

ORD 25-27

THE FOLLOWING ORDINANCE WAS SPONSORED BY COUNCIL MEMBER _____; MOTIONED FOR ADOPTION BY COUNCIL MEMBER _____ AND SECONDED FOR ADOPTION BY COUNCIL MEMBER _____

ORDINANCE NO. 25-27

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE APPROVING A CONDITIONAL USE PERMIT FOR THE USE DESIGNATED UNDER CLURO SECTION 6.4.42.3 LODGING (TRANSIENT) SHORT-TERM RENTAL: WHOLE HOUSE RENTAL, LOCATED AT 418 LAFITTE STREET , BEING A PORTION OF GROUND LOCATED IN SQUARE 34 ON LOT D1-A ZONED AS B-3 OLD MANDEVILLE BUSINESS DISTRICT AND APPROVING A SITE PLAN, FLOOR PLAN, AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, Ordinance 19-34, adopted by the City Council on February 13, 2020, set forth the provisions for the use of Short-term Rentals, including Short Term Rental: Whole House Rental; and

WHEREAS, the City Council adopted Ordinance 25-02 on March 13, 2025, which amended the current provisions for Short-Term Rentals to increase the allowed number of Whole House Rentals by 10 to a new maximum of 20; and

WHEREAS, CLURO Section 6.4.42.3 Lodging (Transient) Short-term Rental: Whole House Rental is defined as “*A dwelling where short-term lodging is provided to one party of guest for compensation by the owner of the residence where the owner’s presence on the premises is not required during the guest’s stay*”; and

WHEREAS, Lynn Brayton, the present owner of 418 Lafitte Street, is requesting approval of a Conditional Use Permit for the use designated under CLURO Section 6.4.42.3 Lodging (Transient) Short-term Rental: Whole House Rental located at 418 Lafitte Street; and

WHEREAS, the property located at 418 Lafitte Street is zoned B-3 Old Mandeville Business District and in accordance with CLURO Section 7.8 Table of Permitted Uses by Zoning District a Conditional Use Permit approval pursuant to Article 4 is required to allow the use designated under CLURO Section 6.4.42.3 Lodging (Transient) Short-term Rental: Whole House Rental; and

WHEREAS, in accordance with CLURO Section 8.2.3.5 (E) Citywide Cap for Whole House Rentals (1), the total number of short-term rental permits for Whole House Rentals shall not exceed twenty (20) at any time. At this time, thirteen (13) Conditional Use applications have been approved by Ordinance; and

WHEREAS, A floor plan and site plan has been prepared by the applicant and

submitted on June 23, 2025; and

WHEREAS, the City Council has received the recommendation of the Planning Commission of the City of Mandeville on this request; and

WHEREAS, in accordance with CLURO Section 4.3.3 Procedures for Conditional Use Permits, the City Council finds that the proposed use and site plan will serve the best interests of the City of Mandeville by providing a greater mix of lodging opportunity for visitors to the City while still maintaining the character and culture of the neighborhood, and the public health, safety, and welfare of the surrounding community.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Mandeville that the City Council does hereby approve the Conditional Use Permit in accordance with CLURO Section 4.3.3 for the use defined under CLURO Section 6.4.42.3 Lodging (Transient) Short-term Rental: Whole House Rental located at 418 Lafitte Street.

BE IT FURTHER ORDAINED, by the City Council of the City of Mandeville that this ordinance shall become effective immediately upon the 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:

NAYS:

ABSENT:

ABSTENTIONS:

and the ordinance was declared adopted this ____ day of _____ 2025

Alicia Watts
Clerk of Council

Jason Zuckerman
Council Chairman



MANDEVILLE

A Historic Lakefront Community

Planning and Zoning Commission

CLAIRE DURIO, CHAIRWOMAN
PLANNING COMMISSION

BRIAN RHINEHART, CHAIRMAN
ZONING COMMISSION

CARA BARTHOLOMEW, AICP
DIRECTOR, DEPT. OF PLANNING & DEVELOPMENT

MEMBERS:
SCOTT QUILLIN
ANDREA FULTON
NICHOLAS CRESSY
KAREN GAUTREUX
PATRICK ROSENOW

CITY OF MANDEVILLE PLANNING COMMISSION RECOMMENDATION TO THE CITY COUNCIL REGARDING CONDITIONAL USE APPROVAL TO OPERATE A SHORT-TERM RENTAL: WHOLE HOUSE RENTAL AT 418 LAFITTE STREET

The City Council adopted Ordinance 25-02 at the March 13, 2025, meeting. This ordinance increased the allowed number of Whole House Rentals by 10 to a new maximum of 20. An application was submitted to the Planning Department on June 20, 2025, by the property owner of 418 Lafitte to operate a Short-term Rental: Whole House Rental on site. As part of the procedure for Conditional Use Approval, any Conditional Use Permit is required to go before the Planning Commission for recommendation.

The Planning Commission held a work session on Tuesday, July 8, 2025, and a voting meeting on Tuesday, July 22, 2025, for case CU25-07-04. The Commission recommends approval of the proposed Conditional Use Permit to the City Council.

The Commission found that the submitted site plan and floor plan are in conformance with the proposed use of a Whole House rental. There was some discussion about both the primary residence and the accessory dwelling unit being utilized for the short term rental, however Whole House Rentals are limited to one party of guests so there would not be multiple parties on the premises at one time.

As part of the procedure for Conditional Use Approval, the Commission is required to submit its recommendation and report to the City Council. The Commission voted 6-1 in favor approving the requested Conditional Use Permit.

Attachments:

Case Packet

PowerPoint Presentation

CASE SUMMARY SHEET

CASE NUMBER: CU25-07-04
DATE RECEIVED: June 18, 2025
DATE OF MEETING: July 8, 2025 and July 22, 2025

Address: 418 Laffitte
Subdivision: Square 34 Lot D1-A
Zoning District: B-3 Old Mandeville Business District
Property Owner: Lynn Brayton

REQUEST: CU25-07-04 – Lynn Brayton requests Conditional Use Approval to allow Lodging (Transient)— Short-term Rental Whole House per the Table of Permitted Uses, CLURO Section 7.8, Old Town of Mandeville, Square 34 Lot D1-A, B-3 Old Mandeville Business District, 418 Laffite

PREVIOUS CASES: V21-05-15 – Mechanical equipment in the side setback
V22-05-16 – Live oak dripline encroachment
V23-04-15 – Setback encroachment

CASE SUMMARY: Operate a short-term rental on the property

The applicant owns the property at 418 Laffite located on the west side of Laffite St., north of Madison St., and south of Monroe St. The property measures 98.5’ x 120’ and contains 11,820 sqft per a survey prepared by Land Surveying LLC and dated 9.21.2020. The property is currently improved with a single-family residence with an accessory dwelling unit under construction.

In March 2025 the City Council adopted Ordinance 25-02 which amended the CLURO to increase the allowed number of Whole House Rentals by 10 to a new maximum of 20. The property owner is requesting to operate a Whole House Short-term Rental out of both the single-family residence and the accessory dwelling unit.

The primary residence is 1,587 sqft and contains 3 bedrooms and 2 bathrooms. The accessory dwelling unit is 985 sqft and contains 2 bedrooms and 3 bathrooms. In a statement provided by the applicant they stated that *“The interior of the accessory dwelling will not be complete until the end of the year. I plan on renting primarily to friends, family members and people in the community with family visiting. I do not plan to list on Airbnb or VRBO as I would like to maintain control of the type of visitors. I live right across the street and want only visitor who are respectful of my home and the neighborhood”*.

Parking:

Lodging (Transient) — Short-term Rental: Whole House Rental requires one parking space per guest room but no less than two spaces for resident occupants. Both buildings combined have a total of 5 bedrooms requiring five parking spaces on site. The plans for the accessory dwelling unit show parking for two cars underneath the structure while a site plan submitted by the applicant provides for the remaining three parking spaces in the driveway.

Accessory Dwelling Units

One of the regulations required for an accessory dwelling unit is that owner occupancy is required. Either the primary residence or the accessory unit must be occupied by an owner of the property. In this case the owner of the property would be living across the street from the primary residence and the accessory dwelling unit.

CLURO SECTIONS:

4.3.3.8. Review and Evaluation Criteria

The Planning Director, the Planning Commission and the City Council shall review and evaluate and make the following findings before granting a Conditional Use Permit or Planned District zoning using the following criteria:

1. Comparison with applicable regulations and standards established by the Comprehensive Land Use Regulations applicable to the proposed use and site.
2. Compatibility with existing or permitted uses on abutting sites, in terms of building height, bulk and scale, setbacks and open spaces, landscaping and site development, and access and circulation features.
3. Potentially unfavorable effects or impacts on other existing conforming or permitted uses on abutting sites, to the extent such impacts exceed these which reasonably may result from use of the site by a permitted use.
4. Modifications to the site plan which would result in increased compatibility, or would mitigate potentially unfavorable impacts, or would be necessary to conform to applicable regulations and standards and to protect the public health, safety, morals, and general welfare.
5. Safety and convenience of vehicular and pedestrian circulation in the vicinity, including traffic reasonably expected to be generated by the proposed use and other uses reasonable and anticipated in the area considering existing zoning and land uses in the area.
6. Protection of persons and property from erosion, flood or water damage, fire, noise, glare, and similar hazards or impacts.
7. Location, lighting, and type of signs; and relation of signs to traffic control and adverse effect on adjacent properties.

- 8. Adequacy and convenience of off-street parking and loading facilities and protection of adjacent property from glare of site lighting.
- 9. Conformity with the objectives of these regulations and the purposes of the zone in which the site is located.
- 10. Compatibility of the proposed use and site development, together with any modifications applicable thereto, with existing or permitted uses in the vicinity.
- 11. That any conditions applicable to approval are the minimum necessary to minimize potentially unfavorable impacts on nearby uses and to ensure compatibility of the proposed use with existing or permitted uses in the same district and the surrounding area.
- 12. That the proposed use, together with the conditions applicable thereto, will not be detrimental to the public health, safety, or welfare, or community aesthetics, or materially injurious to properties or improvements in the vicinity.

6.4.42.3 Lodging (Transient)— Short-term Rental: Whole House Rental

A dwelling where short-term lodging is provided to one party of guest for compensation by the owner of the residence where the owner’s presence on the premises is not required during the guest’s stay.



From: [Lynn Brayton](#)
To: [Tina Myers](#)
Subject: Whole House Short Term Rental 418 Lafitte St
Date: Thursday, June 19, 2025 7:33:29 AM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

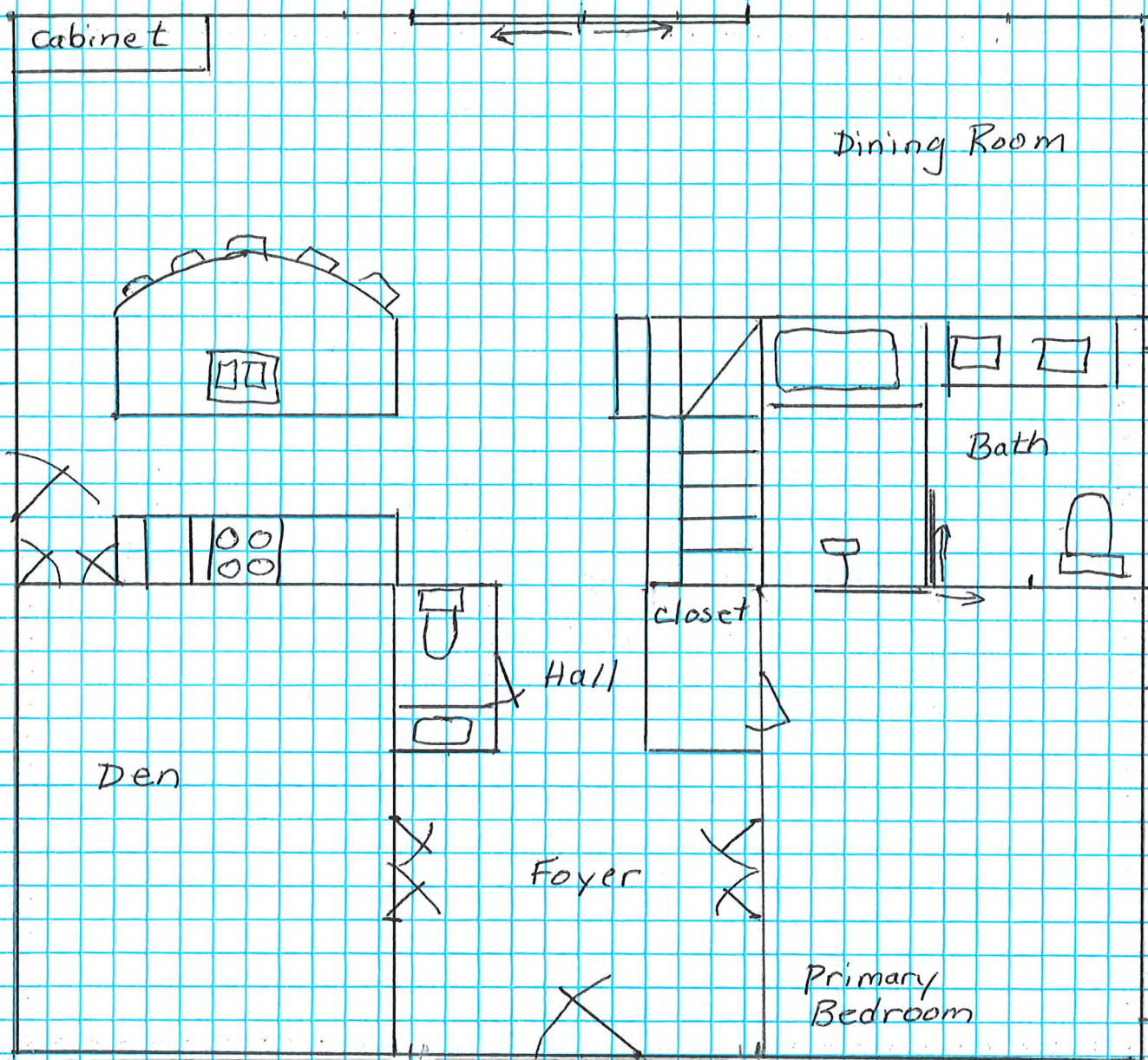
Hello Tina,

The home is approximately 1800 sq ft and the accessory dwelling is approximately 950 sq ft. The garage hold 2 cars and there is space in the driveway for more than 3 cars. The interior of the accessory dwelling will not be complete until the end of the year. I plan on renting primarily to friends, family members and people in the community with family visiting. I do not plan to list on Airbnb or VRBO as I would like to maintain control of the type of visitors. I live right across the street and want only visitor who are respectful of my home and the neighborhood.

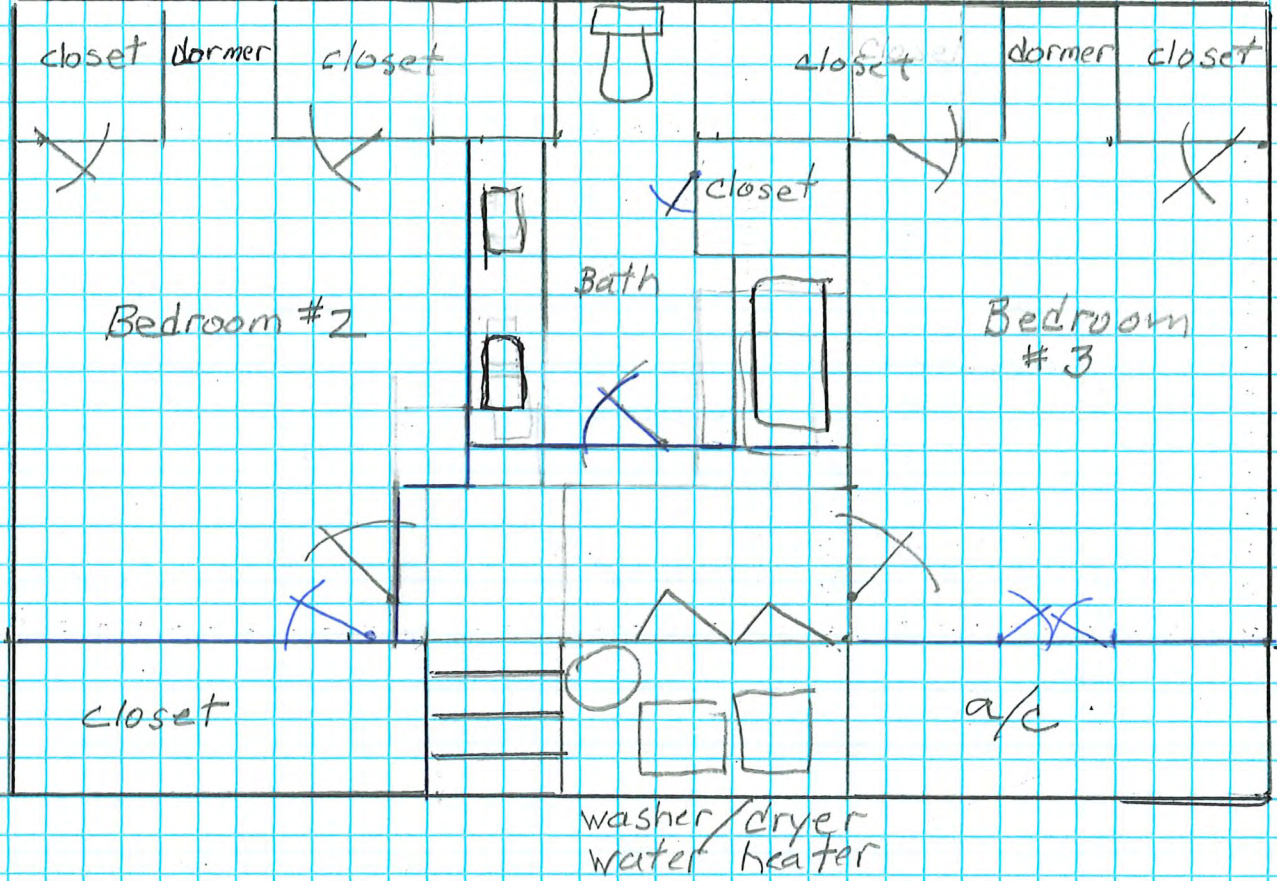
Thank you for your help.

Sincerely,

Lynn Brayton Sent from my iPad



1st floor



2nd floor

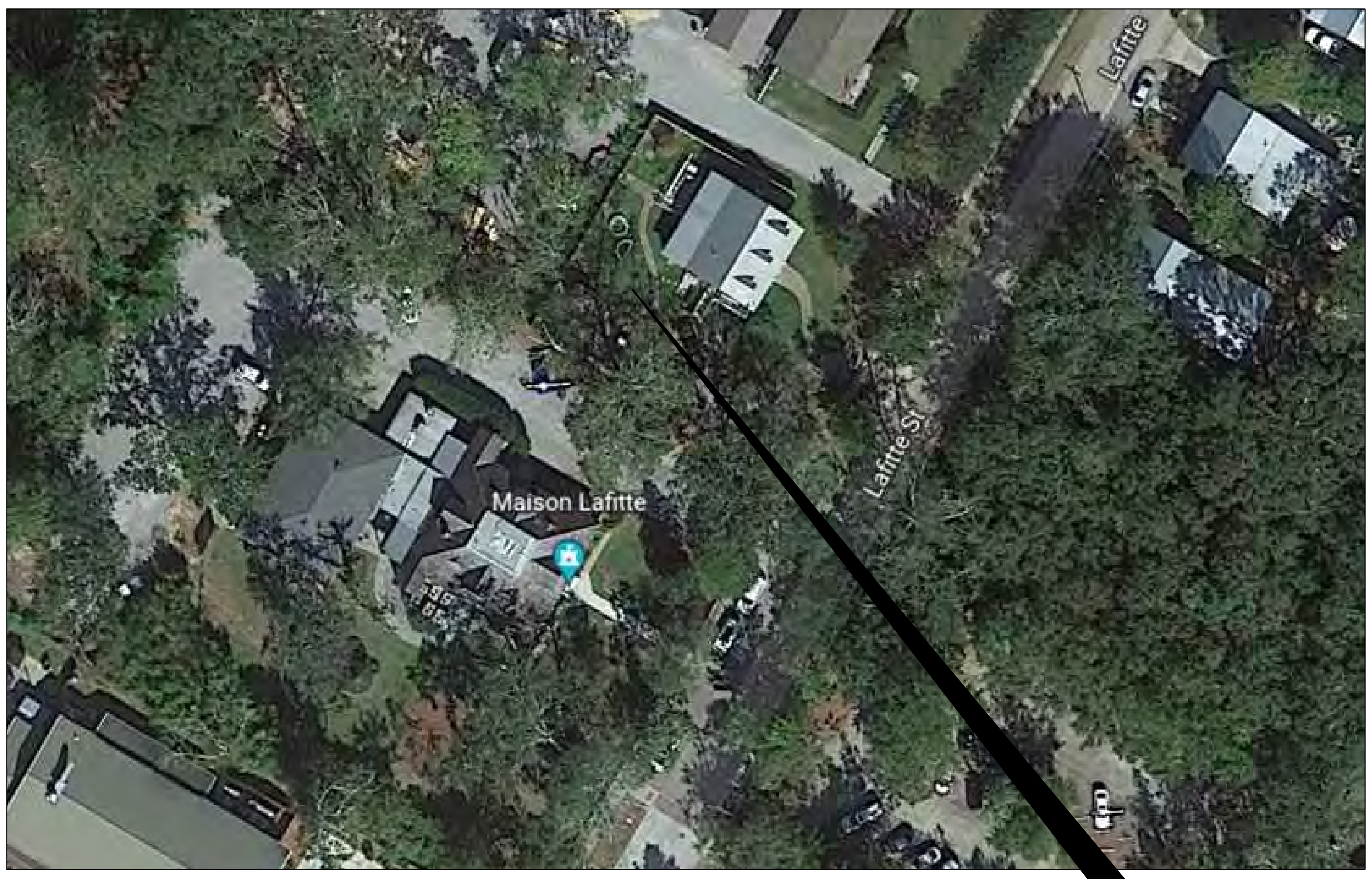
PROJECT# 23009

BRAYTON-BRUNO GARAGE & GUEST SUITE

418 LAFITTE STREET. MANDEVILLE, LA 70448

DRAWING INDEX:

COVER	INDEX, STRUCTURAL DATA, PROJECT DATA
A1.0	SITE PLAN
A2.0	FIRST FLOOR PLAN
A2.1	SECOND FLOOR PLAN
A2.2	ROOF PLAN
A3.0	FINISH AND OPENING SCHEDULES
A4.0	BUILDING ELEVATIONS
S1.0	FOUNDATION PLAN
S1.1	FOUNDATION DETAILS
S2.0	FIRST FLOOR FRAMING PLAN
S2.1	ROOF FRAMING PLAN
M1.0	MECHANICAL SECOND FLOOR PLAN
E1.0	FIRST FLOOR POWER PLAN
E1.1	SECOND FLOOR POWER PLAN
E2.0	FIRST FLOOR LIGHTING PLAN
E2.1	SECOND FLOOR LIGHTING PLAN
P1.0	GROUND FLOOR PLUMBING PLAN
P1.1	FIRST FLOOR PLUMBING PLAN
SD-1	CEILING PLAN



1 VICINITY MAP
NO SCALE

STRUCTURAL LOADING-

2015 IBC, FIGURE 1609
ULTIMATE DESIGN WIND SPEED, 130 MPH
NOMINAL DESIGN WIND SPEED, 96 MPH

(IBC 1609.2) - WIND BORNE DEBRIS REGION. PORTIONS FOR HURRICANE-PRONE REGIONS THAT ARE WITHIN 1 MILE (1.61 KM) OF THE COASTAL MEAN HIGH WATER LINE WHERE THE BASIC WIND SPEED IS 130 MPH (48 M/S) OR GREATER +/- OR HAWAII. (IBC 1609.3) - THE BASIC WIND SPEED, IN MPH, FOR THE DETERMINATION OF THE WIND LOADS SHALL BE DETERMINED BY FIGURE 1609. BASIC WIND SPEED FOR THE SPECIAL WIND REGIONS INDICATED. NEAR MOUNTAINOUS TERRAIN AND NEAR GORGES SHALL BE IN ACCORDANCE WITH SECTION 6.5.4 OR ASCE7.

PROJECT IS NOT IN A WIND BORNE DEBRIS REGION.

IN NON-HURRICANE-PRONE REGIONS, WHEN THE BASIC WIND SPEED IS ESTIMATED FROM REGIONAL CLIMATIC DATA, THE BASIC WIND SPEED SHALL BE NOT LESS THAN THE WIND SPEED ASSOCIATED WITH AN ANNUAL PROBABILITY OF 0.02 (50-YEAR MEAN RECURRENCE INTERVAL), AND THE ESTIMATE SHALL BE ADJUSTED FOR EQUIVALENCE TO A 3-SECOND GUST WIND SPEED AT 33 FEET (10 M) ABOVE GROUND IN EXPOSURE CATEGORY 'C'. THE DATA ANALYSIS SHALL BE PERFORMED IN ACCORDANCE WITH: SECTION 6.5.4.2 OF ASCE7.

BUILDING FRAME AND COMPONENTS DESIGNED BASED ON LOADS FROM ASCE7-05.


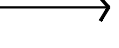
ENCLOSED BUILDING
RISK CATEGORY 'II' (IBC 1604.5)
SNOW LOAD = 0 (IBC 1608.2)
WIND EXPOSURE 'B' (IBC 1609.4)
WIND IMPORTANCE FACTOR = 1.0
INTERNAL PRESSURE COEFFICIENT = 1.18
COMPONENT, CLADDING WIND PRESSURE=35.2 PSF
MAIN WIND RESISTING SYSTEM = DIAPHRAGM
FLOOR LIVE LOADS - 40 PSF
FLOOR DEAD LOADS - 20 PSF
ROOF LIVE LOAD - 40 PSF
LIMITED STORAGE ATTIC LIVE LOAD - 20 PSF

FLOOD ZONE REQUIREMENTS:
PROJECT IS IN FLOOD ZONE 'AE', EL 10'

PROJECT DATA:

BUILDING AREA: 985 SF BLDG. FOOTPRINT
985 SF GARAGE
860 SF GUEST SUITE
115 SF BALCONY

GENERAL NOTES:

1. WORK SHALL BE IN COMPLIANCE WITH THE 2015 INTERNATIONAL RESIDENTIAL CODE - 130 MPH BASIC WIND SPEED.
2. GENERAL CONTRACTOR TO PROVIDE 1 YEAR WARRANTY ON ALL WORK BEGINNING ON THE DATE OF SUBSTANTIAL COMPLETION.
3. MECHANICAL AND ELECTRICAL SYSTEMS SHALL BE CONSTRUCTED IN ACCORDANCE WITH IMC 2015, IEC 2015 & IRC 2015.
4. PLUMBING WORK SHALL BE IN ACCORDANCE WITH LA. STATE PLUMBING CODE 2015.
5. CONTRACTOR TO VERIFY SITE LOCATIONS FOR UTILITY TIE-INS AND COORDINATE WORK IN THESE AREAS WITH UTILITY COMPANIES. CONTRACTOR TO OBTAIN AND PAY FOR ASSOCIATED PERMITS AND IMPACT FEES.
6. CONTRACTOR TO DISPOSE OF ALL CONSTRUCTION DEBRIS IN ACCORDANCE WITH APPLICABLE LOCAL CODES AND LA DEQ.
7. ALL PLYWOOD MATERIAL MUST BE IN ACCORDANCE WITH APA STANDARDS. SUBROOFING AND WALL SHEATHING MATERIAL TO BE 5/8" CDX WITH PANEL SUPPORTED EDGES. PROVIDE 6 SHEETS OF 3/4" CD PLYWOOD FOR ATTIC DECKING.
8. GYP. BD. WALLS AND CLGS. TO BE LIGHT ORANGE PEEL FINISH. ALL INTERIOR PAINTED SURFACES SHALL RECEIVE ONE COAT PRIMER AND TWO FINISH COATS IN ACCORDANCE WITH PAINT MFR. RECOMMENDATIONS.
9. ALL EXPOSED PIPING IN ATTIC SHALL BE WRAPPED WITH 3/4" POLYSTYRENE INSULATION.
10. OPEN CELL POLYURETHANE FOAM INSULATION IN ALL EXTERIOR WALLS (R-19), AND BETWEEN RAFTERS OF CEILING STRUCTURE (R-19), AND CLOSED CELL POLYURETHANE FOAM BENEATH FLOOR STRUCTURE (R-11).
11. INSULATE ALL INTERIOR WALLS, FLOORS & CLGS. WITH 3 1/2" UNFACED SOUND BATT INSULATION FROM FLOOR TO CEILING AND ABOVE CEILING IN ATTIC.
12.  ARROW INDICATES SURFACE DRAINAGE AND SWALES.
 ARROW INDICATES PAVED AREA DRAINAGE DIRECTION.
13. PROVIDE FENCING AROUND TREES TO REMAIN ALONG THEIR DRIP LINES AND MAINTAIN THAT PROTECTION THROUGHOUT CONSTRUCTION.

KVS

architecture

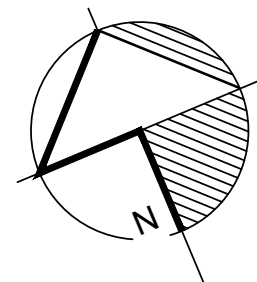
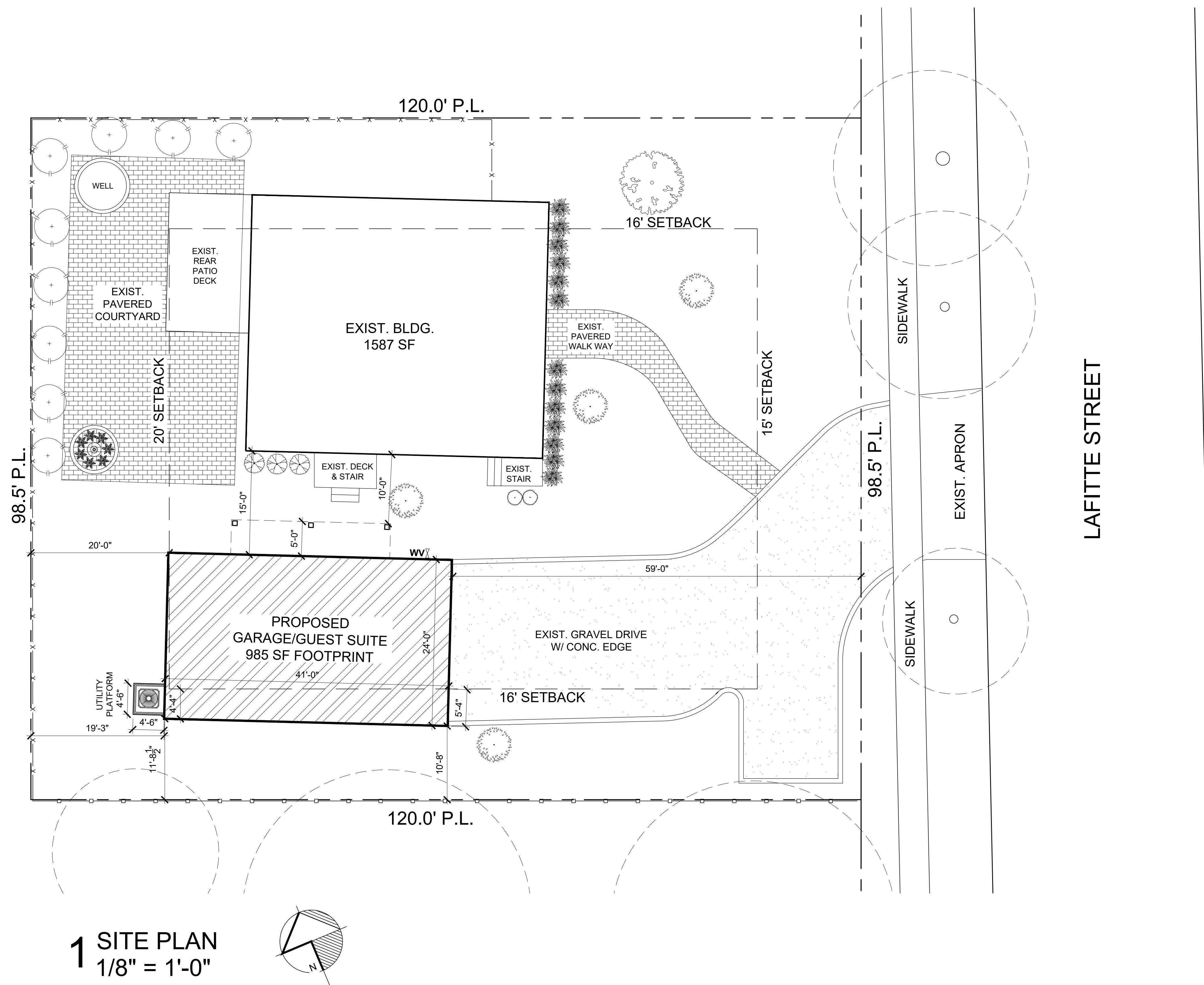
235 Girod Street, Mandeville, Louisiana
985.674.3077 www.kvsarchitecture.com

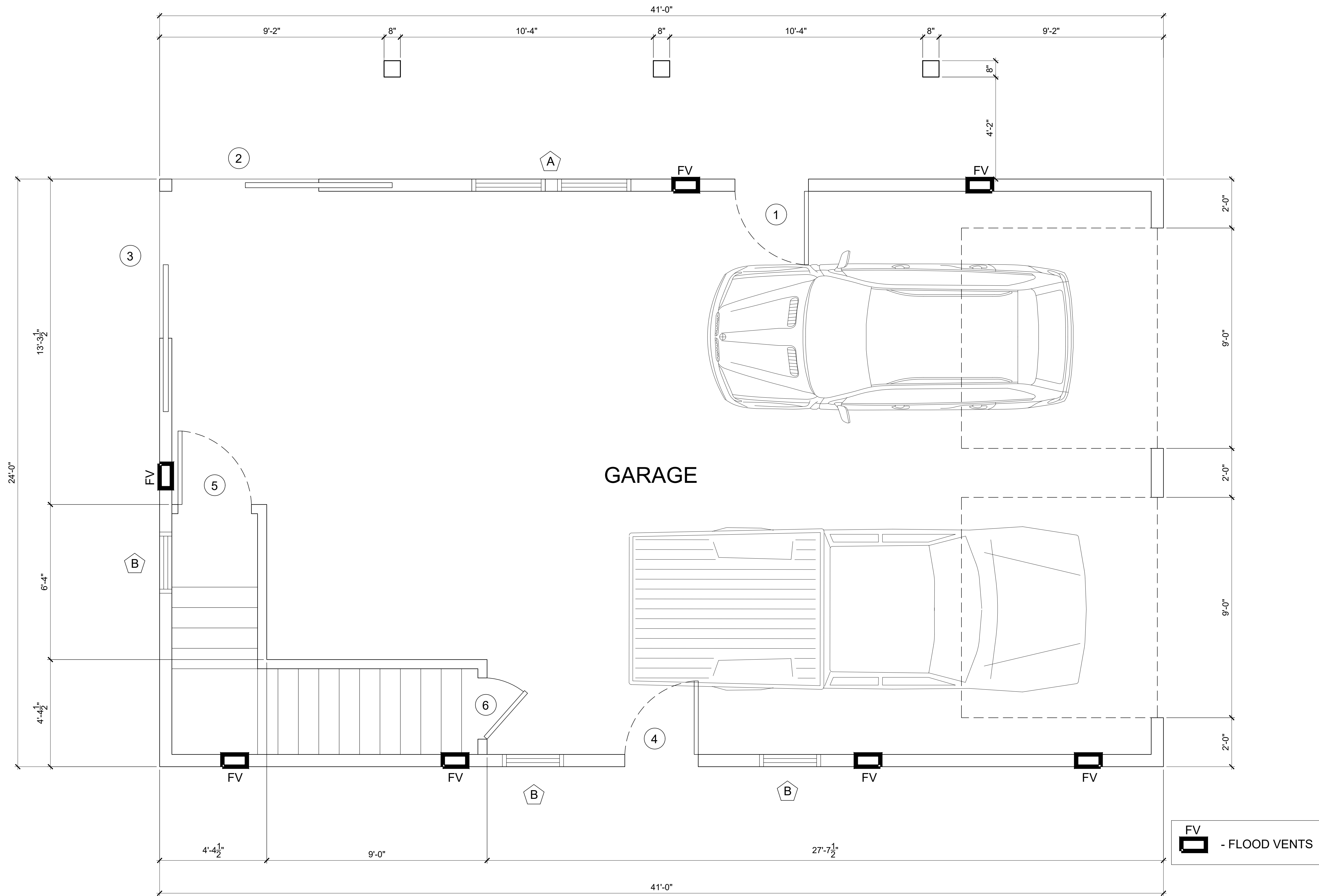


THESE DRAWINGS HAVE BEEN PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND TO MY KNOWLEDGE COMPLY WITH ALL LOCAL, STATE, AND FEDERAL REQUIREMENTS.
K. VAUGHAN SOLBERGER, JR., AIA, NCARB LA# 5523

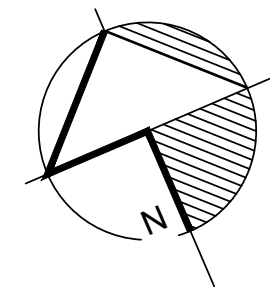
New Construction for:
BRAYTON-BRUNO GARAGE & GUEST SUITE
418 Lafitte Street, Mandeville, LA 70448

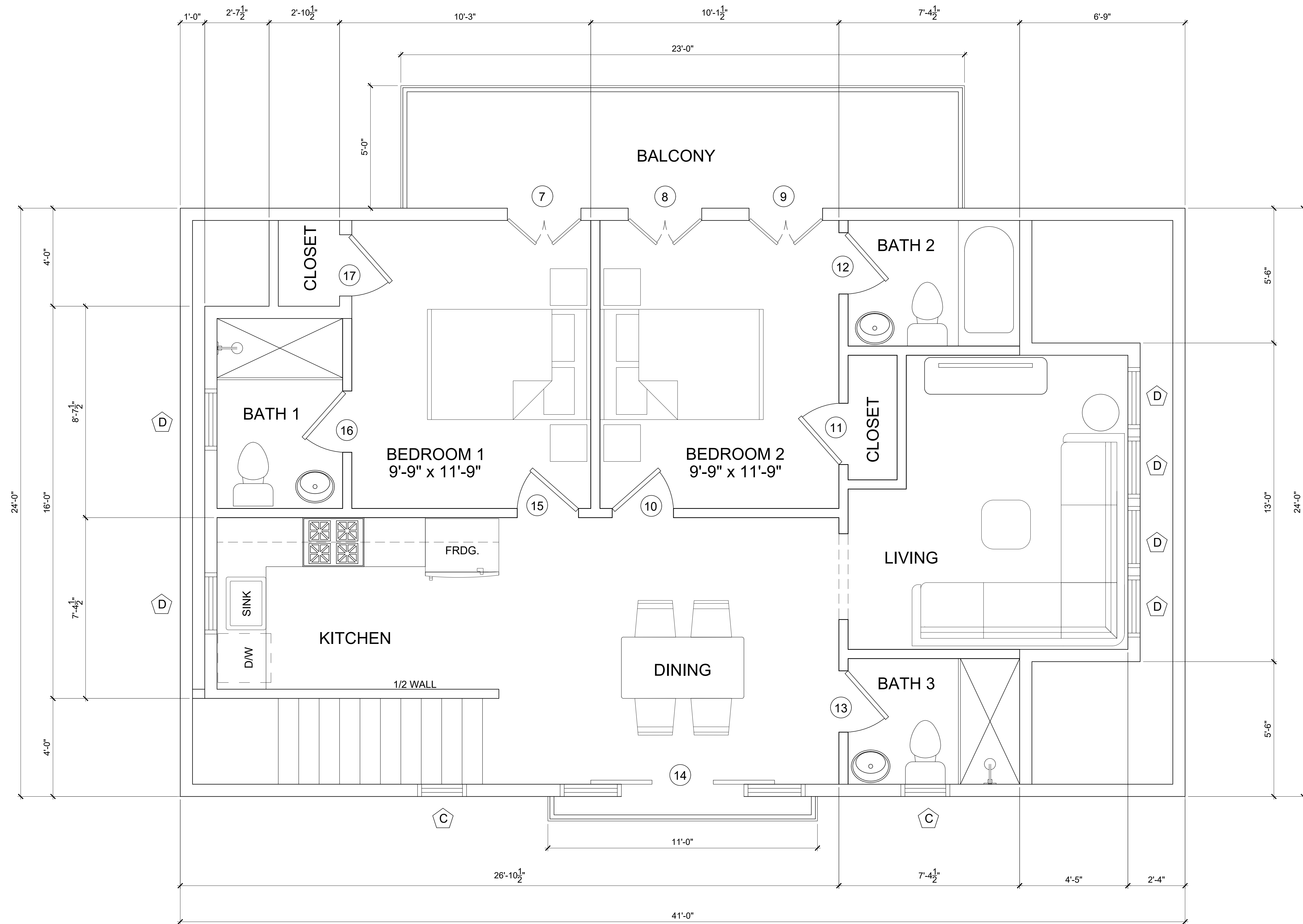
9.6.23



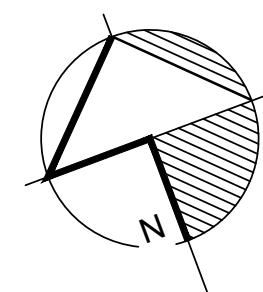


1 GROUND FLOOR PLAN
1/2" = 1'-0"





1 FIRST FLOOR PLAN
1/2" = 1'-0"



BRAYTON - BRUNO
GARAGE & GUEST SUITE
418 LAFITTE ST. MANDEVILLE, LA 70448

REVISIONS:
DATE: 9.6.23
PROJECT No: 23009
DRAWING:

A2.1

KVS architecture
235 Girod Street, Mandeville, Louisiana
985.674.3077 www.kvsarchitecture.com



1 FRONT ELEVATION
1/4" = 1'-0"



2 NORTH SIDE ELEVATION
1/4" = 1'-0"



3 REAR ELEVATION
1/4" = 1'-0"



2 SOUTH SIDE ELEVATION
1/4" = 1'-0"

Legal Description:

Lot D1-A Square 34:

From the intersection formed by the Westerly Right-of-way of Lafitte Street and the Southerly Right-of-way of Monroe Street run along the Westerly Right-of-way of Lafitte Street S31°20'38"W, 274.20 feet to the Point of Beginning. From the Point of Beginning continue S31°20'38"W, 98.50 feet; thence N59°54'01"W, 120.00 feet; thence N31°20'38"E, 98.50 feet; thence S59°54'01"E, 120.00 feet back to the Point of Beginning. This tract contains 11,097.4 Sq. Ft.

Lot D1-B Square 34:

From the intersection formed by the Westerly Right-of-way of Lafitte Street and the Southerly Right-of-way of Monroe Street run along the Westerly Right-of-way of Lafitte Street S31°20'38"W, 274.20 feet to the Point of Beginning. From the Point of Beginning run N59°54'01"W, 120.00 feet; thence S31°20'38"W, 98.50 feet; thence N59°54'01"W, 146.83 feet; thence N31°26'06"E, 223.95 feet; thence S59°37'59"E, 266.45 feet; thence S31°20'38"W, 124.20 feet back to the Point of Beginning. This tract contains 47,717.7 Sq. Ft.

A Resubdivision of Lot C-1 & D-1, into Lots D1-A & D1-B, Square 34, City of Mandeville, St. Tammany Parish, Louisiana

FINAL APPROVAL

CITY ENGINEER OR PUBLIC WORKS DIR.

PLANNING DIRECTOR

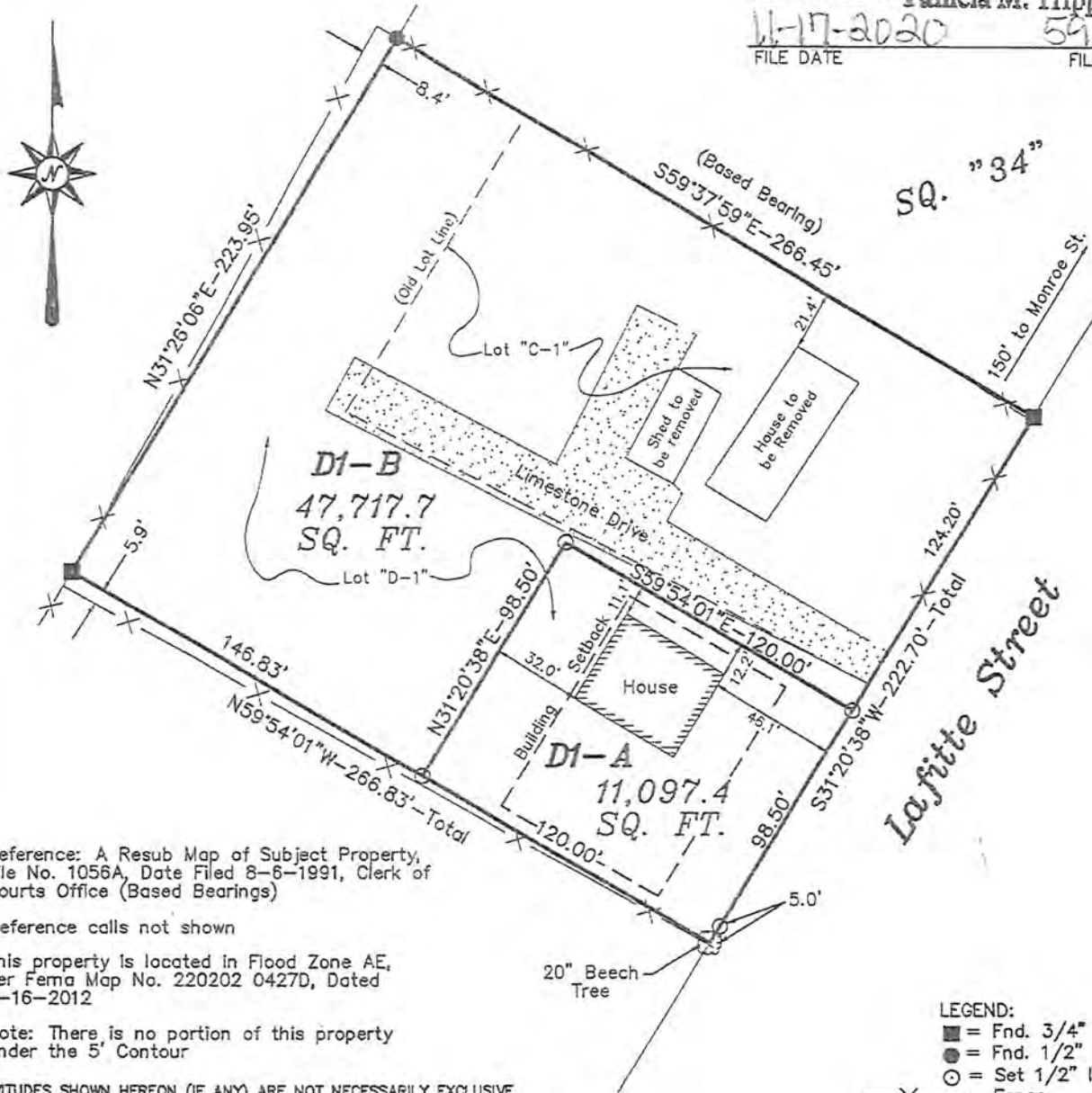
CHAIRMAN OF PLANNING COMMISSION

MAYOR OF THE CITY OF MANDEVILLE

CLERK OF COURT Pamela M. Tripp, Deputy Clerk

FILE DATE

FILE NO.



Reference: A Resub Map of Subject Property, File No. 1056A, Date Filed 8-6-1991, Clerk of Courts Office (Based Bearings)

Reference calls not shown

This property is located in Flood Zone AE, per Fema Map No. 220202 0427D, Dated 5-16-2012

Note: There is no portion of this property under the 5' Contour

SERVITUDES SHOWN HEREON (IF ANY) ARE NOT NECESSARILY EXCLUSIVE. SERVITUDES OF RECORD AS SHOWN ON TITLE OPINION OR TITLE POLICY WILL BE ADDED HERETO UPON REQUEST AS THE UNDERSIGNED HAS PERFORMED NO ABSTRACT OR TITLE SEARCH. THE UNDERSIGNED HAS MADE NO ATTEMPT TO LOCATE ANY BURIED UTILITIES OR ASSOCIATED PEDESTALS.

THIS MAP IS IN ACCORDANCE WITH THE STANDARD DETAILED REQUIREMENTS PURSUANT TO THE ACCURACY STANDARDS OF A C SURVEY AND THE APPLICABLE STANDARDS OF PRACTICE CITED IN LAC 48:1X1.

LEGEND:

- = Fnd. 3/4" Iron Pipe
- = Fnd. 1/2" Iron Rod
- = Set 1/2" Iron Rod
- X— = Fence

(Must verify prior to Construction)
Building Setbacks
Front: 25'
Side: Combined 15', Minimum each 5'
Rear: 30'
Side Street: **

MAP PREPARED FOR **JASON COLLIER**

SHOWN A SURVEY MADE OF PROPERTY LOCATED IN LOT C-1 & D-1, SQUARE 34, CITY OF MANDEVILLE, ST. TAMMANY PARISH, LOUISIANA

THIS MAP IS IN ACCORDANCE WITH A PHYSICAL SURVEY MADE ON THE GROUND UNDER THE SUPERVISION OF THE UNDERSIGNED. SIGNATURE AND STAMPED SEAL MUST BE IN RED OR THIS PLAT IS NOT A TRUE COPY.

LAND SURVEYING LLC

518 N. Columbia Street, Covington, LA 70433
(985) 892-6211 office (985) 898-0355 fax
landsurveyingllc@gmail.com

CERTIFIED CORRECT

BRUCE M. BUTLER, III
LOUISIANA PROFESSIONAL LAND SURVEYOR
LICENSE NO. 4894

SCALE: 1"= 60'

DATE: 9-21-2020

NUMBER: 20028

Terr3/Jason Collier Resub2

Adm 20-11-04

City of Mandeville Planning & Zoning Commission

July 22, 2025



CU25-07-04

Applicant requests Conditional Use Approval to allow Lodging (Transient)— Short-term Rental Whole House per the Table of Permitted Uses, CLURO Section 7.8, Old Town of Mandeville, Square 34 Lot D1-A, B-3 Old Mandeville Business District, 418 Lafitte

CU25-07-04

The applicant owns the property at 418 Lafitte located on the west side of Lafitte St., north of Madison St., and south of Monroe St. The property measures 98.5' x 120' and contains 11,820 sqft per a survey prepared by Land Surveying LLC and dated 9.21.2020.

The property is currently improved with a single-family residence with an accessory dwelling unit under construction.



CU25-07-04

In March 2025 the City Council adopted Ordinance 25-02 which amended the CLURO to increase the allowed number of Whole House Rentals by 10 to a new maximum of 20.

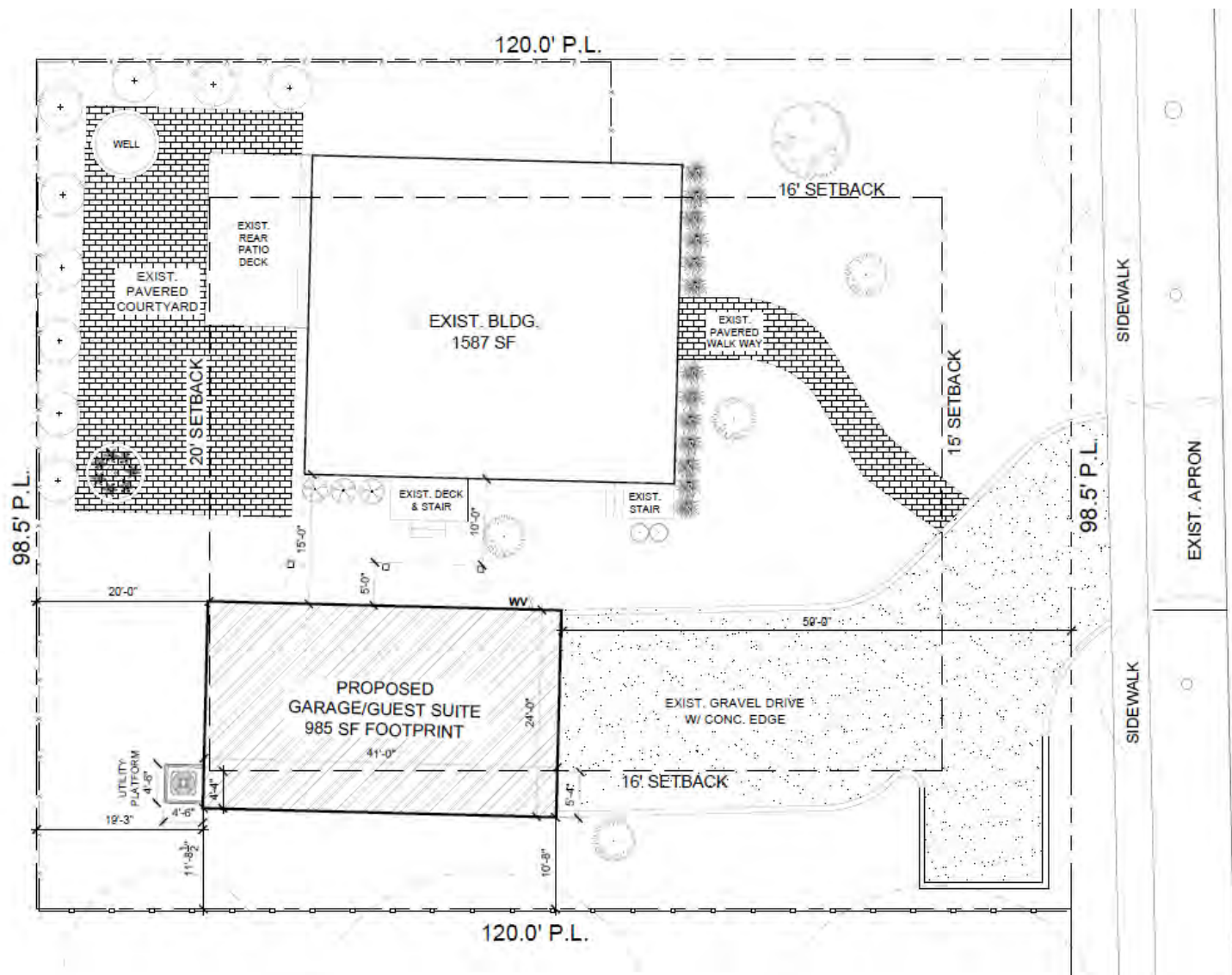
The property owner is requesting to operate a Whole House Short-term Rental out of both the single-family residence and the accessory dwelling unit.



MANDEVILLE
Planning & Zoning
Commission

CU25-07-04

The primary residence is 1,587 sqft and contains 3 bedrooms and 2 bathrooms. The accessory dwelling unit is 985 sqft and contains 2 bedrooms and 3 bathrooms.



CU25-07-04

In a statement provided by the applicant they stated that *“The interior of the accessory dwelling will not be complete until the end of the year. I plan on renting primarily to friends, family members and people in the community with family visiting. I do not plan to list on Airbnb or VRBO as I would like to maintain control of the type of visitors. I live right across the street and want only visitor who are respectful of my home and the neighborhood”.*

From: [Lynn Brayton](#)
To: [Tina Myers](#)
Subject: Whole House Short Term Rental 418 Lafitte St
Date: Thursday, June 19, 2025 7:33:29 AM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello Tina,

The home is approximately 1800 sq ft and the accessory dwelling is approximately 950 sq ft. The garage hold 2 cars and there is space in the driveway for more than 3 cars. The interior of the accessory dwelling will not be complete until the end of the year. I plan on renting primarily to friends, family members and people in the community with family visiting. I do not plan to list on Airbnb or VRBO as I would like to maintain control of the type of visitors. I live right across the street and want only visitor who are respectful of my home and the neighborhood.

Thank you for your help.

Sincerely,

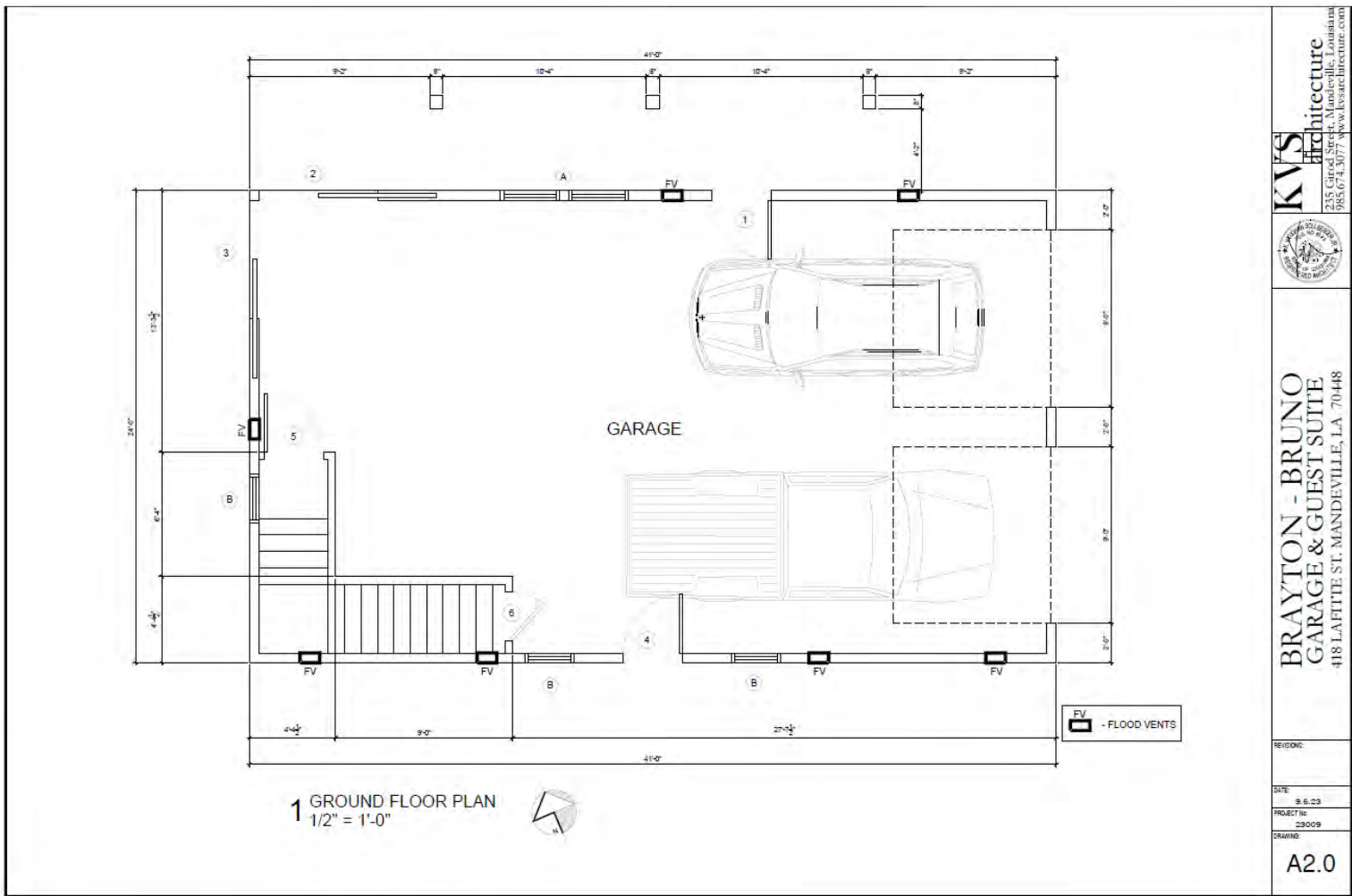
Lynn Brayton Sent from my iPad



CU25-07-04

Parking:

Lodging (Transient) — Short-term Rental: Whole House Rental requires one parking space per guest room but no less than two spaces for resident occupants. Both buildings combined have a total of 5 bedrooms requiring five parking spaces on site. The plans for the accessory dwelling unit show parking for two cars underneath the structure while a site plan submitted by the applicant provides for the remaining three parking spaces in the driveway.



CU25-07-04

Accessory Dwelling Units:

One of the regulations required for an accessory dwelling unit is that owner occupancy is required. Either the primary residence or the accessory unit must be occupied by an owner of the property.

In this case the owner of the property would be living across the street from the primary residence and the accessory dwelling unit.

8.1.14. Supplemental Regulations for Accessory Dwelling Units

For purposes of these Land Use Regulations, an accessory dwelling unit shall be incidental to the primary residential use of a single-family residence and shall be subject to the following standards:

1. **Number of Units.** Not more than one (1) accessory dwelling unit, attached or detached, may be allowed as an accessory use in conjunction with any single-family structure.
2. **Unit Types.** Mobile homes, trailers or manufactured homes may not be used as accessory dwelling units.
3. **Owner Occupancy Required.** Either the primary residence or the accessory unit must be occupied by an owner of the property.
4. **Subdivision Not Allowed.** Accessory units shall not be subdivided or otherwise segregated in ownership from the principal building.
5. **Parking Required.** There shall be two (2) off-street parking spaces designated for the accessory unit in addition to the spaces required for the primary dwelling unit. Said space may be in a carport, garage, or designated space provided for the accessory unit, but shall be located behind the front building line on the lot. All parking spaces must be independently accessible, allowing access to each required parking space on the lot without having to move vehicles parked in other spaces.



MANDEVILLE
Planning & Zoning
Commission



MANDEVILLE
Planning & Zoning
Commission



MANDEVILLE
Planning & Zoning
Commission



MANDEVILLE
Planning & Zoning
Commission



MANDEVILLE
Planning & Zoning
Commission



MANDEVILLE
Planning & Zoning
Commission

Interior Photos



Interior Photos



Interior Photos



Interior Photos



Interior Photos



Interior Photos



Interior Photos



Interior Photos



Interior Photos



Interior Photos



Interior Photos



Interior Photos



Interior Photos



Interior Photos



Interior Photos



Interior Photos



Interior Photos



Interior Photos



Interior Photos



Request

The applicant is requesting Conditional Use approval to operate a Whole House Short Term Rental.

ORD 25-28

THE FOLLOWING ORDINANCE WAS SPONSORED BY COUNCIL MEMBER _____; MOTIONED FOR ADOPTION BY COUNCIL MEMBER _____ AND SECONDED FOR ADOPTION BY COUNCIL MEMBER _____

ORDINANCE NO. 25-28

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE APPROVING A CONDITIONAL USE PERMIT FOR THE USE DESIGNATED UNDER CLURO SECTION 6.4.42.3 LODGING (TRANSIENT) SHORT-TERM RENTAL: WHOLE HOUSE RENTAL, LOCATED AT 510 GIROD STREET, BEING A PORTION OF GROUND LOCATED IN SQUARE 19 ON LOT 5A ZONED AS B-3 OLD MANDEVILLE BUSINESS DISTRICT AND APPROVING A SITE PLAN, FLOOR PLAN, AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, Ordinance 19-34, adopted by the City Council on February 13, 2020, set forth the provisions for the use of Short-term Rentals, including Short Term Rental: Whole House Rental; and

WHEREAS, the City Council adopted Ordinance 25-02 on March 13, 2025, which amended the current provisions for Short-Term Rentals to increase the allowed number of Whole House Rentals by 10 to a new maximum of 20; and

WHEREAS, CLURO Section 6.4.42.3 Lodging (Transient) Short-term Rental: Whole House Rental is defined as “*A dwelling where short-term lodging is provided to one party of guest for compensation by the owner of the residence where the owner’s presence on the premises is not required during the guest’s stay*”; and

WHEREAS, Steven and Sarah Federer, the present owners of 510 Girod Street are requesting approval of a Conditional Use Permit for the use designated under CLURO Section 6.4.42.3 Lodging (Transient) Short-term Rental: Whole House Rental located at 510 Girod Street; and

WHEREAS, the property located at 510 Girod Street is zoned B-3 Old Mandeville Business District and in accordance with CLURO Section 7.8 Table of Permitted Uses by Zoning District a Conditional Use Permit approval pursuant to Article 4 is required to allow the use designated under CLURO Section 6.4.42.3 Lodging (Transient) Short-term Rental: Whole House Rental; and

WHEREAS, in accordance with CLURO Section 8.2.3.5 (E) Citywide Cap for Whole House Rentals (1), the total number of short-term rental permits for Whole House Rentals shall not exceed twenty (20) at any time. At this time, thirteen (13) Conditional Use applications have been approved by Ordinance; and

WHEREAS, A floor plan and site plan has been prepared by the applicant and

submitted on June 23, 2025; and

WHEREAS, the City Council has received the recommendation of the Planning Commission of the City of Mandeville on this request; and

WHEREAS, in accordance with CLURO Section 4.3.3 Procedures for Conditional Use Permits, the City Council finds that the proposed use and site plan will serve the best interests of the City of Mandeville by providing a greater mix of lodging opportunity for visitors to the City while still maintaining the character and culture of the neighborhood, and the public health, safety, and welfare of the surrounding community.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Mandeville that the City Council does hereby approve the Conditional Use Permit in accordance with CLURO Section 4.3.3 for the use defined under CLURO Section 6.4.42.3 Lodging (Transient) Short-term Rental: Whole House Rental located at 510 Girod Street.

BE IT FURTHER ORDAINED, by the City Council of the City of Mandeville that this ordinance shall become effective immediately upon the 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:

NAYS:

ABSENT:

ABSTENTIONS:

and the ordinance was declared adopted this ____ day of _____ 2025

Alicia Watts
Clerk of Council

Jason Zuckerman
Council Chairman



MANDEVILLE

A Historic Lakefront Community

Planning and Zoning Commission

CLAIRE DURIO, CHAIRWOMAN
PLANNING COMMISSION

BRIAN RHINEHART, CHAIRMAN
ZONING COMMISSION

CARA BARTHOLOMEW, AICP
DIRECTOR, DEPT. OF PLANNING & DEVELOPMENT

MEMBERS:
SCOTT QUILLIN
ANDREA FULTON
NICHOLAS CRESSY
KAREN GAUTREAUX
PATRICK ROSENOW

CITY OF MANDEVILLE PLANNING COMMISSION RECOMMENDATION TO THE CITY COUNCIL REGARDING CONDITIONAL USE APPROVAL TO OPERATE A SHORT-TERM RENTAL: WHOLE HOUSE RENTAL AT 510 GIROD STREET

The City Council adopted Ordinance 25-02 at the March 13, 2025, meeting. This ordinance increased the allowed number of Whole House Rentals by 10 to a new maximum of 20. An application was submitted to the Planning Department on June 23, 2025, by the property owners of 510 Girod to operate a Short-term Rental: Whole House Rental on site. As part of the procedure for Conditional Use Approval, any Conditional Use Permit is required to go before the Planning Commission for recommendation.

The Planning Commission held a work session on Tuesday, July 8, 2025, and a voting meeting on Tuesday, July 22, 2025, for case CU25-07-05. The Commission recommends approval of the proposed Conditional Use Permit to the City Council.

The Commission found that the submitted site plan and floor plan are in conformance with the proposed use of a Whole House rental. The property is currently utilized as a Bed and Breakfast Inn and discussion was held during the meeting about the differences between the two uses. If the property operates under the Whole House license they are limited to one party of guests, while if they operate under the Bed and Breakfast Inn license, they can have multiple parties but an operator must be present during the stay.

As part of the procedure for Conditional Use Approval, the Commission is required to submit its recommendation and report to the City Council. The Commission voted 7-0 in favor approving the requested Conditional Use Permit.

Attachments:

Case Packet

PowerPoint Presentation

CASE SUMMARY SHEET

CASE NUMBER: CU25-07-05
DATE RECEIVED: June 20, 2025
DATE OF MEETING: July 8, 2025 and July 22, 2025

Address: 510 Girod St.
Subdivision: Old Town of Mandeville, Square 19 Lot 5A
Zoning District: B-3 Old Mandeville Business District
Property Owner: Steven and Sarah Federer

REQUEST: CU25-07-05 – Steven and Sarah Federer request Conditional Use Approval to allow Lodging (Transient)— Short-term Rental Whole House per the Table of Permitted Uses, CLURO Section 7.8, Old Town of Mandeville, Square 19 Lot 5A, B-3 Old Mandeville Business District, 510 Girod

CASE SUMMARY: Operate a short-term rental on the property

The applicant owns the property at 510 Girod located on the west side of Girod St., north of Monroe St., and south of Livingston St. The property measures approximately 150’ x 150’ and contains approximately 22,500 sqft per the St. Tammany Parish Assessor. The property is currently utilized as a Bed and Breakfast Inn.

In March 2025 the City Council adopted Ordinance 25-02 which amended the CLURO to increase the allowed number of Whole House Rentals by 10 to a new maximum of 20. The property owner is requesting to operate a Whole House Short-term Rental on the property.

The property is currently in use as a Short-term Rental: Bed and Breakfast Inn, with the downstairs being utilized as the Inn space and upstairs as the living space for the owners who serve as the innkeepers. There are three bedrooms, three bathrooms downstairs and two bedrooms, two bathrooms upstairs. The owners are wanting to expand the rentable space on the property by including the upstairs space and allowing for the flexibility to rent out the entire home.

The following statement was provided by the applicant: *“We have operated Blue Heron Bed and Breakfast since 2016. Located at 510 Girod Street, our business currently consists of two private-entrance guest suites. We are surrounded by other commercial use properties, all of which we have a great relationship with and our B&B guests thoroughly enjoy. Our family currently lives on site, but we had our third child in 2024, and we simply need more space for our family. We see a demand for more family lodging options in Old Mandeville, and would like to increase the rentable space on our property to meet that need when it arises. With the increased revenue from expanding our rentable space, we plan to purchase an additional property that is better suited for our growing family. We would like the flexibility to be able to rent out the entire home when it's needed, but also the ability to continue to rent out our two existing guest suites when the whole home rental demand is low (especially weekdays, when we see a lot of business travelers)”.*

Parking:

Lodging (Transient) — Short-term Rental: Whole House Rental requires one parking space per guest room but no less than two spaces for resident occupants. The application lists that there will be 5 bedrooms requiring five parking spaces on site. A site plan submitted by the applicant shows three parking spaces on site, along with parking available in a carport and in the driveway.

CLURO SECTIONS:

4.3.3.8. Review and Evaluation Criteria

The Planning Director, the Planning Commission and the City Council shall review and evaluate and make the following findings before granting a Conditional Use Permit or Planned District zoning using the following criteria:

1. Comparison with applicable regulations and standards established by the Comprehensive Land Use Regulations applicable to the proposed use and site.
2. Compatibility with existing or permitted uses on abutting sites, in terms of building height, bulk and scale, setbacks and open spaces, landscaping and site development, and access and circulation features.
3. Potentially unfavorable effects or impacts on other existing conforming or permitted uses on abutting sites, to the extent such impacts exceed these which reasonably may result from use of the site by a permitted use.
4. Modifications to the site plan which would result in increased compatibility, or would mitigate potentially unfavorable impacts, or would be necessary to conform to applicable regulations and standards and to protect the public health, safety, morals, and general welfare.
5. Safety and convenience of vehicular and pedestrian circulation in the vicinity, including traffic reasonably expected to be generated by the proposed use and other uses reasonable and anticipated in the area considering existing zoning and land uses in the area.
6. Protection of persons and property from erosion, flood or water damage, fire, noise, glare, and similar hazards or impacts.
7. Location, lighting, and type of signs; and relation of signs to traffic control and adverse effect on adjacent properties.
8. Adequacy and convenience of off-street parking and loading facilities and protection of adjacent property from glare of site lighting.
9. Conformity with the objectives of these regulations and the purposes of the zone in which the site is located.

- 10. Compatibility of the proposed use and site development, together with any modifications applicable thereto, with existing or permitted uses in the vicinity.
- 11. That any conditions applicable to approval are the minimum necessary to minimize potentially unfavorable impacts on nearby uses and to ensure compatibility of the proposed use with existing or permitted uses in the same district and the surrounding area.
- 12. That the proposed use, together with the conditions applicable thereto, will not be detrimental to the public health, safety, or welfare, or community aesthetics, or materially injurious to properties or improvements in the vicinity.

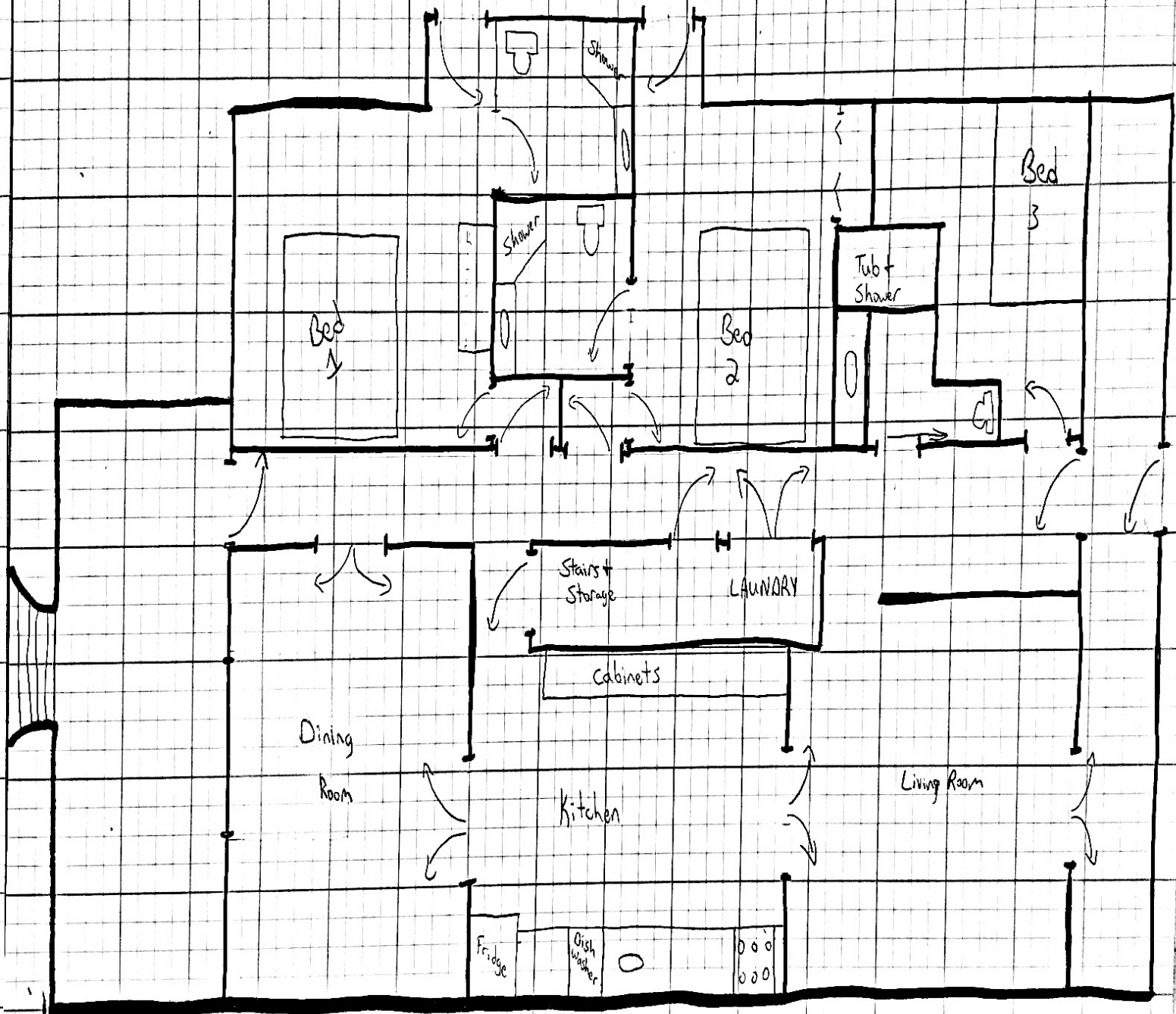
6.4.42.3 Lodging (Transient)— Short-term Rental: Whole House Rental

A dwelling where short-term lodging is provided to one party of guest for compensation by the owner of the residence where the owner’s presence on the premises is not required during the guest’s stay.

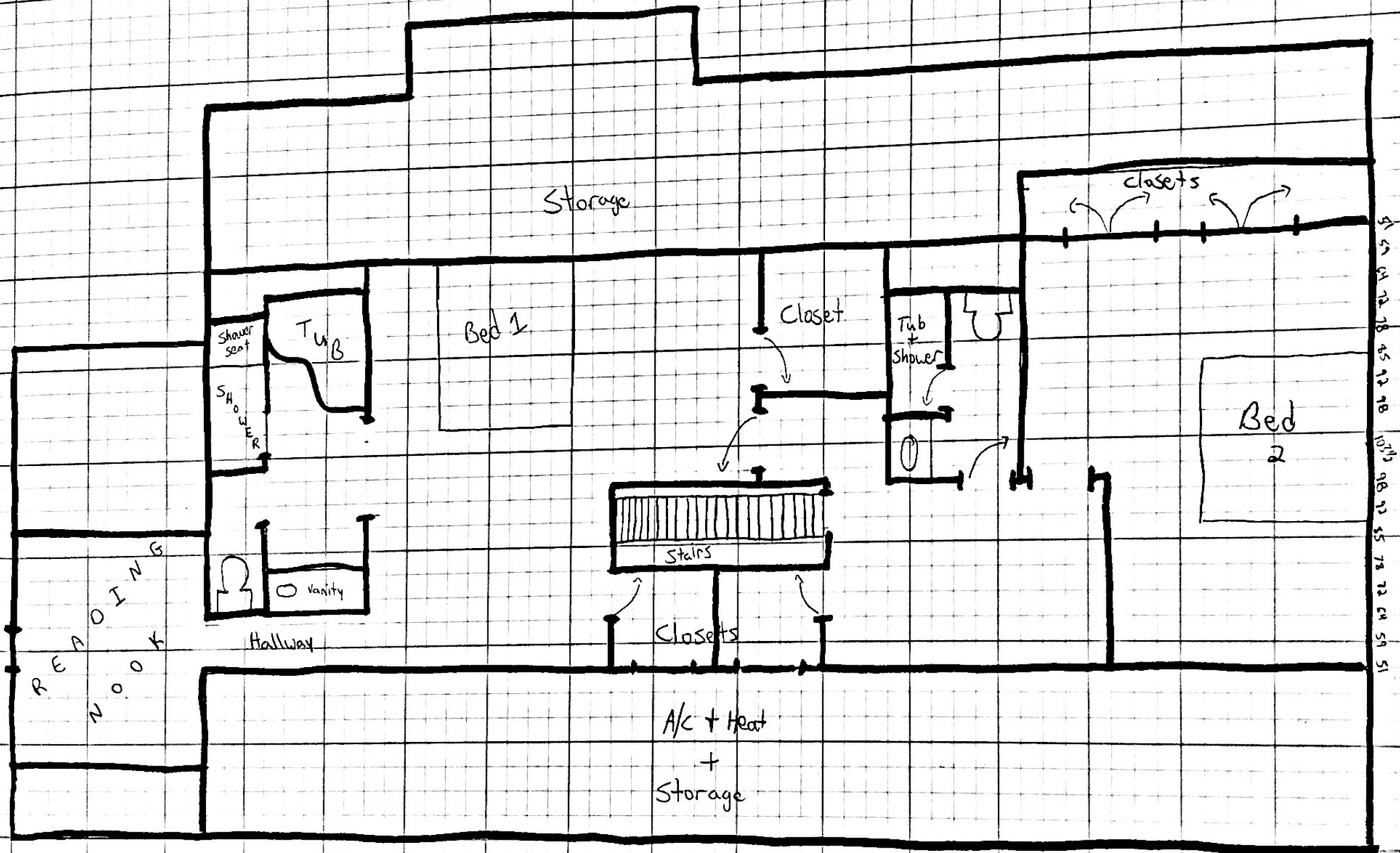


0 2 4 6 8 10 12 14 16 18 20 22 24 26 28 30 32 34 36 38 40 42 44 46 48 50 52 54 56 58 60 62 64 66 68 70 72 74 76 78 80 82 84 86 88 90 92 94 96 98 100

Downstairs Floorplan



UPSTAIRS Floorplan



From: [Blue Heron Bed and Breakfast](#)
To: [Tina Myers](#)
Cc: [Alex Weiner](#)
Subject: Re: Whole House Short Term Rental Waiting List
Date: Friday, June 20, 2025 4:51:59 PM
Attachments: [image002.png](#)
[image003.png](#)
[Whole House Application.pdf](#)
[Blue Heron Property site plan.pdf](#)
[Downstairs floorplan.pdf](#)
[510 cash deed.pdf](#)
[Upstairs Floorplan.pdf](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Tina & Alex,

Here are the digital documents and photos for the Whole Home Permit, along with our statement of intentions. Thank you so much for your help, and please let me know if anything else is needed.

We have operated Blue Heron Bed and Breakfast since 2016. Located at 510 Girod Street, our business currently consists of two private-entrance guest suites. We are surrounded by other commercial use properties, all of which we have a great relationship with and our B&B guests thoroughly enjoy. Our family currently lives on site, but we had our third child in 2024, and we simply need more space for our family. We see a demand for more family lodging options in Old Mandeville, and would like to increase the rentable space on our property to meet that need when it arises. With the increased revenue from expanding our rentable space, we plan to purchase an additional property that is better suited for our growing family. We would like the flexibility to be able to rent out the entire home when it's needed, but also the ability to continue to rent out our two existing guest suites when the whole home rental demand is low (especially weekdays, when we see a lot of business travelers).

*-Steven & Sarah Federer
Owners, Blue Heron Bed and Breakfast
510 Girod Street, Mandeville, LA*

City of Mandeville Planning & Zoning Commission

July 22, 2025



CU25-07-05

Applicant requests Conditional Use Approval to allow Lodging (Transient)— Short-term Rental Whole House per the Table of Permitted Uses, CLURO Section 7.8, Old Town of Mandeville, Square 19 Lot 5A, B-3 Old Mandeville Business District, 510 Girod

CU25-07-05

The applicant owns the property at 510 Girod located on the west side of Girod St., north of Monroe St., and south of Livingston St. The property measures approximately 150' x 150' and contains approximately 22,500 sqft per the St. Tammany Parish Assessor.

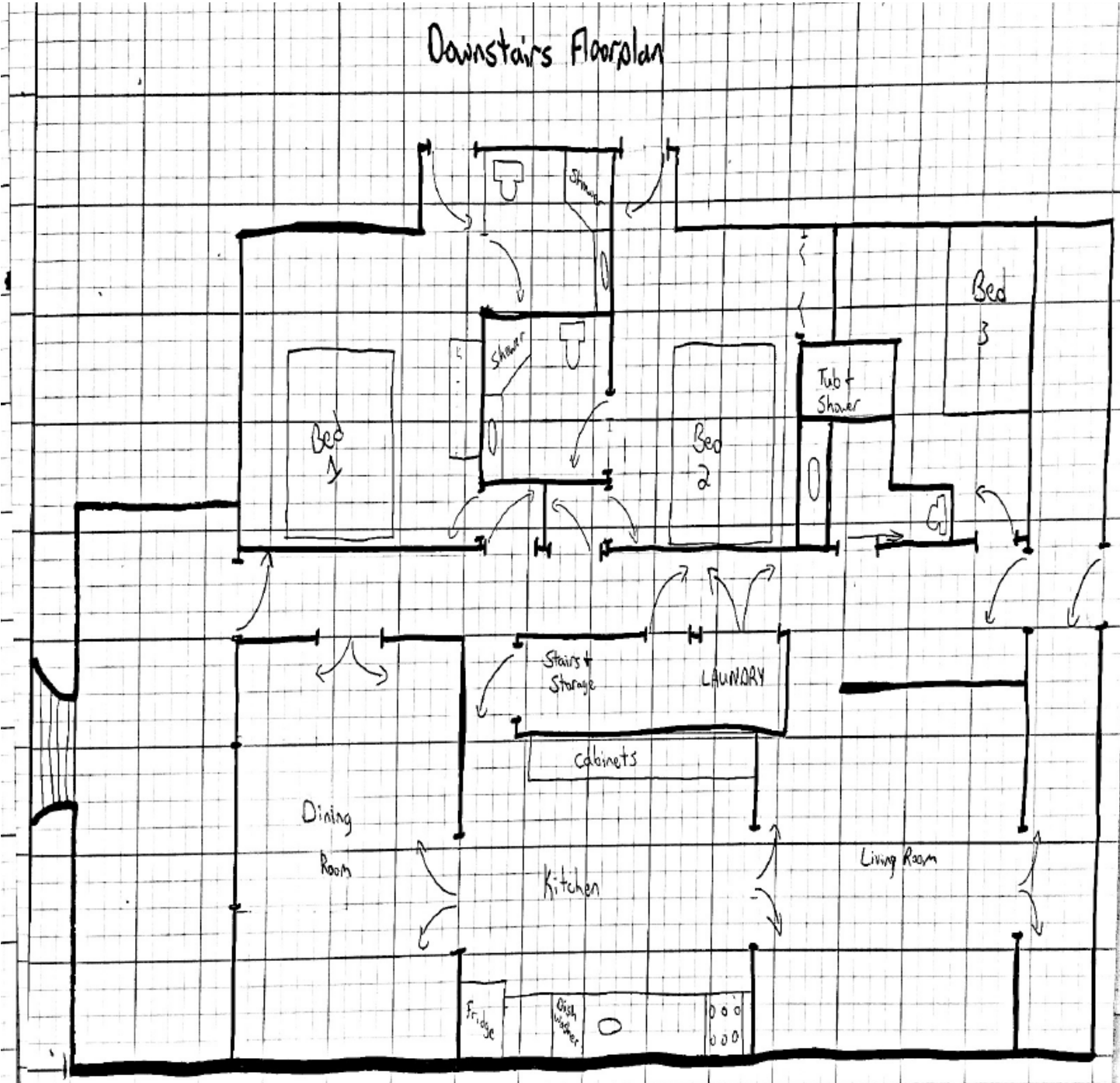
The property is currently utilized as a Bed and Breakfast Inn.



CU25-07-05

In March 2025 the City Council adopted Ordinance 25-02 which amended the CLURO to increase the allowed number of Whole House Rentals by 10 to a new maximum of 20.

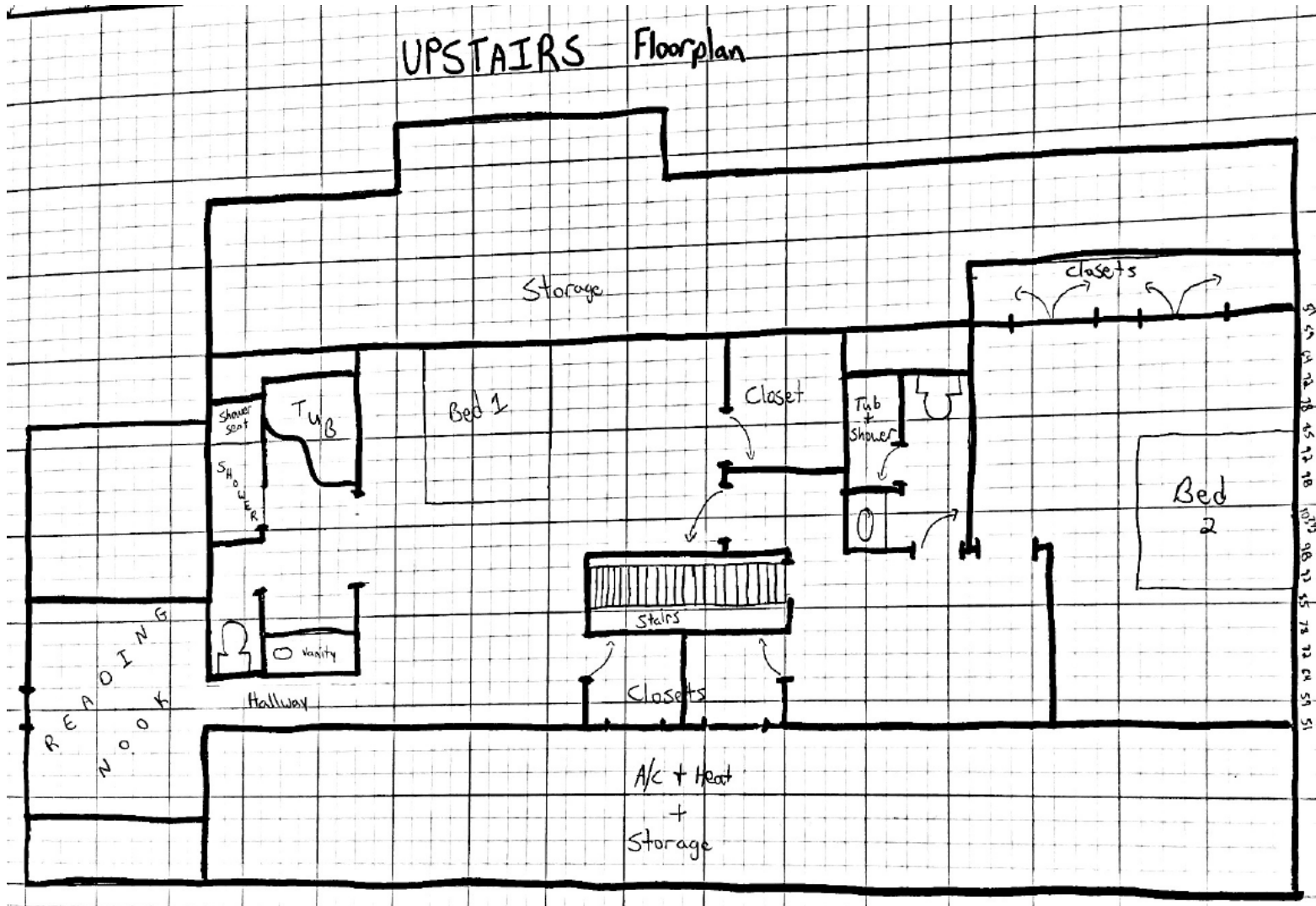
The property owner is requesting to operate a Whole House Short-term Rental on the property.



CU25-07-05

The property is currently in use as a Short-term Rental: Bed and Breakfast Inn, with the downstairs being utilized as the Inn space and upstairs as the living space for the owners who serve as the innkeepers.

There are three bedrooms, three bathrooms downstairs and two bedrooms, two bathrooms upstairs. The owners are wanting to expand the rentable space on the property by including the upstairs space and allowing for the flexibility to rent out the entire home.



CU25-07-05

The following statement was provided by the applicant: *“We have operated Blue Heron Bed and Breakfast since 2016. Located at 510 Girod Street, our business currently consists of two private-entrance guest suites. We are surrounded by other commercial use properties, all of which we have a great relationship with and our B&B guests thoroughly enjoy. Our family currently lives on site, but we had our third child in 2024, and we simply need more space for our family. We see a demand for more family lodging options in Old Mandeville, and would like to increase the rentable space on our property to meet that need when it arises. With the increased revenue from expanding our rentable space, we plan to purchase an additional property that is better suited for our growing family. We would like the flexibility to be able to rent out the entire home when it's needed, but also the ability to continue to rent out our two existing guest suites when the whole home rental demand is low (especially weekdays, when we see a lot of business travelers)”.*

From: [Blue Heron Bed and Breakfast](#)
To: [Tina Myers](#)
Cc: [Alex Weiner](#)
Subject: Re: Whole House Short Term Rental Waiting List
Date: Friday, June 20, 2025 4:51:59 PM
Attachments: [image002.png](#)
[image003.png](#)
[Whole House Application.pdf](#)
[Blue Heron Property site plan.pdf](#)
[Downstairs floorplan.pdf](#)
[510 cash deed.pdf](#)
[Upstairs Floorplan.pdf](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Tina & Alex,
Here are the digital documents and photos for the Whole Home Permit, along with our statement of intentions. Thank you so much for your help, and please let me know if anything else is needed.

We have operated Blue Heron Bed and Breakfast since 2016. Located at 510 Girod Street, our business currently consists of two private-entrance guest suites. We are surrounded by other commercial use properties, all of which we have a great relationship with and our B&B guests thoroughly enjoy. Our family currently lives on site, but we had our third child in 2024, and we simply need more space for our family. We see a demand for more family lodging options in Old Mandeville, and would like to increase the rentable space on our property to meet that need when it arises. With the increased revenue from expanding our rentable space, we plan to purchase an additional property that is better suited for our growing family. We would like the flexibility to be able to rent out the entire home when it's needed, but also the ability to continue to rent out our two existing guest suites when the whole home rental demand is low (especially weekdays, when we see a lot of business travelers).

-Steven & Sarah Federer
Owners, Blue Heron Bed and Breakfast
510 Girod Street, Mandeville, LA

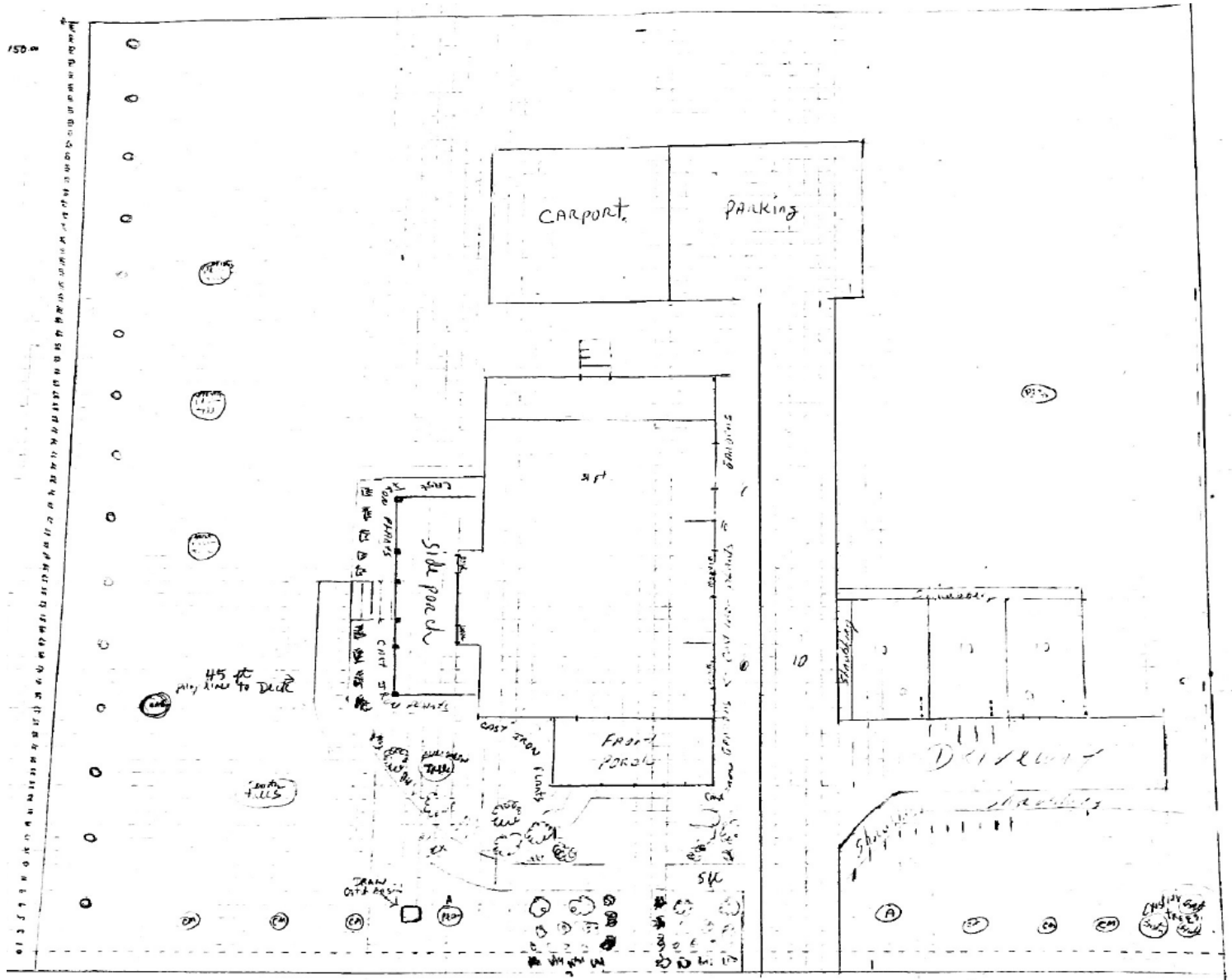


CU25-07-05

Parking:

Lodging (Transient) — Short-term Rental: Whole House Rental requires one parking space per guest room but no less than two spaces for resident occupants. The application lists that there will be 5 bedrooms requiring five parking spaces on site.

A site plan submitted by the applicant shows three parking spaces on site, along with parking available in a carport and in the driveway.





MANDEVILLE
Planning & Zoning
Commission



MANDEVILLE
Planning & Zoning
Commission



MANDEVILLE
Planning & Zoning
Commission





MANDEVILLE
Planning & Zoning
Commission



MANDEVILLE
Planning & Zoning
Commission

Interior Photos



Interior Photos



Interior Photos



Interior Photos



Interior Photos



Request

The applicant is requesting Conditional Use approval to operate a Whole House Short Term Rental.

ORD 25-29

THE FOLLOWING ORDINANCE WAS SPONSORED BY COUNCIL MEMBER _____; MOVED FOR ADOPTION BY COUNCIL MEMBER _____, SECONDED FOR ADOPTION BY COUNCIL MEMBER _____

ORDINANCE NO. 25- 29

AN ORDINANCE FOR THE CITY COUNCIL OF THE CITY OF MANDEVILLE TO AMEND ORDINANCE NUMBER 24-22, THE OPERATING BUDGET OF THE CITY OF MANDEVILLE AND FOR OTHER MATTERS IN CONNECTION THEREWITH (YEAR END)

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 Operating Budget adopted for fiscal year 2024–2025 (Ordinance No. 24-22) is necessary to incorporate end-of-year budgetary adjustments, including the alignment of budgeted revenues with actual receipts from grants, interest income, and authorized transfers between City funds; and

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Mandeville that the Operating Budget ordinance for fiscal year 2024-2025, Ordinance Number 24-22, is hereby amended to include the budget amendments as set forth on the attached Exhibit “A”, Budget Amendment No.10 (Year End Adjustments) incorporated as a part hereof, and be adopted for the 2024-2025 Fiscal Year Operating Budget.

BE IT FURTHER ORDAINED, that in all other respects the 2024-2025 Operating Budget adopted shall remain in full force and effect.

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

AYES:
NAYS:
ABSTENTIONS:
ABSENT:

and the Ordinance was declared adopted this _____ day of _____, 2025.

Alicia Watts
Clerk of Council

Jason Zuckerman
Council Chairman

FY 2025 Budget Amendment #10
Exhibit A

	Current Budget	Proposed Change	Revised Budget
<u>General Fund</u>			
<i>Operating Revenues</i>			
10000-32200 GRANT INCOME	\$ (6,500,000)	\$ 6,388,375	\$ (111,625)
10000-34600 EMERGENCY INCOME	(10,223,000)	9,386,698	(836,302)
10000-34601 ELEVATIONS INCOME	(100,000)	100,000	-
<i>Interfund Transfers</i>			
10000-90600 TRANSFER SPECIAL SALES TAX	(5,369,137)	3,649,610	(1,719,527)
<u>Special Sales Tax Fund</u>			
<i>Operating Revenues</i>			
50000-31200 MISCELLANEOUS REVENUES	(2,838,051)	2,838,051	-
50000-31400 INTEREST INCOME	(479,438)	141,828	(337,610)
<u>District 3 Sales Tax Fund</u>			
<i>Operating Revenues</i>			
60000-32200 FEDERAL GRANT	(7,825,000)	7,825,000	-
<i>Interfund Transfers</i>			
60000-91100 TRANSFER TO STREET CONSTRUCTION	-	2,347,736	2,347,736
<u>Street Construction Fund</u>			
<i>Interfund Transfers</i>			
70000-91100 TRANSFER DISTRICT 3 SALES TAX	-	(2,347,736)	(2,347,736)



INTEROFFICE MEMO

TO: Alicia Watts
Elizabeth Sconzert

FROM: Alia Casborné

DATE: August 4, 2025

SUBJECT: Special Events Application Recommendations

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

City of Mandeville

Applicant: Alia Casborné

Mandeville Live! Free Fridays Concert Series

Date/Time: Fridays (9/19, 9/26, 10/3, 10/10, 10/17) – 6:30 PM- 8:30 PM

Location: Mandeville Trailhead

Approval Requests:

- *Permission to apply for ATC Permit*

Contingencies:

- *ATC Permit*

Sunset Symphony: An Evening with the Louisiana Philharmonic Orchestra

Date/Time: Saturday, October 18, 2025 – 4:00 PM - 8:00 PM

Rain Date: Sunday, October 19, 2025

Location: Mandeville Lakefront (See Attached Map)

Approval Requests:

- *Ordinance Lifted for Food and Drinks*
- *Permission to Apply for ATC Permit*

Contingencies:

- *ATC Permit*
- *Coordination with MPD*

Creole Culture Festival

Date/Time: Sunday, November 2, 2025 – 10:00 AM

Location: Mandeville Trailhead

Approval Requests:

- *Permission to apply for ATC Permit*

Contingencies:

- *ATC Permit*
- *Coordination with MPD*

Winter on the Water (WOW) Santa Parade & Festival

Date/Time: Saturday, December 6, 2025 – 4:00 PM

Location: Mandeville Lakefront & Mandeville Trailhead (See Attached Map)

Approval Requests:

- *Parade Route Approval*

Contingencies:

- *Coordination with MPD*
- *Coordination with MPD for barricades, signs, and cones*

Our Lady of the Lake

Applicant: Fr. Doug Busch

Festival of the Lake

Date/Time: Friday/Saturday/Sunday (10/24, 10/25,10/26) – (See schedule)

Location: 312 Lafitte Street (See Map for street closure)

Approval Requests:

- *Permission to apply for ATC Permit*

Contingencies:

- *ATC Permit*
- *Certificate of Insurance*
- *Coordination with the MPD for barricades, signs, and cones*

Attachments

Mandeville

Creamery

818566

Mandeville LA Occupational Chain Store License Renewal
9618 Jefferson Highway, Suite D #334
Baton Rouge, LA 70809
Phone 800-556-7274



Liquor License Application

1. Liquor license to be issued to: Mandeville Creamery
 2. Legal name(s): Individual, Partners, or Corporation Mandeville Creamery LLC
 3. Apply for: Class "A" ☒ Class "B" ☐ / High Content ☒ Low Content ☐ / Restaurant ☒
 4. Business location address: 515 Girod St. Mandeville LA 70448
Address City State Zip
 Telephone (406) 309-1255, 214-235-1526
 5. Mailing address 2401 Livingston St Mandeville LA 70448
Address City State Zip
 6. Contact Person Atisha Parbhu Phone Number (214) 235-1526
 E-Mail Address: Mandevillecreamery@gmail.com Fax Number () Web Address mandevillecreamery.com

7. Type of organization: ☐ Individual (Complete line A only) ☐ Partnership ☐ Corporation ☐ Non-Profit ☒ LLP ☒ LLC ☐ Other

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".

Name	Title	SSN	% Owned	Resident Address	City	State	Zip	Home Phone Number
A. <u>Christopher Crowell</u>	<u>Owner</u>	<u>[REDACTED]</u>	<u>100%</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>
B. <u>Atisha Parbhu</u>	<u>manager/director</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>
C. _____	_____	_____	_____	_____	_____	_____	_____	_____

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.

Trade name	Owner's name	Address	License #
------------	--------------	---------	-----------

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? yes

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? yes
 If no, does applicant hold a bona fide written lease? _____ (Supply copy of lease with application.)

15. If premises leased, give name and address of lesser. NA

16. Describe the part of the building to be occupied by business: Whole building

17. Open date for this location Sept 2025

18. Describe in detail your business. i.e.: Type of sales, activity, or service you perform:

Restaurant selling ice cream, beverages, baked goods

An original approved **Sales Tax Clearance Certificate** must be attached to the application, requested from the St. Tammany Parish Sales Tax Department. Visit <http://www.stpsa.com/how-do-i/sales-tax/> for forms and to register online.

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

Signature of Applicant [Signature] Title: Director/manager

Signature of Preparer _____ Date _____

Mandeville, LA Occupational License License Application
Schedule A
9618 Jefferson Highway, Suite D #334
Baton Rouge, LA 70809
Phone 800-556-7274



**Schedule "A" To Accompany Liquor License Application
Must be Notarized**

Where a manager or agent is employed this schedule must be executed by that person, and by each member of a partnership or stockholder of a corporation owning more than five per cent (5%) of capital stock of corporation, or any financial backer of the business which make application for license as provided for by Chapter 2, Title 26, of the Louisiana Revised Statutes of 1950, as amended.

1. Trade Name of Business Mandeville Creamery
 2. What is your name? Christopher Crowell
 3. Residence address? [Redacted] State [Redacted] Zip [Redacted]
 4. Date of Birth [Redacted] Place of Birth [Redacted]
 5. Sex [Redacted] Race [Redacted] Driver License# [Redacted] State [Redacted]
 6. Are you a citizen of the United States and the State of Louisiana and over 21 years of age? yes
 7. Have you resided in the State of Louisiana continuously for a period of not less than two (2) years next preceding the date of filing this application? yes
 8. Have you been convicted of a felony under the laws of the United States, the State of Louisiana or any other state or country? no
 9. Have you been convicted in this or any other state or by the United States or any other country of soliciting for prostitution, pandering, letting premises for prostitution, contributing to the delinquency of juveniles, keeping a disorderly place or illegal dealing in narcotics? no
 10. Have you been convicted or had judgment against you involving alcoholic beverages by this state or any other state or the United States within five (5) years prior to the date of this application? no
 11. Have you had a certification of qualification to dispense alcoholic beverages issued by any other parish, municipality or state suspended or revoked? no
 12. If married is husband or wife eligible for license? yes
 13. Have you or your spouse any interest in an establishment holding a current liquor license? no
- If so, list the following:

Trade Name	Address	Kind of Business	License #	%Owned
------------	---------	------------------	-----------	--------

14. Have you ever used any other name than the one given herein? no

Name	Placed Used	Date
------	-------------	------

AFFIDAVIT

I swear (or affirm), that I have read each of the questions in this Schedule AA@ and that the answers which I have given are true and correct to the best of my knowledge, that I meet the qualifications and conditions set out in LA R.S. 26:279; and I further swear (or affirm) that I have no interest in any establishment holding a Liquor License other than the type required for the operation of the above captioned business. It is understood that any misstatement or suppression of fact in an application or Schedule AA@ affidavit is a ground for denial of a license.

Subscribed and sworn to me before this 14th day of July, 2025.

Jennifer M. Meche
Notary Public

Christopher Crowell
Signature of Applicant

Returned Check Disclaimer: Effective July 1, 2010, each returned item received by Avenue due to insufficient funds will be electronically represented to the presenters' bank no more than two times in an effort to obtain payment. Avenue is not responsible for any additional bank fees that will accrue due to the resubmission of the returned item. Please see the full returned check policy at www.avenueinsights.com.

Jennifer M. Meche
Notary ID 134400
Commission Expires
With Life



**Schedule "A" To Accompany Liquor License Application
Must be Notarized**

Where a manager or agent is employed this schedule must be executed by that person, and by each member of a partnership or stockholder of a corporation owning more than five per cent (5%) of capital stock of corporation, or any financial backer of the business which make application for license as provided for by Chapter 2, Title 26, of the Louisiana Revised Statutes of 1950, as amended.

1. Trade Name of Business Mandeville Creamery
 2. What is your name? Atisha Parbhoo
 3. Residence address? [Redacted] State [Redacted] Zip [Redacted]
 4. Date of Birth [Redacted] Place of Birth [Redacted]
 5. Sex [Redacted] Race [Redacted] Driver License# [Redacted] State [Redacted]
 6. Are you a citizen of the United States and the State of Louisiana and over 21 years of age? yes
 7. Have you resided in the State of Louisiana continuously for a period of not less than two (2) years next preceding the date of filing this application? yes
 8. Have you been convicted of a felony under the laws of the United States, the State of Louisiana or any other state or country? no
 9. Have you been convicted in this or any other state or by the United States or any other country of soliciting for prostitution, pandering, letting premises for prostitution, contributing to the delinquency of juveniles, keeping a disorderly place or illegal dealing in narcotics? no
 10. Have you been convicted or had judgment against you involving alcoholic beverages by this state or any other state or the United States within five (5) years prior to the date of this application? no
 11. Have you had a certification of qualification to dispense alcoholic beverages issued by any other parish, municipality or state suspended or revoked? no
 12. If married is husband or wife eligible for license? yes
 13. Have you or your spouse any interest in an establishment holding a current liquor license? no
- If so, list the following:

Trade Name	Address	Kind of Business	License #	%Owned
------------	---------	------------------	-----------	--------

14. Have you ever used any other name than the one given herein? no

Name	Placed Used	Date
------	-------------	------

AFFIDAVIT

I swear (or affirm), that I have read each of the questions in this Schedule AA@ and that the answers which I have given are true and correct to the best of my knowledge, that I meet the qualifications and conditions set out in LA R.S. 26:279; and I further swear (or affirm) that I have no interest in any establishment holding a Liquor License other than the type required for the operation of the above captioned business. It is understood that any misstatement or suppression of fact in an application or Schedule AA@ affidavit is a ground for denial of a license.

Subscribed and sworn to me before this 14th day of July, 20 25.

[Signature]
Notary Public

[Signature]
Signature of Applicant

Returned Check Disclaimer: Effective July 1, 2010, each returned item received by Avenue due to insufficient funds will be electronically represented to the presenters' bank no more than two times in an effort to obtain payment. Avenue is not responsible for any additional bank fees that will accrue due to the resubmission of the returned item. Please see the full returned check policy at www.avenueinsights.com.

Notary ID 134400
Commission Expires
With Life

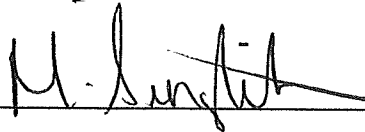
ST. TAMMANY FARMER

STATE OF LOUISIANA PARISH OF ST. TAMMANY

PROOF OF PUBLICATION

**The hereto attached notice was published in ST.
TAMMANY FARMER, a weekly newspaper of general
circulation within the Parish of St. Tammany, in the
following issues:**

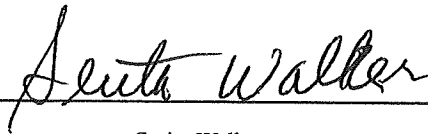
5/28/2025, 6/4/2025



Mattinisha Singleton, Public Notices Representative

Sworn and subscribed before me, by the person whose signature
appears above

4 Jun 2025



Serita Walker,

Notary Public ID#151005

State of Louisiana

My Commission Expires: Indefinite

**SERITA WALKER
NOTARY PUBLIC
ID NO. 151005
My Commission is for Life
Parish Of Orleans, State Of La**

Ad No: 142516

Atisha Parbhoo
Mandeville Creamery LLC
515 Girod St.,
Mandeville, LA 70448

PUBLIC NOTICE

Mandeville Creamery LLC, d/b/a Mandeville Creamery is applying for a retail permit to sell alcoholic beverages in the Parish of St. Tammany at the following address:
515 Girod St., Mandeville, LA 70448
Mandeville Creamery LLC
Mandeville Creamery
Owner/Manager:
Christopher Crowell and Atisha Parbhoo
142516-
MAY28JUN4-2T
\$201.48

Mandeville Live

City of Mandeville
675 Lafitte Street Mandeville,
LA 70448



www.cityofmandeville.com
Telephone: (985) 624-3127 or 624-3147
Fax: (985) 624-3128

Mayor Clay Madden

SPECIAL EVENT PERMIT APPLICATION

Name of Organization or Group City of Mandeville
Name of Authorized Representative Alia Casborné Non-Profit/Tax-Exempt # _____
Mailing Address 675 Lafitte Street
City Mandeville State LA Zip 70448 985-624
Applicant Phone # 985-624-3147 Alt. Phone # _____
E-Mail acasborne@cityofmandeville.com Application Fee Paid? ☐ YES ☐ NO

Name of Event: Mandeville Live! Free Fridays Concert Series
Date(s) of Event: Day Fridays Date / / Time 6:30PM Rain Dates(s)
Event Location: Trailhead (9/19, 9/26, 10/3, 10/10 & 10/17)

Type of Event: ☐ New ☒ Recurring
☐ Fundraiser ☐ Concert ☐ Race/Run/Walk ☐ Parade ☐ Wedding
☐ Festival, Carnival or Market ☒ Other: concert Series
Description/Purpose of Event Free Community Concerts Estimated Attendance 500-800

EVENT DETAILS - Check all that apply:

1	Are patron admission, entry or participant fees charged?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
2	Is the event open to the public?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
3	Are Street Closures Requested? If yes, please contact Mandeville Police Dept.	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
4	Will you require barricades for the event?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
5	Are you requesting that Police be present during the event?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
6	If you answered YES, to number 5, how many officers are you requesting	<u>1</u>	
7	If you are requesting Police, will they need to direct traffic?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
8	Will alcohol be consumed, distributed, or sold at this event?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
9	Will food be distributed, prepared or sold at this event?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
10	Will there be canopies or tents?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
11	Will there be vendor booths? Merchandise or product sales?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
12	Are you planning to have inflatable attractions, games or rides?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
13	Will there be bleachers, stages, fencing or other structures?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No



14	Do you plan to provide portable toilets? * See Guidelines*	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
15	Will there be security staff?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
16	Are you planning to have amplified sound?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
17	Will you need access to power or water? (please circle)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
18	Will there be any signs, banners, decorations, or special lighting?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

1. If "Yes" is checked for any of the Event Detail questions, please refer to the Special Events Guidelines for instructions.
2. If police presence is required, contact Mandeville Police Department at (985) 626-9711 to reserve a Police Detail.
3. If alcohol is being served, please complete the City Liquor License Application and Appendix A to include with the application. The City permit is required to apply for the State permit.
4. A Site Plan MUST be included with the application illustrating a detailed layout of the event, showing the precise location of stages, tents, power, food vendors, alcohol sales, portable toilets, etc. Run/Walk events also require a detailed map indicating the route to be taken, where safety personnel will be stationed, and the location of temporary traffic control personnel (if applicable).

INSURANCE/INDEMNITY

The City of Mandeville requires a minimum \$1,000,000 liability insurance certificate with an insurer that is acceptable to the City of Mandeville, with an AA-@ or better rating, authorized to do business in the State of Louisiana, and naming the City of Mandeville as an additional insured. A copy of the Insurance Certificate is to be included as an attachment to this application. The Insurance Certificate must be submitted to the City Clerk no later than 30-days prior to the event in order for the Special Events Permit to be issued.

.....

The Mayor of Mandeville has the right to revoke any permit application or permit. The applicant shall comply with all permit directions and conditions, and with applicable laws and ordinances. The event organizer or other authorized representative heading such activity shall carry the permit upon his person during the conduction of the event.

The undersigned applicant, by signature below, shall hold harmless the City of Mandeville, its officers, agents, and employees and shall indemnify and, if requested, defend the City, its officers, agents, and employees for any claim or injury to property or persons that may arise as a result of any activity which may arise from operations under or in connection with the permit.

The undersigned has read and submitted the completed application, including all required attachments and documentation. The applicant or applicant's representative has read the Special Events Guidelines and agrees to comply with the terms and conditions as defined therein. Failure to comply with these terms and conditions is subject to fines and penalties as set forth by City Ordinance.

Signed By: _____

Printed Name: Alia Casborné

Organization Represented: City of Mandeville

Office Held Director, Cultural Development & Events Date 08/04/25

Please email completed application to acasborne@cityofmandeville.com.

Thoroughly read the information outlined in the Special Events Guidelines and throughout this Application.



SPECIAL EVENTS DEPARTMENT USE ONLY

Any expenses required of the event organizer must be paid in advance at least 30 days prior to event date.

Fee received Date NA

Certificate of Insurance? YES ☒ NO ☐

DEPARTMENTAL EXPENSES

INITIALS

Police Department \$ 200

KM

Fire District #4 _____

Public Works _____

TOTAL COSTS _____

Recommendation of Special Events Committee:

1 police officer / 4 hours

Approved:

L. Clay Madden

Mayor Clay Madden

6/6/25

Date

City Council Approval

Alcohol Permit:

Yes _____ No _____

Date Approved: _____

Waiver of Lakefront Food & Drink Ordinance:

Yes _____ No _____

Date Approved: _____

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: City of Mandeville
2. Legal name(s): Individual, Partners, or Corporation _____
3. Apply for: Class "A" _____ Class "B" ☒ / High Content _____ Low Content _____ / Restaurant _____
4. Business location address 675 LaRite St Mandeville, LA 70448
Telephone (____) 985 624-3147
5. Mailing address Same
6. Contact Person Alicia Casborne
Phone Number (____) 985 624-3147 E-Mail Address: acasborne@cityofmandeville.com
Fax Number (____) _____ Web Address: experiencemandeville.org
cityofmandeville.com
7. Type of organization:
☐ Individual ☐ Partnership ☐ Corporation ☐ Non-Profit ☐ LLP ☐ LLC ☒ Other Municipality
(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? N/A If yes, list.
N/A
10. Does applicant hold State or City of Mandeville liquor license for current year at any other location?
N/A If yes: Name N/A Location: N/A
11. Has applicant applied for state liquor license? NO
12. Has the applicant ever been denied a state or local liquor license? NO
12. Is premise located in an area where the sale of liquor is prohibited by local or state laws? NO
13. Is applicant the owner of the premises to be occupied? Yes If no, does applicant hold a bona fide written lease? _____ (Supply copy of lease with application.)
14. If premises leased, give name and address of lesser. _____
15. Describe the part of the building to be occupied by business: Truhead Amphitheater
16. Open date for this location 9/19, 9/26/10/3, 10/10/10/17
17. Describe in detail your business. i.e.: Type of sales, activity, or service you perform:
Outdoor Concert Series

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 _____ Title: _____

Signature of Preparer _____ Date _____

Trace

Depot Exit

Men's

Women's

Door

Soda/water

Beer/soda/water

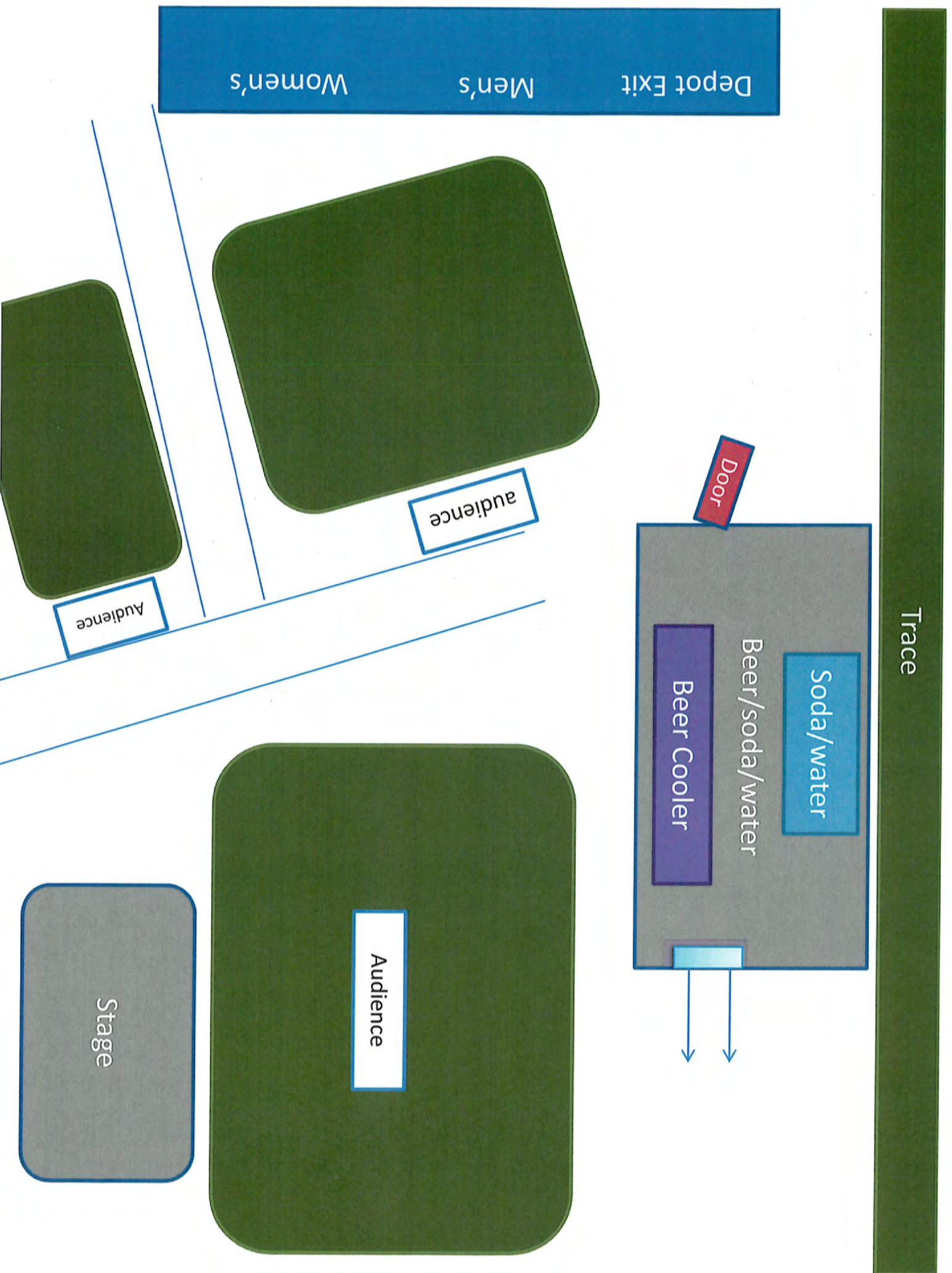
Beer Cooler

audience

Audience

Audience

Stage



Sunset Symphony



Mayor Clay Madden

SPECIAL EVENT PERMIT APPLICATION

Name of Organization or Group City of Mandeville
Name of Authorized Representative Alia Casborné Non-Profit/Tax-Exempt # _____
Mailing Address 675 Lafitte Street
City Mandeville State LA Zip 70448
Applicant Phone # 985-624-3147 Alt. Phone # 985-630-0440
E-Mail acasborne@cityofmandeville.com Application Fee Paid? _____ YES ☒ NO

Name of Event: Sunset Symphony: An Evening with the LPO
Date(s) of Event: Day Saturday Date 10/18/2025 Time 4:00p - 8:00p Rain Dates(s) 10/19/2025
Event Location: Lakeshore Drive (Between Coffee & Carroll Streets - see map attached)
Type of Event: ☐ New ☒ Recurring
☐ Fundraiser ☒ Concert ☐ Race/Run/Walk ☐ Parade ☐ Wedding
☐ Festival, Carnival or Market ☐ Other: _____
Description/Purpose of Event Orchestra concert Estimated Attendance 1000

EVENT DETAILS - Check all that apply:

1	Are patron admission, entry or participant fees charged?	<input type="radio"/> Yes	<input checked="" type="radio"/> No
2	Is the event open to the public?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
5	Are Street Closures Requested? If yes, please contact Mandeville Police Dept.	<input checked="" type="radio"/> Yes	<input type="radio"/> No
6	Will alcohol be consumed, distributed, or sold at this event?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
7	Will food be distributed, prepared or sold at this event?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
8	Will there be canopies or tents?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
9	Will there be vendor booths? Merchandise or product sales?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
10	Are you planning to have inflatable attractions, games or rides?	<input type="radio"/> Yes	<input checked="" type="radio"/> No
11	Will there be bleachers, stages, fencing or other structures?	<input type="radio"/> Yes	<input checked="" type="radio"/> No

Please thoroughly read the details outlined in this application
and in the Special Events Guidelines.



12	Do you plan to provide portable toilets? * See Guidelines*	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
13	Will there be security staff?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
14	Are you planning to have amplified sound?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
15	Will you need access to power or water? (please circle)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
16	Will there be any signs, banners, decorations, or special lighting?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

1. If "Yes" is checked for any of the Event Detail questions, please refer to the Special Events Guidelines for instructions.
2. If police presence is required, contact Mandeville Police Department at (985) 626-9711 to reserve a Police Detail.
3. If alcohol is being served, please complete the City Liquor License Application and Appendix A to include with the application. The City permit is required to apply for the State permit.
4. A Site Plan MUST be included with the application illustrating a detailed layout of the event, showing the precise location of stages, tents, power, food vendors, alcohol sales, portable toilets, etc. Run/Walk events also require a detailed map indicating the route to be taken, where safety personnel will be stationed, and the location of temporary traffic control personnel (if applicable).

INSURANCE/INDEMNITY

The City of Mandeville requires a minimum \$1,000,000 liability insurance certificate with an insurer that is acceptable to the City of Mandeville, with an AA-@ or better rating, authorized to do business in the State of Louisiana, and naming the City of Mandeville as an additional insured. Please indicate if you have obtained the required liability insurance for this event. If so, is a copy included with this application? YES NO

****The insurance certificate must be delivered to the City Clerk at least thirty (30) days prior to the event.****

The Mayor of Mandeville has the right to revoke any permit application or permit. The applicant shall comply with all permit directions and conditions and with applicable laws and ordinances. The event organizer or other representative heading such activity shall carry the permit upon his person during the conduction of the event.

The undersigned applicant, by signature below, shall hold harmless the City of Mandeville, its officers, agents, and employees and shall indemnify and, if requested, defend the City, its officers, agents, and employees for any claim or injury to property or persons that may arise as a result of any activity which may arise from operations under or in connection with the permit.

The undersigned has completed this application. He/She has read the Special Events Application and Guidelines, and agrees to comply with the requirements and guidelines as stated under penalty of fines set forth by ordinance.

Signature

Printed Name Alia Casborné

Organization City of Mandeville

Title of Office Director, Cultural Development & Events Date 06/0625

Any expenses required of the applicant must be paid in advance at least 15 days prior to the event.



SPECIAL EVENTS DEPARTMENT USE ONLY

Any expenses required of the event organizer must be paid in advance at least 30 days prior to event date.

Fee received Date

Certificate of Insurance? YES ☒ NO ☐

DEPARTMENTAL EXPENSES

INITIALS

Police Department TBD

KM

Fire District #4 _____

Public Works _____

TOTAL COSTS _____

Recommendation of Special Events Committee:

Coordinate Police detail with Captain Miazza

Approved:

L. Clay Madden

Mayor Clay Madden

6/6/25

Date

City Council Approval

Alcohol Permit:

Yes No

Date Approved: _____

Waiver of Lakefront Food & Drink Ordinance:

Yes No

Date Approved: _____

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: City of Mandeville
2. Legal name(s): Individual, Partners, or Corporation _____
3. Apply for: Class "A" _____ Class "B" ☒ / High Content _____ Low Content _____ / Restaurant _____
4. Business location address 675 Lafitte St. Mandeville, LA 70448
Telephone (PSS) 604-3147
5. Mailing address Same
6. Contact Person Alicia Casborne
Phone Number (PSS) 604-3147 E-Mail Address: acashorne@cityofmandeville.com
Fax Number () _____ Web Address experiencemandeville.org
cityofmandeville.com
7. Type of organization:
☐ Individual ☐ Partnership ☐ Corporation ☐ Non-Profit ☐ LLP ☐ LLC ☒ Other Municipality
(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? N/A If yes, list.
N/A
10. Does applicant hold State or City of Mandeville liquor license for current year at any other location?
N/A If yes: Name N/A Location: N/A
11. Has applicant applied for state liquor license? NO
12. Has the applicant ever been denied a state or local liquor license? NO
12. Is premise located in an area where the sale of liquor is prohibited by local or state laws? NO
13. Is applicant the owner of the premises to be occupied? YES If no, does applicant hold a bona fide written lease? _____ (Supply copy of lease with application.)
14. If premises leased, give name and address of lesser. _____
15. Describe the part of the building to be occupied by business. Lakefront
16. Open date for this location 10/18/25 10/19/25 Rampart
17. Describe in detail your business. i.e.: Type of sales, activity, or service you perform:
Outdoor concert

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 _____ Title: _____

Signature of Preparer _____ Date: _____

Lakeshore Dr

Coffee St

Coffee St

Portables

Lakeshore Dr

Barricades – No Parking

Sponsor & Band Parking

Lakeshore Dr

Food Trucks

FD

Band Trailer

Stage

Barricades

Sponsor Tent



Creole Culture

City of Mandeville
3090 E. Causeway Approach
Mandeville, LA 70448



www.cityofmandeville.com
Telephone: (985) 624-3127 or 624-3147
Fax: (985) 624-3128

Mayor Clay Madden

SPECIAL EVENT PERMIT APPLICATION

Name of Organization or Group City of Mandeville
Name of Authorized Representative Alia Casborne Non-Profit/Tax-Exempt # _____
Mailing Address 675 Lafitte Street
City Mandeville State LA Zip 70448
Applicant Phone # 985-624-3147 Alt. Phone # 985-630-0440
E-Mail acasborne@cityofmandeville.com Application Fee Paid? ☐ YES ☒ NO

Name of Event: Creole Culture Festival
Date(s) of Event: Day Sunday Date 11/02/25 Time 10:00p - 7:00p Rain Dates(s) No Rain Date
Event Location: Mandeville Trailhead
Type of Event: ☐ New ☒ Recurring
☐ Fundraiser ☐ Concert ☐ Race/Run/Walk ☐ Parade ☐ Wedding
☐ Festival, Carnival or Market ☐ Other: _____
Description/Purpose of Event Free Festival Estimated Attendance 300

EVENT DETAILS - Check all that apply:

1	Are patron admission, entry or participant fees charged?	<input type="radio"/> Yes	<input checked="" type="radio"/> No
2	Is the event open to the public?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
5	Are Street Closures Requested? If yes, please contact Mandeville Police Dept.	<input checked="" type="radio"/> Yes	<input type="radio"/> NO
6	Will alcohol be consumed, distributed, or sold at this event?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
7	Will food be distributed, prepared or sold at this event?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
8	Will there be canopies or tents?	<input type="radio"/> Yes	<input checked="" type="radio"/> No
9	Will there be vendor booths? Merchandise or product sales?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
10	Are you planning to have inflatable attractions, games or rides?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
11	Will there be bleachers, stages, fencing or other structures?	<input type="radio"/> Yes	<input checked="" type="radio"/> No

Please thoroughly read the details outlined in this application
and in the Special Events Guidelines.

City of Mandeville
3090 E. Causeway Approach
Mandeville, LA 70448



www.cityofmandeville.com
Telephone: (985) 624-3127 or 624-3147
Fax: (985) 624-3128

12	Do you plan to provide portable toilets? * See Guidelines*	<input type="radio"/> Yes	<input checked="" type="radio"/> No
13	Will there be security staff?	<input type="radio"/> Yes	<input checked="" type="radio"/> No
14	Are you planning to have amplified sound?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
15	Will you need access to power or water? (please circle)	<input checked="" type="radio"/> Yes	<input type="radio"/> No
16	Will there be any signs, banners, decorations, or special lighting?	<input checked="" type="radio"/> Yes	<input type="radio"/> No

1. If "Yes" is checked for any of the Event Detail questions, please refer to the Special Events Guidelines for instructions.
2. If police presence is required, contact Mandeville Police Department at (985) 626-9711 to reserve a Police Detail.
3. If alcohol is being served, please complete the City Liquor License Application and Appendix A to include with the application. The City permit is required to apply for the State permit.
4. A Site Plan MUST be included with the application illustrating a detailed layout of the event, showing the precise location of stages, tents, power, food vendors, alcohol sales, portable toilets, etc. Run/Walk events also require a detailed map indicating the route to be taken, where safety personnel will be stationed, and the location of temporary traffic control personnel (if applicable).

INSURANCE/INDEMNITY

The City of Mandeville requires a minimum \$1,000,000 liability insurance certificate with an insurer that is acceptable to the City of Mandeville, with an AA-@ or better rating, authorized to do business in the State of Louisiana, and naming the City of Mandeville as an additional insured. Please indicate if you have obtained the required liability insurance for this event. If so, is a copy included with this application? YES NO

****The insurance certificate must be delivered to the City Clerk at least thirty (30) days prior to the event.****

The Mayor of Mandeville has the right to revoke any permit application or permit. The applicant shall comply with all permit directions and conditions and with applicable laws and ordinances. The event organizer or other representative heading such activity shall carry the permit upon his person during the conduction of the event.

The undersigned applicant, by signature below, shall hold harmless the City of Mandeville, its officers, agents, and employees and shall indemnify and, if requested, defend the City, its officers, agents, and employees for any claim or injury to property or persons that may arise as a result of any activity which may arise from operations under or in connection with the permit.

The undersigned has completed this application. He/She has read the Special Events Application and Guidelines, and agrees to comply with the requirements and guidelines as stated under penalty of fines set forth by ordinance.

Signature

Printed Name Alia Casborné

Organization City of Mandeville

Title of Office Director, Cultural Development & Events Date 06/06/2025

Any expenses required of the applicant must be paid in advance at least 15 days prior to the event.



SPECIAL EVENTS DEPARTMENT USE ONLY

Any expenses required of the event organizer must be paid in advance at least 30 days prior to event date.

Fee received Date

Certificate of Insurance? YES ☒ NO ☐

DEPARTMENTAL EXPENSES

INITIALS

Police Department

\$200

KM

Fire District #4

Public Works

TOTAL COSTS

Recommendation of Special Events Committee:

1 MPD Detail

Approved:

L. Clay Madden

Mayor Clay Madden

6/6/25

Date

City Council Approval

Alcohol Permit:

Yes No

Date Approved:

Waiver of Lakefront Food & Drink Ordinance:

Yes No

Date Approved:

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: City of Mandeville
2. Legal name(s): Individual, Partners, or Corporation _____
3. Apply for: Class "A" _____ Class "B" ☒ / High Content _____ Low Content _____ / Restaurant _____
4. Business location address 675 LaFite St. Mandeville, LA 70448
Telephone (PSS) 624-3147
5. Mailing address Same
6. Contact Person Aria Casborne
Phone Number (PSS) 624-3147 E-Mail Address: Acasborne@cityofmandeville.org
Fax Number () _____ Web Address Experiencesmandeville.org
cityofmandeville.com
7. Type of organization:
☐ Individual ☐ Partnership ☐ Corporation ☐ Non-Profit ☐ LLP ☐ LLC ☒ Other Municipality
(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? N/A If yes, list.
N/A
10. Does applicant hold State or City of Mandeville liquor license for current year at any other location?
N/A If yes: Name N/A Location: N/A
11. Has applicant applied for state liquor license? NO
12. Has the applicant ever been denied a state or local liquor license? NO
12. Is premise located in an area where the sale of liquor is prohibited by local or state laws? NO
13. Is applicant the owner of the premises to be occupied? Yes If no, does applicant hold a bona fide written lease? _____ (Supply copy of lease with application.)
14. If premises leased, give name and address of lesser. _____
15. Describe the part of the building to be occupied by business: Trailhead Amphitheater
16. Open date for this location 11/9/95
17. Describe in detail your business. i.e.: Type of sales, activity, or service you perform:
Outdoor Festival

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 Aria Casborne Title: Director

Signature of Preparer _____ Date _____

Winter on the Water

City of Mandeville
3090 E. Causeway Approach
Mandeville, LA 70448



www.cityofmandeville.com
Telephone: (985) 624-3127 or 624-3147
Fax: (985) 624-3128

Mayor Clay Madden

SPECIAL EVENT PERMIT APPLICATION

Name of Organization or Group City of Mandeville
Name of Authorized Representative Alia Casborné Non-Profit/Tax-Exempt # _____
Mailing Address 675 Lafitte Street
City Mandeville State LA Zip 70448
Applicant Phone # 985-624-3147 Alt. Phone # 985-630-0440
E-Mail acasborne@cityofmandeville.com Application Fee Paid? YES ☒ NO

Name of Event: Winter on the Water (WOW) Santa Parade & Festival
Date(s) of Event: Day Saturday Date 12/06/25 Time 4:00p - 8:00p Rain Dates(s) No Rain Date
Event Location: Lakeshore Drive from Harbor to Trailhead (See attached map)
Type of Event: ☐ New ☒ Recurring
☐ Fundraiser ☐ Concert ☐ Race/Run/Walk ☐ Parade ☐ Wedding
☐ Festival, Carnival or Market ☐ Other: _____
Description/Purpose of Event Parade and festival at the Trailhead Estimated Attendance 1000+

EVENT DETAILS - Check all that apply:

1	Are patron admission, entry or participant fees charged?	<input type="radio"/> Yes	<input checked="" type="radio"/> No
2	Is the event open to the public?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
5	Are Street Closures Requested? If yes, please contact Mandeville Police Dept.	<input checked="" type="radio"/> Yes	<input type="radio"/> No
6	Will alcohol be consumed, distributed, or sold at this event?	<input type="radio"/> Yes	<input checked="" type="radio"/> No
7	Will food be distributed, prepared or sold at this event?	<input type="radio"/> Yes	<input checked="" type="radio"/> No
8	Will there be canopies or tents?	<input type="radio"/> Yes	<input checked="" type="radio"/> No
9	Will there be vendor booths? Merchandise or product sales?	<input checked="" type="radio"/> Yes	No
10	Are you planning to have inflatable attractions, games or rides?	<input checked="" type="radio"/> Yes	No
11	Will there be bleachers, stages, fencing or other structures?	<input type="radio"/> Yes	<input checked="" type="radio"/> No

Please thoroughly read the details outlined in this application
and in the Special Events Guidelines.



12	Do you plan to provide portable toilets? * See Guidelines*	<input type="radio"/> Yes	<input checked="" type="radio"/> No
13	Will there be security staff?	<input type="radio"/> Yes	<input checked="" type="radio"/> No
14	Are you planning to have amplified sound?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
15	Will you need access to power or water? (please circle)	<input checked="" type="radio"/> Yes	<input type="radio"/> No
16	Will there be any signs, banners, decorations, or special lighting?	<input checked="" type="radio"/> Yes	<input type="radio"/> No

1. If "Yes" is checked for any of the Event Detail questions, please refer to the Special Events Guidelines for instructions.
2. If police presence is required, contact Mandeville Police Department at (985) 626-9711 to reserve a Police Detail.
3. If alcohol is being served, please complete the City Liquor License Application and Appendix A to include with the application. The City permit is required to apply for the State permit.
4. A Site Plan MUST be included with the application illustrating a detailed layout of the event, showing the precise location of stages, tents, power, food vendors, alcohol sales, portable toilets, etc. Run/Walk events also require a detailed map indicating the route to be taken, where safety personnel will be stationed, and the location of temporary traffic control personnel (if applicable).

INSURANCE/INDEMNITY

The City of Mandeville requires a minimum \$1,000,000 liability insurance certificate with an insurer that is acceptable to the City of Mandeville, with an AA-@ or better rating, authorized to do business in the State of Louisiana, and naming the City of Mandeville as an additional insured. Please indicate if you have obtained the required liability insurance for this event. If so, is a copy included with this application? YES NO

****The insurance certificate must be delivered to the City Clerk at least thirty (30) days prior to the event.****

The Mayor of Mandeville has the right to revoke any permit application or permit. The applicant shall comply with all permit directions and conditions and with applicable laws and ordinances. The event organizer or other representative heading such activity shall carry the permit upon his person during the conduction of the event.

The undersigned applicant, by signature below, shall hold harmless the City of Mandeville, its officers, agents, and employees and shall indemnify and, if requested, defend the City, its officers, agents, and employees for any claim or injury to property or persons that may arise as a result of any activity which may arise from operations under or in connection with the permit.

The undersigned has completed this application. He/She has read the Special Events Application and Guidelines, and agrees to comply with the requirements and guidelines as stated under penalty of fines set forth by ordinance.

Signature Alia Casborné

Printed Name Alia Casborné

Organization City of Mandeville

Title of Office Director, Cultural Development & Events Date 06/06/2025

Any expenses required of the applicant must be paid in advance at least 15 days prior to the event.



SPECIAL EVENTS DEPARTMENT USE ONLY

Any expenses required of the event organizer must be paid in advance at least 30 days prior to event date.

Fee received Date

Certificate of Insurance? YES ☒ NO ☐

DEPARTMENTAL EXPENSES

INITIALS

Police Department TBD

KM

Fire District #4

Public Works

TOTAL COSTS

Recommendation of Special Events Committee:

Coordinate Police Detail for Parade & Festival

Approved:

L. Clay Madden
Mayor Clay Madden

6/6/25
Date

City Council Approval

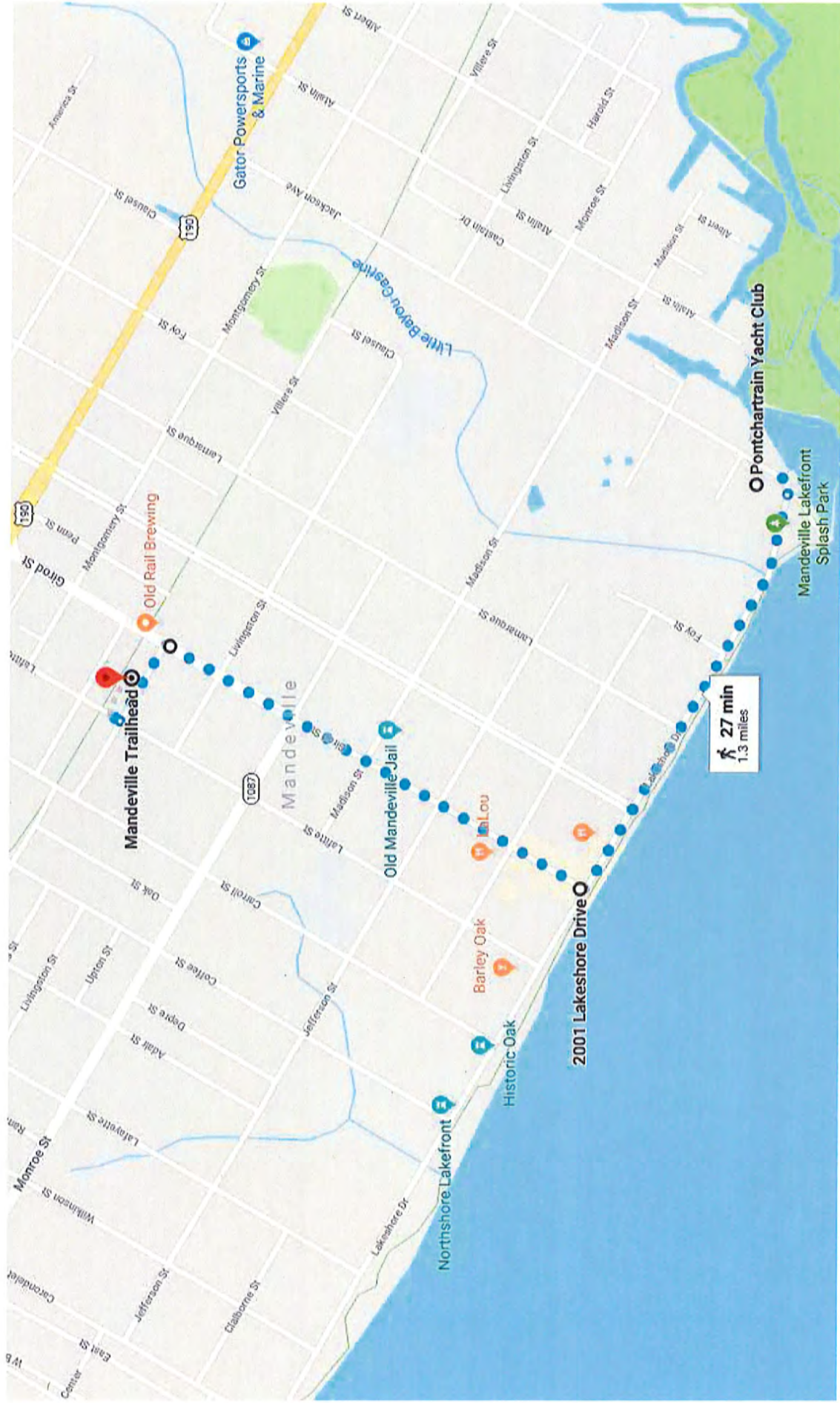
Alcohol Permit:

Yes No Date Approved:

Waiver of Lakefront Food & Drink Ordinance:

Yes No Date Approved:

Winter on the Water Parade & Festival
Saturday, December 6, 2025
4:00 p.m.



Festival of the Lake



Our Lady of the Lake Roman Catholic Church

Mandeville, Louisiana

November 7, 2024

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

Please find enclosed our check in the amount of \$25.00, the permit fee for Our Lady of the Lake Festival which will take place on Friday, October 24th, Saturday, October 25th and Sunday, October 26th, 2025.

Sincerely,

Fr. Douglas M. Busch
Pastor
Our Lady of the Lake Church

OUR LADY OF THE LAKE CATHOLIC CHURCH
OPERATING ACCOUNT
 312 LAFITTE ST
 MANDEVILLE, LA 70448

14-7043/2650
 00060
 CHECK ARMOR
 P.A. 30 01/15/2018

11/06/2024

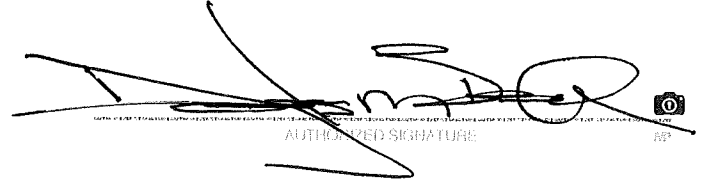
PAY TO THE ORDER OF City of Mandeville \$ **25.00

Twenty-five and 00/100*****

DOLLARS

City of Mandeville
 3101 East Causeway Approach
 Mandeville, LA 70448-3511

VOID AFTER 90 DAYS


 AUTHORIZED SIGNATURE

MEMO 2025 Festival of the Lake- permit fee

⑈001747⑈ ⑈265070435⑈ ⑈011447290⑈

OUR LADY OF THE LAKE CATHOLIC CHURCH	OPERATING ACCOUNT	1747
11/06/2024	City of Mandeville	
	Festival of the Lake- 2025 permit fee	25.00

Operating Account - Gulf Coast x7290	2025 Festival of the Lake- permit fee	25.00
--------------------------------------	---------------------------------------	-------

OUR LADY OF THE LAKE CATHOLIC CHURCH	OPERATING ACCOUNT	1747
11/06/2024	City of Mandeville	
	Festival of the Lake- 2025 permit fee	25.00

Operating Account - Gulf Coast x7290	2025 Festival of the Lake- permit fee	25.00
--------------------------------------	---------------------------------------	-------

City of Mandeville
675 Lafitte Street Mandeville,
LA 70448



www.cityofmandeville.com
Telephone: (985) 624-3127 or 624-3147
Fax: (985) 624-3128

Mayor Clay Madden

SPECIAL EVENT PERMIT APPLICATION

Name of Organization or Group Our Lady of the Lake Catholic Church
Name of Authorized Representative Fr. Doug Busch Non-Profit/Tax-Exempt # 0928
Mailing Address 312 Lafitte Street
City Mandeville State LA Zip 70448
Applicant Phone # 985-626-5671 Alt. Phone # 985-259-0851
E-Mail festival@ollparish.info Application Fee Paid? Y YES NO

Name of Event: Festival of the Lake
Date(s) of Event: Day Fri-Sat Date 10/24-26/25 Time 10/24 5PM-10PM 10/25 11AM-10P Rain Dates(s) N/A
Event Location: 312 Lafitte Street, Mandeville, LA 70448 10/26 12P-6P

Type of Event: ☐ New ☒ Recurring
☐ Fundraiser ☐ Concert ☐ Race/Run/Walk ☐ Parade ☐ Wedding
☒ Festival, Carnival or Market ☐ Other: _____
Description/Purpose of Event Nonprofit fundraiser Estimated Attendance Open to public

EVENT DETAILS - Check all that apply:

1	Are patron admission, entry or participant fees charged?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
2	Is the event open to the public?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
3	Are Street Closures Requested? If yes, please contact Mandeville Police Dept.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
4	Will you require barricades for the event?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
5	Are you requesting that Police be present during the event?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
6	If you answered YES, to number 5, how many officers are you requesting		
7	If you are requesting Police, will they need to direct traffic?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
8	Will alcohol be consumed, distributed, or sold at this event?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
9	Will food be distributed, prepared or sold at this event?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
10	Will there be canopies or tents?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
11	Will there be vendor booths? Merchandise or product sales?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
12	Are you planning to have inflatable attractions, games or rides?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
13	Will there be bleachers, stages, fencing or other structures?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No



14	Do you plan to provide portable toilets? * See Guidelines*	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
15	Will there be security staff?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
16	Are you planning to have amplified sound?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
17	Will you need access to <u>power</u> or water? (please circle)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
18	Will there be any signs, banners, decorations, or special lighting?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

1. If "Yes" is checked for any of the Event Detail questions, please refer to the Special Events Guidelines for instructions.
2. If police presence is required, contact Mandeville Police Department at (985) 626-9711 to reserve a Police Detail.
3. If alcohol is being served, please complete the City Liquor License Application and Appendix A to include with the application. The City permit is required to apply for the State permit.
4. A Site Plan MUST be included with the application illustrating a detailed layout of the event, showing the precise location of stages, tents, power, food vendors, alcohol sales, portable toilets, etc. Run/Walk events also require a detailed map indicating the route to be taken, where safety personnel will be stationed, and the location of temporary traffic control personnel (if applicable).

INSURANCE/INDEMNITY

The City of Mandeville requires a minimum \$1,000,000 liability insurance certificate with an insurer that is acceptable to the City of Mandeville, with an AA-@ or better rating, authorized to do business in the State of Louisiana, and naming the City of Mandeville as an additional insured. A copy of the Insurance Certificate is to be included as an attachment to this application. The Insurance Certificate must be submitted to the City Clerk no later than 30-days prior to the event in order for the Special Events Permit to be issued.

The Mayor of Mandeville has the right to revoke any permit application or permit. The applicant shall comply with all permit directions and conditions, and with applicable laws and ordinances. The event organizer or other authorized representative heading such activity shall carry the permit upon his person during the conduction of the event.

The undersigned applicant, by signature below, shall hold harmless the City of Mandeville, its officers, agents, and employees and shall indemnify and, if requested, defend the City, its officers, agents, and employees for any claim or injury to property or persons that may arise as a result of any activity which may arise from operations under or in connection with the permit.

The undersigned has read and submitted the completed application, including all required attachments and documentation. The applicant or applicant's representative has read the Special Events Guidelines and agrees to comply with the terms and conditions as defined therein. Failure to comply with these terms and conditions is subject to fines and penalties as set forth by City Ordinance.

Signed By: _____

Printed Name: Fr. Douglas Busch

Organization Represented: Our Lady of the Lake Catholic Church

Office Held Pastor

Date 11/16/24

Please email completed application to acasborne@cityofmandeville.com.

Thoroughly read the information outlined in the Special Events Guidelines and throughout this Application.



SPECIAL EVENTS DEPARTMENT USE ONLY

Any expenses required of the event organizer must be paid in advance at least 30 days prior to event date.

☒ Fee received Date 11/6/24

Certificate of Insurance? YES _____ NO _____ *Will update*

	DEPARTMENTAL EXPENSES	INITIALS
Police Department	<u>See Police (TBD)</u>	<u>KM</u>
Fire District #4	_____	_____
Public Works	_____	_____
TOTAL COSTS	_____	

Recommendation of Special Events Committee:

Captain Miazza will work with OLL for police
detail

Approved:

L. Clay Madden
Mayor Clay Madden

12/6/25
Date

City Council Approval

Alcohol Permit:

_____ Yes _____ No Date Approved: _____

Waiver of Lakefront Food & Drink Ordinance:

_____ Yes _____ No Date Approved: _____



MANDEVILLE POLICE DEPARTMENT

Special Event Addendum

Special Events requiring a Police presence are either paid by the Event at a detail rate, or in rare instances, are paid by the City after approval by the Mayor and/or Council. In order to facilitate your Special Event application, please answer the following questions:

1. Beginning and end time of event: October 24th - October 26th
2. Location of event: OLL - 312 Lafitte Street, Mandeville, LA 70448
3. Will the event take place on a public roadway? ☒ YES ☐ NO
4. Are you requesting public streets be blocked off? ☒ YES ☐ NO
5. Are you requesting that Police be present during the event? ☒ YES ☐ NO
6. Are you paying for a Police detail? ☒ YES ☐ NO
7. If you answered yes to number 6, how many officers? ~5 per day
8. Name and contact number of Event official?
JUSTIN CROPPER 985-626-5671

-
9. Will alcoholic beverages be present? ☒ YES ☐ NO
 10. Expected number of people at event? open to public

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: OUR LADY OF THE LAKE CATHOLIC CHURCH
2. Legal name(s): Individual, Partners, or Corporation OUR LADY OF THE LAKE ROMAN CATHOLIC CHURCH
3. Apply for: Class "A" ☒ Class "B" ☐ / High Content ☐ Low Content ☐ / Restaurant ☐
4. Business location address 312 LAFITTE STREET, MANDEVILLE, LA 70448
Telephone (985) 626-5671
5. Mailing address 312 LAFITTE STREET, MANDEVILLE, LA 70448
6. Contact Person FR. DOUGLAS BUSCH
Phone Number (985) 626-5671 E-Mail Address: festivals@allparish.info
Fax Number () Web Address allparish.info
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".

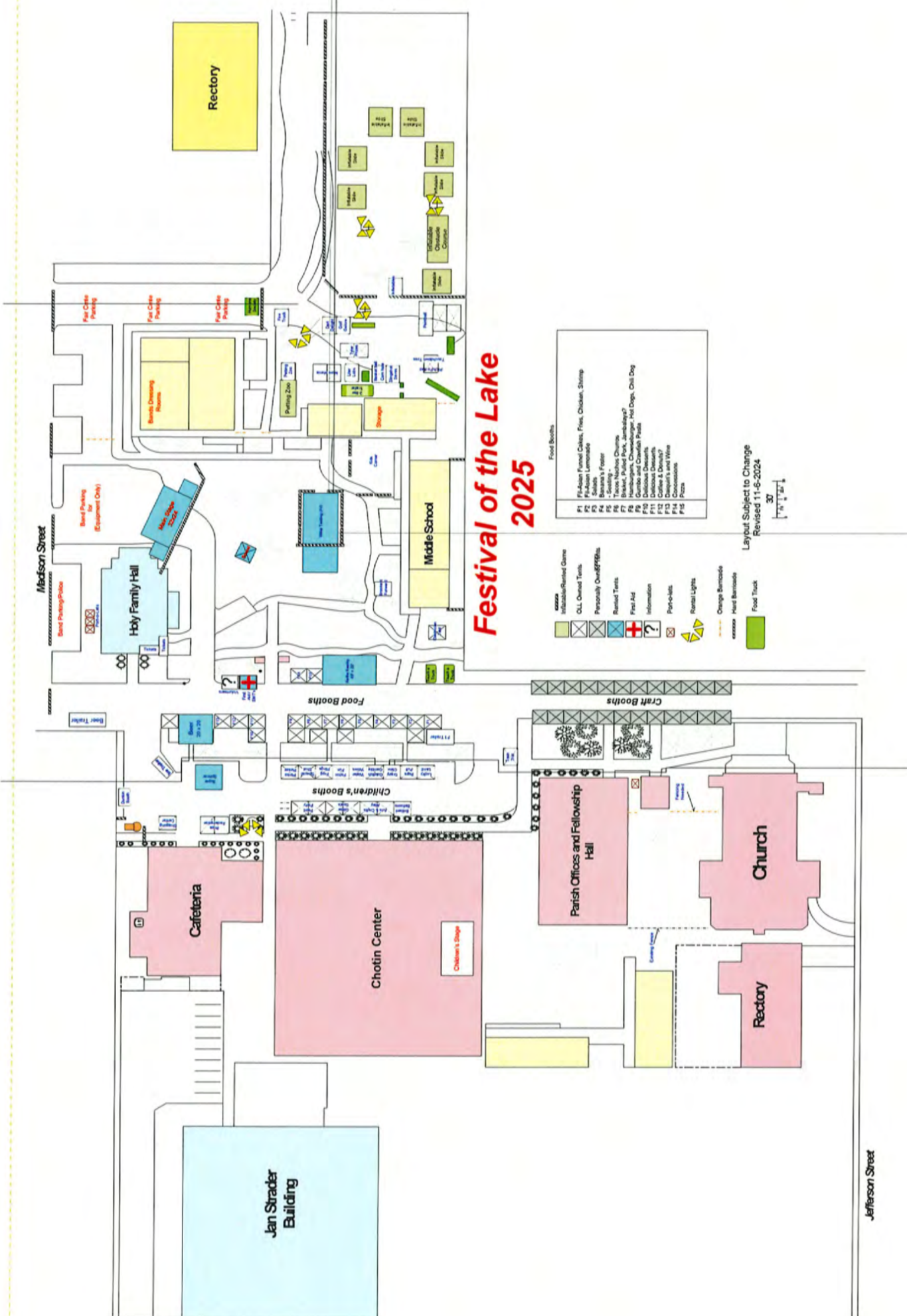
A	Name	Title	SSN	% Owned
	Resident Address	City State Zip	Home Phone Number	
B.	Name	Title	SSN	% Owned
	Resident Address	City State Zip	Home Phone Number	
C.	Name	Title	SSN	% Owned
	Resident Address	City State Zip	Home Phone Number	
9. Is this application by a new owner to take over an existing business 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? No
12. Has the applicant ever been denied a state or local liquor license? No
12. Is premise located in an area where the sale of liquor is prohibited by local or state laws? No
13. Is applicant the owner of the premises to be occupied? Yes If no, does applicant hold a bona fide written lease? (Supply copy of lease with application.)
14. If premises leased, give name and address of lesser.
15. Describe the part of the building to be occupied by business:
16. Open date for this location
17. Describe in detail your business. i.e.: Type of sales, activity, or service you perform:
Festival

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 [Signature] Title: FINANCE MANAGER

Signature of Preparer [Signature] Date



Festival of the Lake 2025

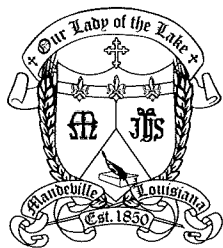
- Food Booths**
- F1 Adult Food Cakes, Fries, Chicken, Slings
 - F2 Adult Food Cakes, Fries, Chicken, Slings
 - F3 Adult Food Cakes, Fries, Chicken, Slings
 - F4 Adult Food Cakes, Fries, Chicken, Slings
 - F5 Adult Food Cakes, Fries, Chicken, Slings
 - F6 Adult Food Cakes, Fries, Chicken, Slings
 - F7 Adult Food Cakes, Fries, Chicken, Slings
 - F8 Adult Food Cakes, Fries, Chicken, Slings
 - F9 Adult Food Cakes, Fries, Chicken, Slings
 - F10 Adult Food Cakes, Fries, Chicken, Slings
 - F11 Adult Food Cakes, Fries, Chicken, Slings
 - F12 Adult Food Cakes, Fries, Chicken, Slings
 - F13 Adult Food Cakes, Fries, Chicken, Slings
 - F14 Adult Food Cakes, Fries, Chicken, Slings
 - F15 Adult Food Cakes, Fries, Chicken, Slings

- Craft Booths**
- C1 Adult Food Cakes, Fries, Chicken, Slings
 - C2 Adult Food Cakes, Fries, Chicken, Slings
 - C3 Adult Food Cakes, Fries, Chicken, Slings
 - C4 Adult Food Cakes, Fries, Chicken, Slings
 - C5 Adult Food Cakes, Fries, Chicken, Slings
 - C6 Adult Food Cakes, Fries, Chicken, Slings
 - C7 Adult Food Cakes, Fries, Chicken, Slings
 - C8 Adult Food Cakes, Fries, Chicken, Slings
 - C9 Adult Food Cakes, Fries, Chicken, Slings
 - C10 Adult Food Cakes, Fries, Chicken, Slings
 - C11 Adult Food Cakes, Fries, Chicken, Slings
 - C12 Adult Food Cakes, Fries, Chicken, Slings
 - C13 Adult Food Cakes, Fries, Chicken, Slings
 - C14 Adult Food Cakes, Fries, Chicken, Slings
 - C15 Adult Food Cakes, Fries, Chicken, Slings

Layout Subject to Change
Revised 11-6-2024

37

Jefferson Street



Our Lady of the Lake Roman Catholic Church

Mandeville, Louisiana

November 7, 2024

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

The following tent and portable toilet contracts are copies of those that were executed for the recently held Festival of the Lake. The terms will be the same for next year's Festival of the Lake being held in October 2025. Once the new contracts are executed, a copy will be provided to your office.

Sincerely,

Justin Cropper
Festival & Finance Coordinator
Our Lady of the Lake Church



Payment Address:
Post Office Box 1627
Hammond LA 70404
888-POT-O-GOLD

Equipment & Service Order

By _____ Proposal Date _____

197770

CUSTOMER INFORMATION

ACCOUNT # 197770
NAME 1 RYAN GERON
NAME 2 OUR LADY THE LAKE CHURCH
ADDRESS 1 312 LAFITTE STREET
ADDRESS 2

CITY MANDEVILLE
STATE LA ZIP 70448
PHONE 985-626-5671
CONTACT CHERYL EMMONS X101
FAX

BILLING INFORMATION

NAME 1 GERON RYAN
NAME 2 OUR LADY THE LAKE CHURCH
ADDRESS 1 312 LAFITTE STREET
ADDRESS 2

CITY MANDEVILLE
STATE LA ZIP 70448
PHONE 985-626-5671
CONTACT RYAN

	BILL CYCLE	START	STOP	AMOUNT	MULTIPLIER	TOTAL
DELIVER EVENT PORT TOILET	ON CALL	10/31/2024		\$0 00	4 00	\$0 00
EVENT PORT TOILET LEASE	ON CALL	10/31/2024		\$10 00	4 00	\$40 00
SALES TAX	ON CALL	10/31/2024		\$3 92	1 00	\$3 92
EVENT TOILET - DEL + PU	ON CALL	11/04/2024		\$115 00	4 00	\$460 00
						\$503.92

PREFERRED METHOD OF PAYMENT (CHOOSE ONE OF THE FOLLOWING)

Credit / Debit Card Name on Card _____ Credit Card Type _____
Card No _____ Exp Date _____ 3 Digit Code on Back of Card _____
Checking Account (attach VOIDED check)
Name on Bank Account _____
Bank _____ Routing # _____ Account # _____

By choosing payment by card or account, Customer authorizes Pot-O-Gold to charge any amounts including sales taxes now due or hereinafter imposed owed by Customer under this Agreement. In the event of an erroneous charge, Customer authorizes Pot-O-Gold to credit Customer's account the amount of the charge. This authorization shall remain in full force and effect until Customer notifies Pot-O-Gold in writing and in such time as to afford Pot-O-Gold a reasonable opportunity to act.

PERSONAL GUARANTY (REQUIRED FOR ALL COMPANY ACCOUNTS)

The undersigned unconditionally and irrevocably guarantees payment of all sums due from Customer hereunder, hereby waiving any modification, amendment or extension and notice of default, and agrees to the terms of this Agreement insofar as they apply to the undersigned as guarantor.

X _____ an Individual _____
Personal Guarantor's Signature (no title allowed) Full Legal Name Social Security # Date
Phone Number Home Address (no post office boxes) City State Zip Code

AGREEMENT ACCEPTANCE

The undersigned agrees that he or she has read and understands all the terms and conditions of this two page Agreement, including its arbitration provision, and agrees that they are satisfactory and accepted, and that he or she is fully empowered to sign this Agreement on behalf of Customer.

X _____ Pastor Douglas M. Busch 7/15/24
Customer Signature Title (if applicable) Full Legal Name Date

CONTRACT

www.TentManTents.com

Northshore: (985) 624-7368

Southshore: (504) 780-8368

Draft 2



Visit the Showroom : 2123 Florida St., Mandeville

MAILING Address: 1902 Orleans St., Mandeville, LA 70448

Email: rentals@tentmantents.com

FAX: (985) 674-5895

Opened on:	7/10/24	Revised on:	7/15/24	Dep Pd on:		Paid by:	CC / Ck / VM / PP
Bill To:	Festival of the Lake			Site Name:	SAME		
Address:	c/o Our Lady of the Lake Church 312 Lafitte St., Mandeville, LA 70448			Address:	Segher's Square, Lafitte St		
Event Date:	Fri - Sun, Nov 1 - 3, 2024			Event Time:	Fri: 5p-10p; Sat: 11a-10p; Sun: 11a-4p		
Event Type:	festival	Surface:	mixed	Client Rep At Site:	Kenzie Cardella or Chris Schott		

Instructions:

Deliver & Setup TENTS - Thurs, Oct 31, (AM access after car line OK) and/or Fri Nov 1, 2024 (all tents in place by 3 PM Fri)

Deliver and Set Up - PARTY RENTALS - Day / Time TBD (items in place by 3 PM Fri)

Customer Initial Here *DWH* ***Customer Agrees that Tables & Chairs will NOT be left outdoors, uncovered!***

Pick Up PARTY RENTALS - Mon Nov 4, 2024 - Time TBD

Take Down TENTS (in street and/or on campus) - Mon Nov 4, 2024 - Time TBD ****Sunday strike NOT required****

Home Phone:	Office Phone:	Fax:	Cell Phone:	Phone At Site:
	985-626-5671 church		985-502-9228	504-494-9494

DESCRIPTION OF EQUIPMENT & SERVICES

Quantity	Item	Per Item	Price
TENT RENTALS:			
<i>I understand no adhesives or any sticky-back materials can be used for lighting or decorations/banners/signage on tent.</i>			
1	BEER (Same Location): White 20 x 20 Tent	\$325.00	\$325.00
1	CONCRETE Installation - on Lafitte St	\$15.00	Waived / Anchors OK
1	Flag Pkg: LSU flag		Lagniappe/No Charge
1	SEATING (Same Location): White 20 x 60 Tent	\$975.00	\$975.00
1	GRAVEL Installation -- in Segher's Square/Courtyard		Included
1	Pennant Pkg: red pennants		Lagniappe/No Charge
1	Lighting Pkg: Basic Tent Lighting	\$155.25	\$155.25
1	RAFFLE (Same Location): White 20 x 40 Tent	\$595.00	\$595.00
1	GRAVEL/CONCRETE Installation - along Lafitte Street		Included
1	Flag Pkg: 1 - USA; 1 - State of LA		Lagniappe/No Charge
1	Lighting Pkg: Globe Lights	\$103.50	\$103.50
1	STUFFED ANIMALS/HATS (Same Location): 20 x 20 Tent	\$325.00	\$325.00
1	CONCRETE Installation - near Chotin Center (Same Location)	\$10.00	Waived / Anchors OK
1	Flag Pkg: Smile Face or TieDye Flag		Lagniappe/No Charge
1	Lighting Pkg: none requested		
PARTY RENTALS (2 - 4 day rental rate):			
15	6' Banquet Tables - for Raffle Area (place in 20x40 Raffle Tent)	\$13.15	\$197.25
CONSUMABLES:			
N / A			
LINEN RENTALS:			
N / A			
OTHER:			
1	Weekday SETUP of Tents		Included
1	Weekday SET UP of Tables (in 20x40 Raffle Tent)		Included
1	Weekend/After Hours (SUN) TAKE DOWN	\$495.00	NOT Required
1	Weekday TAKE DOWN of ALL Tents		Included
SUBTOTAL (ALL)			\$2,676.00
<i>In Kind DONATION/Sponsorship ("Nickel" LEVEL) ***</i>			<i>\$1,000.00</i>
Discounted SUBTOTAL (ALL)			\$1,676.00
***The Tent Man will receive: Name on Sponsor Sign, Name on Festival t-shirt; social media mention, Name on festivalofthelake.com			
1	Venue Logistics Fee [apply to businesses, venues, clubs, parks]	\$145.00	WAIVED
1	Labor & Handling Fee [separate from Unfolding/Knock Down]		\$130.65
1	"Wait Time" Charge [applicable ONLY for EACH 15 minutes crew delayed once on site]		\$45.00 / 15 minutes
1	ESTIMATED Roundtrip Transportation & Fuel Surcharge -	\$35.00	\$35.00
OLD MAND - subject to increase OR decrease 2 weeks prior to event			

!!! NO GRILLING !!! NO OPEN FLAMES !!!

Festival of the Lake

Lessee (PRINT Name/Company/Organization)

Guaranty: And now comes *OLL*, who is made

a party to this contract and who agrees to personally guarantee the obligations under-

taken herein by Lessee and who further agrees to be bound with Lessee in solido for the

faithful performance and executive of all obligations undertaken hereing by Lessee

By: (SIGN Name) *[Signature]* Date *7/22/24*

By Lessor: THE TENT MAN, Inc.

Date

Contract Price	\$1,841.65
Tax	EXEMPT
TOTAL	\$1,841.65
Initial Payment to Reserve	\$419.00
Balance DUE at set up	TBD per changes

* NOTE: balance due must be paid in full 7 days prior to

scheduled setup/install/delivery date. PLEASE NOTE:

Tent may not be set up and/or items may not be delivered

if balance is not paid.

ALSO: Sign & Date Terms & Conditions page →→→→

TERMS & CONDITIONS: Tent Man, Inc (D/B/A The Tent Man), (Lessor), hereby leases to (Our Lady of the Lake) (Lessee) and Lessee hereby leases from Lessor, during the Lease Period (as defined below) the material and equipment described on the face side of this agreement (hereinafter called "Equipment"), and Lessor agrees to provide the services incident thereto at the price set forth herein (the "Contract Price") and subject to the following terms & conditions:

TITLE and OWNERSHIP

1: This is a lease agreement only and the Equipment shall remain the personal property of Lessor. Lessee shall not sublet, encumber or dispose of the Equipment or take any action which might suggest to third parties that Lessee has any power to do so. The Equipment shall not be removed from the place of installation without the express written consent of Lessor, and Lessee shall not remove, cover or interfere with Lessor's identification, advertising or other labels attached to the Equipment.

IMPORTANT GUIDELINES & RESPONSIBILITY OF EQUIPMENT

2: Lessee assumes all responsibility for loss of or damage to the Equipment (unless due solely to negligence of Lessor or an Act of God) during the period from delivery of the Equipment to removal thereof by Lessor (the "Lease Period"). Lessee will pay for all Equipment lost or damaged during the Lease Period in an amount equal to, in Lessor's discretion, the replacement or repair cost of the Equipment. For purposes of this agreement, an Act of God shall include, without limitation, flooding, hurricane, tornado, tropical storm or depression, hail, ice/snow or other unpreventable natural cause or disaster.

3: Installation of tent equipment must be done correctly by Lessor for the protection of persons and the Equipment. Never unfasten stake lines. Never remove any poles from a tent. Both stake lines and poles are integral parts of the structural safety of a tent. Lessor shall not be liable and shall be held harmless in any manner for injuries or damages caused by persons or things falling over or coming into contact with ropes, stakes, or other such equipment.

PERMITS

4: Lessee agrees to and covenants that Lessee shall secure all permits, licenses, consents, etc., required for installation, maintenance and use of the Equipment and incur the costs thereof.

RESTOCKING / CHANGE ORDERS

5: Lessee understands and acknowledges orders are prepared for delivery in advance of delivery date. Lessee agrees that as a part of this agreement, any order deletions or reductions in the Equipment ordered must be made at least seven (7) days prior to the Scheduled Delivery Date (as defined in Section 7). Such deletions or reductions made later than the above stated policy will incur a 100% restocking charge equivalent to the cost of rental for that Equipment in the agreement.

6: In the event that Lessee changes any of the arrangements relating to the service to be performed or the Equipment to be leased, Lessor shall add or subtract such Equipment, service or servicemen as in its sole discretion may be necessary to maintain the safety and quality of the work to be performed. Lessee shall pay for any additional Equipment, service or servicemen (or shall receive credit for any reduction thereof, if made in accordance with Section 5), at Lessor's customary charge thereafter.

CANCELLATIONS

7: This agreement may be cancelled by the Lessee only upon delivery of written notice of such cancellation to Lessor prior to the time scheduled for initial delivery of Equipment to Lessee's premises (Scheduled Delivery Date), subject to the following cancellation charges. In the event that such notice of cancellation is given by Lessee to Lessor on or before thirty (30) days prior to the Scheduled Delivery Date, then Lessee's First Payment shall be refunded except for a cancellation fee equal to 25% of the Contract Price, plus any additional out of pocket expenditures incurred by Lessor in anticipation of the agreement. In the event that such notice of cancellation is given less than thirty (30) days but more than seven (7) days prior to the Scheduled Delivery Date, then Lessee shall be liable for a cancellation fee equal to 50% of the Contract Price. Should Lessee fail to provide such written notice of cancellation at least (7) days prior to the Scheduled Delivery Date, then Lessee shall be responsible for the full Contract Price specified in the agreement. A breach of this agreement by Lessee, if not immediately remedied upon Lessor's request, shall effectively constitute a cancellation by Lessee as of the date of the breach, and the cancellation payment terms above shall apply.

ACCESS TO EVENT SPACE and SITE PREPARATION

8: Lessor shall deliver and/or install the Equipment at such reasonable times as it deems best for safety and scheduling, allowing time for Lessee's decoration and other pre-event arrangements.

9: It is the responsibility of the Lessee to be sure the site is ready (lawns mowed, pet waste matter removed, outdoor furniture moved, vehicles moved, etc) before the Lessor is scheduled to arrive. If the site is not ready or accessible when Lessor arrives, Lessee will incur additional fees and/or the Equipment may not be installed or delivered. Lessee shall meet with Lessor to identify, and agrees to provide, at Lessee's expense, suitable unobstructed space (as determined by Lessor in its sole discretion) on Lessee's premises for the delivery, installation, dismantlement and removal of the Equipment and access to such space. Lessee will provide readily accessible power outlets of sufficient capacity (as determined by Lessor in its sole discretion) to safely operate all electrical facilities proposed herein.

10: Lessee (or Lessee's designee) shall advise Lessor as to the existence and location of any underground cables, pipes, conduits, etc. In the absence of such advice or notification Lessor shall assume that no such underground obstructions exist. Although Lessor will endeavor to minimize damage to Lessee's lawn, plantings, underground utilities and premises generally (including power failures and other hazards), Lessee assumes the risk, and releases Lessor from liability for any such damage which may occur. Lessor may rely on and follow any directions whether oral or written of Lessee's family or his employees or agents with respect to any act or acts performed by Lessor in the delivery, installation, dismantlement or removal of the Equipment or the performance of any services called for by this agreement. Unless otherwise directed by Lessor, Lessee shall provide access to existing or temporary restroom facilities during Equipment erection or removal, at Lessee's expense.

CONTINUED on NEXT PAGE

11: Normal delivery of Equipment is "curbside" (within 50 feet of parking space), to the event lawn/field area, and/or front, side, or garage door at ground level. If the closest point a delivery truck/trailer can park is more than 50 feet away, extra charges will be assessed. Extra charges will also be assessed for load-ins to up/downstairs, elevator use, or any point where extra time is involved.

12: Any broken, missing or malfunctioning items must be reported via afterhours number(s) listed below within the first hour of delivery to avoid charges. Renter agrees that the numbers of items is correct, unless a discrepancy is noted on the contract at time of delivery. If Lessee or a representative of Lessee is not available at the time of delivery/pickup, Lessee accepts Lessor's count as correct.

13: Lessor shall deliver and/or install the Equipment at such reasonable times as it deems best for safety and scheduling, allowing time for Lessee's decoration and other pre-event arrangements. Lessor will strive to accommodate Lessee's delivery requests; however, delays and changes in the schedule are sometimes unavoidable. Lessor will communicate scheduling changes as they occur.

14: Asphalt Installation of Tent Equipment. Erecting a tent on an asphalt surface is a routine operation requiring that Lessor drive stakes approximately 2 ½ to 3 feet long and 1 inch diameter through the surface. After a tent is removed, Lessor fills holes with ready-mix asphalt. There will be minimal damage to the asphalt.

15: Concrete Installation of Tent Equipment. When a tent is installed on a concrete surface, stakes cannot be used. Lessor will drill holes through the concrete and screw in eye bolts. The holes are ¼" – ¾" in diameter. Guy lines from the tent are fastened to the eye bolts; upon removal of the tent, Lessor will remove the eye bolts and leave a cap/shield in the hole. Drop-in anchors are a "one-time" installation and can be re-used in future instances if the same size tent is installed in the same location.

16: Ballast Installation of Tent Equipment. Ballasted (weighted) installations are permitted only in unique instances where Lessor has determined that wind load on Equipment is significantly reduced. In the case of severe weather or threat of severe weather, ballasted installations are not permitted.

LABOR (Only When Supplied by Lessee)

17: If Lessee supplies any labor in conjunction with the installation of the Equipment, Lessee shall provide workman's compensation insurance for such labor meeting applicable state law requirements and general liability insurance in amounts reasonably required by Lessor. Lessee shall hold Lessor harmless from and against any and all claims, damages, costs and liability of any nature related to the use of such labor supplied by Lessee.

WEATHER RELATED RISKS & CONDITIONS

18: Lessee acknowledges that (i) the Equipment, when erected, is a temporary structure and does not protect individuals or personal property from severe weather, and (ii) it has received and understands this warning. Evacuation of tents is recommended when severe weather threatens the area where tents are erected. People should leave tents and not seek shelter in tents during such conditions. Lessee understands that it is the Lessee's responsibility to be aware of changing weather conditions and to exercise its best judgement with regard to evacuation of tents.

19: Lessor shall have the right, but not the obligation, to decide when, due to existing, forecast, or impending local/national security or weather conditions, including but not limited to acts of terrorism or hostile attack, named or unnamed windstorms, hurricanes, tropical storms, tropical depressions, severe weather, flood, or ground saturated conditions (each, an Adverse Condition), to institute precautionary measures, including but not limited to the dismantling and movement of its Equipment, either on or off the premises, and/or the cancellation of the contract, in order to safeguard its Equipment or reduce the risk of personal injury and property damage to the fullest extent possible. Any expenses incurred by Lessor in this regard will be deducted from Lessee's First Payment, but in no event will Lessee be obligated to pay incurred Adverse Condition related expenses in excess of the amount of Lessee's initial payment. Should Lessee choose to reschedule the event within one (1) year of the original event date (subject to Lessor's availability), any payment amount remaining will be applied as payment for the rescheduled event.

CLEAN UP

20: Lessee may add decorations to tent equipment that does not damage the equipment; prior to arrival for takedown, customer must remove any items not belonging to Lessor. Lessee acknowledges that hanging colored crepe paper, signage, balloons, etc, that may come into contact with the tent and create a "color transfer" which the Lessee accepts responsibility for cleaning/replacement as necessary. Prior to the time fixed for the dismantlement and removal of the Equipment, Lessee shall remove all personal property installed or placed within the Equipment by Lessee or any other party, and upon dismantlement of the Equipment, Lessor shall have no obligation to provide protection for such personal property of Lessee or third parties which had theretofore been protected by the Equipment or to move, remove or dismantle such personal property or to dispose of any rubbish or refuse on Lessee's premises not directly attributable to the removal of the Equipment. In the event that any such personal property is not removed as required therein prior to dismantlement, and removal of the Equipment, Lessor may nonetheless enter the premises, move or remove any of such personal property at Lessee's risk and cost, and dismantle and remove the Equipment without further notice, and Lessee hereby agrees to indemnify Lessor from any cost, expense or liability arising therefrom.

21: Service does not include set up and knock down of tables and chairs, unless specified herein. On pick up where no prior arrangements have been made and equipment is not knocked down and assembled in one sheltered/covered area, tables and chairs may be left until the next day when a special crew can be scheduled. An additional one day rental charge and/or additional pick up charge may apply if equipment cannot be picked up at the designated day/time. If, and only if, time/staffing permits, Lessor may choose to knock down equipment and a knock down fee starting at \$75.00 will be assessed. Lessee agrees to additional charges starting at \$75.00 if equipment is not knocked down and prepared the same as delivered. *Note:* If chair carts were left along with chairs, chairs should be restacked *on carts*, as received at delivery.

22: Linens should be food and particle free. Linens that are returned with burns, wax, holes, tears, or permanently stained, and/or wet or damp with mildew, or otherwise unusable, will be invoiced at replacement cost.

LOSS, SHORTAGES, DIRTY or DAMAGED EQUIPMENT

23: Lessee agrees to pay **100% of the replacement/repair cost(s)** plus any tax/shipping charges that might be incurred, plus a **25% Loss of Use** for any and all damages to rented equipment regardless of cause, except reasonable wear and tear, while equipment is out of possession of Lessor. **CONTINUED on NEXT PAGE**

24: Lessee agrees to pay a reasonable cleaning charge for all equipment returned dirty; typical cleaning charges are assessed at \$35.00/hour/employee. Accrued rental charges cannot be applied against the cost of repair or replacement of damaged goods. Equipment damaged beyond repair will be paid for by Lessee at replacement cost when rented. The cost of repairs will be borne by Lessee.

CUSTOMER FEEDBACK

25: We encourage all Lessees to comment on the services provided and provide suggestions for improving it. Lessee agrees that all such comments and suggestions will be non-confidential and that Lessor owns all rights to use and incorporate them into any type, at the Lessor's discretion, of advertising including but not limited to Social Media, without payment or attribution to Lessor.

PAYMENT TERMS

26: Lessee shall pay the Contract Price, plus such additions thereto as may be agreed upon or chargeable pursuant to the terms hereof, within the period specified herein. If the balance due is not paid when due, the Lessee shall be charged a Late Payment Fee by Lessor of 2% Per Month of the amount due (24% ANNUAL PERCENTAGE RATE), or the maximum legal interest provided by state law, which fee will be added to the outstanding amount due every thirty (30) days thereafter until final payment is made. In the event that Lessee has directed that the lease changes hereunder be billed to another person or organization, and the payment is not made by such person or organization within the terms specified, Lessee shall, promptly upon receiving notice of non-payment, pay said lease charges and such additional charges as may be added to the outstanding balance pursuant to the terms hereof.

27: If Lessee shall default in the payment of any fees hereunder or otherwise breach any of the terms or conditions hereof or if any execution or writ or process of law shall be issued in any action against the Lessee, whereby the Lessor's Equipment might be taken or distained, or if a proceeding in bankruptcy, receivership or insolvency shall be instituted by or against Lessee or his property, or if Lessee shall enter in to any agreement or compromise with creditors, or if Lessor shall deem Lessee insecure, Lessor may immediately take repossession of its Equipment without any court order or any other process of law and may enter upon any premises where said Equipment may be and remove the same with or without notice of its intention to do so, without liability therefore.

HOLD HARMLESS

28: Lessee shall fully indemnify, hold harmless and defend Lessor, its employees and agents from and against each and every claim, demand, cause of action, cost, expense (including but not limited to attorney's fees and expenses incurred in defense of Lessor), damage or loss in connection therewith, which may be asserted by Lessee, Lessee's employee or agents, subcontractors, or any third parties (including utility companies, municipal or governmental entities), on account of personal injury, death, damage, injury, destruction, loss of use of property, incidental or consequential damages, caused by, incidental to, or arising out of the erection, dismantling and removal of Equipment during the Lease Period, including but not limited to the placement of stakes and support poles in light of potential underground hazards such as underground cables, pipes, conduits, lines, etc.

WARRANTIES

29: No representation, warranties or agreements, oral or written, expressed or implied, have been made by either party hereto with respect to the contract or the Equipment except as expressly provided herein. This contract together with schedules from time to time attached hereto, constitutes the entire agreement of the parties hereto. Any changes or modifications of this contract must be in writing and signed by the duly authorized representatives of the parties hereto except that any agreement between the said parties as to any additional equipment or services needed by the Lessee and the charges therefor may be made orally by the parties. In the event of any breach of this agreement by Lessor, Lessee's sole and exclusive remedy shall be the refund of the amounts paid by Lessee. LESSOR SHALL NOT BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES RESULTING FROM LESSOR'S BREACH.

FORCE MAJEURE

30: Lessor will not be deemed in default of this agreement to the extent that performance of its obligations or attempts to cure any breach are delayed or prevented by reason of any Act of God (as defined herein), accident, act of government, labor disturbances, shortages of material, supplies or utilities, unavailability of transportation, acts or omissions of third parties, or any other cause beyond the control of Lessor.

31: Lessor's rights and remedies hereunder or by law shall be cumulative and exclusive and shall be in addition to all of the rights and remedies available to Lessor. Lessor's failure to strictly enforce any provisions of this agreement shall not be construed as a waiver thereof, or as excusing Lessee from future performance of its obligation herein set forth.

AUTHORIZED SIGNATURE

32: Any person executing this agreement on behalf of a corporation or organization warrants in his individual capacity that he is acting within the scope of his authority and that said corporation or organization shall be bound thereby. I have read, understand and agree to the above terms and conditions.

Name:  Title: Pastor Date: 7 / 22 / 24

AFTER HOURS / EMERGENCY Contact Numbers

504-782-8368 (phone or text)

OR

504-780-8368 (phone or text)

RES 25-39

THE FOLLOWING RESOLUTION WAS SPONSORED BY COUNCIL MEMBER _____ AND MOTIONED FOR ADOPTION BY COUNCIL MEMBER _____; SECONDED FOR ADOPTION BY COUNCIL MEMBER _____.

RESOLUTION NO. 25-39

A RESOLUTION OF THE CITY OF MANDEVILLE AUTHORIZING THE CREATION OF AN INCOME STRATEGIES COMMITTEE TO ASSIST THE MAYOR IN REPORTING TO THE CITY COUNCIL AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the City of Mandeville recognizes the importance of identifying and optimizing sources of income to ensure financial stability and growth;

WHEREAS, is it in the best interest of City residents and the municipality to explore diverse revenue streams, including but not limited to: sales tax, grants, strategic partnerships with other government entities, ad valorem property taxes, and other sources authorized by law;

WHEREAS, the City Council believes it would be beneficial to create a committee that collaboratively researches and analyzes income strategies available to the City;

WHEREAS, pursuant to City of Mandeville Charter Sec. 3-05 – the City Council may authorize the Mayor to make such other reports as the council may reasonably request and the Mayor thereby has the power and duty to issue said report;

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Mandeville hereby authorizes:

1. The Mayor, to report to the City Council on City of Mandeville strategies based on the findings of an Income Strategies Committee.
2. The creation of an Income Strategies Committee, for the purpose of researching, studying, and determining sources of revenue for Mandeville, including but not limited to: sales tax, grants, strategic partnerships with other governmental entities, ad valorem property taxes, and others authorized by law as determined by the Committee.
3. On a monthly basis, the Mayor shall make recommendations to the City Council based on the Committee's assessments.
4. The Committee shall be comprised of the following members:
 - a. Mayor of the City of Mandeville;
 - b. City of Mandeville Finance Director;
 - c. One district council member and one council member-at-large;
 - d. Any other individual that the Committee deems necessary in the performance of their purpose.
5. The initial term of the Committee will be for 6 months, or until such other time as extended by a majority vote of the City Council.
6. The Committee shall meet on a monthly basis or at a frequency deemed necessary by the Committee.
7. The Chairman of the committee shall be the Mayor.

8. The Committee shall follow the most recent version of the Robert's Rules of Order and shall provide for keeping a journal of its minutes and proceedings which shall be a public record. Due to the advisory purpose of the Committee, it shall not be subject to any of the exceptions to the Louisiana Open Meetings Law.

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to report to the City Council on City income strategies by way of an Income Strategies Committee, which is hereby created for the above described purpose;

BE IT FURTHER RESOLVED 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 Resolution.

With the above Resolution having been properly introduced and duly seconded, the vote was as follows:

AYES:

NAYS:

ABSENT:

and the Resolution was declared adopted this _____ day of August, 2025.

Alicia Watts
Council Clerk

Jason Zuckerman
Council Chairman

RES 25-40

THE FOLLOWING RESOLUTION WAS SPONSORED BY COUNCIL MEMBER _____; MOTIONED FOR ADOPTION BY COUNCIL MEMBER _____ AND SECONDED FOR ADOPTION BY COUNCIL MEMBER _____

**RESOLUTION NO.
25-40**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AUTHORIZING TRAVEL EXPENSES FOR HISTORIC PRESERVATION DISTRICT COMMISSION MEMBERS JEFF BERNARD, ROSALYN COUSIN, AND LEAH QUINN TO ATTEND THE 2025 NATIONAL ALLIANCE OF PRESERVATION COMMISSIONS FORUM CONFERENCE IN MILWAUKEE, WISCONSIN FROM SEPTEMBER 14- SEPTEMBER 18, 2025 AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, On September 11, 2008 the Mandeville City Council approved Ordinance No.08-37, revised through Ordinance 13-02, which adopted travel policies for all City of Mandeville employees, non- classified employees, and elected officials; and

WHEREAS, Section “H”, General Specifications, Department Policies, of the Travel Policy requires that out-of-state travel expenses for any member of the City Council or any member of standing boards and/or commissions of the City be authorized by resolution of the City Council in a public meeting; and

WHEREAS, Historic Preservation District Commission Members Jeff Bernard, Rosalyn Cousin, and Leah Quinn desire to attend the 2025 National Alliance of Preservation Commissions Forum Conference Milwaukee, Wisconsin from September 14- September 18, 2025

WHEREAS, Travel expenses include hotel, conference registration fees and
airfare.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the City Council of the City of Mandeville in regular session assembled on the day of August 7, 2025 that the travel expenses be authorized and approved for Historic Preservation District Commission Members Jeff Bernard, Rosalyn Cousin, and Leah Quinn to attend the 2025 National Alliance of Preservation Commissions Forum Conference in Milwaukee, Wisconsin from September 14- September 18, 2025

With the above resolution having been properly introduced and duly seconded, the vote was as follows:

AYES:

NAYS:

ABSENT:

ABSTENTIONS:

And the resolution was declared adopted this _____ day of _____ 2025

Alicia Watts
Clerk of Council

Jason Zuckerman
Council Chairman

RES 25-41

***THE FOLLOWING RESOLUTION WAS SPONSORED BY COUNCIL MEMBER
_____; MOTIONED FOR ADOPTION BY COUNCIL MEMBER

SECONDED FOR ADOPTION BY COUNCIL MEMBER

_____***

RESOLUTION NO. 25-41

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AUTHORIZING THE MAYOR OF THE CITY OF MANDEVILLE TO EXECUTE AN AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN THE CITY OF MANDEVILLE AND DIGITAL ENGINEERING & IMAGING, INC. FOR PROFESSIONAL ENGINEERING SERVICES ON THE MANDEVILLE WELDON PARK DRAINAGE IMPROVEMENTS- DOTD STATEWIDE FLOOD CONTROL PROJECT AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the City of Mandeville desires to engage Digital Engineering & Imaging, Inc. to provide professional Engineering services for Project tasks identified and directed by the City on the Mandeville Weldon Park Drainage Improvements- DOTD Statewide Flood Control Project; and

WHEREAS, the scope of this work is to develop an H&H model of the Weldon Park Subdivision with the purpose of understanding the existing drainage conditions and determining proposed solutions to mitigate flooding to the neighborhood and its surrounding areas, the study will be presented in a report that addresses estimated costs, and then will be prepared and submitted for the final Statewide Flood Control Program Application to secure the funding.; and

WHEREAS, the City desires to enter into a professional service agreement with Digital Engineering & Imaging, Inc. for a period of three (3) years with an option for the City to renew for two additional one (1) year periods under the same terms and conditions, contingent upon budget approval; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Mandeville, hereby authorizes and empowers the Mayor of the City enter into a Professional Services Agreement with Digital Engineering & Imaging, Inc for the Mandeville Weldon Park Drainage Improvements- DOTD Statewide Flood Control Project and is further authorized to take the necessary action to complete such project and sign such documents as required.

With the above resolution having been properly introduced and duly seconded, the vote was as follows:

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

and the resolution was declared adopted this _____ day of _____, 2025.

Alicia Watts
Clerk of Council

Jason Zuckerman
Council Chairman

**PROFESSIONAL SERVICES AGREEMENT
BETWEEN
THE CITY OF MANDEVILLE
AND
DIGITAL ENGINEERING & IMAGING, INC.**

**COM PROJ. NO. 700.26.002
MANDEVILLE WELDON PARK DRAINAGE IMPROVEMENTS -
DOTD STATEWIDE FLOOD CONTROL PROJECT**

THIS AGREEMENT (the “**Agreement**”) is entered into by and between the City of Mandeville, a political subdivision of the State of Louisiana, represented by Mayor Clay Madden, duly authorized to act by virtue of Resolution _____ (herein after to as the “**City**”), and Digital Engineering & Imaging, Inc. (DE) a Louisiana business corporation with registered office in Louisiana at 3500 US Highway 190, Suite 201, Mandeville, Louisiana 70471, represented by Robert J. Delaune, Jr., P.E., by virtue of the Opinion and Certificate of the Corporate Secretary of Digital Engineering & Imaging, Inc. Regarding Contracting Authority issued on July 8, 2025 and his authority as Chief Operating Officer, (the “**Consultant**”). The City and the Consultant are sometimes collectively referred to as the “**Parties**.” This Agreement is effective as of the date of execution by the City (the “**Effective Date**”).

RECITALS

WHEREAS, the Consultant was qualified to provide engineering services on an as-needed basis pursuant to a Request For Qualifications issued by the City in October, 2020 and approved by the City on December 10, 2020, (the “**RFQ**”);

WHEREAS, the Consultant submitted a proposed fee schedule and scope of work for the Project dated August 4, 2025 (the “**Consultant’s Proposal**”), and the City accepted the Consultant’s Proposal;

NOW THEREFORE, the City and the Consultant, for good and valuable consideration, agree as follows:

ARTICLE I. OBLIGATIONS OF THE CONSULTANT

A. SCOPE OF SERVICES.

The purpose of this contract is for the Consultant to perform the necessary professional engineering services in accordance with the terms of this “**Agreement**” to complete Hydraulic and

Hydrologic (H&H) Modeling services and complete a Department of Transportation and Development (DOTD) Statewide Flood Control (SWFC) Application for Drainage Improvements in the Weldon Park Subdivision and adjacent downstream area. The City of Mandeville completed a Pre-Application for the SWFC Program for funding of approximately \$1M in improvements in the Weldon Park subdivision to mitigate flood risk. The Pre-Application included a total project cost of \$1,194,740.00 including construction and professional services. The specific areas with reported flooding are along Live Oak Boulevard and West Hickory Street. The drainage problem continues through Mandeville High School campus before the stormwater finally reaches Bayou Chinchuba which then drains into Lake Pontchartrain. The Pre-Application was accepted by DOTD, and a full SWFC Application must be prepared and submitted to DOTD to secure the project funding. All work will be completed in accordance with DOTD SWFC Program requirements. Consultant is to perform each of the services and provide all deliverables as set forth in this Article and elsewhere in this Agreement (collectively, the “**Services**”).

The basic services to be performed by the Consultant are divided into two (2) tasks of work identified in general as follows and more fully described below:

- Task I. Hydraulic and Hydrologic (H&H) Modeling**
- Task II. Statewide Flood Control Program Application**

TASK I – Hydraulic and Hydrologic (H&H) Modeling

DE will develop an H&H model of the Weldon Park Subdivision and downstream area to the south with the purpose of understanding the existing drainage conditions and determining proposed solutions to mitigate flooding to the neighborhood and its surrounding areas. The task will include model simulations of the existing conditions, model calibration to match previous historical rainfall events, and modeling of proposed project improvements. Work will include:

- Field data validation: process field survey data collected to develop H&H model using data such as finished floor elevations (FFE), location, invert elevations, drainage channel dimensions, and drainage pipe size and types.
- Development of Existing Conditions model
- Calibration of Existing Conditions model
- Quality Control review of Existing Conditions model
- Model Simulations / Production Runs of proposed improvements
- Quality Control review of Production Runs
- Flood Inundation Raster images of existing and proposed conditions

To complete the modeling task, DE will review the existing conditions H&H model results and

develop proposed improvements that seek to reduce the maximum water surface elevation throughout the Weldon Park Subdivision to mitigate flood risk to structures. The proposed improvements will be modeled as proposed conditions to evaluate the potential impacts of the improvements. Independent quality control reviews will be performed on the models. The study area will be bound by W. Causeway Approach to the north, Mandeville High Boulevard to the east, Purple Martin Lane to the south, and Chestnut Street / Skipper Drive to the west (see attached figure for study limits).

DE will consider one (1) proposed improvements' scenario that meets a 25-year design storm frequency, which is the DOTD minimum level of protection for flood control structural alternatives. Additionally, DE will provide model results and analysis for a 10-year design storm frequency. DE will (1) develop an Opinion of Probable Construction Cost (OPCC) to implement the proposed improvements and will (2) develop a Damage Value Calculation to analyze the project's capability to reduce financial loss to properties. These two estimates will be used by DOTD SWFC to rank and prioritize this project to other projects submitted across the state.

The proposed improvements will be modeled as proposed conditions to evaluate the potential impacts of the improvements. Independent quality control reviews will be performed on the models.

Task I Deliverables:

- H&H Model (electronic files)
- Flood Inundation Raster Images

TASK II – Statewide Flood Control Program Application

A Statewide Flood Control Program Application addressing the requirements of Part IV of the DOTD SWFC Program Guidelines will be prepared. The report / application will address the following criteria defined by DOTD:

- Title Page
- Project Summary
- Design Standards Checklist
- Application Narrative
 - Benefitted Area Description
 - Description of Flood Problem
 - Alternatives Considered
 - Technical Feasibility
 - Project Benefits
 - Environmental Considerations
 - Summary of and Response to Local, State, and Federal Agency Comments
 - Required Permits for Project Implementation
 - Assurances
 - Local Matching Funds

- Attachments
 - Land Use
 - Flood Boundary Map
 - Project Impact Map
 - Drainage Area Map
 - Runoff Calculations
 - Project Plan
 - Profile or Stages, Before and After Project
 - Cross Sections
 - Hydraulic Calculations, Before and After Project
 - Agency Commenting Letters
 - Permits, if Obtained
 - Other Letters of Support
 - Other Attachments

For each criteria identified above, the SWFC application will include project narratives, supporting data and figures, and mapping as needed.

TASK II Deliverables:

- Statewide Flood Control Program Application

Other Project Deliverables:

It is anticipated that DOTD will review the SWFC Application and provide technical comments to be addressed following submittal of the application. DE will address all comments and resubmit the application.

➤ **Assumptions**

The following assumptions are included in the level of effort for this Scope of Work:

- All draft deliverables will receive no more than two (2) rounds of comments.
- All regulatory permitting is excluded.
- No construction or bidding documents will be produced.

B. CONSULTANT'S STANDARD OF CARE.

The Consultant states that it has the requisite skills and expertise necessary to perform the Services. The statement of fact does not affect remedies available to the City for inaccuracy of a statement of fact.

Accordingly, the Consultant is expected to perform all services with the same degree of care, skill and diligence as would be ordinarily exercised by a competent practitioner of the same profession in providing similar services under the same or similar circumstances. The Consultant acknowledges and agrees that, at the City's option, the Consultant shall be obligated to re-perform, at no additional

cost to the City, any or all of the Services that fail to satisfy the foregoing standard of care.

ARTICLE II. THE CITY'S OBLIGATIONS.

The City will:

- A. Provide administration of this Agreement through the Department of Public Works;
- B. Provide the Consultant records deemed necessary for the performance of the Services by the Consultant, including:
 - 1. GIS/CAD files of:
 - a. Street Assets for reference;
 - b. Utility and unit sheets (if available)
 - c. As-built drawings (if available)
 - d. Geotechnical investigation data (if available)
 - e. Provide access to personnel to discuss the scope of services during normal working hours, as requested by the Consultant;
 - f. Provide any other standard plans and details that may be relevant for use on the Project; and
 - g. Make payments to the Consultant monthly based upon the Consultant's certified invoices, except as otherwise authorized by this Agreement or by law. The City's payment obligation is subject to the Consultant's satisfactory performance of the services and conditions required by this Agreement, including, without limitation, the submission of satisfactory deliverables, progress schedules, invoices, and evidence of necessary insurance.

ARTICLE III. CONTRACT TIME AND SCHEDULE

- A. **DURATION:** This Agreement shall commence on the Effective Date and shall continue until and through a period of three (3) years.
- B. **EXTENSION:** This Agreement may be extended at the option of the City, provided that funds are allocated by the Council of the City and the extension of the Agreement facilitates continuity of services provided herein. This Agreement may be extended by mutual agreement of the Parties by a duly executed amendment on an annual basis for no longer than two (2) one-year periods.
- C. **PROJECT SCHEDULE:** Time is of the essence in completing each phase of work required

by this Agreement and to comply with the DOTD SWFC program requirements. Unless otherwise noted, the Consultant agrees to initiate subsequent phases immediately upon approval of prior phases of the project scope. The Consultant agrees to initiate the Hydraulic and Hydrologic Modeling Task I services immediately following the issuance of the Notice to Proceed for the project. The statewide Flood Control Program Application to be performed during Task II shall be initiated immediately following completion of Task I and completed in accordance with the City approved Project Schedule. A revised schedule may be required, including without limitation after each phase of work is completed or with any approved amendment. For any slippage from the approved project schedule, the Consultant shall submit a descriptive narrative to the City for consideration and approval of any modification to the schedule. By a written request to the City, the Consultant may seek an extension of time and credit caused by delays beyond its control or for those delays caused by tardy approvals of work in progress by various official agencies. The City shall have the discretion to grant any requested extension. No additional compensation shall be allowed for such delays. The City shall have the right to approve or require changes to any part or all of the proposed schedule. The Consultant shall update this schedule monthly with progress details for each item of work and shall submit the updated schedule with any invoice. Any modifications to the schedule must be approved by the City in writing.

D. TASK I HYDRAULIC AND HYDROLOGIC MODELING: The services to be performed during this task shall be completed within **SIXTY (60)** calendar days from the date of issuance of the Notice to Proceed for this task.

E. TASK II STATEWIDE FLOOD CONTROL APPLICATION: The services to be performed during this task shall be completed within **SIXTY (60)** calendar days from the date of issuance of the Notice to Proceed for this task.

F. DELAYS: The City may assess the Consultant \$1,500.00 per calendar day for each phase that is not completed by the deadline in the approved schedule, without further notice to the Consultant, to the extent the delay is caused solely by the Consultant. The City may deduct this penalty from payments due to the Consultant for services rendered under this Agreement up to a maximum amount for each phase equivalent to 25% of the total fee for that phase of work.

ARTICLE IV. COMPENSATION

A. FEES UNDER THIS AGREEMENT: The Consultant's compensation for the services performed under this Agreement shall be in accordance with the following fees:

Task I.	Hydraulic and Hydrologic Modeling	\$42,810.00 (Lump Sum)
Task II.	Statewide Flood Control Program Application	\$36,270.00 (Lump Sum)

B. MAXIMUM AMOUNT: The maximum aggregate amount payable by the City for all services performed under this Agreement is **\$79,080.00**. The City has the right to increase or decrease the compensation. This amount is inclusive of all services and cannot be increased except by a validly executed amendment and the City's Department of Finance has certified the availability of the additional funding. The City's obligation to compensate the Consultant under this Agreement will not exceed the maximum aggregate amount payable at any time.

C. ACKNOWLEDGEMENTS: The Consultant acknowledges and agrees that, unless otherwise provided by a validly executed amendment:

1. The City's officers and employees are not authorized to request or instruct the Consultant to perform any work beyond the scope or duration of this Agreement, except as may be provided by laws governing emergency procedures;
2. Officers and employees of the City are not authorized to offer or promise the Consultant additional funding in excess of the maximum amount payable established in this Agreement; and
3. This Agreement does not guarantee any amount of work or compensation except as specifically authorized by the City in accordance with the terms and conditions of this Agreement.
4. The continuation of this Agreement is contingent upon the appropriation of funds by the City to fulfill the requirements of this Agreement. If the City fails to appropriate sufficient monies to provide for the continuation of this or any other related Agreement, or if such appropriation is reduced by the veto of the Mayor by any means provided in the appropriations Ordinance to prevent the total appropriation of the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the Agreement, the Agreement shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.
5. Consultant acknowledges that the City is a governmental entity, and the Agreement's validity is based upon the availability of public funding under the authority of its statutory mandate. In the event that public funds are unavailable and not appropriated for the performance of the City's obligations under this Agreement, then this Agreement shall automatically expire without penalty to the City thirty (30) days after written notice to Consultant of the unavailability and non-appropriation of public funds. It is expressly agreed that the City shall not activate this non-appropriation provision for its convenience or to circumvent the requirements of this Agreement, but only if necessitated by the fiscal needs of the City which affects generally its governmental operations.

6. In the event of a change in the City's statutory authority, mandate, and mandated functions, by state and federal legislative or regulatory action, which adversely affects the City's authority to continue its obligations under this Agreement, then this Agreement shall automatically terminate without penalty to the City upon written notice to Consultant of such limitation or change in the City's legal authority.

ARTICLE V. INVOICES

The Consultant shall submit monthly invoices showing the percentage and dollar amount of the Services provided to date for such submission and show a deduction of five percent (5%) of the amount earned to date as an amount to be retained by the City until satisfactory completion of the required work. When each phase of work is satisfactorily completed, the retainage for that phase will be released.

The Consultant shall submit the monthly invoices electronically and in a format approved by the City along any necessary back-up or verification documentation. Electronic files of the invoices and back-up documentation will be sent by email or may be placed on a USB thumb drive or downloadable shared link for submittal.

ARTICLE VI. INDEMNITY.

A. INDEMNITY: To the fullest extent permitted by law, the Consultant will indemnify, defend, and hold the City, its officials, employees, and agents (the "**Indemnified Parties**") harmless from and against: (1) any and all claims, demands, suits, judgments of sums of money to any party accruing against the City for loss of life or injury or damage to persons or property to the extent resulting from any negligent act or omission of the Consultant or any of its subcontractors, or any of its or their agents, servants, employees, while engaged in or about or in connection with the discharge or performance of the services to be done or performed by the Consultant under this Agreement; and (2) any and all claims and/or liens for labor, services, or materials furnished to the Consultant in connection with the performance of its obligation under this Agreement.

B. LIMITATION: The Consultant's indemnity does not extend to any loss arising from the negligence or willful misconduct of any of the Indemnified Parties, provided that neither the Consultant nor any of its agents, subcontractors, or employees contributed to such negligence or willful misconduct.

C. INDEPENDENT DUTY: The Consultant has an immediate and independent obligation to, at the City's option: (a) defend the City from or (b) reimburse the City for its costs

incurred in the defense of any claim that actually or potentially falls within this indemnity, but only to the extent Consultant is ultimately found to be liable in accordance with Paragraph VI.A., above.

D. EXPENSES: The Consultant will bear all expenses, including without limitation the City's reasonable attorney fees and expenses, incurred by the City in enforcing this indemnity.

ARTICLE VII. INSURANCE

A. MINIMUM SCOPE OF INSURANCE: At all times during the term of this Agreement, the Consultant, at its own expense, will maintain policies of insurance sufficient to provide the following minimum scope of insurance coverage:

1. ***Commercial General Liability ("CGL"):*** Insurance Services Office ("ISO") Form CG 00 01 or similar acceptable to the City, covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury, and personal & advertising injury with limits no less than \$1,000,000.00 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this Project/location or the general aggregate limit shall be twice the required occurrence limit.
2. ***Automobile Liability:*** ISO Form Number CA 00 01 or similar acceptable to the City covering any auto (Symbol 1 or Symbols 7, 8, 9), or if the Consultant has no owned autos, hired (Code 8), and non-owned autos (Code 9), with limits no less than \$1,000,000.00 Combined Single Limit per accident for bodily injury and property damage.
3. ***Workers' Compensation:*** as required by the State of Louisiana, with Statutory Limits, and Employer's Liability Insurance with limits no less than \$1,000,000.00 per accident for bodily injury or disease.
4. ***Professional Liability (Errors and Omissions):*** with limits no less than \$1,000,000.00 per claim.

B. OTHER INSURANCE PROVISIONS: The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. ***Additional Insured Status:*** The Consultant will provide and maintain a Certificate of Insurance naming The City of Mandeville its departments, political subdivisions, officers, officials, employees, and volunteers are to be covered as "Additional Insureds" on the CGL policy with respect to liability arising out of the performance of this agreement. General liability coverage can be provided in the form of an

endorsement to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used). The Certificate of Insurance, as evidence of all required coverage, should name the City of Mandeville as Certificate holder and be delivered via U.S. Mail to Mandeville City Hall, 3101 East Causeway Approach, Mandeville, LA 70448.

2. **Primary Coverage:** For any claims related to this Agreement, the Consultant's insurance coverage shall be primary insurance as respects the City, its departments, political subdivisions, officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City shall be non-contributing to the Consultant's coverage.
3. **Claims Made Policies:** If applicable, the retroactive date must be shown and must be before the Effective Date of this Agreement or the beginning of work. If the coverage is canceled or non-renewed, and not replaced with another claims-made policy, the Consultant must purchase "extended reporting" coverage for minimum of 5 years after the termination of this Agreement.
4. **Waiver of Subrogation:** The Consultant and its insurers agree to waive any right of subrogation that any insurer may acquire against the City by virtue of the payment of any loss under insurance required by this Agreement.
5. **Notice of Cancellation:** Each insurance policy required above shall provide that coverage shall not be canceled, except with prior notice to the City of no less than 60 days.
6. **Acceptability of Insurers:** Insurance is to be placed with insurers licensed and authorized to do business in the State of Louisiana with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the City.

ARTICLE VIII. NON – DISCRIMINATION.

A. **NON – DISCRIMINATION:** In the performance of this Agreement, the Consultant will not discriminate on the basis, whether in fact or perception, of a person's race, color, creed, religion, national origin, ancestry, age, sex (gender), sexual orientation, gender identity, domestic partner status, marital status, physical or mental disability, or AIDS- or HIV-status against (1) any employee of the City working with the Consultant in any of Consultant's operations within the City of Mandeville or (2) any person seeking accommodations, advantages, facilities, privileges, services, or membership in all business, social, or other establishments or organizations operated by the Consultant. The Consultant agrees to comply with and abide by all applicable federal, state and local laws relating to non-discrimination, including, without limitation, Title VI of the Civil Rights Act of 1964, Section V of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990.

B. NON – DISCRIMINATION IN EMPLOYMENT: In all hiring or employment made possible by, or resulting from this Agreement, there (1) will not be any discrimination against any employee or applicant for employment because of race, color, religion, gender, age, physical or mental disability, national origin, sexual orientation, creed, culture, or ancestry, and (2) where applicable, affirmative action will be taken to ensure that the Consultant's employees are treated during employment without regard to their race, color, religion, gender, age, physical or mental disability, national origin, sexual orientation, creed, culture, or ancestry. This requirement shall apply to, but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. All solicitations or advertisements for employees shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, gender, age, physical or mental disability, national origin, sexual orientation, creed, culture, or ancestry. The Consultant will require all subcontractors to comply with the requirements of this article.

ARTICLE IX. INDEPENDENT CONTRACTOR STATUS

A. INDEPENDENT CONTRACTOR STATUS: The Consultant is an independent contractor and will not be deemed an employee, servant, agent, partner, or joint venturer of the City and will not hold itself or any of its employees, subcontractors or agents to be an employee, partner, or agent of the City.

B. EXCLUSION OF WORKERS' COMPENSATION COVERAGE: The City will not be liable to the Consultant, as an independent contractor as defined in La. R.S. 23:1021(6), for any benefits or coverage as provided by the Workmen's Compensation Law of the State of Louisiana. Under the provisions of La. R.S. 23:1034, any person employed by the Consultant will not be considered an employee of the City for any reason, including for the purpose of Worker's Compensation coverage.

C. EXCLUSION OF UNEMPLOYMENT COMPENSATION COVERAGE: The Consultant, as an independent contractor, is being hired by the City under this Agreement for hire and defined in La. R.S. 23:1472(E) and neither the Consultant nor anyone employed by it will be considered an employee of the City for the purpose of unemployment compensation coverage, which coverage same being hereby expressly waived and excluded by the parties, because: (a) the Consultant has been and will be free from any control or direction by the City over the performance of the services covered by this Agreement; (b) the services to be performed by the Consultant are outside the normal course and scope of the City's usual business; and (c) the Consultant has been independently engaged in performing the services required under this Agreement prior to the effective date of this Agreement.

D. WAIVER OF BENEFITS: The Consultant, as an independent contractor, nor anyone

employed by or on behalf of the Consultant, shall receive from the City any sick and annual leave benefits, medical insurance, life insurance, paid vacations, paid holidays, sick leave, pension, or Social Security for any services rendered to the City under this Agreement.

ARTICLE X. NOTICES

Except for any routine communication, any notice, demand, communication, or request required or permitted hereunder shall be in writing and delivered in person (signed receipt) or by certified mail, return receipt requested as follows:

If to the City: Director, Department of Public Works
 City of Mandeville
 1100 Mandeville High Blvd
 Mandeville, La 70448

 &

 City Attorney
 1060 West Causeway Approach
 Mandeville, LA 70471

If to Consultant: Mr. Robert J. Delaune, Jr.
 Digital Engineering & Imaging, Inc.
 3500 US Highway 190, Suite 201
 Mandeville, LA 70471

Notices shall be effective when received, except any notice that is not received due to the intended recipient's unjustified refusal or avoidance of delivery shall be deemed received as of the date of the first attempted delivery. Each party shall be responsible for notifying the other in writing that references this Agreement of any changes in the respective addresses set forth above.

Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of the City and the Consultant.

ARTICLE XI. ADDITIONAL TERMS AND CONDITIONS

A. OWNERSHIP OF DOCUMENTS: All data collected by the Consultant and all documents, notes, drawings, tracings, and files collected or prepared for the Project, except the Consultant's personnel and administrative files, shall upon payment therefore become and be the property of the City and the City shall not be restricted in any way whatsoever in the use of such material for the specific purpose intended; provided, however, that any use except for the specific purpose intended

will be without liability or legal exposure to the Consultant.

Notwithstanding anything to the contrary contained herein, any tools, systems or information used by the Consultant to provide the Services hereunder, including computer software (object code and source code), know-how, methodologies, equipment or processes and the intellectual property inherent therein and appurtenant thereto, shall remain the sole and exclusive property of the Consultant or its suppliers.

The Consultant makes no representations as to the compatibility of files and deliverables with the City's hardware and/or software configurations unless specifically set forth in this Agreement. Because data stored on electronic media can deteriorate undetected or be modified, the Consultant shall not be held liable for the completeness or accuracy of the electronic data after the acceptance by the City. Only the submitted hard copy documents with the Consultant's seal on them will be considered instruments of service hereunder. If there is a discrepancy between the electronic files and the hard copies, the hard copies shall govern.

B. CITY'S RIGHT TO APPROVE PERSONNEL: The City reserves the right to approve or reasonably disapprove all engineers, workers, and other field personnel assigned to the Project.

C. REMEDIES CUMULATIVE: No remedy set forth in this Agreement or otherwise conferred upon or reserved to any party shall be considered exclusive of any other remedy available to a party. Rather, each remedy shall be deemed distinct, separate, and cumulative and each may be exercised from time to time as often as the occasion may arise or as may be deemed expedient.

D. SURVIVAL OF PROVISIONS: All representations and warranties and all responsibilities regarding record retention, access, and ownership, cooperation with Office of Inspector General investigations, and indemnification shall survive the termination of this Agreement and continue in full force and effect thereafter.

E. ASSIGNABILITY: The Consultant will not assign any interest in this Agreement and will not transfer any interest in the same without the City's prior written consent.

F. JURISDICTION & VENUE: For all claims arising out of or related to this Agreement, the Consultant consents and yields to the exclusive jurisdiction of and venue in the state civil courts of the Parish of St. Tammany and formally waives any pleas or exceptions of jurisdiction on account of the residence, including any right of removal to federal court based upon diversity of citizenship.

G. GOVERNING LAW: This Agreement will be construed and enforced in accordance with the laws of the State of Louisiana without regard to its conflict of laws provisions.

H. NON – WAIVER: The failure of either party to insist upon strict compliance with any provision of this Agreement, to enforce any right or to seek any remedy upon discovery of any default or breach of the other party at such time as the initial discovery of the existence of such noncompliance, right, default or breach will not affect or constitute a waiver of either party's right to insist upon such compliance, exercise such right or seek such remedy with respect to that default or breach or any prior contemporaneous or subsequent default or breach.

I. PERFORMANCE MEASURES: The City will measure the performance of the Consultant according to the following non-exhaustive factors: work performed in compliance with the terms of the Agreement; staff availability; staff training; staff professionalism; staff experience; customer service; communication and accessibility; prompt and effective correction of situations and conditions; timeliness and completeness of submission of requested documentation (such as records, receipts, invoices, insurance certificates, and computer-generated reports).

If the Consultant fails to perform according to the Agreement, the City will notify the Consultant. If there is a continued lack of performance after notification, the City may declare the Consultant in default and may pursue any appropriate remedies available under the Agreement and/or any applicable law. In the event of a notification of default, the City will invoice the defaulting Consultant for any increase in costs and other damages sustained by the City. Further, the City will seek full recovery from the defaulting Consultant.

J. SEVERABILITY: Should a court of competent jurisdiction find any provision of this Agreement to be unenforceable as written, the unenforceable provision should be reformed, if possible, so that it is enforceable to the maximum extent permitted by law or, if reformation is not possible, the unenforceable provision shall be fully severable and the remaining provisions of the Agreement remain in full force and effect and shall be construed and enforced as if the unenforceable provision was never a part of the Agreement.

K. RULES OF CONSTRUCTION: Neither party will be deemed to have drafted this Agreement. This Agreement has been reviewed by all parties and shall be construed and interpreted according to the ordinary meaning of the words used so as to fairly accomplish the purposes and intentions of all parties. No term of this Agreement will be construed or resolved in favor of or against the City or the Consultant on the basis of which party drafted the uncertain or ambiguous language. The headings and captions of this Agreement are provided for convenience only and are not intended to have effect in the construction or interpretation of this Agreement. Where appropriate, the singular includes the plural and neutral words and words of any gender will include the neutral and other gender.

L. NO THIRD PARTY BENEFICIARIES: This Agreement is entered into for the exclusive benefit of the parties and the parties expressly disclaim any intent to benefit anyone not a party to this Agreement.

M. NON – EXCLUSIVITY FOR THE CITY: This Agreement is non-exclusive and the City may engage the services of others for the provision of some or all of the work to be performed under this Agreement.

N. CONFLICT OF INTEREST: To ensure that the Consultant's efforts do not conflict with the City's interests, and in recognition of the Consultant's obligations to the City, the Consultant will decline any offer of other employment if its performance of this Agreement is likely to be adversely affected by the acceptance of the other employment. The Consultant will promptly notify the City in writing of its intention to accept the other employment and will disclose all possible effects of the other employment on the Consultant's performance of this Agreement. The City will make the final determination whether the Consultant may accept the other employment.

O. CODE OF CONDUCT: Consultant affirms that it is familiar with the Code of Governmental Ethics contained in Louisiana Revised Statute Title 42 Chapter 15 and the Code of Conduct for the City of Mandeville, and that it will conform to said provisions as a condition of any agreement between the company and the City. Consultant recognizes that these provisions shall also apply to any subcontract. Consultant will have with any other entity or person in performance with the related agreement.

P. PROHIBITION AGAINST FINANCIAL INTEREST IN AGREEMENT: No elected official or employee of the City shall have a financial interest, direct or indirect, in this Agreement. For purposes of this Section, a financial interest held by the spouse, child, or parent of any elected official or employee of the City shall be deemed to be a financial interest of such elected official or employee of the City. Any willful violation of this provision, with the expressed or implied knowledge of the Consultant, shall render this Agreement voidable by the City and shall entitle the City to recover, in addition to any other rights and remedies available to the City, all monies paid by the City to the Consultant pursuant to this Agreement without regard to the Consultant's satisfactory performance of such Services.

Q. OWNERSHIP INTEREST DISCLOSURE: The Consultant will provide a sworn affidavit listing all persons, natural or artificial, with an ownership interest in the Consultant and stating that no other person holds an ownership interest in the Consultant via a counter letter. For the purposes hereof, an "ownership interest" shall not be deemed to include ownership of stock in a publicly traded corporation or ownership of an interest in a mutual fund or trust that holds an interest in a publicly traded corporation. If the Consultant fails to submit the required affidavits, the City may, after thirty (30) days' written notice to the Consultant, take such action as may be necessary to cause the suspension of any further payments until such the required affidavits are submitted.

R. SUBCONTRACTOR REPORTING: The Consultant will provide a list of all persons, natural or artificial, who are retained by the Consultant at the time of the Agreement's execution and who are expected to perform work as subcontractors in connection with the Consultant's work for the city. In regard to any subcontractor proposed to be retained by the Consultant to perform work on the Agreement with the City, the Consultant must provide notice to the City within thirty (30) days of retaining said subcontractor. If the Consultant fails to submit the required lists and notices, the City may, after 30 days' written notice to the Consultant, take such action as may be necessary to cause the suspension of any further payments until such the required lists and notices are submitted.

S. EMPLOYEE VERIFICATION: The Consultant swears that (i) it is in compliance with La. R.S. 38:2212.10, and is registered and participates in a status verification system to verify that all employees in the State of Louisiana are legal citizens of the United States or are legal aliens; (ii) it shall continue, during the term of this Agreement, to utilize a status verification system to verify the legal status of all new employees in the State of Louisiana; and (iii) it shall require all subcontractors to submit to the Consultant a sworn affidavit verifying compliance with items (i) and (ii) above. The Consultant acknowledges and agrees that any violation of the provisions of this paragraph may subject this Agreement to cancellation, and may further result in the Consultant being ineligible for any public contract for a period of three years from the date the violation is discovered. The Consultant further acknowledges and agrees that it shall be liable for any additional costs incurred by the City occasioned by the cancellation of this Agreement or the loss of any license or permit to do business in the State of Louisiana resulting from a violation of La. R.S. 38:2212.10. The Consultant agrees to provide to the City as sworn affidavit attesting to the above provisions if requested by the City to do so; failure to provide such affidavit upon request shall give the City the option to cancel this Agreement.

T. AMENDMENTS: This Agreement shall not be modified except by written amendment executed by authorized representatives of the parties.

U. NON – SOLICITATION STATEMENT: The Consultant swears that it has not employed or retained any company or person, other than a bona fide employee working solely for it, to solicit or secure this Agreement. The Consultant has not paid or agreed to pay any person, other than a bona fide employee working for it, any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from this Agreement

V. CONVICTED FELON STATEMENT: The Consultant swears that No Consultant principal, member, or officer has, within the preceding five years, been convicted of, or pled guilty to, a felony under state or federal statutes for embezzlement, theft of public funds, bribery, or falsification or destruction of public records. The Consultant will confirm same through affidavit provided by City.

W. TERMINATION: Termination of this Agreement may be made by the City at any time, with or without cause, upon written notice to the Contractor. Termination of the contract shall be immediate or on the date designated by the City upon written notice served onto Consultant pursuant to the terms

of this agreement. Contractor may terminate this Agreement upon thirty (30) days written notice to the City either in person (signature receipt) or through Certified mail. Any work performed is to be paid by the City up until time of termination, and all work paid for must be completed by Contractor.

X. COMPLETE AGREEMENT: This Agreement, including all incorporated documents, constitutes the final and complete agreement and understanding between the parties. All prior and contemporaneous agreements and understandings, whether oral or written, are superseded by this Agreement and are without effect to vary or alter any terms or conditions of this Agreement.

ARTICLE XII. ELECTRONIC SIGNATURE AND DELIVERY

The Parties agree that a manually signed copy of this Agreement and any other document(s) attached to this Agreement delivered by facsimile, email or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement. No legally binding obligation shall be created with respect to a party until such party has delivered or caused to be delivered a manually signed copy of this Agreement.

IN WITNESS WHEREOF, the City and the Consultant, through their duly authorized representatives, execute this Agreement.

CITY OF MANDEVILLE

BY: _____

CLAY MADDEN, MAYOR

Executed on this _____ day of _____, 2025.

DIGITAL ENGINEERING & IMAGING, INC.

BY: _____

ROBERT J. DELAUNE, JR., CHIEF OPERATING OFFICER

CORPORATE TAX I.D.

Attachment A

Digital Engineering & Imaging, Inc. Proposed Scope of Work & Fee Estimate
(dated August 4, 2025)

Attachment B

Statewide Flood Control Program Weldon Park Drainage Pre-Application &
LaDOTD Response Letter (dated July 10, 2025)

RES 25-42

THE FOLLOWING RESOLUTION WAS SPONSORED BY COUNCIL MEMBER _____; MOTIONED FOR ADOPTION BY COUNCIL MEMBER _____ AND SECONDED FOR ADOPTION BY COUNCIL MEMBER _____.

RESOLUTION NO. 25-41

A RESOLUTION OF THE MANDEVILLE CITY COUNCIL ENDORSING THE APPLICATION OF MCGUIRE REAL ESTATE GROUP LLC, 2129 LAKESHORE DRIVE, MANDEVILLE, LOUISIANA FOR PARTICIPATION IN THE RESTORATION TAX ABATEMENT PROGRAM PROJECT NO. 2016-1832 RTA

WHEREAS, Article VI, Section 21(H) of the State Constitution and Act 445 of 1983 provides for payment of ad valorem taxes on certain basis for property owners performing certain improvements in Historic, Economic Development, and Downtown Development Districts, and

WHEREAS, expansion, restoration, improvement and development of existing commercial structures should be encouraged by repurposing under-utilized resources and enhancing the tax base; and

WHEREAS, the City of Mandeville desires to provide for the redevelopment of Historic Structures within the City of Mandeville Historic Preservation District; and

WHEREAS, the following described property has been submitted to the City Council of the City of Mandeville for review of participation in the Restoration Tax Abatement Program, said property being described as municipal address 2129 Lakeshore Drive, Mandeville, LA owned by McGuire Real Estate Group.

NOW, THEREFORE, BE IT RESOLVED, by the City of Mandeville in due, regular and legal session convened, after consideration, the City Council hereby endorses the application of McGuire Real Estate Group for participation in the Restoration Tax Abatement Program, Application Project No. 2016-1832-RTA, for the structure located at 2129 Lakeshore Drive, Mandeville, LA

BE IT FURTHER RESOLVED, by the City Council of the City of Mandeville that a copy of this resolution be forwarded to the State Board of Commerce and Industry.

With the above Resolution having been properly introduced and duly seconded, the vote was as follows:

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

and the Resolution was declared adopted this ____ day of ____, 2025.

Alicia Watts
Council Clerk

Jason Zuckerman
Council Chairman

ORD 25-24

THE FOLLOWING ORDINANCE WAS SPONSORED BY COUNCIL MEMBER _____; MOTIONED FOR ADOPTION BY COUNCIL MEMBER _____ AND SECONDED FOR ADOPTION BY COUNCIL MEMBER _____.

ORDINANCE NO. 25-24

AN ORDINANCE OF THE CITY OF MANDEVILLE AUTHORIZING THE MAYOR OF THE CITY OF MANDEVILLE TO EXECUTE AN AMENDMENT TO THE WATER BOTTOM LEASE CONTRACT NO. 218 BETWEEN THE STATE OF LOUISIANA, DIVISION OF ADMINISTRATION, STATE LAND OFFICE AND THE CITY OF MANDEVILLE TO ADD A CERTAIN PORTION OF GROUND TO THE LEASE; AUTHORIZING THE MAYOR TO EXECUTE ALL NECESSARY DOCUMENTS; AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, Article VII, Section 14(C) of the Constitution of the State of Louisiana provides that *"For a public purpose, the state and its political subdivisions or political corporations may engage in cooperative endeavors with each other, with the United States or its agencies, or with any public or private association, corporation, or individual."* ; and

WHEREAS, Pursuant to La. R.S. 41:1701 through 1714, The State of Louisiana and The City of Mandeville executed Water Bottom Lease Contract No. 218 with an effective date of July 15, 1991, and

WHEREAS, this lease has been renewed for six consecutive terms with the current term ending on July 15, 2026; and

WHEREAS, Water Bottom Lease Contract No. 218 grants the City of Mandeville the right, privilege, and authority to construct and/or maintain a public recreation area on the north shore of Lake Pontchartrain upon, over and through the following described state owned lands or water bottoms, situated in the Parish of St. Tammany, in the State of Louisiana, to wit: That portion of the former bed and bottom of Lake Pontchartrain lying adjacent to Section 46 and 47, T-8-S, R-11-E, identified as Areas A and C on survey plat prepared by William E. Howe, C.E. dated March 9, 1978, estimated to contain approximately 11.40 acres.

WHEREAS, The City of Mandeville desires to amend the lease to add the following portion of ground:

Approximately 26,136 square feet (0.6 acres) and approximately 10,018 square feet (0.23 acres) of state claimed water bottoms in Lake Pontchartrain located in Section 46 & 47, T8S-R11E, St. Tammany Parish, Louisiana

WHEREAS, the rental payment for this lease, as amended, is \$621.00 per annum; and

NOW, THEREFORE, be it ordained by the City Council of the City of Mandeville that the Mayor of the City of Mandeville is hereby authorized to execute the amendment to the Water Bottom Lease Contract No. 218 to add a certain portion of ground to the lease and execute all necessary documents in connection therewith.

NOW, THEREFORE, BE IT FURTHER ORDAINED that the Clerk of this Council be and 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 _____, _____.

Alicia Watts
Clerk of Council

Jason Zuckerman
Council Chair

STATE OF LOUISIANA
AMENDMENT TO (LEASE TYPE) WATER BOTTOM LEASE

STATE OF LOUISIANA

PARISH OF EAST BATON ROUGE

LEASE CONTRACT NO. 218

Name of Business/Person: State of Louisiana, State Land Office

Address: P. O. Box 44124
Baton Rouge, LA 70804

Name of Agent: Cheston S. Hill

Title of Agent: Administrator, State Land Office

(hereinafter referred to as “LESSOR”); and

Name of Business/Person: City of Mandeville

Name of Official: Mayor – Clay Madden

Address: 3101 East Causeway Approach
Mandeville, LA. 70448

(hereinafter referred to as “LESSEE”).

This lease was originally granted on July 15th, 1991 for a term of FIVE (5) YEARS commencing on July 15th 1991 and ending on July 15th 1996, with an option in favor of the LESSEE to renew for NINE (9) successive terms as provided for in the rules and regulations promulgated pursuant to La. R.S. 41:1701, et. seq. This lease was granted for the sole purpose of (Purpose) on the following described property, as shown on the plat attached to the original lease:

That portion of the former bed and bottom of Lake Ponchartrain lying adjacent to Section 46 & 47, T8S-R11E, identified as Areas A and C on survey plat prepared by William E. Howe, C.E. dated March 9, 1978, estimated to containing approximately 11.40 acres..

This lease was renewed for 6 consecutive terms by renewals executed on July 15th 1996, 2001, 2006, 2011, 2016, 2021, with the current term beginning on July 15th 2021 and ending on July 15th 2026. LESSOR and LESSEE now desire to amend this lease to reflect an amended description of the leased premises and to amend the consideration for this lease. This lease, as amended, will **ADD** the following described property:

Approximately 26,136 square feet(0.6 acres) and Approximately 10,018 square feet (0.23 acres)of state claimed water bottoms in Lake Ponchartrain, located in Section 46 & 47, T8S-R11E, St. Tammany Parish, Louisiana. as shown on the attached plat.

The rental payment constituting the consideration for this lease, as amended, is the price and sum of Six Hundred Twenty One and00/100 (\$621.00) Dollars per annum. In all other respects, LESSOR and LESSEE agree that this lease shall remain unchanged.

This amendment is effective as of the date of execution by the LESSOR below.

THUS DONE, EXECUTED, AND SIGNED by the Lessee, in triplicate, at _____ Parish, Louisiana, on the ____day of _____, 2025.

WITNESSETH:

LESSEE:

PRINTED NAME: _____

BY _____
PRINTED NAME: City of Mandeville
Mayor – Clay Madden

PRINTED NAME: _____

THUS DONE, EXECUTED, AND SIGNED by the Lessor, in triplicate, at East Baton Rouge Parish,
Louisiana, on the ____ day of _____, 2025.

WITNESSETH:

LESSOR:

PRINTED NAME: DONICE BASS

BY: _____

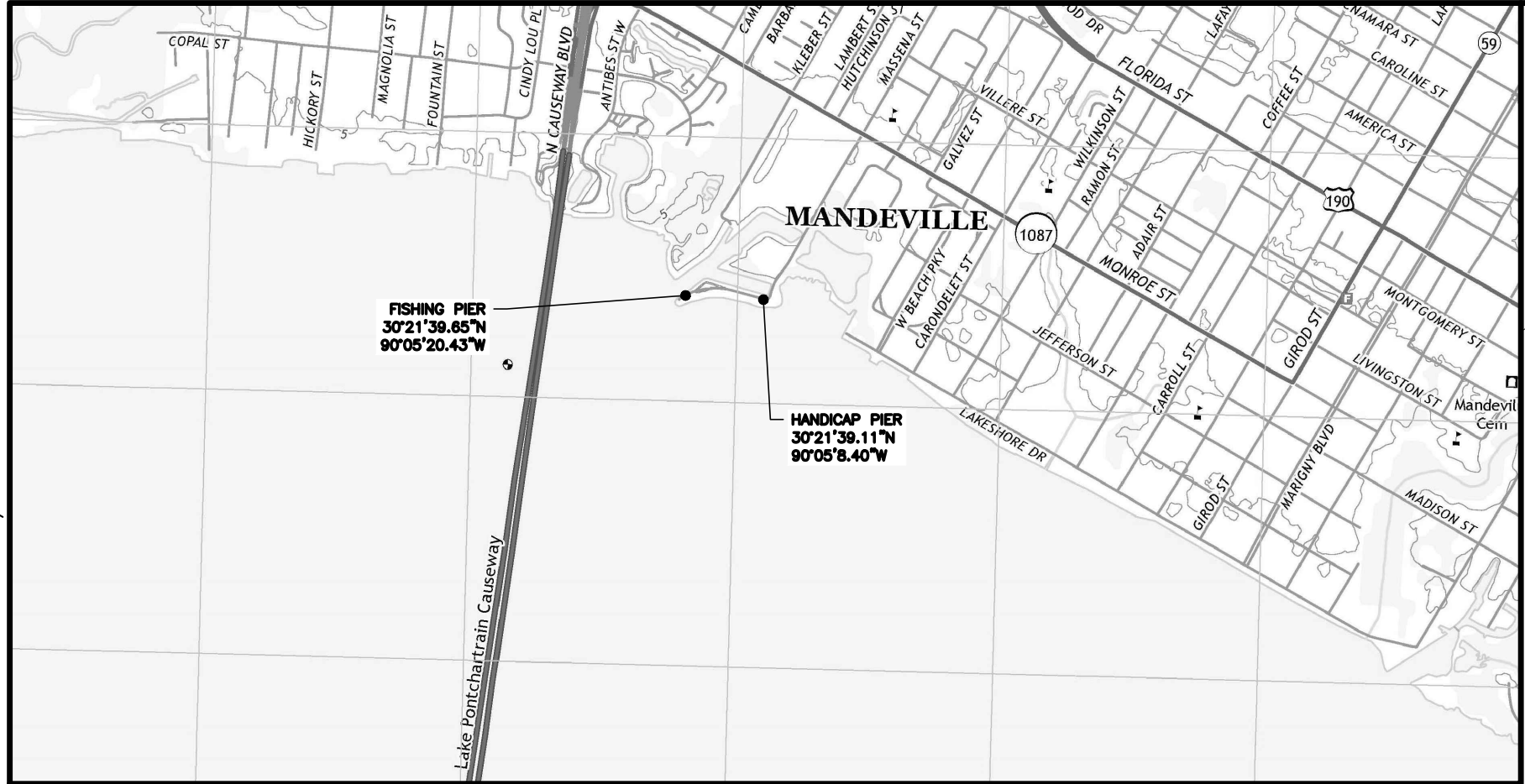
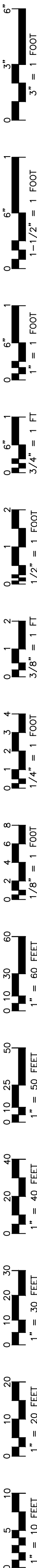
PRINTED NAME: CHESTON S. HILL
PUBLIC LANDS ADMINISTRATOR

PRINTED NAME: _____

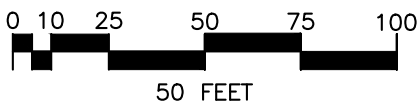
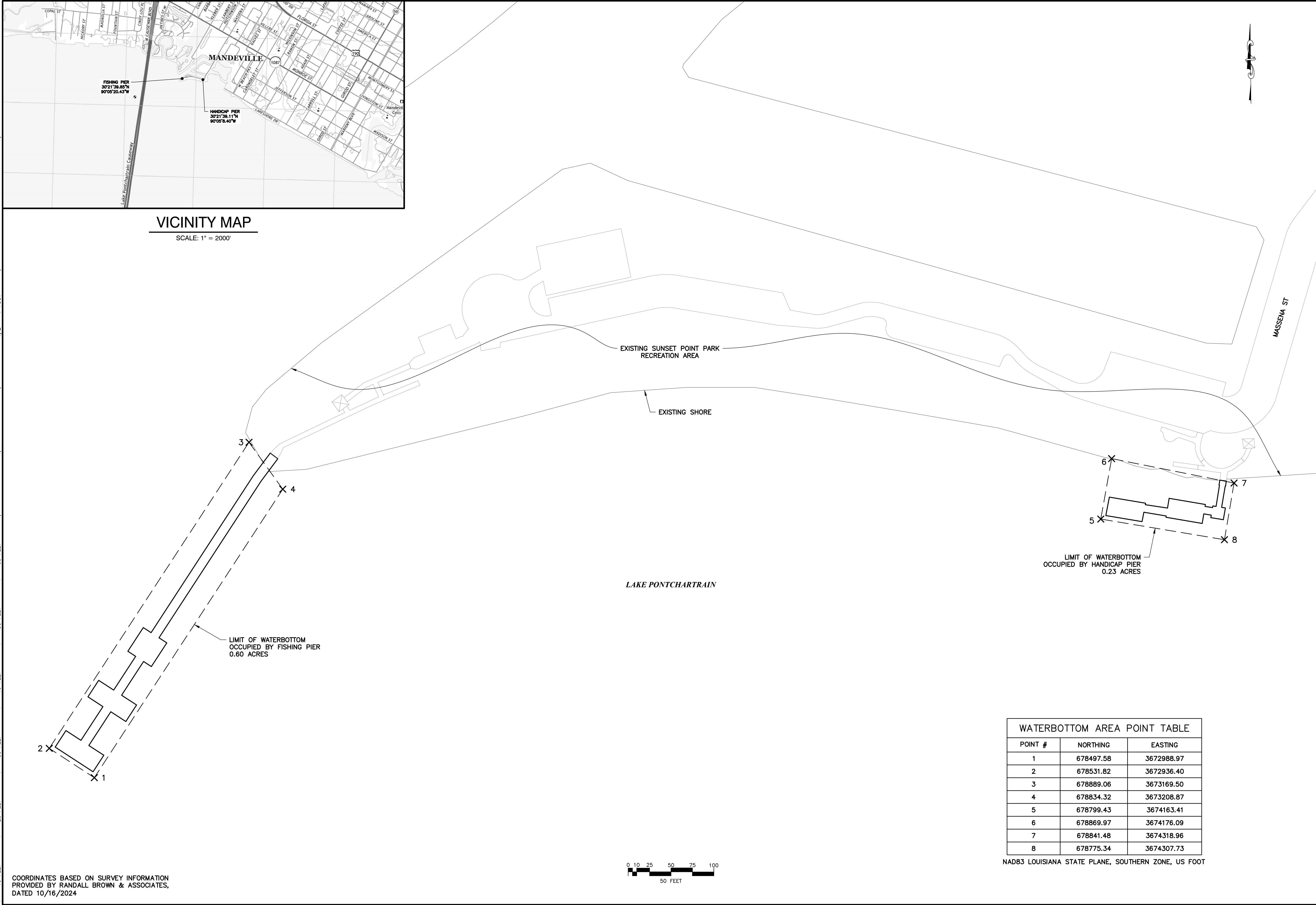
APPROVED AS TO FORM AND LEGALITY:

OFFICE OF THE ATTORNEY GENERAL

PRINTED NAME _____



VICINITY MAP
SCALE: 1" = 2000'



WATERBOTTOM AREA POINT TABLE		
POINT #	NORTHING	EASTING
1	678497.58	3672988.97
2	678531.82	3672936.40
3	678889.06	3673169.50
4	678834.32	3673208.87
5	678799.43	3674163.41
6	678869.97	3674176.09
7	678841.48	3674318.96
8	678775.34	3674307.73

NAD83 LOUISIANA STATE PLANE, SOUTHERN ZONE, US FOOT

COORDINATES BASED ON SURVEY INFORMATION
PROVIDED BY RANDALL BROWN & ASSOCIATES,
DATED 10/16/2024

CADD FILE NAME:
2418-PL-Waterbottom Exhibit

REVISIONS

APPROVED

REMARKS

DATE

PRINCIPAL Engineering
PRINCIPAL Engineering, Inc.
128 NORTH PARK
COSTA MESA, CA 92626
PH: (949) 261-5001
WWW.PRINCIPAL-ENG.COM

DESIGNED BY:
ACM

DRAWN BY:
LR

CHECKED BY:
ACM

JOB NO.
2418

SCALE: (24x36)
AS SHOWN

DATE:
MAY 2025

SUNSET POINT FISHING PIER
HANDICAP PIER AND SITE REPAIR
CITY OF MANDEVILLE

WATERBOTTOM EXHIBIT

SHEET NO.
1

1 OF 1

ORD 25-25

THE FOLLOWING ORDINANCE WAS SPONSORED BY COUNCIL MEMBER _____;
MOTIONED FOR ADOPTION BY COUNCIL MEMBER _____ AND SECONDED FOR
ADOPTION BY COUNCIL MEMBER _____

ORDINANCE NO. 25-25

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF MANDEVILLE TO APPROPRIATE FUNDS RELATIVE TO AND FOR ADOPTION OF THE OPERATING BUDGET FOR THE CITY OF MANDEVILLE FOR FISCAL YEAR 2025-2026; 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;

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 months of January, April, and July.
2. Be it ordained that the operating budget as set out in Exhibit "B", "C", "D", "E", "F", "G", and "H" attached hereto is adopted by the city council of the City of Mandeville for Fiscal year 2025-2026.
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 "B".
4. Directors, Mayor, and Council salaries and supplements are listed as Exhibit "C", "D", and "E". Notwithstanding any other provision in this budget there shall be no additional increase for base salary and supplemental income without approval of the Council.
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 proposal pursuant to the above process and make a recommendation.
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, accountant, 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:

NAY:

ABSTENTIONS:

ABSENT:

and the ordinance was declared adopted this ____ Day of _____, 2025

Alicia Watts
Clerk of Council

Jason Zuckerman
Council Chairman

City of Mandeville - Exhibit F
Fiscal Year 2026 Funds Summary Report

Governmental Funds								Proprietary Fund	Total
	General Fund	Sales Tax Fund	Special Sales Tax Fund	District 3 Fund	Street Construction Fund	Non-Major Funds	Total Governmental Funds	Enterprise Fund	
Revenues and Intergovernmental Funds									
Advalorem Taxes	2,175,216						2,175,216		2,175,216
Franchise Taxes	944,011						944,011		944,011
Sales and Use Taxes		22,305,931					22,305,931		22,305,931
Grants Revenue	8,569,382		-	7,825,000			16,394,382		16,394,382
Other Revenue	12,377,131	5,782	450,147	6,398	409,677	40,160	13,289,294	4,640,213	17,929,508
Subtotal Revenues	24,065,740	22,311,713	450,147	7,831,398	409,677	40,160	55,108,834	4,640,213	59,749,048
Sales Tax Transfers In	11,055,890		3,685,297	3,611,776	3,685,297		22,038,260		22,038,260
Interfund Transfers In	5,457,219				2,993,750		8,450,969	-	8,450,969
Total Revenues and Transfers In	40,578,849	22,311,713	4,135,444	11,443,174	7,088,724	40,160	85,598,063	4,640,213	90,238,277
Expenditures									
Wages & Overtime	8,565,124						8,565,124	1,254,131	9,819,255
Employee Insurance	2,835,912						2,835,912	434,274	3,270,186
Retirement & OPEB	3,632,792						3,632,792	495,435	4,128,227
Payroll Taxes and Workers' Compensation	890,163						890,163	146,928	1,037,091
Other Operating Expenditures	7,953,171	267,791	18,000		12,000	1,020	8,251,982	4,308,979	12,560,962
Subtotal Expenditures	23,877,162	267,791	18,000	-	12,000	1,020	24,175,973	6,639,747	30,815,720
Capital Outlay Expenditures (Governmental Funds)	4,882,000				9,375,000		14,257,000		14,257,000
Total Operating & Capital Expenditures	28,759,162	267,791	18,000	-	9,387,000	1,020	38,432,973		45,072,720
Interfund Transfers Out		22,038,260	5,457,219	2,993,750			30,489,229		30,489,229
Total Expenditures & Transfers Out	28,759,162	22,306,051	5,475,219	2,993,750	9,387,000	1,020	68,922,202	-	75,561,949
Net Fund Increase/(Decrease)	11,819,687	5,662	(1,339,775)	8,449,424	(2,298,276)	39,140	16,675,861	(1,999,534)	14,676,328
Fund Balances - Projected For FY25	14,772,170	107,167	12,606,052	15,626,513	23,672,996	589,431	67,374,328	48,694,604	116,068,932
Prior Years Appropriations	(17,647,926)		(8,751,484)	(18,821,551)	(3,952,123)		(49,173,085)		(49,173,085)
Fund Balance Projected End of Year	8,943,930	112,829	2,514,792	5,254,386	17,422,596	628,570	34,877,104	46,695,070	81,572,174

ORG	OBJ	ORG OBJ	ACCOUNT DESCRIPTION	FY25 REVISED BUDGET	YTD Actual & Encumbrances	AVAILABLE BUDGET	% USED	FY25 EOY ESTIMATE	% USED FY25 EOY v FY25 REVISED	FY26 BUDGET	\$ CHANGE - FY25 Budget to FY26 Budget	% CHANGE - FY 25 Budget to FY26 Budget	% CHANGE - FY 25 EOY Est to FY26 Budget	PIVOT
10000	30000	10000-30000	AD VALOREM TAXES	-1,996,470	-2,175,216	178,746	109.00	-2,175,216	108.95%	-2,175,216	-178,746	8.95%	0.00%	GF ADVALOREM TAXES
10000	30400	10000-30400	BEER TAX & LIQUOR LIC.	-35,000	-23,070	-11,930	65.90	-30,760	87.89%	-35,000	0	0.00%	13.79%	GF OTHER REVENUE
10000	30600	10000-30600	STUDENT RESOURCE OFFICER	-840,620	-716,047	-124,573	85.20	-840,620	100.00%	-840,620	0	0.00%	0.00%	GF OTHER REVENUE
10000	30800	10000-30800	FRANCHISE TAXES	-944,011	-574,473	-369,538	60.90	-944,011	100.00%	-944,011	0	0.00%	0.00%	GF FRANCHISE TAXES
10000	30900	10000-30900	GARBAGE COLLECTION FEES	-909,000	-682,050	-226,950	75.00	-905,476	99.61%	-1,116,000	-207,000	22.77%	23.25%	GF OTHER REVENUE
10000	31100	10000-31100	INSURANCE LICENSES	-695,000	-512,186	-182,814	73.70	-695,000	100.00%	-695,000	0	0.00%	0.00%	GF OTHER REVENUE
10000	31200	10000-31200	MISCELLANEOUS INCOME	-333,333	-193,463	-139,870	58.00	-333,333	100.00%	-333,333	0	0.00%	0.00%	GF OTHER REVENUE
10000	31300	10000-31300	POLICE FEES	-505,768	-505,586	-182	100.00	-505,768	100.00%	-581,633	-75,865	15.00%	15.00%	GF OTHER REVENUE
10000	31400	10000-31400	INTEREST INCOME	-605,490	-407,408	-198,082	67.30	-543,211	89.71%	-543,211	62,279	-10.29%	0.00%	GF OTHER REVENUE
10000	31500	10000-31500	OCCUPATIONAL LICENSES	-650,000	-607,491	-42,509	93.50	-650,000	100.00%	-650,000	0	0.00%	0.00%	GF OTHER REVENUE
10000	31600	10000-31600	CONTRACTOR LICENSES	-35,000	-29,318	-5,682	83.80	-35,000	100.00%	-35,000	0	0.00%	0.00%	GF OTHER REVENUE
10000	31900	10000-31900	DMV	-55,316	-58,116	2,800	105.10	-60,000	108.47%	-60,000	-4,684	8.47%	0.00%	GF OTHER REVENUE
10000	32200	10000-32200	GRANT INCOME	-6,500,000	-111,625	-6,388,375	1.70	-111,625	1.72%	-8,569,382	-2,069,382	31.84%	7576.94%	GF GRANTS REVENUE
10000	32250	10000-32250	SUPPLEMENTAL PAY	-266,500	-166,860	-99,640	62.60	-266,500	100.00%	-266,500	0	0.00%	0.00%	GF OTHER REVENUE
10000	32300	10000-32300	BUILDING PERMITS	-183,500	-126,183	-57,317	68.80	-168,244	91.69%	-168,244	15,256	-8.31%	0.00%	GF OTHER REVENUE
10000	32400	10000-32400	ZONING FEES	-5,000	-13,106	8,106	262.10	-13,106	262.12%	-5,000	0	0.00%	-61.85%	GF OTHER REVENUE
10000	32700	10000-32700	SALE OF PLOTS AND CRYPTS	-30,000	-1,445	-28,555	4.80	-1,445	4.82%	-30,000	0	0.00%	1976.12%	GF OTHER REVENUE
10000	34100	10000-34100	SALE OF PROPERTY	-15,000	0	-15,000	0.00	0	0.00%	0	15,000	-100.00%	0.00%	GF OTHER REVENUE
10000	34300	10000-34300	KEEP MANDEVILLE BEAUTIFUL	0	-500	500	100.00	0	#DIV/0!	0	0	0.00%	0.00%	GF OTHER REVENUE
10000	34200	10000-34200	TRAILHEAD REVENUES	-120,000	-96,404	-23,596	80.30	-120,000	100.00%	-120,000	0	0.00%	0.00%	GF OTHER REVENUE
10000	34400	10000-34400	COMMUNITY CENTER	-5,000	-6,300	1,300	126.00	-6,300	126.00%	-6,300	-1,300	26.00%	0.00%	GF OTHER REVENUE
10000	34600	10000-34600	EMERGENCY INCOME	-10,223,000	-836,302	-9,386,698	8.20	-836,302	8.18%	-6,641,290	3,581,710	-35.04%	694.13%	GF OTHER REVENUE
10000	34601	10000-34601	ELEVATIONS INCOME	-100,000	0	-100,000	0.00	0	0.00%	-250,000	-150,000	150.00%	0.00%	GF OTHER REVENUE
10000	90500	10000-90500	TRANSFER SALES TAX	-10,961,345	-8,343,151	-2,618,194	76.10	-10,786,234	98.40%	-11,055,890	-94,545	0.86%	2.50%	GF SALES TAX TRANSFERS IN
10000	90600	10000-90600	TRANSFER SPECIAL SALES TAX	-5,369,137	0	-5,369,137	0.00	-2,418,837	45.05%	-5,457,219	-88,082	1.64%	125.61%	GF INTERFUND TRANSFERS IN
10100	40000	10100-40000	SALARIES	1,695,927	1,253,691	442,236	73.90	1,671,589	98.56%	1,784,723	88,796	5.24%	6.77%	GF WAGES & OVERTIME
10100	40100	10100-40100	OVERTIME	18,016	29,936	-11,920	166.20	39,915	221.55%	18,016	0	0.00%	-54.86%	GF WAGES & OVERTIME
10100	40200	10100-40200	FICA	127,561	95,492	32,069	74.90	127,323	99.81%	138,088	10,527	8.25%	8.45%	GF PR TAXES & WC
10100	40300	10100-40300	RETIREMENT	622,503	454,145	168,359	73.00	605,526	97.27%	638,359	15,856	2.55%	5.42%	GF RETIREMENT & OPEB
10100	40301	10100-40301	HEALTH INSURANCE RETIREES	44,721	21,651	23,070	48.40	28,868	64.55%	44,721	0	0.00%	54.92%	GF RETIREMENT & OPEB
10100	40400	10100-40400	INSURANCE EMPLOYEES	501,743	367,759	133,984	73.30	490,346	97.73%	665,443	163,700	32.63%	35.71%	GF EMPLOYEE INSURANCE
10100	40600	10100-40600	WORKER'S COMPENSATION	40,583	35,758	4,825	88.10	47,678	117.48%	40,583	0	0.00%	-14.88%	GF PR TAXES & WC
10100	40700	10100-40700	DMV	87,393	66,775	20,618	76.40	89,033	101.88%	87,393	0	0.00%	-1.84%	GF GENERAL GOVERNMENT EXPENDITURES
10100	41000	10100-41000	AUDIT & ACCOUNTING FEES	140,000	129,650	10,350	92.60	172,867	123.48%	250,000	110,000	78.57%	44.62%	GF GENERAL GOVERNMENT EXPENDITURES
10100	41200	10100-41200	MAGISTRATE RETAINER	24,000	18,000	6,000	75.00	24,000	100.00%	24,000	0	0.00%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	41300	10100-41300	LEGAL FEES	599,775	494,799	104,976	82.50	659,732	110.00%	599,775	0	0.00%	-9.09%	GF GENERAL GOVERNMENT EXPENDITURES
10100	41400	10100-41400	COMP LAND USE PLAN REVISION	165,000	114,895	50,105	69.60	153,193	92.84%	50,105	-114,895	-69.63%	-67.29%	GF GENERAL GOVERNMENT EXPENDITURES
10100	41500	10100-41500	ENGINEERING FEES	126,000	149,418	-23,418	118.60	158,723	125.97%	150,000	24,000	19.05%	-5.50%	GF GENERAL GOVERNMENT EXPENDITURES
10100	41600	10100-41600	COMPUTER SUPPLIES & PROGRAMS	103,597	109,628	-6,031	105.80	144,102	139.10%	225,178	121,581	117.36%	56.26%	GF GENERAL GOVERNMENT EXPENDITURES
10100	42100	10100-42100	MEMBERSHIP DUES & SUBS.	21,853	12,931	8,922	59.20	17,241	78.90%	21,853	0	0.00%	26.75%	GF GENERAL GOVERNMENT EXPENDITURES
10100	42200	10100-42200	PRINTING	18,317	13,670	4,647	74.60	18,227	99.51%	18,317	0	0.00%	0.49%	GF GENERAL GOVERNMENT EXPENDITURES
10100	42300	10100-42300	UTILITIES	57,051	39,028	18,023	68.40	52,037	91.21%	57,051	0	0.00%	9.63%	GF GENERAL GOVERNMENT EXPENDITURES
10100	42400	10100-42400	TELEPHONE	25,007	20,163	4,844	80.60	26,884	107.50%	25,007	0	0.00%	-6.98%	GF GENERAL GOVERNMENT EXPENDITURES
10100	42500	10100-42500	ADVERTISING	27,885	11,158	16,727	40.00	14,877	53.35%	27,885	0	0.00%	87.44%	GF GENERAL GOVERNMENT EXPENDITURES
10100	42600	10100-42600	INSURANCE GENERAL	25,177	22,776	2,401	90.50	22,776	90.46%	25,177	0	0.00%	10.54%	GF GENERAL GOVERNMENT EXPENDITURES
10100	42700	10100-42700	JANITORIAL SERVICES	18,939	13,923	5,016	73.50	18,564	98.02%	18,939	0	0.00%	2.02%	GF GENERAL GOVERNMENT EXPENDITURES
10100	42800	10100-42800	INSURANCE PROPERTY	49,317	46,679	2,638	94.70	46,679	94.65%	49,317	0	0.00%	5.65%	GF GENERAL GOVERNMENT EXPENDITURES
10100	42900	10100-42900	BANK CHARGES	40,826	34,880	5,946	85.40	46,507	113.91%	40,826	0	0.00%	-12.21%	GF GENERAL GOVERNMENT EXPENDITURES
10100	43000	10100-43000	OFFICE SUPPLIES	18,658	9,584	9,074	51.40	12,779	68.49%	18,658	0	0.00%	46.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	43200	10100-43200	BUILDING MAINTENANCE	45,000	34,404	10,596	76.50	41,887	93.08%	88,500	43,500	96.67%	111.28%	GF GENERAL GOVERNMENT EXPENDITURES
10100	43300	10100-43300	MAINTENANCE RECREATION	20,000	28,817	-8,817	144.10	36,479	182.40%	30,000	10,000	50.00%	-17.76%	GF GENERAL GOVERNMENT EXPENDITURES
10100	43400	10100-43400	COMMUNITY CENTER	45,000	43,330	1,670	96.30	45,000	100.00%	48,000	3,000	6.67%	6.67%	GF GENERAL GOVERNMENT EXPENDITURES
10100	43500	10100-43500	PLANNING & DEVELOPMENT	1,233,487	716,858	676,629	51.40	914,544	74.14%	1,072,000	-161,487	-13.09%	17.22%	GF GENERAL GOVERNMENT EXPENDITURES
10100	43600	10100-43600	RECORDING FEES	9,113	8,000	1,113	87.80	9,113	100.00%	9,113	0	0.00%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	43700	10100-43700	TRAILHEAD	160,000	170,064	-10,064	106.30	180,000	112.50%	180,000	20,000	12.50%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	43900	10100-43900	KEEP MANDEVILLE BEAUTIFUL	67,000	51,272	15,728	76.50	67,000	100.00%	67,000	0	0.00%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	43800	10100-43800	CORONER'S FEES	0	1,000	-1,000	100.00	1,000	#DIV/0!	1,000	1,000	0.00%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	44000	10100-44000	POSTAGE	7,488	3,376	4,112	45.10	4,501	60.11%	7,488	0	0.00%	66.35%	GF GENERAL GOVERNMENT EXPENDITURES
10100	44100	10100-44100	BANQUETS	4,000	2,328	1,672	58.20	3,104	77.60%	14,000	10,000	250.00%	351.02%	GF GENERAL GOVERNMENT EXPENDITURES
10100	44200	10100-44200	TRAVEL CONVS. & CONFS.	54,300	21,964	32,336	40.40	29,285	53.93%	54,300	0	0.00%	85.42%	GF GENERAL GOVERNMENT EXPENDITURES

ORG	OBJ	ORG OBJ	ACCOUNT DESCRIPTION	FY25 REVISED BUDGET	YTD Actual & Encumbrances	AVAILABLE BUDGET	% USED	FY25 EOY ESTIMATE	% USED FY25 EOY v FY25 REVISED	FY26 BUDGET	\$ CHANGE - FY25 Budget to FY26 Budget	% CHANGE - FY 25 Budget to FY26 Budget	% CHANGE - FY 25 EOY Est to FY26 Budget	PIVOT
10100	45000	10100-45000	DECOR. & BEAUTIFICATION	25,000	28,100	-3,100	112.40	28,000	112.00%	35,000	10,000	40.00%	25.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	45100	10100-45100	SOCIAL SERVICES	32,000	32,000	0	100.00	32,000	100.00%	0	-32,000	-100.00%	-100.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	45300	10100-45300	ECONOMIC DEVELOPMENT	20,000	0	20,000	0.00	0	0.00%	0	-20,000	-100.00%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	45500	10100-45500	ANIMAL CONTROL	1,000	975	25	97.50	1,000	100.00%	1,000	0	0.00%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	45800	10100-45800	MAYOR'S ALLOWANCE	500	127	373	25.40	170	33.93%	500	0	0.00%	194.72%	GF GENERAL GOVERNMENT EXPENDITURES
10100	45900	10100-45900	P & Z MEETING FEES	8,400	6,000	2,400	71.40	8,400	100.00%	8,400	0	0.00%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	46000	10100-46000	COUNCIL MEETING FEES	72,000	53,009	18,991	73.60	72,000	100.00%	72,000	0	0.00%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	46500	10100-46500	CIVIL SERVICE	8,190	4,628	3,562	56.50	6,170	75.34%	8,190	0	0.00%	32.73%	GF GENERAL GOVERNMENT EXPENDITURES
10100	46700	10100-46700	UNIFORMS	5,615	5,652	-37	100.70	5,615	100.00%	5,615	0	0.00%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	46800	10100-46800	FUEL	2,694	2,280	414	84.60	2,694	100.00%	2,694	0	0.00%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	46900	10100-46900	INSURANCE VEHICLES	3,783	4,432	-649	117.20	4,432	117.15%	4,432	649	17.15%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	47000	10100-47000	VEHICLE MAINTENANCE	3,000	933	2,067	31.10	1,244	41.47%	3,000	0	0.00%	141.11%	GF GENERAL GOVERNMENT EXPENDITURES
10100	47100	10100-47100	EQUIPMENT MAINTENANCE	1,885	8,226	-6,341	436.40	1,687	89.52%	1,885	0	0.00%	11.71%	GF GENERAL GOVERNMENT EXPENDITURES
10100	47500	10100-47500	EQUIPMENT RENTAL	25,637	22,135	3,502	86.30	29,514	115.12%	29,514	3,877	15.12%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	47600	10100-47600	CONTRACTED SERVICES	90,000	54,826	35,174	60.90	73,102	81.22%	90,000	0	0.00%	23.12%	GF GENERAL GOVERNMENT EXPENDITURES
10100	48900	10100-48900	TRAINING	2,108	6,938	-4,830	329.10	7,000	332.07%	5,000	2,892	137.19%	-28.57%	GF GENERAL GOVERNMENT EXPENDITURES
10100	49000	10100-49000	GARBAGE COLLECTION FEES	909,000	850,037	58,963	93.50	909,000	100.00%	1,116,000	207,000	22.77%	22.77%	GF GENERAL GOVERNMENT EXPENDITURES
10100	49900	10100-49900	EMERGENCY EXPENSE	3,000,000	272,012	2,727,988	9.10	362,683	12.09%	0	-3,000,000	-100.00%	-100.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	49901	10100-49901	ELEVATIONS EXPENSE	100,000	40,831	59,169	40.80	54,442	54.44%	250,000	150,000	150.00%	359.21%	GF GENERAL GOVERNMENT EXPENDITURES
10100	50000	10100-50000	GENERAL LIABILITY CLAIMS	40,000	13,061	26,939	32.70	17,414	43.54%	40,000	0	0.00%	129.70%	GF GENERAL GOVERNMENT EXPENDITURES
10100	88000	10100-88000	CAPITAL OUTLAY	11,481,500	767,929	10,713,571	6.70	882,474	7.69%	3,200,000	-8,281,500	-72.13%	262.62%	GF CAPITAL OUTLAY
10100	43100	10100-43100	PENALTY INTEREST & S.C.	0	10,920	-10,920	100.00	10,920	#DIV/0!	0	0	0.00%	-100.00%	GF GENERAL GOVERNMENT EXPENDITURES
10110	40000	10110-40000	SALARIES	4,349,129	3,445,658	903,471	79.20	4,594,211	105.64%	4,762,757	413,628	9.51%	3.67%	GF WAGES & OVERTIME
10110	40100	10110-40100	OVERTIME	647,338	602,679	44,659	93.10	700,000	108.14%	647,338	0	0.00%	-7.52%	GF WAGES & OVERTIME
10110	40050	10110-40050	SUPPLEMENTAL PAY	0	76,720	-76,720	100.00	102,293	#DIV/0!	266,500	266,500	0.00%	160.53%	GF PUBLIC SAFETY EXPENDITURES
10110	40200	10110-40200	FICA	345,251	307,581	37,670	89.10	345,251	100.00%	418,326	73,075	21.17%	21.17%	GF PR TAXES & WC
10110	40300	10110-40300	RETIREMENT	1,935,597	1,538,630	396,967	79.50	2,000,000	103.33%	2,046,378	110,781	5.72%	2.32%	GF RETIREMENT & OPEB
10110	40301	10110-40301	HEALTH INSURANCE RETIREES	380,351	232,675	147,676	61.20	310,233	81.56%	380,351	0	0.00%	22.60%	GF RETIREMENT & OPEB
10110	40400	10110-40400	INSURANCE EMPLOYEES	1,324,771	1,027,865	296,906	77.60	1,370,487	103.45%	1,717,084	392,313	29.61%	25.29%	GF EMPLOYEE INSURANCE
10110	40600	10110-40600	WORKER'S COMPENSATION	133,685	140,635	-6,950	105.20	150,000	112.20%	140,635	6,950	5.20%	-6.24%	GF PR TAXES & WC
10110	41600	10110-41600	COMPUTER SUPPLIES & PROGRAMS	799,780	635,551	164,229	79.50	799,780	100.00%	799,780	0	0.00%	0.00%	GF PUBLIC SAFETY EXPENDITURES
10110	42100	10110-42100	MEMBERSHIP DUES & SUBS.	2,580	2,671	-91	103.50	2,671	103.53%	3,500	920	35.66%	31.04%	GF PUBLIC SAFETY EXPENDITURES
10110	42200	10110-42200	PRINTING	2,500	1,977	523	79.10	2,500	100.00%	2,500	0	0.00%	0.00%	GF PUBLIC SAFETY EXPENDITURES
10110	42300	10110-42300	UTILITIES	21,644	16,447	5,197	76.00	21,930	101.32%	21,930	286	1.32%	0.00%	GF PUBLIC SAFETY EXPENDITURES
10110	42400	10110-42400	TELEPHONE	35,137	28,331	6,806	80.60	35,137	100.00%	35,137	0	0.00%	0.00%	GF PUBLIC SAFETY EXPENDITURES
10110	42600	10110-42600	INSURANCE GENERAL	131,711	127,334	4,377	96.70	127,334	96.68%	131,711	0	0.00%	3.44%	GF PUBLIC SAFETY EXPENDITURES
10110	42700	10110-42700	JANITORIAL	19,510	14,814	4,696	75.90	19,510	100.00%	19,510	0	0.00%	0.00%	GF PUBLIC SAFETY EXPENDITURES
10110	42800	10110-42800	INSURANCE PROPERTY	173,511	138,863	34,648	80.00	138,863	80.03%	173,511	0	0.00%	24.95%	GF PUBLIC SAFETY EXPENDITURES
10110	43000	10110-43000	OFFICE SUPPLIES	10,000	6,794	3,206	67.90	9,059	90.59%	10,000	0	0.00%	10.39%	GF PUBLIC SAFETY EXPENDITURES
10110	42900	10110-42900	BANK CHARGES	0	814	-814	100.00	1,085	#DIV/0!	1,085	1,085	0.00%	0.00%	GF PUBLIC SAFETY EXPENDITURES
10110	43200	10110-43200	BUILDING MAINTENANCE	30,000	17,035	12,965	56.80	22,714	75.71%	30,000	0	0.00%	32.08%	GF PUBLIC SAFETY EXPENDITURES
10110	44000	10110-44000	POSTAGE	1,436	147	1,289	10.20	196	13.64%	1,436	0	0.00%	633.05%	GF PUBLIC SAFETY EXPENDITURES
10110	44200	10110-44200	TRAVEL CONVS. & CONFS.	15,735	2,773	12,962	17.60	3,698	23.50%	15,735	0	0.00%	325.51%	GF PUBLIC SAFETY EXPENDITURES
10110	46300	10110-46300	CRIME PREVENTION	12,000	10,976	1,024	91.50	12,000	100.00%	12,000	0	0.00%	0.00%	GF PUBLIC SAFETY EXPENDITURES
10110	46500	10110-46500	CIVIL SERVICE	36,150	10,704	25,446	29.60	14,272	39.48%	48,150	12,000	33.20%	237.37%	GF PUBLIC SAFETY EXPENDITURES
10110	46600	10110-46600	RADIO MAINTENANCE	60,000	0	60,000	0.00	60,000	100.00%	60,000	0	0.00%	0.00%	GF PUBLIC SAFETY EXPENDITURES
10110	46700	10110-46700	UNIFORMS	40,000	30,841	9,159	77.10	22,527	56.32%	40,000	0	0.00%	77.57%	GF PUBLIC SAFETY EXPENDITURES
10110	46800	10110-46800	FUEL	139,805	102,442	37,363	73.30	136,589	97.70%	139,805	0	0.00%	2.35%	GF PUBLIC SAFETY EXPENDITURES
10110	46900	10110-46900	INSURANCE VEHICLES	55,837	56,876	-1,039	101.90	56,876	101.86%	56,876	1,039	1.86%	0.00%	GF PUBLIC SAFETY EXPENDITURES
10110	47000	10110-47000	VEHICLE MAINTENANCE	95,000	108,206	-13,206	113.90	130,000	136.84%	110,000	15,000	15.79%	-15.38%	GF PUBLIC SAFETY EXPENDITURES
10110	47100	10110-47100	EQUIPMENT MAINTENANCE	1,000	0	1,000	0.00	1,000	100.00%	1,000	0	0.00%	0.00%	GF PUBLIC SAFETY EXPENDITURES
10110	47200	10110-47200	CRIME INVESTIGATION	5,000	909	4,091	18.20	1,212	24.24%	5,000	0	0.00%	312.54%	GF PUBLIC SAFETY EXPENDITURES
10110	47300	10110-47300	POLICE SUPPLIES	60,000	10,642	49,358	17.70	14,189	23.65%	60,000	0	0.00%	322.86%	GF PUBLIC SAFETY EXPENDITURES
10110	47500	10110-47500	EQUIPMENT RENTAL	3,000	7,746	-4,746	258.20	7,746	258.19%	3,000	0	0.00%	-61.27%	GF PUBLIC SAFETY EXPENDITURES
10110	47600	10110-47600	CONTRACTED SERVICES	2,500	1,040	1,460	41.60	2,500	100.00%	2,500	0	0.00%	0.00%	GF PUBLIC SAFETY EXPENDITURES
10110	48900	10110-48900	TRAINING	85,000	59,767	25,233	70.30	79,690	93.75%	85,000	0	0.00%	6.66%	GF PUBLIC SAFETY EXPENDITURES
10110	88000	10110-88000	CAPITAL OUTLAY	6,077,000	366,497	5,710,503	6.00	119,321	1.96%	852,000	-5,225,000	-85.98%	614.04%	GF CAPITAL OUTLAY
10110	49100	10110-49100	PRISONER EXPENSE	0	164	-164	100.00	164	#DIV/0!	0	0	0.00%	-100.00%	GF PUBLIC SAFETY EXPENDITURES
10120	40000	10120-40000	SALARIES	1,211,287	942,340	268,947	77.80	1,256,453	103.73%	1,291,950	80,663	6.66%	2.83%	GF WAGES & OVERTIME
10120	40100	10120-40100	OVERTIME	60,339	37,523	22,816	62.20	50,031	82.92%	60,339	0	0.00%	20.60%	GF WAGES & OVERTIME

ORG	OBJ	ORG OBJ	ACCOUNT DESCRIPTION	FY25 REVISED BUDGET	YTD Actual & Encumbrances	AVAILABLE BUDGET	% USED	FY25 EOY ESTIMATE	% USED FY25 EOY v FY25 REVISED	FY26 BUDGET	\$ CHANGE - FY25 Budget to FY26 Budget	% CHANGE - FY 25 Budget to FY26 Budget	% CHANGE - FY 25 EOY Est to FY26 Budget	PIVOT
10120	40200	10120-40200	FICA	87,305	72,792	14,513	83.40	97,056	111.17%	103,876	16,571	18.98%	7.03%	GF PR TAXES & WC
10120	40300	10120-40300	RETIREMENT	463,835	346,274	117,561	74.70	461,699	99.54%	481,223	17,388	3.75%	4.23%	GF RETIREMENT & OPEB
10120	40301	10120-40301	HEALTH INSURANCE RETIREES	41,760	26,956	14,804	64.50	35,941	86.06%	41,760	0	0.00%	16.19%	GF RETIREMENT & OPEB
10120	40400	10120-40400	INSURANCE EMPLOYEES	410,739	267,154	143,585	65.00	356,206	86.72%	453,385	42,646	10.38%	27.28%	GF EMPLOYEE INSURANCE
10120	40600	10120-40600	WORKER'S COMPENSATION	33,421	48,656	-15,235	145.60	64,874	194.11%	48,656	15,235	45.58%	-25.00%	GF PR TAXES & WC
10120	41600	10120-41600	COMPUTER SUPPLIES & PROGRAMS	96,163	51,788	44,375	53.90	68,624	71.36%	96,163	0	0.00%	40.13%	GF PUBLIC WORKS EXPENDITURES
10120	42100	10120-42100	MEMBERSHIP DUES & SUBS.	1,500	3,438	-1,938	229.20	3,438	229.18%	3,000	1,500	100.00%	-12.73%	GF PUBLIC WORKS EXPENDITURES
10120	42200	10120-42200	PRINTING	1,500	0	1,500	0.00	0	0.00%	1,500	0	0.00%	0.00%	GF PUBLIC WORKS EXPENDITURES
10120	42300	10120-42300	UTILITIES	188,475	165,723	22,752	87.90	220,964	117.24%	220,964	32,489	17.24%	0.00%	GF PUBLIC WORKS EXPENDITURES
10120	42400	10120-42400	TELEPHONE	7,894	5,678	2,216	71.90	7,570	95.90%	7,894	0	0.00%	4.28%	GF PUBLIC WORKS EXPENDITURES
10120	42600	10120-42600	INSURANCE GENERAL	21,351	18,740	2,611	87.80	18,740	87.77%	21,351	0	0.00%	13.93%	GF PUBLIC WORKS EXPENDITURES
10120	42800	10120-42800	INSURANCE PROPERTY	41,662	36,852	4,810	88.50	36,852	88.45%	41,662	0	0.00%	13.05%	GF PUBLIC WORKS EXPENDITURES
10120	43000	10120-43000	OFFICE SUPPLIES	3,500	3,092	408	88.30	4,122	117.78%	4,000	500	14.29%	-2.97%	GF PUBLIC WORKS EXPENDITURES
10120	43200	10120-43200	BUILDING MAINTENANCE	70,000	51,073	18,927	73.00	68,097	97.28%	70,000	0	0.00%	2.79%	GF PUBLIC WORKS EXPENDITURES
10120	43900	10120-43900	CANALS & DRAINAGE	4,000	0	4,000	0.00	0	0.00%	4,000	0	0.00%	0.00%	GF PUBLIC WORKS EXPENDITURES
10120	44200	10120-44200	TRAVEL CONVS. & CONFS.	1,000	559	441	55.90	745	74.52%	2,000	1,000	100.00%	168.37%	GF PUBLIC WORKS EXPENDITURES
10120	46500	10120-46500	CIVIL SERVICE	7,407	1,606	5,801	21.70	2,141	28.91%	7,407	0	0.00%	245.91%	GF PUBLIC WORKS EXPENDITURES
10120	46700	10120-46700	UNIFORMS	12,659	11,356	1,303	89.70	13,500	106.64%	13,500	841	6.64%	0.00%	GF PUBLIC WORKS EXPENDITURES
10120	46800	10120-46800	FUEL	12,892	16,171	-3,279	125.40	19,427	150.69%	18,000	5,108	39.62%	-7.34%	GF PUBLIC WORKS EXPENDITURES
10120	46900	10120-46900	INSURANCE VEHICLES	18,018	20,929	-2,911	116.20	20,929	116.15%	20,929	2,911	16.15%	0.00%	GF PUBLIC WORKS EXPENDITURES
10120	47000	10120-47000	VEHICLE MAINTENANCE	25,000	21,086	3,914	84.30	28,114	112.46%	30,000	5,000	20.00%	6.71%	GF PUBLIC WORKS EXPENDITURES
10120	47100	10120-47100	EQUIPMENT MAINTENANCE	65,000	58,784	6,216	90.40	65,000	100.00%	65,000	0	0.00%	0.00%	GF PUBLIC WORKS EXPENDITURES
10120	47500	10120-47500	EQUIPMENT RENTAL	1,000	2,433	-1,433	243.30	3,244	324.38%	2,500	1,500	150.00%	-22.93%	GF PUBLIC WORKS EXPENDITURES
10120	47600	10120-47600	CONTRACTED SERVICES	10,000	8,223	1,777	82.20	10,964	109.64%	20,000	10,000	100.00%	82.41%	GF PUBLIC WORKS EXPENDITURES
10120	47700	10120-47700	SMALL TOOLS & SUPPLIES	18,000	17,591	409	97.70	23,454	130.30%	40,000	22,000	122.22%	70.54%	GF PUBLIC WORKS EXPENDITURES
10120	47900	10120-47900	SIGNS & LIGHTS	5,000	4,569	431	91.40	6,092	121.85%	10,000	5,000	100.00%	64.14%	GF PUBLIC WORKS EXPENDITURES
10120	48000	10120-48000	SAND ASPHALT & GRAVEL	25,000	25,958	-958	103.80	30,869	123.48%	40,000	15,000	60.00%	29.58%	GF PUBLIC WORKS EXPENDITURES
10120	48900	10120-48900	TRAINING	1,000	578	422	57.80	771	77.11%	1,000	0	0.00%	29.68%	GF PUBLIC WORKS EXPENDITURES
10120	50000	10120-50000	GENERAL LIABILITY CLAIMS	1,000	0	1,000	0.00	0	0.00%	1,000	0	0.00%	0.00%	GF PUBLIC WORKS EXPENDITURES
10120	88000	10120-88000	CAPITAL OUTLAY	455,000	388,290	66,710	85.30	501,832	110.29%	830,000	375,000	82.42%	65.39%	GF CAPITAL OUTLAY
10140	43400	10140-43400	MAINTENANCE CEMETERY	136,523	35,020	101,503	25.70	46,693	34.20%	136,523	0	0.00%	192.38%	GF CEMETERY EXPENDITURES
20000	31400	20000-31400	INTEREST INCOME	-326,666	-202,789	-123,877	62.10	-270,386	82.77%	-270,386	56,280	-17.23%	0.00%	EF OTHER REVENUE
20000	33300	20000-33300	WATER IMPACT FEES	-20,000	-8,380	-11,620	41.90	-11,174	55.87%	-20,000	0	0.00%	78.99%	EF OTHER REVENUE
20000	32200	20000-32200	GRANTS	0	-1,170,957	1,170,957	100.00	-1,170,957	#DIV/0!	0	0	0.00%	-100.00%	EF OTHER REVENUE
20000	33400	20000-33400	WATER INSPECTION FEES	-900	-275	-625	30.60	-413	45.83%	-433	467	-51.88%	5.00%	EF OTHER REVENUE
20000	33500	20000-33500	WATER FEES	-1,503,185	-901,133	-602,052	59.90	-1,351,699	89.92%	-1,419,284	83,901	-5.58%	5.00%	EF OTHER REVENUE
20000	33600	20000-33600	WATER TAPPING FEES	-16,000	-5,100	-10,900	31.90	-7,650	47.81%	-8,033	7,968	-49.80%	5.00%	EF OTHER REVENUE
20000	33700	20000-33700	WATER SERVICE CHARGES	-12,632	-11,730	-902	92.90	-17,595	139.29%	-18,475	-5,843	46.25%	5.00%	EF OTHER REVENUE
20000	33800	20000-33800	DELINQUENT FEES	-61,200	-29,949	-31,251	48.90	-44,924	73.41%	-47,170	14,030	-22.92%	5.00%	EF OTHER REVENUE
20000	33900	20000-33900	CONVENIENCE FEES	-18,961	-12,857	-6,104	67.80	-19,285	101.71%	-20,250	-1,289	6.80%	5.00%	EF OTHER REVENUE
20000	35200	20000-35200	SEWER FEES	-2,259,437	-1,745,642	-513,795	77.30	-2,618,463	115.89%	-2,749,386	-489,949	21.68%	5.00%	EF OTHER REVENUE
20000	35300	20000-35300	SEWER TAPPING FEES	-5,500	-2,500	-3,000	45.50	-3,750	68.18%	-3,938	1,563	-28.41%	5.00%	EF OTHER REVENUE
20000	35400	20000-35400	SEWER INSPECTION FEES	-500	-225	-275	45.00	-338	67.50%	-354	146	-29.13%	5.00%	EF OTHER REVENUE
20000	35500	20000-35500	SEWER IMPACT FEES	-6,885	-7,180	295	104.30	-10,770	156.43%	-11,309	-4,424	64.25%	5.00%	EF OTHER REVENUE
20000	39900	20000-39900	DHH FEES	-60,874	-45,204	-15,670	74.30	-67,806	111.39%	-71,196	-10,322	16.96%	5.00%	EF OTHER REVENUE
20000	90400	20000-90400	TRANS FROM SPEC SALES TAX	-5,338,051	0	-5,338,051	0.00	0	0.00%	0	5,338,051	-100.00%	0.00%	EF INTERFUND TRANSFERS IN
20211	40000	20211-40000	SALARIES	743,535	484,596	258,939	65.20	646,128	86.90%	754,660	11,125	1.50%	16.80%	EF WAGES & OVERTIME
20211	40100	20211-40100	OVERTIME	47,022	49,929	-2,907	106.20	55,000	116.97%	47,022	0	0.00%	-14.51%	EF WAGES & OVERTIME
20211	40200	20211-40200	FICA	57,479	40,231	17,248	70.00	53,642	93.32%	61,407	3,928	6.83%	14.48%	EF PR TAXES & WC
20211	40300	20211-40300	RETIREMENT	282,543	177,718	104,825	62.90	236,957	83.87%	282,362	-181	-0.06%	19.16%	EF RETIREMENT & OPEB
20211	40301	20211-40301	HEALTH INSURANCE RETIREES	33,344	26,683	6,661	80.00	35,577	106.70%	33,344	0	0.00%	-6.28%	EF RETIREMENT & OPEB
20211	40400	20211-40400	INSURANCE EMPLOYEES	228,148	100,989	127,159	44.30	134,652	59.02%	208,676	-19,472	-8.53%	54.97%	EF EMPLOYEE INSURANCE
20211	40600	20211-40600	WORKER'S COMPENSATION	19,098	20,729	-1,631	108.50	27,639	144.72%	27,639	8,541	44.72%	0.00%	EF PR TAXES & WC
20211	41000	20211-41000	LICENSES & PERMITS	55,000	35,178	19,822	64.00	46,904	85.28%	55,000	0	0.00%	17.26%	WATER OTHER OPERATIONAL EXPENDITURES
20211	41600	20211-41600	COMPUTER SUPPLIES & PROGRAMS	91,312	70,177	21,135	76.90	91,312	100.00%	91,312	0	0.00%	0.00%	WATER OTHER OPERATIONAL EXPENDITURES
20211	41700	20211-41700	PUMPS MAINTENANCE	7,500	949	6,551	12.60	1,265	16.86%	7,500	0	0.00%	493.00%	WATER OTHER OPERATIONAL EXPENDITURES
20211	41900	20211-41900	PURIFICATION CHEMICALS	80,000	68,383	11,617	85.50	75,817	94.77%	80,000	0	0.00%	5.52%	WATER OTHER OPERATIONAL EXPENDITURES
20211	42100	20211-42100	MEMBERSHIP DUES & SUBS.	2,500	3,845	-1,345	153.80	5,126	205.05%	2,700	200	8.00%	-47.33%	WATER OTHER OPERATIONAL EXPENDITURES
20211	42200	20211-42200	PRINTING	23,000	19,567	3,433	85.10	26,090	113.43%	26,090	3,090	13.43%	0.00%	WATER OTHER OPERATIONAL EXPENDITURES
20211	42300	20211-42300	UTILITIES	127,926	104,560	23,366	81.70	139,414	108.98%	139,414	11,488	8.98%	0.00%	WATER OTHER OPERATIONAL EXPENDITURES

ORG	OBJ	ORG OBJ	ACCOUNT DESCRIPTION	FY25 REVISED BUDGET	YTD Actual & Encumbrances	AVAILABLE BUDGET	% USED	FY25 EOY ESTIMATE	% USED FY25 EOY v FY25 REVISED	FY26 BUDGET	\$ CHANGE - FY25 Budget to FY26 Budget	% CHANGE - FY 25 Budget to FY26 Budget	% CHANGE - FY 25 EOY Est to FY26 Budget	PIVOT
20211	42400	20211-42400	TELEPHONE	6,478	4,770	1,708	73.60	6,361	98.19%	6,478	0	0.00%	1.85%	WATER OTHER OPERATIONAL EXPENDITURES
20211	42600	20211-42600	INSURANCE GENERAL	11,847	10,668	1,179	90.00	10,668	90.05%	11,847	0	0.00%	11.05%	WATER OTHER OPERATIONAL EXPENDITURES
20211	42800	20211-42800	INSURANCE PROPERTY	28,632	21,926	6,706	76.60	21,926	76.58%	28,632	0	0.00%	30.58%	WATER OTHER OPERATIONAL EXPENDITURES
20211	42900	20211-42900	BANK CHARGES	38,737	30,571	8,166	78.90	40,762	105.23%	40,762	2,025	5.23%	0.00%	WATER OTHER OPERATIONAL EXPENDITURES
20211	43000	20211-43000	OFFICE SUPPLIES	2,000	1,425	575	71.30	1,900	95.00%	2,000	0	0.00%	5.26%	WATER OTHER OPERATIONAL EXPENDITURES
20211	43200	20211-43200	BUILDING MAINTENANCE	14,400	12,242	2,158	85.00	15,672	108.84%	15,672	1,272	8.84%	0.00%	WATER OTHER OPERATIONAL EXPENDITURES
20211	44000	20211-44000	POSTAGE	150	77	73	51.10	102	68.13%	150	0	0.00%	46.77%	WATER OTHER OPERATIONAL EXPENDITURES
20211	44200	20211-44200	TRAVEL CONVS. & CONFS.	1,000	219	781	21.90	292	29.25%	4,000	3,000	300.00%	1267.55%	WATER OTHER OPERATIONAL EXPENDITURES
20211	46500	20211-46500	CIVIL SERVICE	4,019	1,166	2,853	29.00	1,554	38.67%	4,019	0	0.00%	158.59%	WATER OTHER OPERATIONAL EXPENDITURES
20211	46700	20211-46700	UNIFORMS	7,595	8,130	-535	107.00	10,409	137.05%	8,600	1,005	13.23%	-17.38%	WATER OTHER OPERATIONAL EXPENDITURES
20211	46800	20211-46800	FUEL	30,829	25,791	5,038	83.70	32,253	104.62%	32,253	1,424	4.62%	0.00%	WATER OTHER OPERATIONAL EXPENDITURES
20211	46900	20211-46900	INSURANCE VEHICLES	17,862	25,117	-7,255	140.60	25,117	140.62%	25,117	7,255	40.62%	0.00%	WATER OTHER OPERATIONAL EXPENDITURES
20211	47000	20211-47000	VEHICLE MAINTENANCE	20,000	13,588	6,412	67.90	18,118	90.59%	20,000	0	0.00%	10.39%	WATER OTHER OPERATIONAL EXPENDITURES
20211	47100	20211-47100	EQUIPMENT MAINT. & SERVICE	20,000	29,124	-9,124	145.60	29,551	147.75%	40,000	20,000	100.00%	35.36%	WATER OTHER OPERATIONAL EXPENDITURES
20211	47500	20211-47500	EQUIPMENT RENTAL	1,000	933	67	93.30	1,244	124.38%	1,244	244	24.38%	0.00%	WATER OTHER OPERATIONAL EXPENDITURES
20211	47600	20211-47600	CONTRACTED SERVICES	10,000	22,575	-12,575	225.80	22,575	225.75%	22,575	12,575	125.75%	0.00%	WATER OTHER OPERATIONAL EXPENDITURES
20211	47700	20211-47700	SMALL TOOLS & SUPPLIES	17,000	14,078	2,922	82.80	18,771	110.42%	43,700	26,700	157.06%	132.80%	WATER OTHER OPERATIONAL EXPENDITURES
20211	48100	20211-48100	DEPRECIATION	742,423	0	742,423	0.00	742,423	100.00%	807,730	65,307	8.80%	8.80%	WATER DEPRECIATION EXPENSE
20211	48200	20211-48200	CONNECTION SUPPLIES	74,000	66,046	7,954	89.30	83,815	113.26%	135,000	61,000	82.43%	61.07%	WATER OTHER OPERATIONAL EXPENDITURES
20211	48300	20211-48300	TESTING	16,000	2,107	13,893	13.20	2,809	17.56%	16,000	0	0.00%	469.57%	WATER OTHER OPERATIONAL EXPENDITURES
20211	48400	20211-48400	PLANT MAINTENANCE	102,000	100,754	1,246	98.80	45,996	45.09%	102,000	0	0.00%	121.76%	WATER OTHER OPERATIONAL EXPENDITURES
20211	48900	20211-48900	TRAINING	2,500	4,535	-2,035	181.40	6,046	241.84%	5,000	2,500	100.00%	-17.30%	WATER OTHER OPERATIONAL EXPENDITURES
20211	49300	20211-49300	EMERGENCY REPAIRS	5,000	17,603	-12,603	352.10	23,471	469.41%	30,000	25,000	500.00%	27.82%	WATER OTHER OPERATIONAL EXPENDITURES
20212	40000	20212-40000	SALARIES	394,121	269,232	124,889	68.30	358,977	91.08%	428,802	34,681	8.80%	19.45%	EF WAGES & OVERTIME
20212	40100	20212-40100	OVERTIME	23,647	31,110	-7,463	131.60	41,479	175.41%	23,647	0	0.00%	-42.99%	EF WAGES & OVERTIME
20212	40200	20212-40200	FICA	31,959	22,325	9,634	69.90	29,767	93.14%	34,879	2,920	9.14%	17.17%	EF PR TAXES & WC
20212	40300	20212-40300	RETIREMENT	152,973	98,403	54,570	64.30	131,204	85.77%	158,657	5,684	3.72%	20.92%	EF RETIREMENT & OPEB
20212	40301	20212-40301	HEALTH INSURANCE RETIREES	21,072	13,110	7,962	62.20	17,479	82.95%	21,072	0	0.00%	20.55%	EF RETIREMENT & OPEB
20212	40400	20212-40400	INSURANCE EMPLOYEES	158,142	98,761	59,381	62.50	131,682	83.27%	225,597	67,455	42.65%	71.32%	EF EMPLOYEE INSURANCE
20212	40600	20212-40600	WORKER'S COMPENSATION	11,936	17,252	-5,316	144.50	23,003	192.72%	23,003	11,067	92.72%	0.00%	EF PR TAXES & WC
20212	41000	20212-41000	LICENSES & PERMITS	4,000	4,100	-100	102.50	5,467	136.67%	5,467	1,467	36.67%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	40500	20212-40500	SUTA	0	598	-598	100.00	798	#DIV/0!	0	0	0.00%	-100.00%	EF PR TAXES & WC
20212	41600	20212-41600	COMPUTER SUPPLIES & PROGRAMS	61,334	63,657	-2,323	103.80	65,000	105.98%	65,000	3,666	5.98%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	41700	20212-41700	PUMPS MAINTENANCE	20,000	33,114	-13,114	165.60	43,589	217.95%	80,000	60,000	300.00%	83.53%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	41900	20212-41900	PURIFICATION CHEMICALS	10,000	62,587	-52,587	625.90	77,773	777.73%	80,000	70,000	700.00%	2.86%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	42100	20212-42100	MEMBERSHIP DUES & SUBS.	500	1,893	-1,393	378.50	2,000	400.00%	2,000	1,500	300.00%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	42200	20212-42200	PRINTING	21,141	19,584	1,557	92.60	26,112	123.51%	26,112	4,971	23.51%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	42300	20212-42300	UTILITIES	334,695	276,427	58,268	82.60	368,569	110.12%	368,569	33,874	10.12%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	42400	20212-42400	TELEPHONE	5,254	3,870	1,384	73.70	5,161	98.22%	5,254	0	0.00%	1.81%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	42600	20212-42600	INSURANCE GENERAL	7,405	6,684	721	90.30	6,684	90.26%	7,405	0	0.00%	10.79%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	42800	20212-42800	INSURANCE PROPERTY	14,879	12,284	2,595	82.60	12,284	82.56%	14,879	0	0.00%	21.13%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	43000	20212-43000	OFFICE SUPPLIES	2,060	1,317	743	63.90	1,756	85.26%	2,060	0	0.00%	17.29%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	43200	20212-43200	BUILDING MAINTENANCE	5,000	12,743	-7,743	254.90	16,991	339.81%	16,991	11,991	239.81%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	44200	20212-44200	TRAVEL CONVS. & CONFS.	1,000	842	158	84.20	1,122	112.23%	4,000	3,000	300.00%	256.40%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	46500	20212-46500	CIVIL SERVICE	2,503	855	1,648	34.20	1,140	45.55%	2,503	0	0.00%	119.56%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	44000	20212-44000	POSTAGE	0	126	-126	100.00	167	#DIV/0!	167	167	0.00%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	46700	20212-46700	UNIFORMS	7,579	7,363	216	97.20	9,079	119.80%	9,079	1,500	19.80%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	46800	20212-46800	FUEL	26,889	20,768	6,121	77.20	25,556	95.04%	26,889	0	0.00%	5.22%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	46900	20212-46900	INSURANCE VEHICLES	17,863	21,396	-3,533	119.80	21,396	119.78%	21,396	3,533	19.78%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	47000	20212-47000	VEHICLE MAINTENANCE	10,000	8,780	1,220	87.80	10,000	100.00%	10,000	0	0.00%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	47100	20212-47100	EQUIP.-MAINT. & SERVICE	25,000	58,563	-33,563	234.30	68,803	275.21%	68,803	43,803	175.21%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	47500	20212-47500	EQUIPMENT RENTAL	1,000	933	67	93.30	1,000	100.00%	1,000	0	0.00%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	47600	20212-47600	CONTRACTED SERVICES	15,000	15,911	-911	106.10	15,000	100.00%	15,000	0	0.00%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	47700	20212-47700	SMALL TOOLS & SUPPLIES	15,000	13,193	1,807	88.00	15,000	100.00%	15,000	0	0.00%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	48100	20212-48100	DEPRECIATION	1,325,701	0	1,325,701	0.00	1,325,701	100.00%	1,317,536	-8,165	-0.62%	-0.62%	SEWER DEPRECIATION EXPENSE
20212	48200	20212-48200	CONNECTION SUPPLIES	16,000	2,956	13,044	18.50	16,000	100.00%	16,000	0	0.00%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	48300	20212-48300	TESTING	160,575	94,695	65,880	59.00	160,575	100.00%	160,575	0	0.00%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	48400	20212-48400	PLANT MAINTENANCE	90,000	106,348	-16,348	118.20	130,000	144.44%	130,000	40,000	44.44%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	48900	20212-48900	TRAINING	2,500	1,034	1,466	41.40	1,378	55.14%	2,500	0	0.00%	81.37%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	49300	20212-49300	EMERGENCY REPAIRS	5,000	47,301	-42,301	946.00	35,000	700.00%	30,000	25,000	500.00%	-14.29%	SEWER OTHER OPERATIONAL EXPENDITURES

ORG	OBJ	ORG OBJ	ACCOUNT DESCRIPTION	FY25 REVISED BUDGET	YTD Actual & Encumbrances	AVAILABLE BUDGET	% USED	FY25 EOY ESTIMATE	% USED FY25 EOY v FY25 REVISED	FY26 BUDGET	\$ CHANGE - FY25 Budget to FY26 Budget	% CHANGE - FY 25 Budget to FY26 Budget	% CHANGE - FY 25 EOY Est to FY26 Budget	PIVOT
30000	31400	30000-31400	INTEREST INCOME	-20,952	-14,752	-6,200	70.40	-19,670	93.88%	-19,670	1,282	-6.12%	0.00%	NM OTHER REVENUE
30000	42900	30000-42900	MISCELLANEOUS	600	456	144	76.00	600	100.00%	600	0	0.00%	0.00%	NM EXPENDITURES
40000	31400	40000-31400	INTEREST INCOME	-6,724	-4,336	-2,388	64.50	-5,782	85.99%	-5,782	942	-14.01%	0.00%	ST OTHER REVENUE
40000	35500	40000-35500	SALES & USE TAX	-22,115,181	-16,235,505	-5,879,676	73.40	-21,761,884	98.40%	-22,305,931	-190,750	0.86%	2.50%	ST SALES AND USE TAX REVENUE
40000	41000	40000-41000	COLLECTION EXPENSE	265,382	186,621	78,761	70.30	261,143	98.40%	267,671	2,289	0.86%	2.50%	ST EXPENDITURES
40000	42900	40000-42900	MISCELLANEOUS	0	90	-90	100.00	120	#DIV/0!	120	120	0.00%	0.00%	ST EXPENDITURES
40000	90400	40000-90400	TRANS TO CAP PROJ-STREETS	3,653,782	2,781,050	872,732	76.10	3,595,411	98.40%	3,685,297	31,515	0.86%	2.50%	ST TRANSFERS OUT
40000	90600	40000-90600	TRANSFER TO GENERAL FUND	10,961,345	8,343,151	2,618,194	76.10	10,786,234	98.40%	11,055,890	94,545	0.86%	2.50%	ST TRANSFERS OUT
40000	90800	40000-90800	TRANS. TO SPEC. SALES TAX	3,653,782	2,781,050	872,732	76.10	3,595,411	98.40%	3,685,297	31,515	0.86%	2.50%	ST TRANSFERS OUT
40000	91100	40000-91100	TRANSFER DISTRICT 3 SALES TAX	3,580,890	2,143,633	1,437,257	59.90	3,523,684	98.40%	3,611,776	30,886	0.86%	2.50%	ST TRANSFERS OUT
50000	31200	50000-31200	MISCELLANEOUS REVENUES	-2,838,051	0	-2,838,051	0.00	0	0.00%	0	2,838,051	-100.00%	0.00%	SST GRANTS REVENUE
50000	31400	50000-31400	INTEREST INCOME	-479,438	-337,610	-141,828	70.40	-450,147	93.89%	-450,147	29,291	-6.11%	0.00%	SST OTHER REVENUE
50000	42900	50000-42900	MISCELLANEOUS	18,000	13,776	4,224	76.50	18,000	100.00%	18,000	0	0.00%	0.00%	SST EXPENDITURES
50000	90100	50000-90100	TRANS. FROM SALES TAX	-3,653,782	-2,781,050	-872,732	76.10	-3,595,411	98.40%	-3,685,297	-31,515	0.86%	2.50%	SST SALES TAX TRANSFERS IN
50000	90300	50000-90300	TRANS. TO ENTERPRISE FUND	5,338,051	0	5,338,051	0.00	0	0.00%	0	-5,338,051	-100.00%	0.00%	SST OPERATING TRANSFERS OUT
50000	90800	50000-90800	TRANSFER TO GENERAL FUND	1,000,000	0	1,000,000	0.00	0	0	5,457,219	4,457,219	445.72%	0.00%	SST OPERATING TRANSFERS OUT
51000	31400	51000-31400	INTEREST INCOME	-19,185	-11,672	-7,513	60.80	-15,563	81.12%	-15,563	3,622	-18.88%	0.00%	NM OTHER REVENUE
51000	42900	51000-42900	MISCELLANEOUS	0	377	-377	100.00	420	#DIV/0!	420	420	0.00%	0.00%	NM EXPENDITURES
51000	49100	51000-49100	ESCROW EXPENSE-SERIES 2000	420	0	420	0.00	0	0	0	-420	-100.00%	0.00%	NM EXPENDITURES
52000	31400	52000-31400	INTEREST INCOME	-5,315	-3,695	-1,620	69.50	-4,927	92.70%	-4,927	388	-7.30%	0.00%	NM OTHER REVENUE
60000	31400	60000-31400	INTEREST INCOME	-5,111	-4,798	-313	93.90	-6,398	125.18%	-6,398	-1,287	25.18%	0.00%	D3 OTHER REVENUE
60000	32200	60000-32200	FEDERAL GRANT	-7,825,000	0	-7,825,000	0.00	0	0.00%	-7,825,000	0	0.00%	0.00%	D3 GRANTS REVENUE
60000	90500	60000-90500	TRANSFER-SALES TAX	-3,580,890	-2,143,633	-1,437,257	59.90	-3,523,684	98.40%	-3,611,776	-30,886	0.86%	2.50%	D3 TRANSFERS IN
60000	91100	60000-91100	TRANSFER TO STREET CONSTRUCTION	0	0	0	0.00	0	#DIV/0!	2,993,750	2,993,750	0.00%	0.00%	D3 OPERATING TRANSFERS OUT
70000	31400	70000-31400	INTEREST INCOME	-433,332	-307,258	-126,074	70.90	-409,677	94.54%	-409,677	23,655	-5.46%	0.00%	SC OTHER REVENUE
70000	42900	70000-42900	MISCELLANEOUS	12,000	10,333	1,667	86.10	13,777	114.81%	12,000	0	0.00%	-12.90%	SC EXPENDITURES
70000	49000	70000-49000	CONSTRUCTION-STREETS	8,850,000	2,649,647	6,200,353	29.90	3,520,936	39.78%	9,375,000	525,000	5.93%	166.26%	SC CAPITAL OUTLAY
70000	90400	70000-90400	TRANSFER FROM SALES TAX	-3,653,782	-2,781,050	-872,732	76.10	-3,595,411	98.40%	-3,685,297	-31,515	0.86%	2.50%	SC SALES TAX TRANSFERS IN
70000	90900	70000-90900	TRANS FROM SPEC SALES TAX	0	0	0	0.00	0	#DIV/0!	0	0	0.00%	0.00%	SC TRANSFERS IN

Legend

ORG	DESCRIPTION
10000	General Fund Income
10100	General Government Expenditures
10110	Police Department Expenditures
10120	Street Department Expenditures
10140	Cemetery Expenditures
20000	Enterprise Fund Income
20211	Water Department Expenditures
20212	Sewer Department Expenditures
30000	Tax Collector Fund
40000	Sales Tax Fund
50000	Special Sales Tax Fund
51000	Reserve Fund
52000	Sinking Fund
60000	District 3 Sales Tax Fund
70000	Street Construction Fund

ORD 25-26

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

ORDINANCE NO. 25-26

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF MANDEVILLE TO APPROPRIATE FUNDS RELATIVE TO AND FOR ADOPTION OF THE CAPITAL IMPROVEMENT BUDGET FOR THE CITY OF MANDEVILLE FOR FISCAL YEAR 2025-2026; 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;

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 January, April, and July 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 Administered 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, 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.

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 _____, 2025

Alex Weiner
Interim Clerk of Council

Jason Zuckerman
Council Chairman

**City of Mandeville - Exhibit A
FY 2026 Capital Budget**

		FY26 Budget Request	Prior Year Appropriations	TOTAL APPROPRIATIONS	Project to Date Actuals (As of 06/30/25)	Encumbrances	Remaining Balance	Funding Source	Grants
GENERAL GOVERNMENT									
100.21.001	Lakefront Wetlands Restoration (Berm between Sunset Point and Lakeshore Dr.)		4,000,000	4,000,000	276,806	-	3,723,194	Special Sales Tax Fund	CPRA Matching Funds Grant - \$1,984,200.00 (grant pending CPRA approval) / Mandeville Living Shoreline Feasibility Study - Lake Pontchartrain Basin Restoration Program IJIA FY 2022 Grant - \$205,271
100.21.005	Shoreline Protection and Flood Control (Eastside of City)		501,015	501,015	89,758	-	411,257	Special Sales Tax Fund	-
100.21.006	Shoreline Protection and Flood Control (Westside of City)		500,000	500,000	213,815	30,375	255,810	Special Sales Tax Fund	-
100.21.009	City Parks & Playgrounds Improvements	450,000	1,195,000	1,645,000	872,459	108,751	663,790	General Fund	-
100.21.018	City Hall Master Plan	250,000	643,413	893,413	310,597	-	582,816	General Fund	-
100.21.019	Seawall Repair	2,500,000	4,500,000	7,000,000	416,629	-	6,583,371	Special Sales Tax Fund	-
100.23.002	Harbor Gazebo Improvements		575,000	575,000	49,596	-	525,404	General Fund	-
100.25.001	New Park Design		425,000	425,000	9,860	-	415,140	General Fund	
100.25.001a	America Street Park - Design & Construction		3,310,000	3,310,000			3,310,000	General Fund	Land and Water Conservation Fund grant for Recreational Park Development (aka "Landfill Site") - \$1,653,382
100.25.002	Sunset Point Piers		4,100,000	4,100,000	192,031	-	3,907,969	General Fund	FEMA Public Assistance (Hurricane Ida) - \$TBD (preliminary FEMA funding estimates - \$2,297,527)
100.25.010	Girod St. Landscaping & Lighting		520,000	520,000	-	-	520,000	General Fund	DOTD Grant - 80% reimbursement of construction
		3,200,000	20,269,428	23,469,428	2,431,551	139,126	20,898,751		
POLICE									
110.22.006	Building and Grounds Repair		150,000	150,000	27,665	-	122,335	General Fund	-
110.23.007	Police Department Building		8,000,000	8,000,000	149,722	-	7,850,278	General Fund	State Capital Outlay - \$6M
110.25.001	Vehicles		394,000	394,000	-	293,805	100,195	General Fund	-
110.25.002	High Water Rescue Vehicle		350,000	350,000	-		350,000	General Fund	State Capital Outlay - 350K
110.26.001	Vehicles	255,000		255,000			255,000	General Fund	
110.26.002	ATV Towing Trailer	7,000		7,000			7,000	General Fund	
110.26.003	Portable Radios	400,000		400,000			400,000	General Fund	State Capital Outlay - 50K
110.26.004	Dispatch Computers & Monitors	40,000		40,000			40,000	General Fund	
110.26.005	Window Replacement at 1923 Jefferson St.	150,000		150,000			150,000	General Fund	
		852,000	8,894,000	9,746,000	177,387	293,805	9,274,808		
STREET DEPARTMENT									
120.22.001	Buildings & Grounds Repairs		200,000	200,000	9,958	37,119	152,923	Special Sales Tax Fund	-
120.22.008	30' Interstate Trailer		50,000	50,000	-	-	50,000	Special Sales Tax Fund	-
120.23.003	Wood Chipper		60,000	60,000	-	-	60,000	Special Sales Tax Fund	-
120.25.002	Brush Chipper 1500 Vermeer		84,363	84,363	55,621	18,813	9,929	Special Sales Tax Fund	-
120.25.003	John Deere Mulcher		5,000	5,000	-	-	5,000	Special Sales Tax Fund	-
120.26.001	Sign Machine	20,000		20,000			20,000	Special Sales Tax Fund	
120.26.002	Signs	25,000		25,000			25,000	Special Sales Tax Fund	
120.26.003	Hot Water Pressure Washer	8,000		8,000			8,000	Special Sales Tax Fund	
120.26.004	20' x 6' tilt trailer	10,000		10,000			10,000	Special Sales Tax Fund	
120.26.005	(3) Lawn Mower Trailer w/ gate	12,000		12,000			12,000	Special Sales Tax Fund	
120.26.006	F-450 Dump Truck	83,000		83,000			83,000	Special Sales Tax Fund	
120.26.007	(2) F-150 Crew Cab 4WD Truck	94,000		94,000			94,000	Special Sales Tax Fund	
120.26.008	265 Compact Track Loader	93,000		93,000			93,000	Special Sales Tax Fund	
120.26.009	420e CAT Backhoe	144,000		144,000			144,000	Special Sales Tax Fund	
120.26.010	(2) John Deere 5105M with 60" tiger cutters	260,000		260,000			260,000	Special Sales Tax Fund	
120.26.011	Industrial Brushcutter	19,000		19,000			19,000	Special Sales Tax Fund	
120.26.012	(3) John Deere 60" cut lawn mowers	40,000		40,000			40,000	Special Sales Tax Fund	
120.26.013	Side by Side	22,000		22,000			22,000	Special Sales Tax Fund	
		830,000	399,363	1,229,363	65,579	55,932	1,107,852		

**City of Mandeville - Exhibit A
FY 2026 Capital Budget**

		FY26 Budget Request	Prior Year Appropriations	TOTAL APPROPRIATIONS	Project to Date Actuals (As of 06/30/25)	Encumbrances	Remaining Balance	Funding Source	Grants
CAPITAL STREETS									
700.21.004	Highway 22 Drainage		15,000,000	15,000,000	761,086	-	14,238,915	District 3 Sales Tax Fund	LA Facility Planning & Control funding - \$7,825,000
700.21.009	East Mandeville By-Pass Road		1,000,000	1,000,000	148,629	-	851,371	District 3 Sales Tax Fund	-
700.21.015	Highway 190 Median Project	750,000	485,000	1,235,000	218,163	-	1,016,837	District 3 Sales Tax Fund	-
700.22.001	Asphalt Maintenance	1,500,000	4,000,000	5,500,000	2,668,062	4,545	2,827,393	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	-
700.22.002	Striping	250,000	500,000	750,000	370,803	23,330	355,867	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	-
700.22.003	Roadway & Drainage Maintenance	2,000,000	5,750,000	7,750,000	5,460,801	10,100	2,279,099	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	-
700.22.004	Sidewalk Repairs	300,000	550,000	850,000	380,160	-	469,840	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	-
700.23.001	Old Golden Shores Drainage Improvements	1,500,000	1,400,000	2,900,000	488,067	-	2,411,933	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	-
700.23.003	Ravine Au Coquille Watershed Modeling	50,000	350,000	400,000	233,946	-	166,054	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	-
700.24.001	City Wide Roadway Safety Improvements	500,000	400,000	900,000	4,374	-	895,626	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	-
700.24.002	Jackson Avenue Traffic Calming		400,000	400,000	54,138	-	345,862	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	-
700.24.003	Fontainbleau Drainage Improvements	350,000	1,100,000	1,450,000	456,948	-	993,052	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	-
700.24.004	Beau Rivage Drainage Improvements	500,000	750,000	1,250,000	30,061	(4,875)	1,224,814	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	-
700.24.005	Sanitary Storm Sewer Lining		250,000	250,000	43	-	249,958	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	-
700.25.001	Woodstone Drainage Improvements		750,000	750,000	1,596	-	748,404	District 3 Sales Tax Fund	-
700.25.002	Carroll Street Stormwater Park & Drainage		1,400,000	1,400,000	1,350	-	1,398,650	District 3 Sales Tax Fund	
700.26.001	Lakeshore Drive Parking Study	100,000		100,000			100,000	Street Construction Fund	
700.26.002	Weldon Park Drainage Improvements	500,000		500,000			500,000	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	
700.26.003	Lakewood Heights Drainage Improvements	325,000		325,000			325,000	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	
700.26.004	Antibes West Drainage Improvements	600,000		600,000			600,000	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	
700.26.005	North Causeway (East Side) Fence	150,000		150,000			150,000	District 3 Sales Tax Fund	
		9,375,000	34,085,000	43,460,000	11,278,226	33,100	32,148,674		
WATER DEPARTMENT									
211.21.003	Water System Repairs	300,000	1,757,938	2,057,938	1,559,235	-	498,703	Enterprise Fund	OCD Water Sector Program Grant - \$2,034,000 current award amount (\$2,220,000 amount authorized to spend)
211.21.008	Golden Glen Water Line Replacement & Meter Replacement		4,000,000	4,000,000	1,658,902	-	2,341,098	Enterprise Fund	-
211.22.004	Tilt Trailer		25,000	25,000	-	-	25,000	Enterprise Fund	-
211.23.005	Old Mandeville Waterlines Design	180,000	290,000	470,000	165,898	-	304,102	Enterprise Fund	-
211.25.001	Old Mandeville Waterlines Construction	450,000	3,000,000	3,450,000	-	-	3,450,000	Enterprise Fund	-
211.25.003	Mini Ford F450 Dump Truck		75,000	75,000	-	-	75,000	Enterprise Fund	-
211.25.005	Robotic Total Station		28,000	28,000	24,945	-	3,055	Enterprise Fund	-
211.26.001	Old Mandeville Hutchinson Waterline	680,000	-	680,000			680,000	Enterprise Fund	
211.26.002	(2) F-150 with tool body	100,000	-	100,000			100,000	Enterprise Fund	
		1,710,000	9,175,938	10,885,938	3,408,979	-	7,476,959		

**City of Mandeville - Exhibit A
FY 2026 Capital Budget**

SEWER DEPARTMENT

		FY26 Budget Request	Prior Year Appropriations	TOTAL APPROPRIATIONS	Project to Date Actuals (As of 06/30/25)	Encumbrances	Remaining Balance	Funding Source	Grants
212.21.003	Sewer System Repairs	300,000	2,198,909	2,498,909	1,962,733	-	536,176	Enterprise Fund	-
212.21.004	Sanitary Sewer Evaluation Study (SSES)	250,000	800,000	1,050,000	466,025	-	583,975	Enterprise Fund	-
212.21.005	SCADA Panel Upgrades		497,935	497,935	3,978	-	493,957	Enterprise Fund	Lake Pontchartrain Basin Restoration Program (PRP) grant - \$50,000 (grant closed in 2019)
212.21.010	WWTP Pipeline Extension (Permitting, Geotech)		1,618,721	1,618,721	250,223	-	1,368,498	Enterprise Fund	-
212.21.012	Odor Control Collection System and Treatment Plant		429,858	429,858	356,944	-	72,914	Enterprise Fund	-
212.21.019	Lift Station 4 Upgrade	5,000	1,090,282	1,095,282	754,053	-	341,229	Enterprise Fund	-
212.22.001	Lift Stations 42 & 43 Upgrades (Design & Construction)	125,000	1,000,000	1,125,000	931,583	-	193,417	Enterprise Fund	Lake Pontchartrain Basin Restoration Program IJIA FY 2020 Grant - \$54,000 (grant also includes upgrades to lift stations 32 & 19)
212.22.002	Lift Stations 3 & 39 Upgrades (Design & Construction)		961,512	961,512	771,438	-	190,074	Enterprise Fund	-
212.22.003	Public Works Building		200,000	200,000	151,712	-	48,289	Enterprise Fund	-
212.22.005	Fence at WWTP		175,000	175,000	60,000	-	115,000	Enterprise Fund	-
212.22.008	Submersible Pump Replacement at Lift Stations		110,000	110,000	108,471	-	1,529	Enterprise Fund	-
212.23.003	F450 Truck with Tool Body		130,000	130,000	104,150	-	25,850	Enterprise Fund	-
212.23.005	Skid Mounted Jetter/Pipe Hunter		30,000	30,000	483	-	29,518	Enterprise Fund	-
212.23.007	Lift Stations 37, 13 and 18 Design	50,000	150,000	200,000	93,869	-	106,131	Enterprise Fund	-
212.23.008	Lift Stations A and 27 Design	30,000	110,000	140,000	87,397	-	52,603	Enterprise Fund	OCD Water Sector Program Grant - \$215,806.66 current award amount (\$618,051 amount authorized to spend for FSP FM & LS No. 4)
212.23.009	Fontainbleau State Park Force Main Construction		550,000	550,000	7,034	-	542,966	Enterprise Fund	-
212.24.001	Lift Stations 37, 13 and 18 Construction		1,200,000	1,200,000	725,477	-	474,523	Enterprise Fund	-
212.24.002	Lift Stations A and 27 Construction		1,100,000	1,100,000	85	-	1,099,915	Enterprise Fund	-
212.24.006	Sanitary Sewer Lining		1,000,000	1,000,000	43	-	999,958	Enterprise Fund	-
212.25.001	Lift Stations 28, G & H	650,000	800,000	1,450,000	41,880	-	1,408,120	Enterprise Fund	-
212.26.001	Lift Stations 32 & 19		250,000	250,000			250,000	Enterprise Fund	-
212.26.002	WWTP Disinfection	200,000		200,000			200,000	Enterprise Fund	-
212.26.003	Lift Station 30 Generator / Lift Station 41 Design	975,000		975,000			975,000	Enterprise Fund	-
212.26.004	Wager Odor Control for Lift Stations	52,250		52,250			52,250	Enterprise Fund	-
212.26.005	Stand-by Generator for LS 30	150,000		150,000			150,000	Enterprise Fund	-
212.26.006	Side-by-Side Utility Vehicle for WWTP	20,000		20,000			20,000	Enterprise Fund	-
212.26.007	(2) F-150 with tool body	100,000		100,000			100,000	Enterprise Fund	-
212.26.008	F-350 Crain Service Body	200,000		200,000			200,000	Enterprise Fund	-
212.26.009	Lift Station 47	350,000		350,000			350,000	Enterprise Fund	-
212.26.010	Lift Station 48	150,000		150,000			150,000	Enterprise Fund	-
212.26.011	Lift Station 45	180,000		180,000			180,000	Enterprise Fund	-
212.26.012	Lift Station 49	180,000		180,000			180,000	Enterprise Fund	-
212.26.013	Forestry Cutter	200,000		200,000			200,000	Enterprise Fund	-
212.26.014	CIPP Lotus Sout Culverts Double 48s	177,000		177,000			177,000	Enterprise Fund	-
		4,594,250	14,152,217	18,746,467	6,877,578	-	11,868,889		

	Total All Departments	20,561,250	86,975,946	107,537,196	24,239,300	521,963	82,775,933		
--	------------------------------	------------	------------	-------------	------------	---------	------------	--	--

	FY26 Budget Request	Prior Year Appropriations	TOTAL APPROPRIATIONS	Project to Date Actuals (As of 06/30/25)	Encumbrances	Remaining Balance
Amounts by Funding Source (not including grant award offset):						
General Fund	1,552,000	19,662,413	21,214,413	1,611,931	402,556	19,199,926
Special Sales Tax Fund	3,330,000	9,900,378	13,230,378	1,062,587	86,307	12,081,484
District 3 Sales Tax Fund	2,993,750	22,497,500	25,491,250	3,667,674	8,275	21,815,301
Street Construction Fund	6,381,250	11,587,500	17,968,750	7,610,552	24,825	10,333,373
Enterprise Fund	6,304,250	23,328,155	29,632,405	10,286,557	-	19,345,848
Total All Funds	20,561,250	86,975,946	107,537,196	24,239,300	521,963	82,775,933