing additional funds for operating and maintaining the Police Department (**Tracking No. 5050008**).

SECTION 4. That the Tax Collector of the City of Mandeville, State of Louisiana, be and he is hereby empowered, authorized and directed to spread said taxes, as herein set forth, upon the assessment roll of said City of Mandeville, for the year 2023 and to make the collection of the taxes imposed on his behalf for said City according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and the collection thereof shall be enforceable in the manner provided by law.

The ordinance being submitted to a vote, the vote thereon was as follows:

AYES: 0
NAYS:0
ABSTENTIONS:0
ABSENT:0

and the Resolution was declared adopted this ____th day of September, 2023

Kristine Scherer
Clerk of Council

Jason Zuckerman
Council Chairman

THE FOLLOWING ORDINANCE WAS INTRODUCED BY COUNCIL MEMBER ____ AND SECONDED UPON INTRODUCTION BY COUNCIL MEMBER ____

ORDINANCE NO. 23-30

AN ORDINANCE OF THE CITY OF MANDEVILLE LEVYING AND IMPOSING TAXES ON PROPERTY SUBJECT TO TAXATION IN THE CITY OF MANDEVILLE, STATE OF LOUISIANA, FOR THE YEAR 2023 IN ACCORDANCE WITH THE PROVISIONS OF ARTICLE VII, SECTION 23(C) OF THE LOUISIANA CONSTITUTION AND R.S. 47:1705(B)

SECTION 1. The taxing district is requesting, to increase the adjusted maximum millage rate of 6.48 to 6.87, but not in excess of the prior year's maximum rate(s), on all taxable property shown on the official assessment roll for the year 2023, and when collected, the revenues from said taxes shall be used only for the specific purposes for which said taxes have been levied.

SECTION 2. That a special tax of 6.87 mills on the dollar of the assessed valuation of all taxable property in the City be and the same is hereby levied, assessed and imposed on all of said property for the year 2023 for the purpose of paying general maintenance and operations of the City of Mandeville (**Tracking No. 5050001**).

SECTION 3. That the Tax Collector of the City of Mandeville, State of Louisiana, be and he is hereby empowered, authorized and directed to spread said taxes, as herein set forth, upon the assessment roll of said City of Mandeville, for the year 2023 and to make the collection of the taxes imposed on his behalf for said City according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and the collection thereof shall be enforceable in the manner provided by law.

SECTION 4: The estimated amount of tax revenues to be collected in the next years from the increased general alimony millage is \$2,075,435.23 and the amount of increased taxes attributable to the general alimony millage increase is \$1,528,206.02

The ordinance being submitted to a vote, the vote thereon was as follows:

AYES: 0
NAYS:0
ABSTENTIONS:0
ABSENT:0

and the Ordinance was declared adopted this ____th day of September, 2023

Kristine Scherer
Clerk of Council

Jason Zuckerman
Council Chairman

THE FOLLOWING ORDINANCE WAS MOVED FOR INTRODUCTION BY COUNCIL MEMBER _____; SECONDED FOR INTRODUCTION BY COUNCIL MEMBER _____; MOVED FOR ADOPTION BY COUNCIL MEMBER _____; AND SECONDED FOR ADOPTION BY COUNCIL MEMBER _____

ORDINANCE NO. 23-33

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AMENDING THE PERSONNEL POLICIES RULE 1.0, SECTION 1.02 (C) AND ADOPTING RULE 1.0, SECTION 1.05 FOR THE MUNICIPAL EMPLOYEES' CIVIL SERVICE SYSTEM, AND ITS EMPLOYEE RULES AND REGULATIONS AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, Section 4-05 of the Mandeville City Charter, entitled Personnel Systems, mandates the City Council shall adopt personnel rules, policies, procedures and practices for all non-police employees by ordinance; and

WHEREAS, It is necessary that personnel policies be reviewed from time to time to adequately reflect policies as revised to meet current conditions; and

WHEREAS, as a part of that review process, the Council deemed that the Personnel Policies of the Municipal Employees Civil Service System be amended to reflect current standards and practices;

WHEREAS the City of Mandeville's Municipal Employees' Civil Service Board recommends approval of the Governmental Ethics policy; and

NOW, THEREFORE BE IT ORDAINED that the following sections be updated under Rule 1.0. Merit Principles to amend Section 1.02(C) and adopt Section 1.05 of the Personnel Policies of the Municipal Employees Civil Service System to read as follows:

Section 1.02(C)

Employees shall be trained as necessary to ensure high quality performance. ~~They shall participate in a comprehensive training program regarding the Louisiana Code of Ethics and the Municipal Employees' Civil Service Manual. This training shall include, but not be limited to, ongoing small and large group training sessions highlighting general rules of conduct required by the Louisiana Code of Ethics and the Municipal Employees' Civil Service manual. This training shall amplify what city personnel can or cannot do in complying with the Louisiana Code of Ethics and the City of Mandeville Personnel Policies. It shall also identify and help personnel recognize potential conflicts of interest and provide mechanisms for alerting the proper official of such conflicts. Persons in the classified service of the City of Mandeville shall be required to participate in at least one (1) hours of training per calendar year. These hours shall be certified to the Human Resources Director and be a part of the employee's personnel record.~~

Section 1.05 GOVERNMENTAL ETHICS

The Louisiana Code of Governmental Ethics exists to ensure:

1. The public confidence in the integrity of government
2. The independence and impartiality of elected officials and public employees
3. That governmental decisions and policy are made in the proper channel of the government structure
4. That public office and employment are not used for private gain

To that end, Louisiana Revised Statute 42:1170 requires all public employees to complete one hour of training on the Code of Governmental Ethics each calendar year and submit documentation to the Human Resources Department. In addition, each City of Mandeville official and board/commission member must complete the required Ethics training each calendar year. Information on the prohibitions as defined by Louisiana Revised Statute 42:1111-1121, the Summary of the Ethics Code, contact information and other training information can be found on the City of Mandeville's website:

www.cityofmandeville.com/hr/page/employee-resources.

Supervisors shall monitor their employees for compliance with the Louisiana Code of Governmental Ethics. Employees found engaging or participating in any of the prohibited activities as defined in Louisiana Revised Statute 42:1111-1121 will be subject to disciplinary action up to and including termination and the pursuit of charges.

Possible ethics violations shall be reported to the Ethics Board by the Agency head (R.S. 42:1161A). Employees are encouraged to report possible ethics violations to the Human Resources Director, Agency head, Ethics designee or directly to the Louisiana Board of Ethics. Their contact information is linked on the City's website: www.cityofmandeville.com/hr/page/employee-resources

Penalties that may be imposed upon a finding of a violation of the laws under the Ethics Board's jurisdiction include, but are not limited to:

1. Censure
2. Monetary fine(s), penalties, and late fees
3. Removal, suspension, reduction in pay, or demotion
4. Imposition of restrictions
5. Recession of contracts, permits, and licenses
6. Forfeiture of any gifts or payments
7. Objection of candidacy

The agency head shall maintain documentation of training and shall notify all employees and officials of any changes to this policy.

BE IT FURTHER ORDAINED that the City Council of the City of Mandeville hereby adopts and amends the provisions of this ordinance upon signature of the Mayor.

BE IT FURTHER ORDAINED that the Clerk of this Council be and she is hereby authorized

and empowered to take any and all actions which she, in the exercise of her discretion, deems necessary to promulgate the provisions of this ordinance.

The ordinance being submitted to a vote, the vote thereon was as follows:

AYES:
NAY:
ABSTENTIONS:
ABSENT:

and the ordinance was declared adopted this ____ Day of _____, 2023.

Kristine Scherer
Clerk of Council

Jason Zuckerman
Council Chairman

SUBMITTAL TO MAYOR

The foregoing Ordinance was **SUBMITTED** by me to the Mayor of the City of Mandeville this ____ day of _____, 2023 at ____ o'clock __.m.

CLERK OF COUNCIL

APPROVAL OF ORDINANCE

The foregoing Ordinance is by me hereby **APPROVED**, this ____ day of _____, 2023 at ____ o'clock __.m.

CLAY MADDEN, MAYOR

VETO OF ORDINANCE

The foregoing Ordinance is by me hereby **VETOED**, this ____ day of _____, 2023, at ____ o'clock __.m.

CLAY MADDEN, MAYOR
RECEIPT FROM MAYOR

The foregoing Ordinance was **RECEIVED** by me from the Mayor of the City of Mandeville this ____ day of _____, 2023 at ____ o'clock __.m.

CLERK OF COUNCIL

CERTIFICATE

I, THE UNDERSIGNED Clerk of the City Council of the City of Mandeville do hereby certify that the foregoing is a true and correct copy of an ordinance adopted by the City Council of the City of Mandeville at a duly noticed, called and convened meeting of said City Council held on the ____ day of _____, 2023 at which a quorum was present and voting. I do further certify that said Ordinance has not thereafter been altered, amended, rescinded, or repealed.

WITNESS MY HAND and the seal of the City of Mandeville this ____ day of _____, 20____.

CLERK OF COUNCIL

Ethics Policy Revision

CURRENT with edits (page I-2):

Section 1.02 MERIT PRINCIPLES The objectives shall be pursued in accordance with the following merit principles:

- A. Recruitment, selection and advancement of employees shall be on the basis of their ability, knowledge and skills and shall include open consideration of qualified applicants for initial appointments.
- B. Employees shall be compensated equitably and adequately for work performed.
- C. Employees shall be trained as necessary to ensure high quality performance.

They shall participate in a comprehensive training program regarding the Louisiana Code of Ethics and the Municipal Employees' Civil Service Manual. This training shall include, but not be limited to, ongoing small and large group training sessions highlighting general rules of conduct required by the Louisiana Code of Ethics and the Municipal Employees' Civil Service manual. This training shall amplify what city personnel can or cannot do in complying with the Louisiana Code of Ethics and the City of Mandeville Personnel Policies. It shall also identify and help personnel recognize potential conflicts of interest and provide mechanisms for alerting the proper official of such conflicts. Persons in the classified service of the City of Mandeville shall be required to participate in at least one (1) hours of training per calendar year. These hours shall be certified to the Human Resources Director and be a part of the employee's personnel record.

- D. Employees shall be retained on the basis of the adequacy of their performance, corrected when that performance is inadequate and separated when performance cannot be corrected.
- E. Applicants and employees shall be treated fairly in all aspects of personnel administration, and with proper regard for their privacy and constitutional rights as citizens.

PROPOSED REPLACEMENT FOR REMOVED PARAGRAPH ABOVE

Section 1.05 GOVERNMENTAL ETHICS The Louisiana Code of Governmental Ethics exists to ensure:

1. The public confidence in the integrity of government
2. The independence and impartiality of elected officials and public employees
3. That governmental decisions and policy are made in the proper channel of the government structure
4. That public office and employment are not used for private gain

To that end, Louisiana Revised Statute 42:1170 requires all public employees to complete one hour of training on the Code of Governmental Ethics each calendar year and submit documentation to the Human Resources Department. In addition, each City of Mandeville official and board/commission member must complete the required Ethics training each calendar year. Information on the prohibitions as defined by Louisiana Revised Statute 42:1111-1121, the Summary of the Ethics Code, contact information and other training information can be found on the City of Mandeville's website:

www.cityofmandeville.com/hr/page/employee-resources.

Supervisors shall monitor their employees for compliance with the Louisiana Code of Governmental Ethics. Employees found engaging or participating in any of the prohibited activities as defined in Louisiana Revised Statute 42:1111-1121 will be subject to disciplinary action up to and including termination and the pursuit of charges.

Possible ethics violations shall be reported to the Ethics Board by the Agency head (R.S. 42:1161A). Employees are encouraged to report possible ethics violations to the Human Resources Director, Agency head, Ethics designee or directly to the Louisiana Board of Ethics. Their contact information is linked on the City's website: www.cityofmandeville.com/hr/page/employee-resources

Penalties that may be imposed upon a finding of a violation of the laws under the Ethics Board's jurisdiction include, but are not limited to:

1. Censure
2. Monetary fine(s), penalties, and late fees
3. Removal, suspension, reduction in pay, or demotion
4. Imposition of restrictions
5. Recession of contracts, permits, and licenses
6. Forfeiture of any gifts or payments
7. Objection of candidacy

The agency head shall maintain documentation of training and shall notify all employees and officials of any changes to this policy.