

ORD 26-24

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

ORDINANCE NO. 26-24

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 526 GIROD STREET, BEING A PORTION OF GROUND LOCATED IN SQUARE 19 ZONED AS B-3 OLD MANDEVILLE BUSINESS DISTRICT AND APPROVING A 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, Colin Smith, the registered agent of Chef C’s Properties, LLC and present owner of 526 Girod 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 526 Girod Street; and

WHEREAS, the property located at 526 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, sixteen (16) Conditional Use applications have been approved by Ordinance; and

WHEREAS, A floor plan and survey have been submitted by the applicant on May

21, 2026; 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 526 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 _____ 2026

Alicia Watts
Clerk of Council

Scott Discon
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 526 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 May 28, 2026, by the property owner of 526 Girod to operate a Short-term Rental: Whole House Rental on site. There have been six new approvals for Whole House Rentals since the cap increase. 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, June 9, 2026, and a voting meeting on Tuesday, June 23, 2026, for case CU26-06-01. The Commission recommends approval of the proposed Conditional Use Permit to the City Council.

The Commission found that the submitted survey and floor plan are in conformance with the proposed use of a Whole House rental. The property is improved with a duplex, 526 Girod is currently empty and being proposed for a Whole House rental. 528 Girod is currently in use as a retail food market and sandwich shop. There was discussion about parking requirements for both uses and the site is compliant with respect to parking. One commissioner commented that this location was perfect for a Whole House rental.

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 5-0 in favor approving the requested Conditional Use Permit.

Attachments:

Case Packet

PowerPoint Presentation

CASE SUMMARY SHEET**CASE NUMBER: CU26-06-01****DATE RECEIVED: May 20, 2026****DATE OF MEETING: June 9, 2026 and June 23, 2026****Address: 526-528 Girod****Subdivision: Old Town of Mandeville, Square 19 Lot 7A****Zoning District: B-3 - Old Mandeville Business District****Property Owner: Chef C's Properties, LLC**

REQUEST: CU26-06-01 – Chef C's Properties, LLC represented by Colin Smith 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 7A, B-3 - Old Mandeville Business District, 526-528 Girod

CASE SUMMARY: Operate a Whole House Short Term Rental

The applicant owns the property at 526 Girod located on the west side of Girod St., north of Monroe St., and south of Livingston St. The property measures 50' x 150' and contains 7,500 sqft per a survey prepared by Dading, Marques & Associates and dated 4.19.2021. The property is currently improved with a duplex.

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 applicant is requesting to operate a Whole House Short-term Rental out 526 Girod. 528 Girod is currently in use as a retail food market and sandwich shop. 526 Girod contains one bedroom and one bathroom. The application lists the maximum number of guests will be two. There have been six Whole House Rentals approved since the increase was passed.

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 states that there will be one bedroom rented out requiring two parking spaces on site. A survey of the property, along with photos provided by the applicant show that there are three parking spaces in front of 526 Girod.

Food Sales requires one parking space per 200 sqft of gross floor area. A site plan was not submitted for 528 Girod, but there was a floor plan submitted for 526 Girod. Using those measurements, 528 Girod is 585 sqft and requires three parking spaces. Since the last meeting it was confirmed by the applicant that 528 Girod is the same size as 526 Girod.

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.



~~East~~

WEST

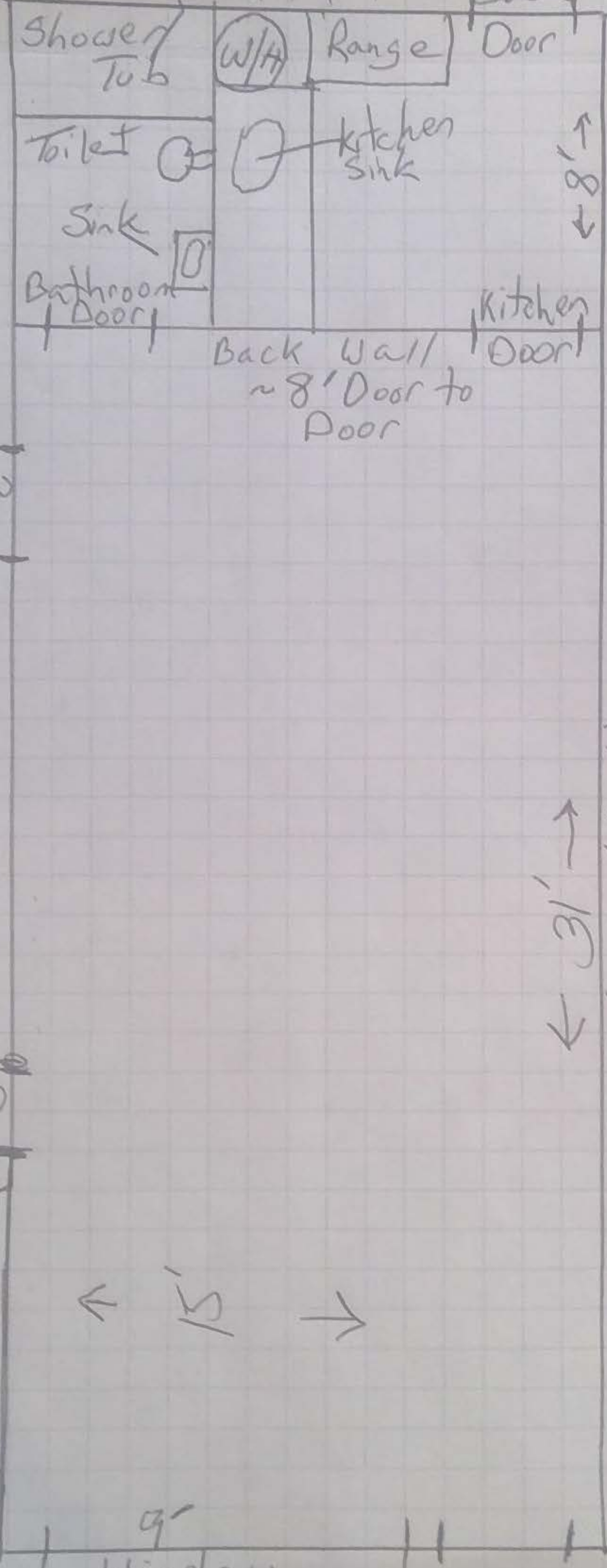
~~North~~

Back

~~West~~
North

W/H - Water Heater

South



34" Window

34" Window

Back Wall
~ 8' Door to Door

3' →
← Interior Wall

← 15' →

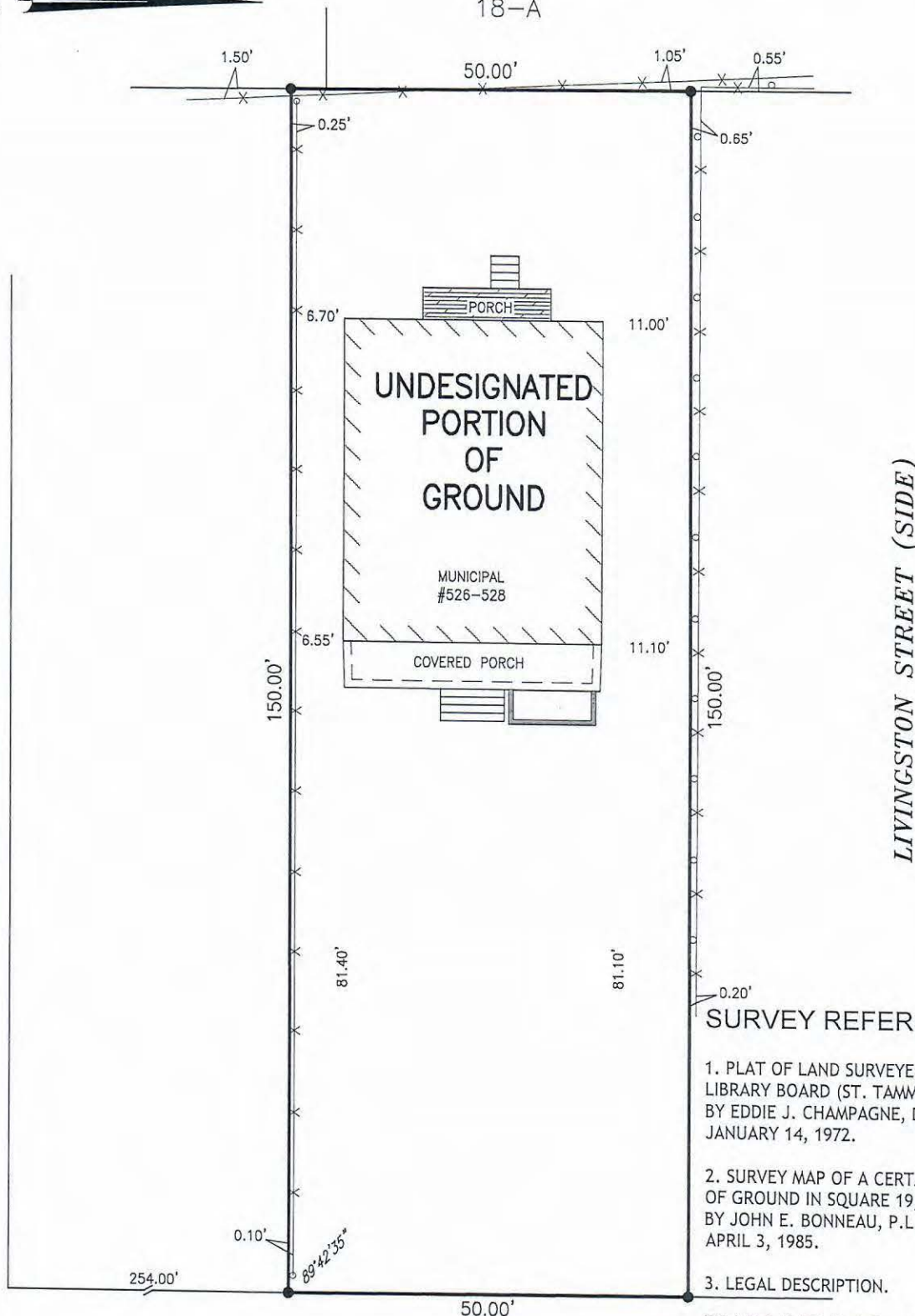
9" Window

EAST

Front Door

LAFITTE STREET (SIDE)

18-A



MONROE STREET

LIVINGSTON STREET (SIDE)

GIROD STREET
(AKA GERARD STREET)
(AKA LA HIGHWAY 59)

SURVEY REFERENCE

1. PLAT OF LAND SURVEYED FOR LIBRARY BOARD (ST. TAMMANY PARISH) BY EDDIE J. CHAMPAGNE, DATED JANUARY 14, 1972.
2. SURVEY MAP OF A CERTAIN PARCEL OF GROUND IN SQUARE 19, MANDEVILLE BY JOHN E. BONNEAU, P.L.S. DATED APRIL 3, 1985.
3. LEGAL DESCRIPTION.

BEARING BASIS

TAKEN FROM REFERENCED SURVEY PLAT NO. 1.

GENERAL SURVEY NOTES

IMPROVEMENTS MAY NOT BE TO SCALE FOR CLARITY. THE DIMENSIONS SHOWN PREVAIL OVER SCALE.

LEGEND

- = 1/2" IRON ROD SET
- = 1/2" IRON ROD FOUND
- x— = FENCE

SURVEY OF
AN UNDESIGNATED PORTION OF GROUND
SQUARE 19
TOWN OF MANDEVILLE
ST. TAMMANY PARISH, LOUISIANA

I CERTIFY THAT THIS SURVEY AND PLAT WAS PREPARED BY ME OR BY THOSE UNDER MY DIRECT SUPERVISION. MADE AT THE REQUEST OF:

LZJZ PROPERTIES, LLC

DADING, MARQUES & ASSOCIATES, LLC
PROFESSIONAL LAND SURVEYING

P.O. BOX 790
METAIRIE, LA. 70004
(504) 834-0200

STATE OF LOUISIANA

CODY A. DIMARCO
License No. 5069
PROFESSIONAL LAND SURVEYOR

CODY A. DIMARCO
P.L.S. LA. ST. REG NO. 5069

THE SERVITUDES AND RESTRICTIONS SHOWN ON THIS SURVEY ARE LIMITED TO THOSE SET FORTH IN THE DESCRIPTION FURNISHED US AND THERE IS NO REPRESENTATION THAT ALL APPLICABLE SERVITUDES AND RESTRICTIONS ARE SHOWN HEREON THE SURVEYOR HAS MADE NO TITLE SEARCH OR PUBLIC RECORD SEARCH IN COMPILING THE DATA FOR THIS SURVEY.

THIS PLAT IS CORRECT AND IN ACCORDANCE WITH A PHYSICAL SURVEY MADE ON THE GROUND UNDER THE DIRECTION OF THE UNDERSIGNED AND COMPLIES WITH THE REQUIREMENTS OF LOUISIANA'S "STANDARDS OF PRACTICE FOR BOUNDARY SURVEYS" FOR A CLASS "C" SURVEY

DATE:	SCALE:		DRAWN BY:	CHECKED BY:	JOB NO.:	
04-19-2021	1" = 20'		L.M.	C.A.D.	60355	

ORD 26-25

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

ORDINANCE NO. 26-25

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AMENDING THE JOB DESCRIPTION OF CLERK II - ADMINISTRATIVE COORDINATOR WITHIN THE PUBLIC WORKS DEPARTMENT AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, Section 4-04 of the Mandeville City Charter mandates that the City Council introduce an ordinance upon receipt of the Mayor's proposed plan to create, change, alter, consolidate or abolish City departments, offices and agencies and/or the reallocation of the functions, powers, duties and responsibilities of such departments, offices or agencies.

WHEREAS, the Administration recommends to the City Council that it reallocate duties and responsibilities of the Clerk II - Administrative Coordinator position to reflect changes in the Public Works Department that have had a permanent and substantial effect on the assignment and scope of duties and responsibilities therein; and,

WHEREAS, the Municipal Employees' Civil Service Board recommends to the City Council that it reallocate duties and responsibilities of the Clerk II - Administrative Coordinator position to reflect changes in the Public Works Department that have had a permanent and substantial effect on the assignment and scope of duties and responsibilities therein.

NOW, THEREFORE, BE IT ORDAINED that the City Council of the City of Mandeville hereby amends the job description for the position of Clerk II - Administrative Coordinator within the Public Works Department as set forth in Exhibit "A," attached hereto and made a part hereof; and,

NOW THEREFORE, BE IT FURTHER ORDAINED that this ordinance shall be effective upon the Mayor's signature; and,

NOW THEREFORE, BE IT FURTHER ORDAINED that the Clerk of this Council be and she is hereby authorized and empowered to take any and all actions which she, in the exercise of her discretion, deems necessary to promulgate the provisions of this ordinance.

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

AYES:

NAY:

ABSTENTIONS:

ABSENT:

and the ordinance was declared adopted this ____ Day of _____, 2026

Alicia Watts
Clerk of Council

Scott Discon
Council Chairman



POSITION DESCRIPTION

CLASS TITLE:	Clerk II	DATE COMPLETED:	PENDING
FUNCTIONAL TITLE:	Administrative Coordinator	FLSA STATUS:	NE
DEPARTMENT:	Public Works	CLASS NUMBER:	5
IMMEDIATE SUPERVISOR:	Administrative Support Supervisor	JOB CODE:	0137

JOB FUNCTION:

The Clerk II—Administrative Coordinator will perform a variety of routine and complex clerical and administrative duties to support the operations of the Public Works Department. Responsibilities include maintaining official records, providing administrative support to Department staff, answering the telephone, managing documentation, utilizing the Department’s work order system, scanning, and filing. While many tasks are procedural, the role requires sound judgement, attention to detail, and the ability to act independently with minimal supervision. This position reports to the Administrative Support Supervisor.

ESSENTIAL JOB FUNCTIONS:

- Perform routine clerical and administrative work by answering and routing calls, receiving and assisting the public, processing data concisely and accurately, stamping and sorting mail, preparing and processing outgoing mail, among other duties
- Compose, type, input, and/or edit correspondence, emails, memoranda, and other material using discretion and sound judgement
- Compile information regarding necessary work, employee assignments, material and equipment usage, and work performed by various Department crews while ensuring all work orders are complete and accurate with proper pictures and information attached
- Process, update, track, and close work orders upon completion while creating and maintaining digital records and reports of open and/or incomplete work orders
- Assist with Department’s inventory management via spreadsheets and reports
- Collaborate with the City’s Finance Department/Utility Billing Clerk to assist in customer billing inquiries and issues and perform updates to MUNIS Software System as needed
- Assist in the organization and maintenance of City maps, plans, and records for the Department
- Maintain working knowledge of Projects in Progress for the City
- Accept bids for Special Projects
- Compile information for billing in the case of damage from outside entities during work in progress throughout the City
- Utilize GIS maps and the Sensus Analytic Program to locate meters throughout the City to assist field personnel in troubleshooting issues
- Prevent and reduce potential damage to underground pipes, lines, and similar by filing utility locate requests via Louisiana 811 before projects and work begin
- Compose reports to government entities including, but not limited to, the Department of Environmental Quality, the Department of Health, and the Environmental Protection Agency
- Assist in record production for Public Records Requests
- Ensure efficiency and coordination of work and projects and determine continuing needs by regularly communicating with the Department’s supervisory staff
- Perform other duties as assigned

MINIMUM REQUIRED EDUCATION & EXPERIENCE:

- A high school diploma or GED equivalent
- Two (2) years of increasingly responsible related experience preferred
- Any equivalent combination of education and experience

MINIMUM REQUIRED KNOWLEDGE, SKILLS & ABILITIES:

- Considerable knowledge of computers and data processing software
- Working knowledge of modern office practices and procedures
- Skill in the operation of standard office machines
- Ability to communicate in a clear/concise manner verbally, in writing, and in person
- Ability to maintain effective working relations with coworkers, other departments, officials, and the public
- Ability to work independently with general instructions
- Ability to present a positive image of City services to the public
- Ability to concentrate and maintain attention to detailed information for prolonged periods of time
- Ability to work in an office with moderate noise, subject to frequent work interruptions
- Ability to perform data entry for an extended period of time

ESSENTIAL MENTAL & PHYSICAL REQUIREMENTS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

- Ability to operate a keyboard
- Ability to read and interpret a document
- Ability to sit and talk and hear
- Ability to use hands to finger, handle or operate objects, tools, or controls
- Ability to reach with hands and arms
- Ability to view objects at close vision, distance vision, and the ability to adjust focus
- Ability to lift/move/carry approximately 25 pounds if required to perform the essential job functions (If the employee is unable to lift/move/carry this weight and can be accommodated without causing the department an "undue hardship: then the employee must be accommodated; hence omitting lifting/moving/carrying as a physical requirement.)

WORK ENVIRONMENT:

- The work environment is in an indoor, climate-controlled office.
- The noise level in the work environment is light to moderate.

While the work-environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job, reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

The duties listed in this document are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

APPROVAL:

CLASS TITLE:	CLERK II	
FUNCTIONAL TITLE:	ADMINISTRATIVE COORDINATOR	
DEPARTMENT:	Public Works	
	Department Director	Human Resources Director



MANDEVILLE

An Historic Lakefront Community

3101 East Causeway Approach
Mandeville, LA 70448
985.626.3144

Department of Human Resources & Civil Service
hr@cityofmandeville.com
Internal Memorandum

Date : 06/12/2026
To : City Council Members
From : Joanna Anderson, HR Director
Subject : Public Works Department - Job Description Update – Ordinance

The Administration recommends approval of two ordinances amending job descriptions within the Public Works Department. These amendments reflect significant changes in departmental operations, technology, and organizational structure that have had a permanent and substantial effect on the duties and responsibilities assigned to these positions.

The first ordinance amends the job description of the PW Secretary position and retitles the position as Administrative Support Supervisor. Historically, the position primarily provided clerical and secretarial support to the department. Because the department has evolved and operational demands have increased, the position has assumed the responsibility of supervising administrative personnel, managing office operations, assisting with personnel administration, overseeing departmental administrative processes, and supporting management functions within the PW Department. The revised title and job description more accurately reflect the supervisory and administrative responsibilities currently assigned to the position.

The second ordinance amends the job description of the Administrative Coordinator – Clerk II position. New technology and PW processes have significantly changed how administrative work is performed. The revised job description reflects the position's responsibility for managing and maintaining the electronic work-order system, utilizing GIS mapping, working in MUNIS, maintaining digital records, and supporting regulatory reporting, all of which were not previously essential functions of the position. The amended job description more accurately reflects the knowledge, skills, and responsibilities required for the Administrative Coordinator position.

These actions do not create any additional positions nor does the City have to hire additional employees to fill these positions. Approval of the Administrative Support Supervisor update will require a corresponding update to the City's pay scale (Exhibit B of Administrative Support Supervisor ordinance), however sufficient funding exists within the adopted Public Works personnel budget, and no budget amendment is required.

The Municipal Employees Civil Service Board reviewed the proposed changes and recommended approval of both amended job descriptions, the title change, and the pay scale update.

The Administration recommends approval of both ordinances.

Exhibit G - Proposed Pay Matrix - Municipal Employees

Grade	Functional Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	Step 21	Step 22	Step 23	Step 24	Step 25
0010	Accountant, Finance	31.52	32.15	32.79	33.45	34.12	34.80	35.50	36.21	36.93	37.67	38.42	39.19	39.97	40.77	41.59	42.42	43.27	44.13	45.02	45.92	46.84	47.77	48.73	49.70	50.70
0020	Accounting Specialist	21.78	22.22	22.66	23.11	23.58	24.05	24.53	25.02	25.52	26.03	26.55	27.08	27.62	28.18	28.74	29.31	29.90	30.50	31.11	31.73	32.37	33.01	33.67	34.35	35.03
0230	Administrative Support Supervisor	24.22	24.70	25.20	25.70	26.22	26.74	27.28	27.82	28.38	28.95	29.52	30.11	30.72	31.33	31.96	32.60	33.25	33.91	34.59	35.28	35.99	36.71	37.44	38.19	38.96
0030	Assistant Superintendent - Buildings/Grounds	32.46	33.11	33.77	34.45	35.14	35.84	36.56	37.29	38.03	38.79	39.57	40.36	41.17	41.99	42.83	43.69	44.56	45.45	46.36	47.29	48.24	49.20	50.19	51.19	52.21
0030	Assistant Superintendent - Operations/Maintenance	32.46	33.11	33.77	34.45	35.14	35.84	36.56	37.29	38.03	38.79	39.57	40.36	41.17	41.99	42.83	43.69	44.56	45.45	46.36	47.29	48.24	49.20	50.19	51.19	52.21
0030	Assistant Superintendent - Water/Sewer	32.46	33.11	33.77	34.45	35.14	35.84	36.56	37.29	38.03	38.79	39.57	40.36	41.17	41.99	42.83	43.69	44.56	45.45	46.36	47.29	48.24	49.20	50.19	51.19	52.21
0181	Building Official	40.72	41.54	42.37	43.22	44.08	44.96	45.86	46.78	47.71	48.67	49.64	50.63	51.65	52.68	53.73	54.81	55.90	57.02	58.16	59.33	60.51	61.72	62.96	64.22	65.50
0060	Clerk I, Data Entry Clerk	18.19	18.56	18.93	19.31	19.69	20.09	20.49	20.90	21.32	21.74	22.18	22.62	23.07	23.54	24.01	24.49	24.98	25.48	25.99	26.50	27.03	27.58	28.13	28.69	29.26
0060	Clerk I, Mailroom Clerk	18.19	18.56	18.93	19.31	19.69	20.09	20.49	20.90	21.32	21.74	22.18	22.62	23.07	23.54	24.01	24.49	24.98	25.48	25.99	26.50	27.03	27.58	28.13	28.69	29.26
0060	Clerk I, Receptionist	18.19	18.56	18.93	19.31	19.69	20.09	20.49	20.90	21.32	21.74	22.18	22.62	23.07	23.54	24.01	24.49	24.98	25.48	25.99	26.50	27.03	27.58	28.13	28.69	29.26
0070	Clerk II, Accounts Payable/Purchasing	20.55	20.96	21.38	21.81	22.25	22.69	23.14	23.61	24.08	24.56	25.05	25.55	26.06	26.59	27.12	27.66	28.21	28.78	29.35	29.94	30.54	31.15	31.77	32.41	33.06
0070	Clerk II, Administrative Coordinator	20.55	20.96	21.38	21.81	22.25	22.69	23.14	23.61	24.08	24.56	25.05	25.55	26.06	26.59	27.12	27.66	28.21	28.78	29.35	29.94	30.54	31.15	31.77	32.41	33.06
0070	Clerk II, City Clerk	20.55	20.96	21.38	21.81	22.25	22.69	23.14	23.61	24.08	24.56	25.05	25.55	26.06	26.59	27.12	27.66	28.21	28.78	29.35	29.94	30.54	31.15	31.77	32.41	33.06
0070	Clerk II, City Court	20.55	20.96	21.38	21.81	22.25	22.69	23.14	23.61	24.08	24.56	25.05	25.55	26.06	26.59	27.12	27.66	28.21	28.78	29.35	29.94	30.54	31.15	31.77	32.41	33.06
0070	Clerk II, Cultural Development	20.55	20.96	21.38	21.81	22.25	22.69	23.14	23.61	24.08	24.56	25.05	25.55	26.06	26.59	27.12	27.66	28.21	28.78	29.35	29.94	30.54	31.15	31.77	32.41	33.06
0070	Clerk II, Utility Billing	20.55	20.96	21.38	21.81	22.25	22.69	23.14	23.61	24.08	24.56	25.05	25.55	26.06	26.59	27.12	27.66	28.21	28.78	29.35	29.94	30.54	31.15	31.77	32.41	33.06
0050	Clerk, Community Center	18.19	18.56	18.93	19.31	19.69	20.09	20.49	20.90	21.32	21.74	22.18	22.62	23.07	23.54	24.01	24.49	24.98	25.48	25.99	26.50	27.03	27.58	28.13	28.69	29.26
0080	Community Center Coordinator	27.50	28.05	28.61	29.18	29.77	30.36	30.97	31.59	32.22	32.87	33.52	34.19	34.88	35.58	36.29	37.01	37.75	38.51	39.28	40.06	40.86	41.68	42.52	43.37	44.23
0090	Crew Chief - Buildings & Grounds	24.34	24.83	25.33	25.83	26.35	26.88	27.42	27.96	28.52	29.09	29.67	30.27	30.87	31.49	32.12	32.76	33.42	34.09	34.77	35.46	36.17	36.90	37.63	38.39	39.16
0090	Crew Chief - Streets	24.34	24.83	25.33	25.83	26.35	26.88	27.42	27.96	28.52	29.09	29.67	30.27	30.87	31.49	32.12	32.76	33.42	34.09	34.77	35.46	36.17	36.90	37.63	38.39	39.16
0090	Crew Chief - Water/Sewer	24.34	24.83	25.33	25.83	26.35	26.88	27.42	27.96	28.52	29.09	29.67	30.27	30.87	31.49	32.12	32.76	33.42	34.09	34.77	35.46	36.17	36.90	37.63	38.39	39.16
0270	Electrical Technician	30.67	31.28	31.91	32.55	33.20	33.86	34.54	35.23	35.93	36.65	37.38	38.13	38.89	39.67	40.47	41.28	42.10	42.94	43.80	44.68	45.57	46.48	47.41	48.36	49.33
0100	Engineering Assistant	32.12	32.77	33.42	34.09	34.77	35.47	36.18	36.90	37.64	38.39	39.16	39.94	40.74	41.56	42.39	43.23	44.10	44.98	45.88	46.80	47.73	48.69	49.66	50.66	51.67
0110	Equipment Operator	25.33	25.83	26.35	26.88	27.42	27.96	28.52	29.09	29.68	30.27	30.87	31.49	32.12	32.76	33.42	34.09	34.77	35.46	36.17	36.90	37.64	38.39	39.16	39.94	40.74
0120	Field Representative	25.45	25.96	26.48	27.01	27.55	28.10	28.66	29.23	29.82	30.42	31.02	31.64	32.28	32.92	33.58	34.25	34.94	35.64	36.35	37.08	37.82	38.57	39.35	40.13	40.94
0130	Grants and Contracts Administrator	29.24	29.83	30.42	31.03	31.65	32.29	32.93	33.59	34.26	34.95	35.65	36.36	37.09	37.83	38.59	39.36	40.14	40.95	41.77	42.60	43.45	44.32	45.21	46.11	47.04
0150	Maintenance Worker I Streets	17.89	18.24	18.61	18.98	19.36	19.75	20.14	20.55	20.96	21.38	21.80	22.24	22.68	23.14	23.60	24.07	24.55	25.05	25.55	26.06	26.58	27.11	27.65	28.20	28.77
0150	Maintenance Worker I Water/Sewer	17.89	18.24	18.61	18.98	19.36	19.75	20.14	20.55	20.96	21.38	21.80	22.24	22.68	23.14	23.60	24.07	24.55	25.05	25.55	26.06	26.58	27.11	27.65	28.20	28.77
0160	Maintenance Worker II Building & Grounds	19.90	20.29	20.70	21.11	21.54	21.97	22.41	22.85	23.31	23.78	24.25	24.74	25.23	25.74	26.25	26.78	27.31	27.86	28.42	28.98	29.56	30.15	30.76	31.37	32.00
0160	Maintenance Worker II Streets & Drainage	19.90	20.29	20.70	21.11	21.54	21.97	22.41	22.85	23.31	23.78	24.25	24.74	25.23	25.74	26.25	26.78	27.31	27.86	28.42	28.98	29.56	30.15	30.76	31.37	32.00
0160	Maintenance Worker II Water/Sewer	19.90	20.29	20.70	21.11	21.54	21.97	22.41	22.85	23.31	23.78	24.25	24.74	25.23	25.74	26.25	26.78	27.31	27.86	28.42	28.98	29.56	30.15	30.76	31.37	32.00
0170	Permit Coordinator	20.24	20.65	21.06	21.48	21.91	22.35	22.80	23.25	23.72	24.19	24.68	25.17	25.67	26.19	26.71	27.25	27.79	28.35	28.91	29.49	30.08	30.68	31.30	31.92	32.56
0180	Planner I/CFM	22.36	22.80	23.26	23.72	24.20	24.68	25.18	25.68	26.19	26.72	27.25	27.80	28.35	28.92	29.50	30.09	30.69	31.30	31.93	32.57	33.22	33.88	34.56	35.25	35.96
0180	Planner I/GIS Administrator	25.06	25.56	26.07	26.60	27.13	27.67	28.22	28.79	29.36	29.95	30.55	31.16	31.78	32.42	33.07	33.73	34.40	35.09	35.79	36.51	37.24	37.98	38.74	39.52	40.31
0140	Planner I/Landscape	26.96	27.50	28.05	28.61	29.18	29.76	30.36	30.97	31.59	32.22	32.86	33.52	34.19	34.87	35.57	36.28	37.01	37.75	38.50	39.27	40.06	40.86	41.68	42.51	43.36
0200	Planner II	31.72	32.36	33.01	33.67	34.34	35.03	35.73	36.44	37.17	37.91	38.67	39.44	40.23	41.04	41.86	42.70	43.55	44.42	45.31	46.22	47.14	48.08	49.04	50.03	51.03
0230	Planning Technician	21.37	21.80	22.23	22.68	23.13	23.60	24.07	24.55	25.04	25.54	26.05	26.57	27.10	27.65	28.20	28.76	29.34	29.92	30.52	31.13	31.76	32.39	33.04	33.70	34.37
0210	Plant Operator	25.90	26.42	26.95	27.49	28.04	28.60	29.17	29.75	30.35	30.95	31.57	32.21	32.85	33.51	34.18	34.86	35.56	36.27	36.99	37.73	38.49	39.26	40.04	40.84	41.66
0220	Purchasing Agent	28.22	28.78	29.36	29.95	30.54	31.16	31.78	32.41	33.06	33.72	34.40	35.09	35.79	36.50	37.23	37.98	38.74	39.51	40.30	41.11	41.93	42.77	43.62	44.50	45.39
0195	Sr. Accountant	34.67	35.36	36.07	36.79	37.52	38.27	39.04	39.82	40.62	41.43	42.26	43.10	43.96	44.84	45.74	46.66	47.59	48.54	49.51	50.50	51.51	52.54	53.59	54.66	55.76
0250	Student Worker, Clerk	14.23	14.51	14.80	15.10	15.40	15.71	16.02	16.34	16.67	17.00	17.34	17.69	18.04	18.40	18.77	19.15	19.53	19.92	20.32	20.73	21.14	21.56	21.99	22.43	22.88
0250	Student Worker, Maintenance	14.23	14.51	14.80	15.10	15.40	15.71	16.02	16.34	16.67	17.00	17.34	17.69	18.04	18.40	18.77	19.15	19.53	19.92	20.32	20.73	21.14	21.56	21.99	22.43	22.88
0260	Superintendent - Buildings/Grounds	36.78	37.51	38.26	39.03	39.81	40.60	41.42	42.25	43.09	43.95	44.83	45.73	46.64	47.57	48.53	49.50	50.49	51.50	52.53	53.58	54.65	55.74	56.86	57.99	59.15
0260	Superintendent - Operations/M																									



MANDEVILLE

A Historic Lakefront Community

The City of Mandeville

An Evaluation of the City of Mandeville's Compensation Plan

Final Report

March 2026

Prepared by:

SSA Consultants

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Baton Rouge, LA 70810

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INTRODUCTION

The City of Mandeville (Mandeville) requested a proposal in 2025 for professional consulting services for an evaluation of the City of Mandeville's Compensation Plan for all City employees . The goal of the Compensation Plan evaluation was to develop a compensation program to meet a set of specific objectives including:

- Collecting background data;
- Performing job benchmarking and analysis;
- Analyzing the current pay grade system;
- Providing recommendations for implementation.

SSA Consultants (SSA), a Louisiana-based business management and organizational design consulting firm with experience in conducting similar scopes of work, was engaged with the approval of the City and consulting activities began in August 2025.

The project evaluated the current salary and benefit structure. The methodology included the following activities:

- Review of the current pay structure and comparing it to regional norms and best practices;
- Analysis of each position's primary duties and salary analyses for all positions;
- Assessment of each job classification in relation to comparable classifications within the private and public sectors to determine the market competitive range for each job classification.

This report represents the final deliverables of the project. The report includes SSA's findings along with a discussion of methodology, techniques, and data used to develop the report.

EVALUATION AND ASSESSMENT

To achieve the objectives established in the study, the project evaluated the current salary and benefit structure. The methodology included the following activities:

- Review of the current pay structure and comparing it to regional norms and best practices;
- Analysis of each position's primary duties and salary analyses for all positions;
- Assessment of each job classification in relation to comparable classifications within the private and public sectors to determine the market competitive range for each job classification.

Methodology

The project began with three key steps: 1) data request; 2) position review and analysis; and 3) market valuations for each position currently employed by the City. This section of the report provides a description of each step.

Data Request

To begin the project, SSA collected background data from Mandeville to understand the current compensation and benefit plan and its structure. The data request included current pay plan and benefit information, organization charts and the table of organization, manuals or documents describing pay policies, and contact information for key leaders and other staff vital to the accuracy of information and the success of this project.

Position Review and Analysis

Next, SSA reviewed each position currently employed by Mandeville to determine the completeness of information provided within the previously completed job analysis questionnaires which were used as the primary source for determining the relative market value for each position.

SSA CONSULTANTS

Market Valuation

Each position was reviewed using a previously completed Job Analysis Questionnaires (JAQs). The JAQs requested information from the employees regarding their position including:

- Primary duties and responsibilities
- Percentage of time spent on each primary duty
- Identified level of importance of each primary duty
- Required education and experience to complete the necessary primary duties and responsibilities
- Necessary certifications or qualifications for the position
- Level of supervision exercised within the organization
- Level of responsibility
- Level of independence of action

Each JAQ was assessed and matched to comparable position descriptions within SSA's database. Mandeville's salary range for each position was then matched to the comparable regional market-based range. This was reviewed by the Mandeville's key leadership positions to ensure completeness in analysis.

Comparative Salary Range Analysis

This section of the report presents the salary range analysis which compares Mandeville’s salary range to the market-based salary ranges. **Figure 1** provides a description of the column headers for the Salary Range Analysis chart (**Figure 2**). Market Minimum and Market Maximum numbers are calculated as a 20% spread below and above the Market Mean or Average for each position. The Market Mean is determined by filtering for the specific local regional data set and using a diverse mix of both public and private organizations.

General findings of the analysis include:

- Overall, the current pay plan used by the City is competitively positioned with the market. Most position’s pay ranges are closely aligned with market minimums with ample room to grow within the assigned pay range. On average, the City’s pay plan is within 3% of the market minimums listed within this report.
- The most likely cause of the close market alignment is due to a commitment from the City over the past few years to update pay ranges as appropriate with changes to the overall cost of living indexes and inflationary rates.
- By continuing to stay abreast of market changes and pressures, Mandeville may expect to remain competitive well into the future and no adjustments (outside of a few outlier positions) should be made at this time.

Positions within the following chart are presented in alphabetical order by position title.

Figure 1. Description of Comparative Salary Range Analysis Charts

Column Name	Column Description
Department	The Mandeville department in which the job position is located.
Position	The Mandeville position title.
Mandeville Min and Max	The Mandeville minimum and maximum salary and wage.
Market Min and Max	The market-based minimum and maximum salary and wage.

Figure 2. Mandeville Comparative Salary Range Analysis

Department	Position Title	Mandeville Min	Mandeville Max	Market Minimum	Market Maximum
Police	Administrative Operations Specialist	\$27.81	\$44.73	\$26.35	\$39.52
Public Works	Administrative Supervisor – Public Works	—	—	\$24.22	\$36.34
Finance	Accountant, Finance	\$31.52	\$50.70	\$30.42	\$45.64
Finance	Accounting Specialist	\$21.78	\$35.03	\$18.96	\$28.47
Finance	Accounts Payable/Purchasing Clerk II	\$20.55	\$33.06	\$18.05	\$27.07
Public Works	Assistant Superintendent - Water/Sewer	\$32.46	\$52.21	\$32.02	\$48.03
Police	Assistant Chief	\$41.33	\$66.47	\$35.58	\$53.36
Planning	Building Official	\$40.72	\$65.50	\$39.77	\$59.65
Police	Captain	\$37.30	\$59.99	\$29.98	\$43.16
Finance	City Clerk – Clerk II	\$20.55	\$33.06	\$17.55	\$26.33
Administration	City Engineer/Program Manager	—	—	\$39.56	\$59.34
Police	Clerk, Police	\$18.19	\$29.26	\$16.57	\$24.85
Police	Clerk, Evidence	\$20.55	\$33.06	\$18.55	\$27.83
Finance	Clerk I – Data Entry	\$18.19	\$29.26	\$15.48	\$23.23

Department	Position	Mandeville Min	Mandeville Max	Market Minimum	Market Maximum
Public Works	Clerk II – Administrative Coordinator	—	—	\$17.17	\$25.75
Finance	Clerk II – City Court	\$20.55	\$33.06	\$19.13	\$28.69
Cultural Development and Events	Clerk II – Cultural Development	\$20.55	\$33.06	\$17.55	\$26.33
Finance	Clerk II – Utility Billing	\$20.55	\$33.06	\$17.26	\$25.89
Cultural Development and Events	Clerk – Community Center	\$18.19	\$29.26	\$15.59	\$23.38
Cultural Development and Events	Community Center Coordinator	\$27.50	\$44.23	\$25.02	\$37.52
City Council	Council Clerk	—	—	\$27.23	\$40.85
Cultural Development and Events	Director	—	—	\$38.88	\$58.32
Planning and Development	Director	—	—	\$46.63	\$69.94
Public Works	Director of Public Works	—	—	\$56.10	\$84.16
Police	Dispatcher	\$22.60	\$36.35	\$21.36	\$32.04
Police	Dispatch Supervisor	\$24.85	\$39.96	\$24.33	\$36.50
Public Works	Electrical Technician	\$30.67	\$49.33	\$33.67	\$50.49

Department	Position	Mandeville Min	Mandeville Max	Market Minimum	Market Maximum
Public Works	Equipment Operator	\$25.33	\$40.74	\$24.62	\$36.93
Administration	Executive Assistant to the Mayor	—	—	\$31.39	\$47.09
Public Works	Field Representative	\$25.46	\$40.94	\$24.99	\$37.48
Finance	Finance Director	—	—	\$50.85	\$76.28
Planning and Development	GIS Administrator/Planner I	\$25.06	\$40.31	\$27.71	\$41.57
Human Resources	Human Resources Assistant	\$25.28	\$40.66	\$24.53	\$36.79
Human Resources	Human Resources Director	\$43.24	\$69.56	\$42.54	\$63.81
Police	Information Technology Manager	\$43.92	\$70.64	\$45.37	\$68.05
Planning and Development	Landscape – Planner I	\$26.96	\$40.31	\$26.64	\$39.97
Police	Lieutenant	\$31.69	\$50.98	\$29.68	\$42.75
Public Works	Maintenance I – Streets	\$17.89	\$28.87	\$18.28	\$27.42
Public Works	Maintenance I - Water/Sewer	\$17.89	\$28.87	\$18.28	\$27.42
Public Works	Maintenance I – Buildings & Grounds	\$17.89	\$28.87	\$18.28	\$27.42
Public Works	Maintenance II – Buildings & Grounds	\$19.90	\$32.00	\$21.26	\$31.88
Public Works	Maintenance II - Water/Sewer	\$19.90	\$32.00	\$21.26	\$31.88

Department	Position	Mandeville Min	Mandeville Max	Market Minimum	Market Maximum
Planning and Development	Planner I – CFM	\$22.36	\$35.96	\$25.46	\$38.18
Planning and Development	Planner II	\$31.72	\$51.03	\$32.62	\$48.93
Planning and Development	Planning Technician	\$21.37	\$34.37	\$20.51	\$30.77
Public Works	Plant Operator	\$25.90	\$41.66	\$24.94	\$37.42
Police	Police Officer	\$24.84	\$39.95	\$26.87	\$40.31
Finance	Purchasing Agent	\$28.22	\$45.39	\$26.87	\$40.31
Police	Sergeant	\$28.87	\$46.66	\$26.99	\$38.86
Public Works	Superintendent – Buildings and Grounds	\$36.76	\$59.15	\$37.01	\$55.51
Public Works	Superintendent – Utilities	\$36.76	\$59.15	\$37.01	\$55.51

Notes on Difficult to Fill Positions:

As was noted by the City during the course of the completion of this study, some positions including those in Water and Wastewater are somewhat difficult to fill regularly, especially those which require advanced certifications. Given there is a significant gap in the expertise of an employee between the acquisition of the first and final certification in Water and Wastewater treatment, many municipalities and other government agencies which employ those positions have moved to a tiered approach to classifying those positions with advancements directly tied to the advancement from one certification to the next.

Compensation Philosophy Considerations

As 2026 commences, the landscape for recruiting and retaining talent is as fraught as ever. With historic levels of inflation and changes in cost of living, both current and prospective employees are increasingly prioritizing salary progression and financial security over traditional soft benefits. By maintaining a data-driven structure that reflects appropriate market pressures, Mandeville can maintain status as an employer of choice by providing employees competitive pay rates, appropriate career progression, and stable employment.

By focusing on stability, fiscally appropriate rate increases, and staying up-to-date on current market trends, Mandeville is well positioned for the future. The recommendations in this report are focused on maintenance to the pay plan and slight adjustments to some positions below market as the budget allows.

Recommendations

The following recommendations are provided to the City of Mandeville:

Recommendation I: Adjust Some Position Pay Ranges Based on Market

Mandeville should adjust some current position pay ranges to be consistent with the market data present in this report. This should focus on bringing the minimum starting salary in line with the market minimum listed for each position. Most of these adjustments will be minimal and light on overall budgetary impact.

Recommendation II: Continue to Invest in Updating the Pay Plan

Mandeville has remained remarkably competitive with the market valuations for the positions employed by the City due to the focus on keeping the pay plan up-to-date with market pressures such as rising cost of living and increases in inflation. By investing in the employees of the City, Mandeville has remained an employer of choice and well positioned for the future. The City should continue this investment as fiscally appropriate.

Recommendation III: Explore Tiered Water and Wastewater Treatment Operators

Mandeville should explore the possibility of creating a tiered Water and Wastewater Treatment Operator series to alleviate the issues with recruitment and retention of employees, especially as they achieve greater levels of certification. As part of ongoing support following the completion of this study, SSA can provide additional insight as to market valuations and compensation levels depending on the structure the City wishes to pursue. This would uncouple the maintenance related positions across various departments and should be considered carefully.

ORD 26-26

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

ORDINANCE NO. 26-26

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AMENDING THE JOB DESCRIPTION AND RETITLING THE POSITION OF SECRETARY TO ADMINISTRATIVE SUPPORT SUPERVISOR WITHIN THE PUBLIC WORKS DEPARTMENT AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, Section 4-04 of the Mandeville City Charter mandates that the City Council introduce an ordinance upon receipt of the Mayor's proposed plan to create, change, alter, consolidate or abolish City departments, offices and agencies and/or the reallocation of the functions, powers, duties and responsibilities of such departments, offices or agencies.

WHEREAS, the Administration recommends to the City Council that it amend the job description, reallocate duties and responsibilities, and retitle the Secretary position to Administrative Support Supervisor to reflect changes in the Public Works Department that have had a permanent and substantial effect on the assignment and scope of duties and responsibilities therein; and,

WHEREAS, the Municipal Employees' Civil Service Board recommends to the City Council that it amend the job description, reallocate duties and responsibilities, and retitle the Secretary position to Administrative Support Supervisor to reflect changes in the Public Works Department that have had a permanent and substantial effect on the assignment and scope of duties and responsibilities therein.

NOW, THEREFORE, BE IT ORDAINED that the City Council of the City of Mandeville hereby amends the job description for the position of Secretary within the Public Works Department, retitles the position as Administrative Support Supervisor, and approves the duties, responsibilities, and pay scale update set forth in Exhibit "A" and Exhibit "B" attached hereto and made a part hereof; and,

NOW THEREFORE, BE IT FURTHER ORDAINED that this ordinance shall be effective upon the Mayor's signature; and,

NOW THEREFORE, BE IT FURTHER ORDAINED that the Clerk of this Council be and she is hereby authorized and empowered to take any and all actions which she, in the exercise of her discretion, deems necessary to promulgate the provisions of this ordinance.

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

AYES:

NAY:

ABSTENTIONS:

ABSENT:

and the ordinance was declared adopted this ____ Day of _____, 2026

Alicia Watts
Clerk of Council

Scott Discon
Council Chairman



POSITION DESCRIPTION

CLASS TITLE:	Administrative Support Supervisor	DATE COMPLETED:	PENDING
FUNCTIONAL TITLE:	Administrative Support Supervisor	FLSA STATUS:	NE
DEPARTMENT:	Public Works	CLASS NUMBER:	8
IMMEDIATE SUPERVISOR:	Public Works Director	JOB CODE:	0142

JOB FUNCTION:

The Administrative Support Supervisor for Public Works will perform complex clerical, secretarial, and administrative duties, providing administrative support to the Public Works Director and managing and supervising administrative personnel while assisting in the administration of the standard operating policies and procedures of the Department. This position requires exercise of judgment and independence of action in line with established procedures with minimum supervision.

ESSENTIAL JOB FUNCTIONS:

- Supervision of office operations in the Public Works Department
- Develop and implement internal administrative procedures to improve efficiency within the department
- Manage administrative departmental functions by maintaining accurate personnel records, project files, department organizational charts, employee evaluation calendars, assist with interviewing and onboarding of new department personnel
- Provide administrative support to the Public Works Director by answering calls and written correspondence, resolving escalated customer service issues, maintaining the Director’s calendar, scheduling meetings, and following up on departmental actions
- Assist Public Works Director with administrative reporting and special projects
- Organize and maintain departmental records and project files
- Supervise and manage clerical support staff: oversee operations, position training, performance evaluations, disciplinary actions, productivity, and quality of work standards
- Coordinate training and education and provide travel arrangements for department personnel
- Ensure timely submission of payroll, purchasing, and other reporting documentation
- Assist in preparation for audits and public records requests
- Perform other duties as assigned

MINIMUM REQUIRED EDUCATION & EXPERIENCE:

- A high school diploma or GED equivalent
- Five (5) years of relevant experience with two (2) years of supervisory experience; OR
- A minimum of five (5) years of experience as a Clerk II with the City of Mandeville

MINIMUM REQUIRED KNOWLEDGE, SKILLS & ABILITIES:

- Strong supervisory and management skills
- Excellent written and verbal communication skills
- Considerable knowledge of computers, data processing software, and the operation of standard office machines and equipment
- Working knowledge of modern office practices and procedures
- Ability to establish and maintain effective working relationships with coworkers, other departments, officials, and the public
- Ability to work independently with little to no oversight
- Ability to present a positive image of the City and its services to the public
- Ability to concentrate and maintain attention to detailed information for prolonged periods of time in an office with moderate noise and frequent interruptions

ESSENTIAL MENTAL & PHYSICAL REQUIREMENTS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable qualified individuals with disabilities to perform the essential functions.

- Ability to operate a keyboard
- Ability to read and interpret a document
- Ability to sit and talk and hear
- Ability to use hands to finger, handle or operate objects, tools, or controls
- Ability to reach with hands and arms
- Ability to view objects at close vision, distance vision, and the ability to adjust focus
- Ability to lift/move/carry approximately 25 pounds if required to perform the essential job functions (If the employee is unable to lift/move/carry this weight and can be accommodated without causing the department an "undue hardship" then the employee must be accommodated; hence omitting lifting/moving/carrying as a physical requirement.)

WORK ENVIRONMENT:

- The work environment is in an indoor, climate-controlled office.
- The noise level in the work environment is light to moderate.

While the work-environmental characteristics described here are representative of those an employee encounters while performing the essential functions of this job, reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

The duties listed in this document are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

APPROVAL:

CLASS TITLE:	ADMINISTRATIVE SUPPORT SUPERVISOR	
FUNCTIONAL TITLE:	ADMINISTRATIVE SUPPORT SUPERVISOR	
DEPARTMENT:	Public Works	
	Department Director	Human Resources Director

Approved by Ordinance No. XX-XX

ORD 26-27

**THE FOLLOWING ORDINANCE WAS SPONSORED BY COUNCILMEMBER
VOGELTANZ, MOVED FOR ADOPTION BY COUNCILMEMBER _____
_____, AND SECONDED FOR ADOPTION BY COUNCILMEMBER _____**

ORDINANCE NO. 26-27

**AN ORDINANCE TO ENACT SECTION 7.6.5 OF THE CITY OF MANDEVILLE
COMPREHENSIVE LAND USE REGULATIONS ORDINANCE, AND TO PROVIDE
FOR OTHER MATTERS IN CONNECTION THEREWITH**

WHEREAS, the City of Mandeville through its inherent policing power is obligated to provide for the reasonable health, safety, and welfare of its residents.

WHEREAS, the City Council finds that traffic congestion, levels of traffic service, the average response time of emergency vehicles during peak traffic hours, and available public parking throughout the entire city, and acutely throughout Old Mandeville’s residential and business districts and Mandeville’s historic lakefront, is a matter of public concern and safety.

WHEREAS, Monroe Street is the only arterial street providing direct access through Old Mandeville’s southernly residential and business neighborhoods and is the nearest arterial street providing direct access to Mandeville’s historic lakefront.

WHEREAS, the two largest, undeveloped lots of land remaining in the City of Mandeville are the “Mariner’s Village” and “Pre-Stressed Concrete” sites located south of Monroe Street in District 2.

WHEREAS, the City of Mandeville commissioned a Monroe Street Corridor Traffic Study (the “Monroe Street Study”), which was completed on April 7, 2025, as part of the Mandeville Thrives 2045 Comprehensive Master Plan.

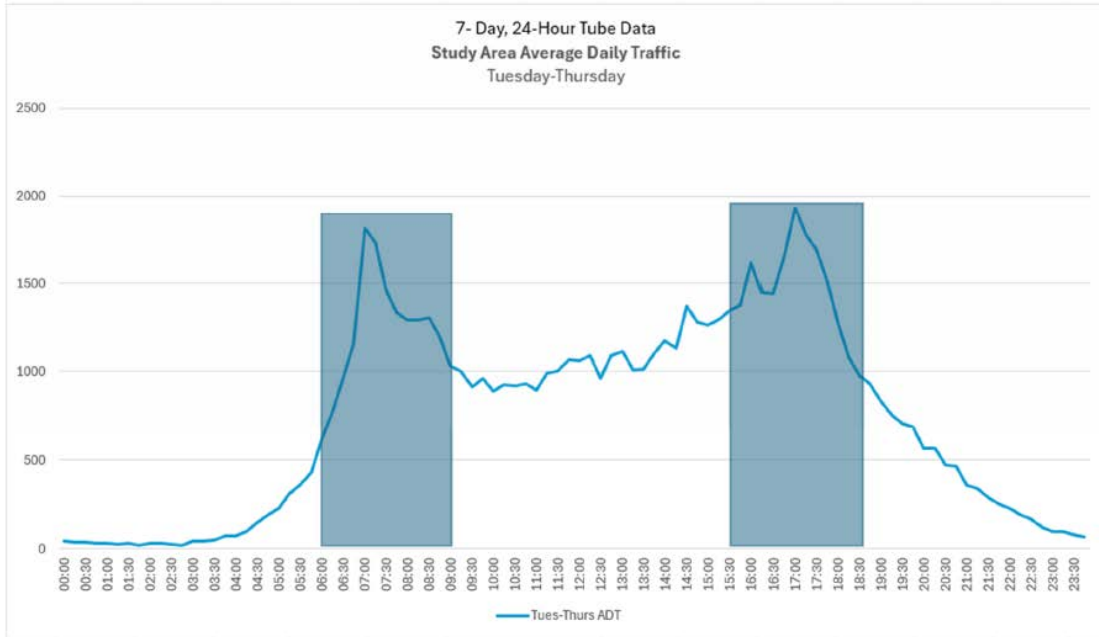
Figure 1: Vicinity Map



(image from *Monroe Street Corridor Traffic Study*, at page 3, which may be accessed at: https://www.cityofmandeville.com/sites/default/files/fileattachments/planning_and_development/page/2489/250407_monroe_st_corridor_traffic_study_final.pdf)

WHEREAS, the Monroe Street Study concluded that one intersection within the study area – Monroe Street at East Causeway Approach headed westbound – already has the worst possible level of service with a rating of “F.” The Study also concluded that a second intersection within the study area – West Beach Parkway at Monroe Street headed northbound – has the second worst level of service with a rating of “E.” The Study depicts the average, daily traffic on Monroe Street within the study area as nearly 2,000 vehicles per AM and PM peak drive time:

Figure A-1: Peak Period Determination



(image from Monroe Street Corridor Traffic Study, at page A-8)

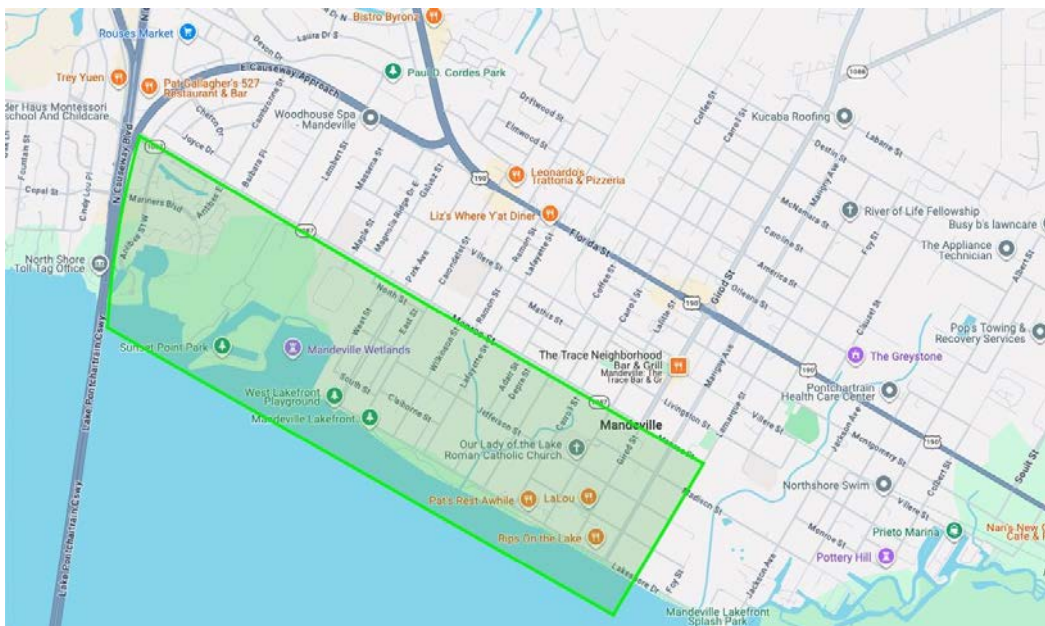
WHEREAS, the Monroe Street Study further concluded that, by 2044, seven intersections in the study area “will experience a decline in traffic operations” and “are expected to fail in either the AM or PM peak hour with a [level of service] E or F, or a [volume-to-capacity] ratio greater than 1.0[.]”. Specifically, the Study concluded the following intersections will fail by 2044:

- Monroe Street at E. Causeway Approach
 - Monroe Street eastbound approach (AM)
 - Monroe Street westbound approach (AM)
 - E Causeway Approach northbound left turn movement (AM & PM)
 - E Causeway Approach southbound through movements (AM)
- Monroe Street at Antibes Street E/Cambronne Street.
 - Antibes Street E northbound left turn movement (AM)
 - Cambronne Street southbound approach (AM)
- Monroe Street at Galvez Street
 - Galvez Street northbound approach (AM)
 - Galvez Street southbound approach (AM)
- Monroe Street at W Beach Pkwy/Park Ave
 - W Beach Pkwy northbound approach (AM)
 - Park Ave southbound approach (AM)
- Monroe Street at Carondelet Street
 - Carondelet Street northbound approach (AM)
 - Carondelet Street southbound approach (AM)
- Monroe Street at Wilkinson Street

- Wilkinson Street northbound approach (AM)
- Wilkinson Street southbound approach (AM)
- Monroe Street at Carroll Street
- Carroll Street northbound approach (AM)

WHEREAS, the City Council finds that the inherently flexible nature of planned district and marina zoning creates a greater risk of high-density developments, and consequently a greater risk of worsening traffic congestion and related harms, which are not necessarily as present within traditional residential and business zoning.

WHEREAS, Accordingly, the City Council finds that developing any remaining planned-district or marina lots within the southerly Monroe Street Corridor (generally depicted with green shading in the image below), including but not limited to the Mariner’s Village and Pre-Stressed Concrete Sites, will necessarily exacerbate traffic congestion, decrease levels of service, likely slow the average response time of emergency vehicles during peak traffic hours, and further deplete available parking throughout Old Mandeville’s southerly residential and business districts and Mandeville’s historic lakefront.



WHEREAS, Accordingly, the City Council finds that the most appropriate balance between (1) fostering Mandeville’s fundamental character as a low-density, residential, lakefront community; (2) preserving the rights of “planned district” and “marina” property owners located within the southerly Monroe Street Corridor to economically and reasonably develop their properties; and (3) protecting the health, safety, and welfare of Mandeville’s residents, property owners, business owners, and school children who live, work, and attend school in Old Mandeville and along Mandeville’s historic lakefront; is by promoting low-density, residential developments within the southerly Monroe Street Corridor, featuring single-family detached homes, which are reasonably expected to generate 1 vehicle trip per day or less per 1-acre of land within the development site.

WHEREAS, St. Tammany Parish has already enacted such a residential zoning classification, designated “L-1,” which permits one single-family detached home per minimum 1-acre lot. The Lewisburg neighborhood, which is the nearest St. Tammany Parish neighborhood to the City of Mandeville south of the Monroe Street Corridor, is presently zoned L-1.

WHEREAS, In the alternative, the City Council finds the next most appropriate balance between these interests within the southernly Monroe Street Corridor are very low density, blended residential and commercial developments, which are reasonably expected to generate half a vehicle trip per day or less per 1-acre of land within the development site.

WHEREAS, In contrast, the City Council has considered the recently promulgated Mandeville Thrives 2045 Comprehensive Plan (the “Comprehensive Plan”). The City Council finds that the sole, hypothetical development proposed for the Mariner’s Village property included within Appendix E of the Comprehensive Plan has an overall high density which is incompatible with Mandeville’s fundamental character as a low-density, residential, lakefront community, and its creation would be deleterious to the health, safety, and welfare Mandeville’s residents, property owners, business owners, and school children who live, work, and attend school in Old Mandeville and along Mandeville’s historic lakefront.

Specifically, the hypothetical development included within Appendix E proposes the following high-density uses within the 15-acre Mariner’s Village parcel of land:

- 28 single-family detached homes
- 50 “mid-rise” multifamily apartments
- A 50-room hotel
- A 6,000 square foot “fast casual restaurant,” which is defined within the industry as including businesses like “Captain D’s” and “Five Guys”
- A 2,500 square foot “variety store,” which the Comprehensive Plan defines as a “dollar store” (*see* Comp. Plan at p. 96) and which includes within the industry businesses like “Dollar General” and “Family Dollar”
- 25,000 square feet of “low-rise residential with ground floor commercial” space

Example Development to Demonstrate Meeting Low-Traffic Mixed Use Parameters					
Example Acreage		15			
Land Use	# Units or Sqft	ITE Trip Generation Code	AM Peak Hour Trip Gen	Unit	Trips Generated
park space	3	LU 411: Public Park	0.05	per acre	0.15
single-family units	28	LU 210: Single-Family Detached Housing	0.7	per dwelling unit	19.6
multifamily units (mid-rise)	50	LU 221: Multifamily Housing (Mid-Rise)	0.38	per dwelling unit	19
hotel rooms	50	LU 310: Hotel	0.34	per room	17
sqft restaurant	6,000	LU 930: Fast Casual Restaurant	1.58	per 1,000 sqft GFA	9.48
retail (variety store)	2,500	LU 814: Variety Store	3.04	per 1,000 sqft GFA	7.6
mixed use 25k-65k sqft	25	LU 230: Low-Rise Res w/ Ground Floor Com (25-65k GFA)	0.86	per dwelling unit	21.5
civic use (library)	2,500	LU 590: Library	1.08	per 1,000 sqft GFA	2.7
Total AM Peak Hour Trips:					96.88

(image from Appendix E, page 162, and may be accessed at:

https://www.cityofmandeville.com/sites/default/files/fileattachments/planning_and_development/page/2489/mandeville_thrives_2045_appendices_final.pdf)

WHEREAS, the Comprehensive Plan estimates that the Appendix E development would generate an average of 96.88 vehicle trips per AM peak hour, which represents an approximate 5.0% increase in the daily AM peak traffic drive time on Monroe Street per the Monroe Street Study at page A-8. This 5.0% increase is in addition to any further traffic increases generated by any additional development within the southernly Monroe Street Corridor, including but not limited to the Pre-Stressed Concrete site.

WHEREAS, the City Council finds that the Appendix E development, or any similarly situated development, constitutes a high-density development and, if created, would cause a real and present danger to the health, safety, and welfare of Mandeville’s residents, property owners, business owners, and school children who live, work, and attend school within the Monroe Street Corridor by creating exacerbated traffic congestion, decreased levels of service, slower average response times of emergency vehicles during peak traffic hours, and depleted available parking throughout Old Mandeville’s residential and business communities and Mandeville’s historic lakefront.

WHEREAS, Section 2-10 of the Mandeville Charter authorizes the City Council to adopt, modify, amend, or repeal any zoning plan, map, or regulation.

WHEREAS, the City Council finds that the most appropriate solution to balancing these competing interests is through its inherent policing and zoning authority to enact a targeted, minimally impacting, low-traffic overlay district applicable to lands and waters currently zoned “planned district” or “marina” and located within the southernly Monroe Street Corridor, east of East Causeway Approach to Lamarque Street and south of Monroe Street to Lake Pontchartrain, the goal of which is to permit reasonable property and economic development while generating the reasonably fewest number of expected, additional vehicle trips per day within the Monroe Street Corridor, while incentivizing single-family, detached, residential neighborhoods.

NOW, THEREFORE, BE IT ORDAINED, that Section 7.6.5 of the City of Mandeville Comprehensive Land Use Regulations Ordinance is created and reads:

7.6.5. Monroe Street Corridor Low-Traffic Overlay District

There is created a Monroe Street Corridor Low-Traffic Overlay District (“Low-Traffic Overlay District” or “LT-O”) as further defined by this Section.

7.6.5.1 Purpose of the Low-Traffic Overlay District

The purpose of the Low-Traffic Overlay District is to protect the health, safety, and welfare of Mandeville’s residents, property owners, business owners, and school children, especially those who utilize Monroe Street in their daily travel, from worsening traffic congestion, decreasing levels of service, slowing average response times of emergency vehicles during peak traffic hours, and depleted parking availability along the Monroe Street Corridor and throughout Old Mandeville’s southernly residential and business districts and Mandeville’s historic lakefront.

7.6.5.2 Geographic Boundary of the Low-Traffic Overlay District

The geographic boundary of the Low-Traffic Overlay District is (1) East Causeway Boulevard extending east to Lamarque Street and (2) Monroe Street extending south to the end of the Mandeville City Limits at Lake Pontchartrain.

7.6.5.3 Lands and waters covered by the Low-Traffic Overlay District

The Low-Traffic Overlay District covers and applies only to lots, lots of record, parcels of land, and bodies of water which are

- (a) located with the geographic boundary of the Low-Traffic Overlay District as defined in Section 7.6.5.2, and
- (b) zoned planned district (“PD”), planned residential district (“PRD”), planned commercial district (“PCD”), planned industrial district (“PID”), planned combined use district (“PCUD”), marina district – waterfront lots (“PM-1”) or marina district – non-waterfront lots (“PM-2”).

7.6.5.4 Prohibited uses within the Low-Traffic Overlay District

(a) Prohibited uses

In addition to any other applicable rule, regulation, procedure, or prohibition on land use, conditional use, or special use imposed by the City of Mandeville Code of Ordinances or Comprehensive Land Use Regulations Ordinance, including but not limited to those rules and regulations concerning conditional use permits set out in Section 4.3.3 *et seq.* of the CLURO, the following uses on covered lands and waters within the geographic boundary of the Low-Traffic Overlay District are also prohibited:

- (1) Any industrial use;
- (2) Any residential, commercial, marina, or other use that is expected to generate an average daily rate of vehicular trips per AM or PM peak hour greater than 0.50 trips per 1 acre of land or water of the development site, or any pro rata portion thereof, as defined by the Institute of transportation Engineers (ITE) Trip Generation Manual 12th Edition and its applicable Land Use Codes.

(b) Exception for single-family homes on minimum 1-acre lots

Notwithstanding Section 7.6.5.4(a) above, a residential use of one single-family detached home situated on a lot at least 1-acre in size is not prohibited under this Section.

7.6.5.5 Exception for pre-existing uses

Notwithstanding Section 7.6.5.4(a) above, any pre-existing use permitted on covered lands and waters within the boundary of the Low-Traffic Overlay District as of the date this Ordinance is enacted remains permitted as a lawful nonconforming use subject to any applicable provisions of the CLURO concerning the discontinuance, abandonment, expansion, or loss of nonconforming status.

7.6.5.6 Evasion of these rules prohibited

No property owner, lessee, developer, applicant, or other person may engage in any conduct, including but not limited to the subdivision or rezoning of covered lands or waters within the Low-Traffic Overlay District, for the purpose of evading or thwarting the prohibitions or exceptions established by Section 7.6.5.4 above.

7.6.5.7 Prohibitions and exceptions do not create permitted uses

The prohibitions and exceptions established by Section 7.6.5.4 do not create, approve, or imply any permitted use that would otherwise be prohibited, or that may otherwise be denied or modified, under any provision of the City of Mandeville Code of Ordinances or Comprehensive Land Use Regulations Ordinance, including but not limited to regulations concerning conditional use permits set out in Section 4.3.3 *et seq.* of the CLURO.

7.6.5.8 Permitting in violation of these rules prohibited

Notwithstanding any provision of the City of Mandeville Code of Ordinances or Comprehensive Land Use Regulations Ordinances to the contrary, and for the purpose of safeguarding the health, safety, and welfare of Mandeville's residents:

- (a) The City of Mandeville, inclusive of all its officers and commissions, may not issue any conditional use permit, special use permit, building permit, or other permit in violation of the rules, prohibitions, and exceptions contained in this Section 7.6.5 *et seq.*; and,
- (b) Neither the City of Mandeville Planning Commission, Zoning Commission (whether or not sitting as a board of adjustment), or Planning Director may grant any variance or exception to the zoning-related prohibitions and exceptions established in Section 7.6.5.4 above.

7.6.5.9 Severability

The provisions of this Section are severable. If any court of competent jurisdiction holds any provision of this Section invalid or unenforceable, the remaining provisions shall continue in full force and effect.

BE IT FURTHER ORDAINED that this Ordinance shall be enacted and effective upon signature of the Mayor.

BE IT FURTHER ORDAINED that the Clerk of this Council is authorized and empowered to take any action reasonably necessary in her discretion to promulgate the provisions of this Ordinance.

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 _____ 2026.

Alicia Watts
Clerk of Council

Scott Discon
Council Chairman

ORD 26-28

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

ORDINANCE NO. 26-28

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE TO APPROPRIATE FUNDS RELATIVE TO AND FOR ADOPTION OF THE OPERATING BUDGET FOR THE CITY OF MANDEVILLE FOR FISCAL YEAR 2026-2027; 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 "B" 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", and "F" attached hereto is adopted by the city council of the City of Mandeville for Fiscal year 2026-2027.
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 July, 2026.

Alicia Watts
Clerk of Council

Scott Discon
Council Chairman

ORG	OBJ	ORG OBJ	ACCOUNT DESCRIPTION	FY26 REVISED BUDGET	YTD ACTUAL through 05/31	AVAILABLE BUDGET	% USED	FY26 EOY ESTIMATE	% USED FY26 EOY EST v FY26 REVISED	FY27 BUDGET	\$ CHANGE - FY26 Budget to FY27	% CHANGE - FY26 Budget to FY27	% CHANGE - FY26 EOY Est to FY27	PIVOT
10000	30000	10000-30000	AD VALOREM TAXES	-2,175,216	-2,217,292	42,076	101.93	-2,217,292	101.93%	-2,250,551	-75,335	3.46%	1.50%	GF ADVALOREM TAXES
10000	30400	10000-30400	BEER TAX & LIQUOR LIC.	-35,000	-18,511	-16,489	52.89	-24,681	70.52%	-35,000	0	0.00%	41.81%	GF OTHER REVENUE
10000	30600	10000-30600	STUDENT RESOURCE OFFICER	-840,620	-718,485	-122,135	85.47	-840,620	100.00%	-840,620	0	0.00%	0.00%	GF OTHER REVENUE
10000	30800	10000-30800	FRANCHISE TAXES	-944,011	-684,932	-259,079	72.56	-944,011	100.00%	-944,011	0	0.00%	0.00%	GF FRANCHISE TAXES
10000	30900	10000-30900	GARBAGE COLLECTION FEES	-1,116,000	-890,178	-225,822	79.77	-1,116,000	100.00%	-1,146,132	-30,132	2.70%	2.70%	GF OTHER REVENUE
10000	31100	10000-31100	INSURANCE LICENSES	-695,000	-521,733	-173,267	75.07	-695,644	100.09%	-695,000	0	0.00%	-0.09%	GF OTHER REVENUE
10000	31200	10000-31200	MISCELLANEOUS INCOME	-333,333	-215,734	-117,599	64.72	-333,333	100.00%	-333,333	0	0.00%	0.00%	GF OTHER REVENUE
10000	31300	10000-31300	POLICE FEES	-581,633	-409,228	-172,405	70.36	-545,637	93.81%	-581,633	0	0.00%	6.60%	GF OTHER REVENUE
10000	31400	10000-31400	INTEREST INCOME	-543,211	-329,598	-213,613	60.68	-439,464	80.90%	-439,464	103,747	-19.10%	0.00%	GF OTHER REVENUE
10000	31500	10000-31500	OCCUPATIONAL LICENSES	-650,000	-641,812	-8,188	98.74	-855,749	131.65%	-663,000	-13,000	2.00%	-22.52%	GF OTHER REVENUE
10000	31600	10000-31600	CONTRACTOR LICENSES	-35,000	-31,118	-3,882	88.91	-41,491	118.54%	-35,700	-700	2.00%	-13.96%	GF OTHER REVENUE
10000	31900	10000-31900	DMV	-60,000	-48,429	-11,571	80.72	-60,000	100.00%	-60,000	0	0.00%	0.00%	GF OTHER REVENUE
10000	32200	10000-32200	GRANT INCOME	-8,569,382	-352,817	-8,216,565	4.12	-860,303	10.04%	-7,753,382	816,000	-9.52%	801.24%	GF GRANTS REVENUE
10000	32250	10000-32250	SUPPLEMENTAL PAY	-266,500	-207,920	-58,580	78.02	-266,500	100.00%	-280,800	-14,300	5.37%	5.37%	GF OTHER REVENUE
10000	32300	10000-32300	BUILDING PERMITS	-168,244	-159,015	-9,229	94.51	-212,019	126.02%	-172,450	-4,206	2.50%	-18.66%	GF OTHER REVENUE
10000	32400	10000-32400	ZONING FEES	-5,000	-7,600	2,600	152.00	-7,600	152.00%	-7,600	-2,600	52.00%	0.00%	GF OTHER REVENUE
10000	32700	10000-32700	SALE OF PLOTS AND CRYPTS	-30,000	-61,245	31,245	204.15	-61,245	204.15%	-30,000	0	0.00%	-51.02%	GF OTHER REVENUE
10000	34100	10000-34100	SALE OF PROPERTY	0	-6,000	6,000	0.00	0	0.00%	0	0	0.00%	0.00%	GF OTHER REVENUE
10000	34300	10000-34300	KEEP MANDEVILLE BEAUTIFUL	-50,000	-500	-49,500	1.00	0	0.00%	-50,000	0	0.00%	0.00%	GF OTHER REVENUE
10000	34200	10000-34200	TRAILHEAD REVENUES	-120,000	-99,957	-20,043	83.30	-133,276	111.06%	-133,276	-13,276	11.06%	0.00%	GF OTHER REVENUE
10000	34400	10000-34400	COMMUNITY CENTER	-6,300	-7,000	700	111.11	-7,000	111.11%	-7,000	-700	11.11%	0.00%	GF OTHER REVENUE
10000	34600	10000-34600	EMERGENCY INCOME	-6,641,290	0	-6,641,290	0.00	-3,149,163	47.42%	-2,259,742	4,381,548	-65.97%	-28.24%	GF OTHER REVENUE
10000	34601	10000-34601	ELEVATIONS INCOME	-250,000	-1,781,300	1,531,300	712.52	-2,375,067	950.03%	-2,500,000	-2,250,000	900.00%	5.26%	GF OTHER REVENUE
10000	90500	10000-90500	TRANSFER SALES TAX	-11,055,890	-8,896,008	-2,159,882	80.46	-11,418,875	103.28%	-11,789,988	-734,098	6.64%	3.25%	GF SALES TAX TRANSFERS IN
10000	90600	10000-90600	TRANSFER SPECIAL SALES TAX	-5,457,219	-2,936,417	-2,520,802	53.81	-7,365,157	134.96%	-8,007,121	-2,549,902	46.73%	8.72%	GF INTERFUND TRANSFERS IN
10100	40000	10100-40000	SALARIES	1,784,723	1,321,183	463,540	74.03	1,761,577	98.70%	1,777,147	-7,576	-0.42%	0.88%	GF WAGES & OVERTIME
10100	40100	10100-40100	OVERTIME	18,016	34,305	-16,289	190.42	45,740	253.89%	18,016	0	0.00%	-60.61%	GF WAGES & OVERTIME
10100	40200	10100-40200	FICA	138,088	100,524	37,564	72.80	134,032	97.06%	137,311	-777	-0.56%	2.45%	GF PR TAXES & WC
10100	40300	10100-40300	RETIREMENT	638,359	473,706	164,653	74.21	631,608	98.94%	639,773	1,414	0.22%	1.29%	GF RETIREMENT & OPEB
10100	40301	10100-40301	HEALTH INSURANCE RETIREES	44,721	22,568	22,153	50.46	30,090	67.28%	30,090	-14,631	-32.72%	0.00%	GF RETIREMENT & OPEB
10100	40400	10100-40400	INSURANCE EMPLOYEES	665,443	432,541	232,902	65.00	576,722	86.67%	632,388	-33,055	-4.97%	9.65%	GF EMPLOYEE INSURANCE
10100	40600	10100-40600	WORKER'S COMPENSATION	40,583	40,937	-354	100.87	54,582	134.50%	42,000	1,417	3.49%	-23.05%	GF PR TAXES & WC
10100	40700	10100-40700	DMV	87,393	70,552	16,841	80.73	94,069	107.64%	93,393	6,000	6.87%	-0.72%	GF GENERAL GOVERNMENT EXPENDITURES
10100	41000	10100-41000	AUDIT & ACCOUNTING FEES	250,000	81,987	168,013	32.79	109,316	43.73%	200,000	-50,000	-20.00%	82.96%	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	448,685	151,090	74.81	598,247	99.75%	519,798	-79,978	-13.33%	-13.11%	GF GENERAL GOVERNMENT EXPENDITURES
10100	41400	10100-41400	COMP LAND USE PLAN REVISION	50,105	6,435	43,670	12.84	8,580	17.12%	43,670	-6,435	-12.84%	408.97%	GF GENERAL GOVERNMENT EXPENDITURES
10100	41500	10100-41500	ENGINEERING FEES	150,000	117,870	32,130	78.58	157,160	104.77%	150,000	0	0.00%	-4.56%	GF GENERAL GOVERNMENT EXPENDITURES
10100	41600	10100-41600	COMPUTER SUPPLIES & PROGRAMS	225,178	133,057	92,121	59.09	177,410	78.79%	225,178	0	0.00%	26.93%	GF GENERAL GOVERNMENT EXPENDITURES
10100	42100	10100-42100	MEMBERSHIP DUES & SUBS.	21,853	8,530	13,323	39.03	11,373	52.04%	15,000	-6,853	-31.36%	31.89%	GF GENERAL GOVERNMENT EXPENDITURES
10100	42200	10100-42200	PRINTING	18,317	14,894	3,423	81.31	19,859	108.42%	19,859	1,542	8.42%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	42300	10100-42300	UTILITIES	57,051	46,699	10,352	81.86	62,266	109.14%	63,822	6,771	11.87%	2.50%	GF GENERAL GOVERNMENT EXPENDITURES
10100	42400	10100-42400	TELEPHONE	25,007	18,940	6,067	75.74	25,254	100.99%	25,007	0	0.00%	-0.98%	GF GENERAL GOVERNMENT EXPENDITURES
10100	42500	10100-42500	ADVERTISING	27,885	11,467	16,418	41.12	15,289	54.83%	17,000	-10,885	-39.04%	11.19%	GF GENERAL GOVERNMENT EXPENDITURES

ORG	OBJ	ORG OBJ	ACCOUNT DESCRIPTION	FY26 REVISED BUDGET	YTD ACTUAL through 05/31	AVAILABLE BUDGET	% USED	FY26 EOY ESTIMATE	% USED FY26 EOY EST v FY26 REVISED	FY27 BUDGET	\$ CHANGE - FY26 Budget to FY27 Budget	% CHANGE - FY26 Budget to FY27 Budget	% CHANGE - FY26 EOY Est to FY27 Budget	PIVOT
10100	42600	10100-42600	INSURANCE GENERAL	25,177	23,541	1,636	93.50	23,541	93.50%	25,177	0	0.00%	6.95%	GF GENERAL GOVERNMENT EXPENDITURES
10100	42700	10100-42700	JANITORIAL SERVICES	18,939	21,764	-2,825	114.92	29,018	153.22%	29,018	10,079	53.22%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	42800	10100-42800	INSURANCE PROPERTY	49,317	32,773	16,544	66.45	32,773	66.45%	33,592	-15,725	-31.89%	2.50%	GF GENERAL GOVERNMENT EXPENDITURES
10100	42900	10100-42900	BANK CHARGES	40,826	43,431	-2,605	106.38	57,907	141.84%	40,826	0	0.00%	-29.50%	GF GENERAL GOVERNMENT EXPENDITURES
10100	43000	10100-43000	OFFICE SUPPLIES	18,658	8,635	10,023	46.28	11,514	61.71%	18,000	-658	-3.53%	56.33%	GF GENERAL GOVERNMENT EXPENDITURES
10100	43200	10100-43200	BUILDING MAINTENANCE	88,500	92,814	-4,314	104.87	123,751	139.83%	120,300	31,800	35.93%	-2.79%	GF GENERAL GOVERNMENT EXPENDITURES
10100	43300	10100-43300	MAINTENANCE RECREATION	30,000	24,453	5,547	81.51	32,604	108.68%	30,000	0	0.00%	-7.99%	GF GENERAL GOVERNMENT EXPENDITURES
10100	43400	10100-43400	COMMUNITY CENTER	48,000	13,961	34,039	29.08	18,614	38.78%	25,000	-23,000	-47.92%	34.31%	GF GENERAL GOVERNMENT EXPENDITURES
10100	43500	10100-43500	PLANNING & DEVELOPMENT	1,072,000	664,775	407,225	62.01	886,366	82.68%	997,000	-75,000	-7.00%	12.48%	GF GENERAL GOVERNMENT EXPENDITURES
10100	43600	10100-43600	RECORDING FEES	9,113	10,000	-887	109.73	13,333	146.31%	10,000	887	9.73%	-25.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	43700	10100-43700	TRAILHEAD	180,000	122,037	57,963	67.80	180,000	100.00%	148,200	-31,800	-17.67%	-17.67%	GF GENERAL GOVERNMENT EXPENDITURES
10100	43900	10100-43900	KEEP MANDEVILLE BEAUTIFUL	67,000	55,502	11,498	82.84	67,000	100.00%	73,700	6,700	10.00%	10.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	43800	10100-43800	CORONER'S FEES	1,000	2,000	-1,000	200.00	2,000	200.00%	5,000	4,000	400.00%	150.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	44000	10100-44000	POSTAGE	7,488	7,606	-118	101.57	10,141	135.43%	7,675	187	2.50%	-24.32%	GF GENERAL GOVERNMENT EXPENDITURES
10100	44100	10100-44100	BANQUETS	14,000	8,341	5,659	59.58	11,122	79.44%	4,000	-10,000	-71.43%	-64.04%	GF GENERAL GOVERNMENT EXPENDITURES
10100	44200	10100-44200	TRAVEL CONVS. & CONFS.	54,300	42,728	11,572	78.69	56,970	104.92%	45,000	-9,300	-17.13%	-21.01%	GF GENERAL GOVERNMENT EXPENDITURES
10100	45000	10100-45000	DECOR. & BEAUTIFICATION	85,000	13,242	71,758	15.58	28,000	32.94%	85,000	0	0.00%	203.57%	GF GENERAL GOVERNMENT EXPENDITURES
10100	45100	10100-45100	SOCIAL SERVICES	0	0	0	0.00	0	0.00%	0	0	0.00%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	45300	10100-45300	ECONOMIC DEVELOPMENT	0	0	0	0.00	0	0.00%	0	0	0.00%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	45500	10100-45500	ANIMAL CONTROL	1,000	315	685	31.50	1,000	100.00%	1,000	0	0.00%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	45800	10100-45800	MAYOR'S ALLOWANCE	500	0	500	0.00	0	0.00%	500	0	0.00%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	45900	10100-45900	P & Z MEETING FEES	8,400	6,300	2,100	75.00	8,400	100.00%	8,400	0	0.00%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	46000	10100-46000	COUNCIL MEETING FEES	72,000	54,000	18,000	75.00	72,000	100.00%	72,000	0	0.00%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	46500	10100-46500	CIVIL SERVICE	8,190	15,423	-7,233	188.31	20,564	251.08%	20,564	12,374	151.08%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	46400	10100-46400	ELECTION EXPENSE	0	0	0	0.00	0	0.00%	0	0	0.00%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	46700	10100-46700	UNIFORMS	5,615	4,928	687	87.77	5,615	100.00%	5,615	0	0.00%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	46800	10100-46800	FUEL	2,694	1,214	1,480	45.06	2,694	100.00%	2,694	0	0.00%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	46900	10100-46900	INSURANCE VEHICLES	4,432	9,634	-5,202	217.38	9,634	217.38%	9,634	5,202	117.38%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	47000	10100-47000	VEHICLE MAINTENANCE	3,000	4,458	-1,458	148.60	5,944	198.13%	5,944	2,944	98.13%	0.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	47100	10100-47100	EQUIPMENT MAINTENANCE	1,885	1,239	646	65.72	1,652	87.63%	1,885	0	0.00%	14.12%	GF GENERAL GOVERNMENT EXPENDITURES
10100	47500	10100-47500	EQUIPMENT RENTAL	29,514	21,768	7,746	73.76	29,024	98.34%	29,514	0	0.00%	1.69%	GF GENERAL GOVERNMENT EXPENDITURES
10100	47600	10100-47600	CONTRACTED SERVICES	90,000	48,016	41,984	53.35	64,022	71.14%	60,000	-30,000	-33.33%	-6.28%	GF GENERAL GOVERNMENT EXPENDITURES
10100	48900	10100-48900	TRAINING	5,000	14,166	-9,166	283.32	14,166	283.32%	15,000	10,000	200.00%	5.89%	GF GENERAL GOVERNMENT EXPENDITURES
10100	49000	10100-49000	GARBAGE COLLECTION FEES	1,116,000	791,049	324,951	70.88	1,116,000	100.00%	1,146,132	30,132	2.70%	2.70%	GF GENERAL GOVERNMENT EXPENDITURES
10100	49900	10100-49900	EMERGENCY EXPENSE	0	100,910	-100,910	0.00	134,547	0.00%	0	0	0.00%	-100.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	49901	10100-49901	ELEVATIONS EXPENSE	250,000	1,781,300	-1,531,300	712.52	2,375,067	950.03%	2,500,000	2,250,000	900.00%	5.26%	GF GENERAL GOVERNMENT EXPENDITURES
10100	50000	10100-50000	GENERAL LIABILITY CLAIMS	40,000	32,774	7,226	81.93	43,698	109.25%	40,000	0	0.00%	-8.46%	GF GENERAL GOVERNMENT EXPENDITURES
10100	49999	10100-49999	MISCELLANEOUS EXPENSE	0	1,482	-1,482	0.00	1,976	0.00%	0	0	0.00%	-100.00%	GF GENERAL GOVERNMENT EXPENDITURES
10100	88000	10100-88000	CAPITAL OUTLAY	3,630,000	6,654,506	-3,024,506	183.32	8,872,675	244.43%	4,552,500	922,500	25.41%	-48.69%	GF CAPITAL OUTLAY
10110	40000	10110-40000	SALARIES	4,762,757	3,259,000	1,503,757	68.43	4,345,333	91.24%	4,719,935	-42,822	-0.90%	8.62%	GF WAGES & OVERTIME
10110	40100	10110-40100	OVERTIME	647,338	521,866	125,472	80.62	695,821	107.49%	641,439	-5,899	-0.91%	-7.82%	GF WAGES & OVERTIME
10110	40050	10110-40050	SUPPLEMENTAL PAY	266,500	208,716	57,784	78.32	278,288	104.42%	280,800	14,300	5.37%	0.90%	GF PUBLIC SAFETY EXPENDITURES
10110	40200	10110-40200	FICA	418,326	297,420	120,906	71.10	396,560	94.80%	410,145	-8,181	-1.96%	3.43%	GF PR TAXES & WC
10110	40300	10110-40300	RETIREMENT	2,046,378	1,481,762	564,616	72.41	1,975,682	96.55%	1,857,294	-189,084	-9.24%	-5.99%	GF RETIREMENT & OPEB

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10110	40301	10110-40301	HEALTH INSURANCE RETIREES	380,351	329,321	51,030	86.58	439,095	115.44%	483,045	102,694	27.00%	10.01%	GF RETIREMENT & OPEB
10110	40400	10110-40400	INSURANCE EMPLOYEES	1,717,084	1,104,279	612,805	64.31	1,472,372	85.75%	1,754,410	37,326	2.17%	19.16%	GF EMPLOYEE INSURANCE
10110	40600	10110-40600	WORKER'S COMPENSATION	140,635	129,633	11,002	92.18	150,000	106.66%	129,633	-11,002	-7.82%	-13.58%	GF PR TAXES & WC
10110	41600	10110-41600	COMPUTER SUPPLIES & PROGRAMS	799,780	509,011	290,769	63.64	799,780	100.00%	799,780	0	0.00%	0.00%	GF PUBLIC SAFETY EXPENDITURES
10110	42100	10110-42100	MEMBERSHIP DUES & SUBS.	3,500	2,550	950	72.86	2,550	72.86%	3,500	0	0.00%	37.25%	GF PUBLIC SAFETY EXPENDITURES
10110	42200	10110-42200	PRINTING	2,500	1,623	877	64.92	2,500	100.00%	2,500	0	0.00%	0.00%	GF PUBLIC SAFETY EXPENDITURES
10110	42300	10110-42300	UTILITIES	21,930	19,582	2,348	89.29	26,109	119.05%	26,109	4,179	19.05%	0.00%	GF PUBLIC SAFETY EXPENDITURES
10110	42400	10110-42400	TELEPHONE	35,137	26,761	8,376	76.16	35,137	100.00%	35,137	0	0.00%	0.00%	GF PUBLIC SAFETY EXPENDITURES
10110	42600	10110-42600	INSURANCE GENERAL	131,711	137,491	-5,780	104.39	137,491	104.39%	137,491	5,780	4.39%	0.00%	GF PUBLIC SAFETY EXPENDITURES
10110	42700	10110-42700	JANITORIAL	19,510	28,193	-8,683	144.50	37,590	192.67%	37,590	18,080	92.67%	0.00%	GF PUBLIC SAFETY EXPENDITURES
10110	42800	10110-42800	INSURANCE PROPERTY	173,511	109,978	63,533	63.38	146,637	84.51%	150,303	-23,208	-13.38%	2.50%	GF PUBLIC SAFETY EXPENDITURES
10110	43000	10110-43000	OFFICE SUPPLIES	10,000	5,736	4,264	57.36	7,648	76.48%	10,000	0	0.00%	30.75%	GF PUBLIC SAFETY EXPENDITURES
10110	42900	10110-42900	BANK CHARGES	1,085	0	1,085	0.00	0	0.00%	1,085	0	0.00%	0.00%	GF PUBLIC SAFETY EXPENDITURES
10110	43200	10110-43200	BUILDING MAINTENANCE	30,000	33,807	-3,807	112.69	45,076	150.25%	45,076	15,076	50.25%	0.00%	GF PUBLIC SAFETY EXPENDITURES
10110	44000	10110-44000	POSTAGE	1,436	270	1,166	18.78	359	25.03%	1,436	0	0.00%	299.47%	GF PUBLIC SAFETY EXPENDITURES
10110	44200	10110-44200	TRAVEL CONVS. & CONFS.	15,735	1,392	14,343	8.85	1,856	11.80%	15,735	0	0.00%	747.78%	GF PUBLIC SAFETY EXPENDITURES
10110	46300	10110-46300	CRIME PREVENTION	12,000	5,149	6,851	42.91	12,000	100.00%	12,000	0	0.00%	0.00%	GF PUBLIC SAFETY EXPENDITURES
10110	46500	10110-46500	CIVIL SERVICE	48,150	37,191	10,959	77.24	48,150	100.00%	33,650	-14,500	-30.11%	-30.11%	GF PUBLIC SAFETY EXPENDITURES
10110	46600	10110-46600	RADIO MAINTENANCE	60,000	18,356	41,644	30.59	41,644	69.41%	60,000	0	0.00%	44.08%	GF PUBLIC SAFETY EXPENDITURES
10110	46700	10110-46700	UNIFORMS	40,000	21,310	18,690	53.27	28,413	71.03%	40,000	0	0.00%	40.78%	GF PUBLIC SAFETY EXPENDITURES
10110	46800	10110-46800	FUEL	139,805	112,563	27,242	80.51	150,084	107.35%	153,786	13,981	10.00%	2.47%	GF PUBLIC SAFETY EXPENDITURES
10110	46900	10110-46900	INSURANCE VEHICLES	56,876	79,829	-22,953	140.36	79,829	140.36%	79,829	22,953	40.36%	0.00%	GF PUBLIC SAFETY EXPENDITURES
10110	47000	10110-47000	VEHICLE MAINTENANCE	110,000	119,843	-9,843	108.95	130,000	118.18%	110,000	0	0.00%	-15.38%	GF PUBLIC SAFETY EXPENDITURES
10110	47100	10110-47100	EQUIPMENT MAINTENANCE	1,000	1,772	-772	177.24	1,000	100.00%	1,000	0	0.00%	0.00%	GF PUBLIC SAFETY EXPENDITURES
10110	47200	10110-47200	CRIME INVESTIGATION	5,000	1,875	3,125	37.50	2,500	50.00%	5,000	0	0.00%	100.00%	GF PUBLIC SAFETY EXPENDITURES
10110	47300	10110-47300	POLICE SUPPLIES	60,000	29,241	30,759	48.73	38,987	64.98%	60,000	0	0.00%	53.90%	GF PUBLIC SAFETY EXPENDITURES
10110	47500	10110-47500	EQUIPMENT RENTAL	3,000	2,482	518	82.73	2,482	82.73%	3,000	0	0.00%	20.88%	GF PUBLIC SAFETY EXPENDITURES
10110	47600	10110-47600	CONTRACTED SERVICES	2,500	3,413	-913	136.50	2,500	100.00%	2,500	0	0.00%	0.00%	GF PUBLIC SAFETY EXPENDITURES
10110	48900	10110-48900	TRAINING	85,000	46,613	38,387	54.84	62,151	73.12%	85,000	0	0.00%	36.76%	GF PUBLIC SAFETY EXPENDITURES
10110	88000	10110-88000	CAPITAL OUTLAY	852,000	510,490	341,510	59.92	680,654	79.89%	310,000	-542,000	-63.62%	-54.46%	GF CAPITAL OUTLAY
10120	40000	10120-40000	SALARIES	1,291,950	1,034,412	257,538	80.07	1,379,215	106.75%	1,465,132	173,182	13.40%	6.23%	GF WAGES & OVERTIME
10120	40100	10120-40100	OVERTIME	60,339	41,768	18,571	69.22	55,691	92.30%	68,422	8,083	13.40%	22.86%	GF WAGES & OVERTIME
10120	40200	10120-40200	FICA	103,876	79,665	24,211	76.69	106,219	102.26%	117,317	13,441	12.94%	10.45%	GF PR TAXES & WC
10120	40300	10120-40300	RETIREMENT	481,223	382,643	98,580	79.51	510,191	106.02%	527,448	46,225	9.61%	3.38%	GF RETIREMENT & OPEB
10120	40301	10120-40301	HEALTH INSURANCE RETIREES	41,760	35,402	6,358	84.78	47,203	113.03%	52,785	11,025	26.40%	11.83%	GF RETIREMENT & OPEB
10120	40400	10120-40400	INSURANCE EMPLOYEES	453,385	325,776	127,609	71.85	434,368	95.81%	571,073	117,688	25.96%	31.47%	GF EMPLOYEE INSURANCE
10120	40600	10120-40600	WORKER'S COMPENSATION	48,656	31,840	16,816	65.44	42,453	87.25%	31,840	-16,816	-34.56%	-25.00%	GF PR TAXES & WC
10120	41600	10120-41600	COMPUTER SUPPLIES & PROGRAMS	96,163	45,801	50,362	47.63	61,068	63.50%	96,163	0	0.00%	57.47%	GF PUBLIC WORKS EXPENDITURES
10120	42100	10120-42100	MEMBERSHIP DUES & SUBS.	3,000	3,454	-454	115.14	3,454	115.14%	3,000	0	0.00%	-13.15%	GF PUBLIC WORKS EXPENDITURES
10120	42200	10120-42200	PRINTING	1,500	62	1,439	4.10	82	5.47%	1,500	0	0.00%	1729.27%	GF PUBLIC WORKS EXPENDITURES
10120	42300	10120-42300	UTILITIES	220,964	178,548	42,416	80.80	238,064	107.74%	226,488	5,524	2.50%	-4.86%	GF PUBLIC WORKS EXPENDITURES
10120	42400	10120-42400	TELEPHONE	7,894	6,994	900	88.60	9,325	118.13%	7,894	0	0.00%	-15.35%	GF PUBLIC WORKS EXPENDITURES
10120	42600	10120-42600	INSURANCE GENERAL	21,351	19,629	1,722	91.94	19,629	91.94%	21,351	0	0.00%	8.77%	GF PUBLIC WORKS EXPENDITURES
10120	42800	10120-42800	INSURANCE PROPERTY	41,662	25,490	16,172	61.18	25,490	61.18%	26,127	-15,535	-37.29%	2.50%	GF PUBLIC WORKS EXPENDITURES

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10120	42700	10120-42700	JANITORIAL	0	3,908	-3,908	0.00	5,211	0.00%	5,211	5,211	0.00%	0.00%	GF PUBLIC WORKS EXPENDITURES
10120	43000	10120-43000	OFFICE SUPPLIES	4,000	3,499	501	87.48	4,665	116.64%	4,000	0	0.00%	-14.26%	GF PUBLIC WORKS EXPENDITURES
10120	43200	10120-43200	BUILDING MAINTENANCE	70,000	67,104	2,896	95.86	70,000	100.00%	70,000	0	0.00%	0.00%	GF PUBLIC WORKS EXPENDITURES
10120	43900	10120-43900	CANALS & DRAINAGE	4,000	2,925	1,075	73.13	3,900	97.51%	4,000	0	0.00%	2.55%	GF PUBLIC WORKS EXPENDITURES
10120	44200	10120-44200	TRAVEL CONVS. & CONFS.	2,000	8,722	-6,722	436.09	11,629	581.46%	4,000	2,000	100.00%	-65.60%	GF PUBLIC WORKS EXPENDITURES
10120	46500	10120-46500	CIVIL SERVICE	7,407	5,772	1,635	77.93	7,407	100.00%	7,407	0	0.00%	0.00%	GF PUBLIC WORKS EXPENDITURES
10120	46700	10120-46700	UNIFORMS	13,500	18,247	-4,747	135.16	13,500	100.00%	13,500	0	0.00%	0.00%	GF PUBLIC WORKS EXPENDITURES
10120	46800	10120-46800	FUEL	18,000	17,842	158	99.12	23,790	132.17%	19,800	1,800	10.00%	-16.77%	GF PUBLIC WORKS EXPENDITURES
10120	46900	10120-46900	INSURANCE VEHICLES	20,929	27,326	-6,397	130.56	27,326	130.56%	27,326	6,397	30.56%	0.00%	GF PUBLIC WORKS EXPENDITURES
10120	47000	10120-47000	VEHICLE MAINTENANCE	30,000	22,697	7,303	75.66	30,000	100.00%	30,000	0	0.00%	0.00%	GF PUBLIC WORKS EXPENDITURES
10120	47100	10120-47100	EQUIPMENT MAINTENANCE	65,000	41,615	23,385	64.02	65,000	100.00%	65,000	0	0.00%	0.00%	GF PUBLIC WORKS EXPENDITURES
10120	47500	10120-47500	EQUIPMENT RENTAL	2,500	1,375	1,125	54.99	1,833	73.32%	2,500	0	0.00%	36.39%	GF PUBLIC WORKS EXPENDITURES
10120	47600	10120-47600	CONTRACTED SERVICES	20,000	7,028	12,972	35.14	9,371	46.85%	20,000	0	0.00%	113.43%	GF PUBLIC WORKS EXPENDITURES
10120	47700	10120-47700	SMALL TOOLS & SUPPLIES	40,000	41,224	-1,224	103.06	41,224	103.06%	40,000	0	0.00%	-2.97%	GF PUBLIC WORKS EXPENDITURES
10120	47900	10120-47900	SIGNS & LIGHTS	10,000	7,753	2,248	77.53	10,337	103.37%	10,000	0	0.00%	-3.26%	GF PUBLIC WORKS EXPENDITURES
10120	48000	10120-48000	SAND ASPHALT & GRAVEL	40,000	9,061	30,939	22.65	12,082	30.20%	40,000	0	0.00%	231.08%	GF PUBLIC WORKS EXPENDITURES
10120	48900	10120-48900	TRAINING	1,000	2,847	-1,847	284.67	3,796	379.55%	3,796	2,796	279.55%	0.00%	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	830,000	693,186	136,814	83.52	924,248	111.36%	1,281,450	451,450	54.39%	38.65%	GF CAPITAL OUTLAY
10140	43400	10140-43400	MAINTENANCE CEMETERY	136,523	22,048	114,475	16.15	29,397	21.53%	60,000	-76,523	-56.05%	104.10%	GF CEMETERY EXPENDITURES
20000	31400	20000-31400	INTEREST INCOME	-270,386	-157,712	-112,674	58.33	-210,283	77.77%	-210,283	60,103	-22.23%	0.00%	EF OTHER REVENUE
20000	31200	20000-31200	MISCELLANEOUS REVENUES	0	-3,061	3,061	0.00	-4,082	0.00%	0	0	0.00%	-100.00%	EF OTHER REVENUE
20000	33300	20000-33300	WATER IMPACT FEES	-20,000	-22,085	2,085	110.43	-29,447	147.23%	-20,000	0	0.00%	-32.08%	EF OTHER REVENUE
20000	32200	20000-32200	GRANTS	0	-4,045	4,045	0.00	-5,394	0.00%	0	0	0.00%	-100.00%	EF OTHER REVENUE
20000	33400	20000-33400	WATER INSPECTION FEES	-433	-1,250	817	288.68	-1,667	384.91%	-1,667	-1,234	284.91%	0.00%	EF OTHER REVENUE
20000	33500	20000-33500	WATER FEES	-1,419,284	-1,168,134	-251,150	82.30	-1,557,512	109.74%	-1,635,388	-216,104	15.23%	5.00%	EF OTHER REVENUE
20000	33600	20000-33600	WATER TAPPING FEES	-8,033	-23,087	15,054	287.40	-30,783	383.20%	-30,783	-22,750	283.20%	0.00%	EF OTHER REVENUE
20000	33700	20000-33700	WATER SERVICE CHARGES	-18,475	-24,307	5,832	131.57	-32,410	175.42%	-32,410	-13,935	75.42%	0.00%	EF OTHER REVENUE
20000	33800	20000-33800	DELINQUENT FEES	-47,170	11	-47,181	-0.02	14	-0.03%	-20,000	27,170	-57.60%	-138094.48%	EF OTHER REVENUE
20000	33900	20000-33900	CONVENIENCE FEES	-20,250	-12,499	-7,751	61.72	-16,665	82.30%	-16,665	3,585	-17.70%	0.00%	EF OTHER REVENUE
20000	35200	20000-35200	SEWER FEES	-2,749,386	-1,691,212	-1,058,174	61.51	-2,254,949	82.02%	-2,367,697	381,689	-13.88%	5.00%	EF OTHER REVENUE
20000	35300	20000-35300	SEWER TAPPING FEES	-3,938	-7,200	3,262	182.83	-9,600	243.78%	-9,600	-5,662	143.78%	0.00%	EF OTHER REVENUE
20000	35400	20000-35400	SEWER INSPECTION FEES	-354	-500	146	141.24	-667	188.32%	-667	-313	88.32%	0.00%	EF OTHER REVENUE
20000	35500	20000-35500	SEWER IMPACT FEES	-11,309	-26,927	15,618	238.10	-35,903	317.47%	-35,903	-24,594	217.47%	0.00%	EF OTHER REVENUE
20000	39900	20000-39900	DHH FEES	-71,196	-45,573	-25,623	64.01	-60,764	85.35%	-60,764	10,432	-14.65%	0.00%	EF OTHER REVENUE
20000	90400	20000-90400	TRANS FROM SPEC SALES TAX	0	0	0	0.00	0	0.00%	0	0	0.00%	0.00%	EF INTERFUND TRANSFERS IN
20211	40000	20211-40000	SALARIES	754,660	492,247	262,413	65.23	656,329	86.97%	767,801	13,141	1.74%	16.98%	EF WAGES & OVERTIME
20211	40100	20211-40100	OVERTIME	47,022	38,721	8,301	82.35	51,628	109.80%	47,834	812	1.73%	-7.35%	EF WAGES & OVERTIME
20211	40200	20211-40200	FICA	61,407	39,821	21,586	64.85	53,095	86.46%	62,396	989	1.61%	17.52%	EF PR TAXES & WC
20211	40300	20211-40300	RETIREMENT	282,362	207,438	74,924	73.47	276,584	97.95%	276,408	-5,954	-2.11%	-0.06%	EF RETIREMENT & OPEB
20211	40301	20211-40301	HEALTH INSURANCE RETIREES	33,344	38,480	-5,136	115.40	51,306	153.87%	52,785	19,441	58.30%	2.88%	EF RETIREMENT & OPEB
20211	40400	20211-40400	INSURANCE EMPLOYEES	208,676	123,074	85,602	58.98	164,099	78.64%	279,611	70,935	33.99%	70.39%	EF EMPLOYEE INSURANCE
20211	40600	20211-40600	WORKER'S COMPENSATION	27,639	15,920	11,719	57.60	21,226	76.80%	21,226	-6,413	-23.20%	0.00%	EF PR TAXES & WC
20211	41000	20211-41000	LICENSES & PERMITS	55,000	33,337	21,663	60.61	44,449	80.82%	55,000	0	0.00%	23.74%	WATER OTHER OPERATIONAL EXPENDITURES

ORG	OBJ	ORG OBJ	ACCOUNT DESCRIPTION	FY26 REVISED BUDGET	YTD ACTUAL through 05/31	AVAILABLE BUDGET	% USED	FY26 EOY ESTIMATE	% USED FY26 EOY EST v FY26 REVISED	FY27 BUDGET	\$ CHANGE - FY26 Budget to FY27 Budget	% CHANGE - FY26 Budget to FY27 Budget	% CHANGE - FY26 EOY Est to FY27 Budget	PIVOT
20211	41600	20211-41600	COMPUTER SUPPLIES & PROGRAMS	91,312	55,981	35,331	61.31	91,312	100.00%	91,312	0	0.00%	0.00%	WATER OTHER OPERATIONAL EXPENDITURES
20211	41700	20211-41700	PUMPS MAINTENANCE	7,500	4,749	2,751	63.33	6,333	84.43%	7,500	0	0.00%	18.44%	WATER OTHER OPERATIONAL EXPENDITURES
20211	41900	20211-41900	PURIFICATION CHEMICALS	80,000	63,852	16,148	79.81	85,136	106.42%	84,000	4,000	5.00%	-1.33%	WATER OTHER OPERATIONAL EXPENDITURES
20211	42100	20211-42100	MEMBERSHIP DUES & SUBS.	2,700	2,234	466	82.74	2,979	110.32%	2,700	0	0.00%	-9.35%	WATER OTHER OPERATIONAL EXPENDITURES
20211	42200	20211-42200	PRINTING	26,090	27,781	-1,691	106.48	37,041	141.97%	27,395	1,305	5.00%	-26.04%	WATER OTHER OPERATIONAL EXPENDITURES
20211	42300	20211-42300	UTILITIES	139,414	114,870	24,544	82.39	153,160	109.86%	146,385	6,971	5.00%	-4.42%	WATER OTHER OPERATIONAL EXPENDITURES
20211	42400	20211-42400	TELEPHONE	6,478	4,276	2,202	66.02	5,702	88.02%	6,478	0	0.00%	13.61%	WATER OTHER OPERATIONAL EXPENDITURES
20211	42600	20211-42600	INSURANCE GENERAL	11,847	11,048	799	93.26	11,048	93.26%	11,847	0	0.00%	7.23%	WATER OTHER OPERATIONAL EXPENDITURES
20211	42800	20211-42800	INSURANCE PROPERTY	28,632	17,474	11,158	61.03	17,474	61.03%	28,632	0	0.00%	63.85%	WATER OTHER OPERATIONAL EXPENDITURES
20211	42700	20211-42700	JANITORIAL	0	731	-731	0.00	975	0.00%	975	975	0.00%	0.00%	WATER OTHER OPERATIONAL EXPENDITURES
20211	42900	20211-42900	BANK CHARGES	40,762	28,920	11,842	70.95	38,560	94.60%	40,762	0	0.00%	5.71%	WATER OTHER OPERATIONAL EXPENDITURES
20211	43000	20211-43000	OFFICE SUPPLIES	2,000	2,179	-179	108.96	2,906	145.29%	2,906	906	45.29%	0.00%	WATER OTHER OPERATIONAL EXPENDITURES
20211	43200	20211-43200	BUILDING MAINTENANCE	15,672	30,731	-15,059	196.09	40,975	261.45%	40,975	25,303	161.45%	0.00%	WATER OTHER OPERATIONAL EXPENDITURES
20211	44000	20211-44000	POSTAGE	150	1,765	-1,615	1,176.73	2,353	1568.97%	2,500	2,350	1566.67%	6.23%	WATER OTHER OPERATIONAL EXPENDITURES
20211	44200	20211-44200	TRAVEL CONVS. & CONFS.	4,000	8,758	-4,758	218.94	11,677	291.92%	4,000	0	0.00%	-65.74%	WATER OTHER OPERATIONAL EXPENDITURES
20211	46500	20211-46500	CIVIL SERVICE	4,019	3,151	869	78.39	4,201	104.52%	4,019	0	0.00%	-4.32%	WATER OTHER OPERATIONAL EXPENDITURES
20211	46700	20211-46700	UNIFORMS	8,600	9,444	-844	109.82	12,592	146.42%	8,600	0	0.00%	-31.71%	WATER OTHER OPERATIONAL EXPENDITURES
20211	46800	20211-46800	FUEL	32,253	30,222	2,031	93.70	40,296	124.94%	35,478	3,225	10.00%	-11.95%	WATER OTHER OPERATIONAL EXPENDITURES
20211	46900	20211-46900	INSURANCE VEHICLES	25,117	25,406	-289	101.15	25,406	101.15%	25,406	289	1.15%	0.00%	WATER OTHER OPERATIONAL EXPENDITURES
20211	47000	20211-47000	VEHICLE MAINTENANCE	20,000	12,074	7,926	60.37	16,099	80.49%	20,000	0	0.00%	24.23%	WATER OTHER OPERATIONAL EXPENDITURES
20211	47100	20211-47100	EQUIPMENT MAINT. & SERVICE	40,000	49,396	-9,396	123.49	65,861	164.65%	40,000	0	0.00%	-39.27%	WATER OTHER OPERATIONAL EXPENDITURES
20211	47500	20211-47500	EQUIPMENT RENTAL	1,244	723	521	58.14	964	77.52%	1,244	0	0.00%	29.00%	WATER OTHER OPERATIONAL EXPENDITURES
20211	47600	20211-47600	CONTRACTED SERVICES	22,575	8,865	13,710	39.27	8,865	39.27%	22,575	0	0.00%	154.66%	WATER OTHER OPERATIONAL EXPENDITURES
20211	47700	20211-47700	SMALL TOOLS & SUPPLIES	43,700	17,021	26,679	38.95	22,695	51.93%	43,700	0	0.00%	92.55%	WATER OTHER OPERATIONAL EXPENDITURES
20211	48100	20211-48100	DEPRECIATION	807,730	0	807,730	0.00	807,730	100.00%	807,730	0	0.00%	0.00%	WATER DEPRECIATION EXPENSE
20211	48200	20211-48200	CONNECTION SUPPLIES	135,000	111,083	23,917	82.28	148,111	109.71%	135,000	0	0.00%	-8.85%	WATER OTHER OPERATIONAL EXPENDITURES
20211	48300	20211-48300	TESTING	16,000	6,326	9,674	39.53	8,434	52.71%	16,000	0	0.00%	89.71%	WATER OTHER OPERATIONAL EXPENDITURES
20211	48400	20211-48400	PLANT MAINTENANCE	102,000	98,073	3,927	96.15	130,764	128.20%	107,100	5,100	5.00%	-18.10%	WATER OTHER OPERATIONAL EXPENDITURES
20211	48900	20211-48900	TRAINING	5,000	4,963	37	99.26	6,617	132.35%	7,000	2,000	40.00%	5.78%	WATER OTHER OPERATIONAL EXPENDITURES
20211	49300	20211-49300	EMERGENCY REPAIRS	30,000	608	29,392	2.03	811	2.70%	30,000	0	0.00%	3600.66%	WATER OTHER OPERATIONAL EXPENDITURES
20212	40000	20212-40000	SALARIES	428,802	284,632	144,170	66.38	379,509	88.50%	368,564	-60,238	-14.05%	-2.88%	EF WAGES & OVERTIME
20212	40100	20212-40100	OVERTIME	23,647	26,114	-2,467	110.43	34,819	147.25%	20,308	-3,339	-14.12%	-41.68%	EF WAGES & OVERTIME
20212	40200	20212-40200	FICA	34,879	23,079	11,800	66.17	30,771	88.22%	29,749	-5,130	-14.71%	-3.32%	EF PR TAXES & WC
20212	40300	20212-40300	RETIREMENT	158,657	105,314	53,343	66.38	140,418	88.50%	132,683	-25,974	-16.37%	-5.51%	EF RETIREMENT & OPEB
20212	40301	20212-40301	HEALTH INSURANCE RETIREES	21,072	1,865	19,207	8.85	2,486	11.80%	2,486	-18,586	-88.20%	0.00%	EF RETIREMENT & OPEB
20212	40400	20212-40400	INSURANCE EMPLOYEES	225,597	114,140	111,457	50.59	152,186	67.46%	159,582	-66,015	-29.26%	4.86%	EF EMPLOYEE INSURANCE
20212	40600	20212-40600	WORKER'S COMPENSATION	23,003	9,097	13,906	39.55	12,129	52.73%	23,003	0	0.00%	89.65%	EF PR TAXES & WC
20212	41000	20212-41000	LICENSES & PERMITS	5,467	2,229	3,238	40.77	2,972	54.36%	5,467	0	0.00%	83.97%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	41600	20212-41600	COMPUTER SUPPLIES & PROGRAMS	65,000	38,436	26,564	59.13	65,000	100.00%	65,000	0	0.00%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	41700	20212-41700	PUMPS MAINTENANCE	80,000	83,554	-3,554	104.44	111,405	139.26%	80,000	0	0.00%	-28.19%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	41900	20212-41900	PURIFICATION CHEMICALS	80,000	40,168	39,832	50.21	53,557	66.95%	80,000	0	0.00%	49.37%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	42100	20212-42100	MEMBERSHIP DUES & SUBS.	2,000	1,054	946	52.70	2,000	100.00%	2,000	0	0.00%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	42200	20212-42200	PRINTING	26,112	16,735	9,377	64.09	22,313	85.45%	26,112	0	0.00%	17.02%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	42300	20212-42300	UTILITIES	368,569	271,243	97,326	73.59	361,658	98.12%	368,569	0	0.00%	1.91%	SEWER OTHER OPERATIONAL EXPENDITURES

ORG	OBJ	ORG OBJ	ACCOUNT DESCRIPTION	FY26 REVISED BUDGET	YTD ACTUAL through 05/31	AVAILABLE BUDGET	% USED	FY26 EOY ESTIMATE	% USED FY26 EOY EST v FY26 REVISED	FY27 BUDGET	\$ CHANGE - FY26 Budget to FY27 Budget	% CHANGE - FY26 Budget to FY27 Budget	% CHANGE - FY26 EOY Est to FY27 Budget	PIVOT
20212	42400	20212-42400	TELEPHONE	5,254	2,523	2,731	48.01	3,364	64.02%	5,254	0	0.00%	56.20%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	42600	20212-42600	INSURANCE GENERAL	7,405	6,898	507	93.15	6,898	93.15%	7,405	0	0.00%	7.36%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	42800	20212-42800	INSURANCE PROPERTY	14,879	7,283	7,596	48.95	7,283	48.95%	14,879	0	0.00%	104.30%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	43000	20212-43000	OFFICE SUPPLIES	2,060	947	1,113	45.99	1,263	61.32%	2,060	0	0.00%	63.09%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	42700	20212-42700	JANITORIAL	0	403	-403	0.00	538	0.00%	538	538	0.00%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	43200	20212-43200	BUILDING MAINTENANCE	16,991	56,553	-39,562	332.84	75,404	443.79%	75,404	58,413	343.79%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	44200	20212-44200	TRAVEL CONVS. & CONFS.	4,000	2,797	1,203	69.92	3,729	93.23%	4,000	0	0.00%	7.26%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	46500	20212-46500	CIVIL SERVICE	2,503	2,170	333	86.70	2,893	115.59%	2,893	390	15.59%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	44000	20212-44000	POSTAGE	167	1,216	-1,049	728.33	1,622	971.11%	1,622	1,455	871.11%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	46700	20212-46700	UNIFORMS	9,079	7,444	1,635	81.99	9,925	109.32%	9,925	846	9.32%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	46800	20212-46800	FUEL	26,889	19,971	6,918	74.27	26,628	99.03%	29,578	2,689	10.00%	11.08%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	46900	20212-46900	INSURANCE VEHICLES	21,396	24,583	-3,187	114.89	24,583	114.89%	24,583	3,187	14.89%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	47000	20212-47000	VEHICLE MAINTENANCE	10,000	13,266	-3,266	132.66	10,000	100.00%	10,000	0	0.00%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	47100	20212-47100	EQUIP.-MAINT. & SERVICE	68,803	20,215	48,588	29.38	26,953	39.17%	68,803	0	0.00%	155.27%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	47500	20212-47500	EQUIPMENT RENTAL	1,000	400	600	39.97	1,000	100.00%	1,000	0	0.00%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	47600	20212-47600	CONTRACTED SERVICES	15,000	14,335	665	95.57	15,000	100.00%	15,000	0	0.00%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	47700	20212-47700	SMALL TOOLS & SUPPLIES	15,000	4,896	10,104	32.64	15,000	100.00%	15,000	0	0.00%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	48100	20212-48100	DEPRECIATION	1,317,536	0	1,317,536	0.00	1,317,536	100.00%	1,317,536	0	0.00%	0.00%	SEWER DEPRECIATION EXPENSE
20212	48200	20212-48200	CONNECTION SUPPLIES	16,000	9,122	6,878	57.01	16,000	100.00%	16,000	0	0.00%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	48300	20212-48300	TESTING	160,575	107,515	53,060	66.96	160,575	100.00%	160,575	0	0.00%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	48400	20212-48400	PLANT MAINTENANCE	130,000	55,386	74,614	42.60	130,000	100.00%	130,000	0	0.00%	0.00%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	48900	20212-48900	TRAINING	2,500	1,709	791	68.35	2,278	91.13%	5,000	2,500	100.00%	119.47%	SEWER OTHER OPERATIONAL EXPENDITURES
20212	49300	20212-49300	EMERGENCY REPAIRS	30,000	4,817	25,183	16.06	35,000	116.67%	30,000	0	0.00%	-14.29%	SEWER OTHER OPERATIONAL EXPENDITURES
30000	31400	30000-31400	INTEREST INCOME	-19,670	-11,583	-8,087	58.89	-15,444	78.52%	-15,444	4,226	-21.48%	0.00%	NM OTHER REVENUE
30000	42900	30000-42900	MISCELLANEOUS	600	442	158	73.65	600	100.00%	600	0	0.00%	0.00%	NM EXPENDITURES
40000	31400	40000-31400	INTEREST INCOME	-5,782	-3,754	-2,028	64.93	-5,006	86.58%	-5,006	776	-13.42%	0.00%	ST OTHER REVENUE
40000	35500	40000-35500	SALES & USE TAX	-22,305,931	-17,182,714	-5,123,217	77.03	-23,038,275	103.28%	-23,787,019	-1,481,088	6.64%	3.25%	ST SALES AND USE TAX REVENUE
40000	41000	40000-41000	COLLECTION EXPENSE	267,671	197,483	70,188	73.78	276,459	103.28%	285,444	17,773	6.64%	3.25%	ST EXPENDITURES
40000	42900	40000-42900	MISCELLANEOUS	120	80	40	66.67	107	88.89%	120	0	0.00%	12.50%	ST EXPENDITURES
40000	90400	40000-90400	TRANS TO CAP PROJ-STREETS	3,685,297	2,965,336	719,961	80.46	3,806,292	103.28%	3,929,996	244,699	6.64%	3.25%	ST TRANSFERS OUT
40000	90600	40000-90600	TRANSFER TO GENERAL FUND	11,055,890	8,896,008	2,159,882	80.46	11,418,875	103.28%	11,789,988	734,098	6.64%	3.25%	ST TRANSFERS OUT
40000	90800	40000-90800	TRANS. TO SPEC. SALES TAX	3,685,297	2,965,336	719,961	80.46	3,806,292	103.28%	3,929,996	244,699	6.64%	3.25%	ST TRANSFERS OUT
40000	91100	40000-91100	TRANSFER DISTRICT 3 SALES TAX	3,611,776	2,158,550	1,453,226	59.76	3,730,358	103.28%	3,851,594	239,818	6.64%	3.25%	ST TRANSFERS OUT
50000	31200	50000-31200	MISCELLANEOUS REVENUES	0	0	0	0.00	-1,000,000	0.00%	0	0	0.00%	-100.00%	SST GRANTS REVENUE
50000	31400	50000-31400	INTEREST INCOME	-450,147	-272,932	-177,215	60.63	-363,910	80.84%	-363,910	86,237	-19.16%	0.00%	SST OTHER REVENUE
50000	42900	50000-42900	MISCELLANEOUS	18,000	14,618	3,382	81.21	18,000	100.00%	18,000	0	0.00%	0.00%	SST EXPENDITURES
50000	90100	50000-90100	TRANS. FROM SALES TAX	-3,685,297	-2,965,336	-719,961	80.46	-3,806,292	103.28%	-3,929,996	-244,699	6.64%	3.25%	SST SALES TAX TRANSFERS IN
50000	90300	50000-90300	TRANS. TO ENTERPRISE FUND	0	0	0	0.00	0	0.00%	0	0	0.00%	0.00%	SST OPERATING TRANSFERS OUT
50000	90800	50000-90800	TRANSFER TO GENERAL FUND	5,457,219	2,936,417	2,520,802	53.81	7,365,157	134.96%	8,007,121	2,549,902	46.73%	8.72%	SST OPERATING TRANSFERS OUT
51000	31400	51000-31400	INTEREST INCOME	-15,563	-9,159	-6,404	58.85	-12,212	78.47%	-12,212	3,351	-21.53%	0.00%	NM OTHER REVENUE
51000	42900	51000-42900	MISCELLANEOUS	420	348	72	82.75	420	100.00%	420	0	0.00%	0.00%	NM EXPENDITURES
52000	31400	52000-31400	INTEREST INCOME	-4,927	-3,259	-1,668	66.15	-4,345	88.20%	-4,345	582	-11.80%	0.00%	NM OTHER REVENUE
60000	31400	60000-31400	INTEREST INCOME	-6,398	-2,352	-4,046	36.76	-3,136	49.02%	-3,136	3,262	-50.98%	0.00%	D3 OTHER REVENUE
60000	32200	60000-32200	FEDERAL GRANT	-7,825,000	0	-7,825,000	0.00	-96,374	1.23%	-7,728,626	96,374	-1.23%	7919.43%	D3 GRANTS REVENUE

ORG	OBJ	ORG OBJ	ACCOUNT DESCRIPTION	FY26 REVISED BUDGET	YTD ACTUAL through 05/31	AVAILABLE BUDGET	% USED	FY26 EOY ESTIMATE	% USED FY26 EOY EST v FY26 REVISED	FY27 BUDGET	\$ CHANGE - FY26 Budget to FY27 Budget	% CHANGE - FY26 Budget to FY27 Budget	% CHANGE - FY26 EOY Est to FY27 Budget	PIVOT
60000	90500	60000-90500	TRANSFER-SALES TAX	-3,611,776	-2,158,550	-1,453,226	59.76	-3,730,358	103.28%	-3,851,594	-239,818	6.64%	3.25%	D3 TRANSFERS IN
60000	91100	60000-91100	TRANSFER TO STREET CONSTRUCTION	2,993,750	0	2,993,750	0.00	2,993,750	100.00%	4,543,750	1,550,000	51.77%	51.77%	D3 OPERATING TRANSFERS OUT
70000	31400	70000-31400	INTEREST INCOME	-409,677	-253,205	-156,472	61.81	-337,606	82.41%	-337,606	72,071	-17.59%	0.00%	SC OTHER REVENUE
70000	32200	70000-32200	GRANTS	0	-96,374	96,374	0.00	0	0.00%	0	0	0.00%	0.00%	SC OTHER REVENUE
70000	42900	70000-42900	MISCELLANEOUS	12,000	10,368	1,632	86.40	13,824	115.20%	12,000	0	0.00%	-13.19%	SC EXPENDITURES
70000	49000	70000-49000	CONSTRUCTION-STREETS	8,125,000	4,520,659	3,604,341	55.64	6,027,546	74.19%	15,800,000	7,675,000	94.46%	162.13%	SC CAPITAL OUTLAY
70000	90400	70000-90400	TRANSFER FROM SALES TAX	-3,685,297	-2,965,336	-719,961	80.46	-3,806,292	103.28%	-3,929,996	-244,699	6.64%	3.25%	SC SALES TAX TRANSFERS IN
70000	91100	70000-91100	TRANSFER DISTRICT 3 SALES TAX	-2,993,750	0	-2,993,750	0.00	-2,993,750	100.00%	-4,543,750	-1,550,000	51.77%	51.77%	SC TRANSFERS IN

Exhibit C
POSITION AND SALARY TABLE

JOB TITLE	DEPARTMENT	COUNT	ESTIMATED WAGES	ESTIMATED BENEFITS PER	ESTIMATED ADDITIONAL PAY	TOTAL
			PER POSITION	POSITION	PER POSITION	
ACCOUNTANT	GENERAL GOVERNMENT	1	67,892	69,493	679	139,286
ACCOUNTING SPECIALIST	GENERAL GOVERNMENT	1	49,780	36,319	498	87,493
ADMIN OPERATIONS COORDINATOR	POLICE	1	86,806	82,550	13,583	184,728
ADMINISTRATIVE SUPPORT SUPERVISOR	STREET	1	62,343	67,187	2,911	133,604
ASSISTANT CHIEF	POLICE	1	142,434	97,603	30,986	274,113
ASST SUPER - BLDG & GROUND	STREET	2	97,498	76,728	5,582	363,288
ASST SUPER - WATER/SEWER	WATER/SEWER DEPARTMENT	2	85,638	64,984	5,024	314,524
ASST SUPERINTENDANT - STREETS	STREET	1	83,120	76,509	3,882	165,061
BUILDING OFFICIAL	GENERAL GOVERNMENT	1	93,075	80,869	930	176,550
CAPTAIN	POLICE	2	117,008	84,700	28,144	464,878
CLERK - COMMUNITY CENTER	GENERAL GOVERNMENT	1	54,861	24,416	548	80,813
CLERK I - MAILROOM CLERK	WATER/SEWER DEPARTMENT	1	47,755	60,580	477	109,672
CLERK I - POLICE	POLICE	1	51,449	51,677	6,992	111,160
CLERK I - RECEPTIONIST	STREET	1	45,018	33,813	450	80,091
CLERK II - ADM COORDINATOR	WATER DEPARTMENT	1	44,268	19,883	2,758	67,747
CLERK II - AP & PURCHASING	GENERAL GOVERNMENT	1	40,088	43,314	401	84,524
CLERK II - CITY CLERK	GENERAL GOVERNMENT	1	50,849	48,344	509	100,617
CLERK II - CITY COURT	GENERAL GOVERNMENT	1	48,861	46,308	488	96,537
CLERK II - CULTURAL DEVELOPMENT	GENERAL GOVERNMENT	1	40,088	58,985	5,448	105,332
CLERK II - EVIDENCE	POLICE	2	68,142	66,573	10,823	293,890
CLERK II - UTILITY BILLING	WATER DEPARTMENT	2	51,037	55,300	2,953	220,504
COMMUNITY CENTER COORDINATOR	GENERAL GOVERNMENT	1	55,817	64,244	558	121,624
COUNCIL CLERK	GENERAL GOVERNMENT	1	72,223	58,928	722	133,173
DIRECTOR, CULTURAL DEVELOPM	GENERAL GOVERNMENT	1	124,127	82,018	1,241	209,620
DIRECTOR, FINANCE	GENERAL GOVERNMENT	1	129,249	83,657	1,293	216,525
DIRECTOR, PLANNING	GENERAL GOVERNMENT	1	122,495	68,497	7,120	194,422
DIRECTOR, PUBLIC WORKS	WATER DEPARTMENT	1	161,336	98,280	10,051	272,721
DISPATCH SUPERVISOR	POLICE	1	85,627	69,450	16,034	172,923
DISPATCHER	POLICE	8	52,713	55,645	7,577	936,075
ELECTRICAL TECHNICIAN	STREET	1	92,012	55,999	4,297	154,025
ENGINEERING ASSISTANT	STREET	1	110,720	89,236	7,742	209,809
EQUIPMENT OPERATOR	STREET/WATER/SEWER DEPARTMENT	6	65,985	49,905	3,334	722,750
EXECUTIVE ASSISTANT	GENERAL GOVERNMENT	1	95,939	82,253	959	180,878
FIELD REPRESENTATIVE (PW)	STREET	1	67,799	69,782	3,167	142,012
HUMAN RESOURCES ASSISTANT	GENERAL GOVERNMENT	1	53,380	26,100	7,255	87,815
HUMAN RESOURCES DIRECTOR	GENERAL GOVERNMENT	1	129,748	88,907	17,633	238,914
INFORMATION TECHNOLOGY MGR	POLICE	1	151,368	99,875	21,129	275,447
LIEUTENANT	POLICE	5	97,923	83,532	23,593	1,036,070
LIEUTENANT DETECTIVE	POLICE	1	108,088	93,238	23,528	227,199
MAINT WORKER II - STS & DRAIN	STREET	1	48,963	35,748	2,286	87,911
MAINTENANCE WORKER I - STREET	STREET	5	39,719	41,404	1,855	418,594
MAINTENANCE WORKER I - W/S	WATER/SEWER DEPARTMENT	3	39,892	36,080	2,388	237,338
MAINTENANCE WORKER II - B&G	STREET	3	47,728	48,061	2,229	296,724
MAINTENANCE WORKER II-W/S	WATER/SEWER DEPARTMENT	4	47,126	47,746	2,768	394,117
MAYOR	GENERAL GOVERNMENT	1	124,602	69,674	7,141	197,765
OFFICER	POLICE	22	66,531	61,584	16,436	3,212,648
OFFICER COMMUNITY POLICING	POLICE	4	72,904	69,480	18,390	649,602
OFFICER TRAINER	POLICE	1	88,108	70,377	20,009	180,421
PERMIT COORDINATOR	GENERAL GOVERNMENT	1	52,105	49,726	521	103,290
PLANNER I - CFM	GENERAL GOVERNMENT	1	56,418	38,949	564	96,946
PLANNER I - GIS ADMINISTATOR	GENERAL GOVERNMENT	1	75,580	73,115	1,252	151,316
PLANNER I - LANDSCAPE	GENERAL GOVERNMENT	1	69,042	44,663	691	115,638
PLANNER II	GENERAL GOVERNMENT	1	76,949	59,772	769	138,875
PLANNING RECEPTIONIST	GENERAL GOVERNMENT	1	36,918	55,756	369	93,708
PLANNING TECHNICIAN	GENERAL GOVERNMENT	1	46,031	59,779	461	107,099
PLANT OPERATOR	WATER/SEWER DEPARTMENT	2	70,274	58,110	4,093	267,602
POLICE CHIEF	POLICE	1	137,848	70,579	22,127	233,405
PURCHASING AGENT	GENERAL GOVERNMENT	1	69,805	56,905	698	128,664
SENIOR ACCOUNTANT	GENERAL GOVERNMENT	1	104,548	85,961	1,542	193,941
SERGEANT	POLICE	5	80,841	79,887	19,897	912,098
SERGEANT DETECTIVE	POLICE	1	80,773	80,754	22,048	185,408
STUDENT WORKER, CLERK	GENERAL GOVERNMENT	1	13,875	6,175	139	20,438
SUPERINTENDENT - BLDG & GROUND	STREET	1	126,747	83,762	8,490	221,409
SUPERINTENDENT - UTILITIES	WATER DEPARTMENT	1	94,177	56,669	5,867	158,496
TOTAL POSITIONS		125				

Exhibit D
Mayor's Compensation

MAYOR'S COMPENSATION	FY26	FY27
Salary	120,950	122,160
Medical, Dental & Life	12,328	13,882
Employee Retirement	12,095	12,216
Employer Retirement	32,657	31,761
Vehicle Allowance	6,000	6,000
Cell Phone	600	600
	184,629	186,619

Exhibit E
City Council Compensation

COUNCIL EXPENDITURES	FY 2027
City Council Pay	72,000
Telephone	2,999
	74,999

ORD 26-29

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

ORDINANCE NO. 26-29

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 2026-2027; 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 July, 2026.

Alicia Watts
Clerk of Council

Scott Discon
Council Chairman

**City of Mandeville - Exhibit A
FY 2027 Capital Budget**

		FY27 Budget Request	Prior Year Appropriations	TOTAL APPROPRIATIONS	Project to Date Actuals (As of 06/25/26)	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	3,144,335	855,665	Special Sales Tax Fund	CPRA Matching Funds Grant - \$1,000,000/ Mandeville Living Shoreline Feasibility Study - Lake Pontchartrain Basin Restoration Program IJJA FY 2022 Grant - \$205,271
100.21.005	Shoreline Protection and Flood Control (Eastside of City)	500,000	501,015	1,001,015	137,936	863,079	Special Sales Tax Fund	-
100.21.006	Shoreline Protection and Flood Control (Westside of City)		500,000	500,000	235,018	264,982	Special Sales Tax Fund	-
100.21.009	City Parks & Playgrounds Improvements	325,000	1,645,000	1,970,000	1,151,175	818,825	General Fund	-
100.21.018	City Hall Master Plan		893,413	893,413	725,880	167,533	General Fund	-
100.21.019	Seawall Repair	3,000,000	7,000,000	10,000,000	3,248,915	6,751,085	Special Sales Tax Fund	-
100.23.002	Harbor Gazebo Improvements	2,500	575,000	577,500	502,324	75,176	General Fund	-
100.25.001	New Park Design (12X)	575,000	425,000	1,000,000	301,253	698,747	General Fund	
100.25.012	America Street Park - Design & Construction	150,000	3,310,000	3,460,000	173,014	3,286,986	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	457,902	3,642,098	General Fund	FEMA Public Assistance (Hurricane Ida) - \$TBD (preliminary FEMA funding estimates - \$2,259,742)
		4,552,500	22,949,428	27,501,928	10,077,751	17,424,177		
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	441,717	7,558,283	General Fund	State Capital Outlay - \$6M
110.26.002	ATV Towing Trailer		7,000	7,000	-	7,000	General Fund	
110.26.004	Dispatch Computers & Monitors		40,000	40,000	18,034	21,966	General Fund	
110.26.005	Window Replacement at 1923 Jefferson St.		150,000	150,000	-	150,000	General Fund	
110.27.001	(4) Police Units	285,000	-	285,000	-	285,000	General Fund	
110.27.002	Ballistic Vest Replacement	25,000	-	25,000	-	25,000	General Fund	
		310,000	8,347,000	8,657,000	487,416	8,169,584		
STREET DEPARTMENT								
120.22.001	Buildings & Grounds Repairs		200,000	200,000	52,972	147,028	Special Sales Tax Fund	-
120.26.013	Side by Side		22,000	22,000	-	22,000	Special Sales Tax Fund	
120.27.001	(2) Debris Blowers	16,600	-	16,600	-	16,600	Special Sales Tax Fund	
120.27.002	9.6 Cubic Yard Street Sweeper	415,000	-	415,000	-	415,000	Special Sales Tax Fund	
120.27.003	(2) Side by Side	47,000	-	47,000	-	47,000	Special Sales Tax Fund	
120.27.004	Wilson CAT 306 Amphibious Excavator	265,000	-	265,000	-	265,000	Special Sales Tax Fund	
120.27.005	Debris Truck - 30 Yard	300,000	-	300,000	-	300,000	Special Sales Tax Fund	
120.27.006	2 Yard Dump Truck	82,850	-	82,850	-	82,850	Special Sales Tax Fund	
120.27.005	(2) F-250 Truck	100,000	-	100,000	-	100,000	Special Sales Tax Fund	
120.27.006	Kubota Tractor	55,000	-	55,000	-	55,000	Special Sales Tax Fund	
		1,281,450	222,000	1,503,450	52,972	1,450,478		

**City of Mandeville - Exhibit A
FY 2027 Capital Budget**

		FY27 Budget Request	Prior Year Appropriations	TOTAL APPROPRIATIONS	Project to Date Actuals (As of 06/25/26)	Remaining Balance	Funding Source	Grants
700.21.004	Highway 22 Drainage		15,000,000	15,000,000	2,262,541	12,737,459	District 3 Sales Tax Fund	LA Facility Planning & Control funding - \$7,825,000
700.21.015	Highway 190 Median Project		1,235,000	1,235,000	257,267	977,733	District 3 Sales Tax Fund	
700.22.001	Asphalt Maintenance	1,500,000	5,500,000	7,000,000	2,893,101	4,106,899	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	
700.22.002	Striping	100,000	750,000	850,000	502,146	347,854	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	
700.22.003	Roadway & Drainage Maintenance	2,000,000	7,750,000	9,750,000	7,103,925	2,646,075	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	
700.22.004	Sidewalk Repairs		850,000	850,000	433,806	416,194	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	
700.23.001	Old Golden Shores Drainage Improvements	1,200,000	2,900,000	4,100,000	810,445	3,289,555	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	
700.23.003	Ravine Au Coquille Watershed Modeling		400,000	400,000	318,793	81,207	Street Construction Fund	
700.24.001	City Wide Roadway Safety Improvements		900,000	900,000	245,180	654,820	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	
700.24.002	City-Wide Traffic Calming	150,000	400,000	550,000	65,129	484,871	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	
700.24.003	Fontainbleau Drainage Improvements	975,000	1,450,000	2,425,000	490,408	1,934,592	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	
700.24.004	Beau Rivage Drainage Improvements	2,600,000	1,250,000	3,850,000	59,837	3,790,164	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	
700.24.005	Sanitary Storm Sewer Lining	750,000	250,000	1,000,000	43	999,958	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	
700.25.001	Woodstone Drainage Improvements	2,000,000	750,000	2,750,000	27,096	2,722,904	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	
700.25.002	Carroll Street Stormwater Park & Drainage	225,000	1,400,000	1,625,000	90,583	1,534,418	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	1,300,000	500,000	1,800,000	79,080	1,720,920	Street Construction 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	301,266	298,734	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	
700.27.001	HWY 190 @ Starbucks Traffic Calming	1,000,000	-	1,000,000	-	1,000,000	District 3 Sales Tax Fund	
700.27.002	Cambrone and East Approach Traffic Calming	1,000,000	-	1,000,000	-	1,000,000	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	
700.27.003	Mandeville High Circulation	1,000,000	-	1,000,000	-	1,000,000	75% - Street Construction Fund 25% - District 3 Sales Tax Fund	
		15,800,000	42,310,000	58,110,000	15,940,644	42,169,356		

WATER DEPARTMENT

211.21.003	Water System Repairs	400,000	2,057,938	2,457,938	2,038,743	419,195	Enterprise Fund	OCD Water Sector Program Grant - \$2,034,000 current award amount (\$2,220,000 amount authorized to spend)
211.22.004	Tilt Trailer		25,000	25,000	13,300	11,700	Enterprise Fund	
211.23.005	Old Mandeville Waterlines Design		470,000	470,000	268,728	201,272	Enterprise Fund	
211.25.001	Old Mandeville Waterlines Construction		3,450,000	3,450,000	-	3,450,000	Enterprise Fund	
211.25.003	Mini Ford F450 Dump Truck		75,000	75,000	-	75,000	Enterprise Fund	
211.26.001	Old Mandeville Hutchinson Waterline	300,000	680,000	980,000	1,540	978,460	Enterprise Fund	
211.27.001	Bayou Chinchuba (W. Causeway) Waterline Crossing	420,000	-	420,000	-	420,000	Enterprise Fund	
211.27.003	Equipment Trailer	25,000	-	25,000	-	25,000	Enterprise Fund	
211.27.004	Small Excavator	36,200	-	36,200	-	36,200	Enterprise Fund	
		1,181,200	6,757,938	7,939,138	2,322,311	5,616,827		

**City of Mandeville - Exhibit A
FY 2027 Capital Budget**

SEWER DEPARTMENT

FY27 Budget Request	Prior Year Appropriations	TOTAL APPROPRIATIONS	Project to Date Actuals (As of 06/25/26)	Remaining Balance	Funding Source	Grants
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212.21.003	Sewer System Repairs	800,000	2,498,909	3,298,909	2,788,123	510,786	Enterprise Fund	
212.21.004	Sanitary Sewer Evaluation Study (SSES)		1,050,000	1,050,000	485,100	564,900	Enterprise Fund	
212.21.010	WWTP Pipeline Extension (Permitting, Geotech)		1,618,721	1,618,721	292,738	1,325,983	Enterprise Fund	
212.21.012	Odor Control Collection System and Treatment Plant		429,858	429,858	367,894	61,964	Enterprise Fund	
212.22.003	Public Works Building	25,000	200,000	225,000	205,165	19,835	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	60,000	110,000	170,000	108,471	61,529	Enterprise Fund	
212.23.005	Skid Mounted Jetter/Pipe Hunter		30,000	30,000	483	29,518	Enterprise Fund	
212.24.006	Sanitary Sewer Lining	525,000	1,000,000	1,525,000	383,051	1,141,949	Enterprise Fund	
212.25.001	Lift Stations 28, G & H	160,000	1,450,000	1,610,000	98,261	1,511,739	Enterprise Fund	
212.26.001	Lift Stations 32 & 19	70,000	250,000	320,000	397	319,603	Enterprise Fund	
212.26.002	WWTP Disinfection	210,000	200,000	410,000	-	410,000	Enterprise Fund	
212.26.003	Lift Station 30 Generator / Lift Station 41 Design	375,000	975,000	1,350,000	1,870	1,348,130	Enterprise Fund	
212.26.004	Wager Odor Control for Lift Stations	40,000	52,250	92,250	38,500	53,750	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	
212.26.009	Lift Station 47	250,000	350,000	600,000	1,870	598,130	Enterprise Fund	
212.26.010	Lift Station 48	390,000	150,000	540,000	1,870	538,130	Enterprise Fund	
212.26.011	Lift Station 45	180,000	180,000	360,000	1,636	358,364	Enterprise Fund	
212.26.012	Lift Station 49	170,000	180,000	350,000	1,581	348,419	Enterprise Fund	
212.26.013	Forestry Cutter		200,000	200,000	-	200,000	Enterprise Fund	
212.27.001	Old Mandeville Sewer Master Plan	430,000	-	430,000	-	430,000	Enterprise Fund	
212.27.002	(8) Lift Station Diffusers	20,000	-	20,000	-	20,000	Enterprise Fund	
212.27.003	Equipment Trailer	25,000	-	25,000	-	25,000	Enterprise Fund	
212.27.004	Large Excavator	146,300	-	146,300	-	146,300	Enterprise Fund	
		3,876,300	11,269,738	15,146,038	4,837,011	10,309,027		

Total All Departments	27,001,450	91,856,104	118,857,554	33,718,105	85,139,449		
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	FY27 Budget Request	Prior Year Appropriations	TOTAL APPROPRIATIONS	Project to Date Actuals (As of 06/25/26)	Remaining Balance
Amounts by Funding Source (not including grant award offset):					
General Fund	1,362,500	19,295,413	20,657,913	3,798,963	16,858,950
Special Sales Tax Fund	4,781,450	12,223,015	17,004,465	6,819,177	10,185,288
District 3 Sales Tax Fund	4,543,750	23,553,750	28,097,500	5,843,485	22,254,015
Street Construction Fund	11,256,250	18,756,250	30,012,500	10,097,159	19,915,341
Enterprise Fund	5,057,500	18,027,676	23,085,176	7,159,322	15,925,854
Total All Funds	27,001,450	91,856,104	118,857,554	33,718,105	85,139,449

City of Mandeville - Exhibit F
Fiscal Year 2027 - Governmental Funds Summary Report

	Governmental Funds							Total
	General Fund	Sales Tax Fund	Special Sales Tax Fund	District 3 Fund	Street Construction Fund	Non-Major Funds	Total Governmental Funds	
Revenues and Intergovernmental Funds								
Advalorem Taxes	2,250,551						2,250,551	2,250,551
Franchise Taxes	944,011						944,011	944,011
Sales and Use Taxes		23,787,019					23,787,019	23,787,019
Grants Revenue	7,753,382			7,728,626			15,482,008	15,482,008
Other Revenue	10,270,749	5,006	363,910	3,136	337,606	32,002	11,012,409	11,012,409
Subtotal Revenues	21,218,694	23,792,025	363,910	7,731,763	337,606	32,002	53,475,999	53,475,999
Sales Tax Transfers In	11,789,988		3,929,996	3,851,594	3,929,996		23,501,575	23,501,575
Interfund Transfers In	8,007,121				4,543,750		12,550,871	12,550,871
Total Revenues and Transfers In	41,015,803	23,792,025	4,293,906	11,583,357	8,811,352	32,002	89,528,445	89,528,445
Expenditures								
Wages & Overtime	8,690,091						8,690,091	8,690,091
Employee Insurance	2,957,871						2,957,871	2,957,871
Retirement & OPEB	3,590,436						3,590,436	3,590,436
Payroll Taxes and Workers' Compensation	868,246						868,246	868,246
Other Operating Exenditures	10,015,466	285,564	18,000		12,000	1,020	10,332,050	10,332,050
Subtotal Expenditures	26,122,109	285,564	18,000	-	12,000	1,020	26,438,693	26,438,693
Capital Outlay Expenditures (Governmental Funds)	6,143,950				15,800,000		21,943,950	21,943,950
Total Operating & Capital Expenditures	32,266,059	285,564	18,000	-	15,812,000	1,020	48,382,643	48,382,643
Interfund Transfers Out		23,501,575	8,007,121	4,543,750			36,052,446	36,052,446
Total Expenditures & Transfers Out	32,266,059	23,787,139	8,025,121	4,543,750	15,812,000	1,020	84,435,089	84,435,089
Net Fund Increase/(Decrease)	8,749,744	4,886	(3,731,215)	7,039,607	(7,000,648)	30,982	5,093,355	5,093,355
Projected FY2027 Beginning Fund Balance	13,183,965	111,989	9,472,599	19,576,588	27,841,613	620,985	70,807,739	70,807,739
FY2027 Fund Balance Before Carryforward Appropriations	21,933,709	116,875	5,741,384	26,616,194	20,840,966	651,966	75,901,094	75,901,094
Less: Prior-Year Carryforward Appropriations	(15,496,450)		(5,403,838)	(17,710,265)	(8,659,091)		(47,269,645)	(47,269,645)
Budgeted FY2027 Ending Fund Balance	6,437,259	116,875	337,546	8,905,929	12,181,874	651,966	28,631,450	104,532,544

City of Mandeville - Exhibit F
Fiscal Year 2027 - Proprietary Fund Summary Report

	Water	Sewer	TOTAL
OPERATING REVENUES			
Charges for Services	1,635,388	2,367,697	4,003,085
Tapping Fees	30,783	9,600	40,383
Water Service Charges	32,410	-	32,410
Delinquent Fees	10,000	10,000	20,000
Miscellaneous Service Revenues	18,332	61,431	79,763
Impact Fees	20,000	35,903	55,903
TOTAL OPERATING REVENUES	1,746,912	2,484,630	4,231,542
OPERATING EXPENSES			
Wages & Overtime	815,635	388,872	1,204,507
Employee Insurance	332,396	162,068	494,465
Retirement & OPEB	276,408	132,683	409,091
Payroll Taxes and Workers' Compensation	83,622	52,752	136,374
Other Operating Expenditures	1,857,218	2,574,203	4,431,421
TOTAL OPERATING EXPENSES	3,365,280	3,310,578	6,675,858
LOSS FROM OPERATIONS	(1,618,368)	(825,948)	(2,444,316)
NON-OPERATING REVENUES (EXPENSES)			
Intergovernmental	-	-	-
Interest Income (Loss)	105,141	105,141	210,283
Other Grants and Contributions	-	-	-
Total non-operating revenues (expenses)	105,141	105,141	210,283
CHANGE IN NET POSITION	(1,513,226)	(720,807)	(2,234,033)
NET POSITION			
Projected FY2027 Beginning Net Position			50,221,457
Budgeted FY2027 Ending Net Position			47,987,424

General Fund Revenue Comparison by Major Category

	Proposed 2027	Projected 2028	Projected 2029	Projected 2030	Projected 2031	Growth Rate
Ad valorem Taxes	2,250,551	2,284,309	2,318,574	2,353,353	2,388,653	1.5%
Sales and Use Taxes	11,789,988	12,173,163	12,568,791	12,977,277	13,399,038	3.25%
Franchise Fees	944,011	958,171	972,544	987,132	1,001,939	1.5%
Licenses and Permits	1,601,150	1,625,167	1,649,545	1,674,288	1,699,402	1.5%
Intergovernmental Revenues, Excluding Capital						
Outlay Grants	100,000	101,500	103,023	104,568	106,136	1.5%
Fines and Forfeitures	589,233	598,071	607,043	616,148	625,390	1.5%
Charges for Services	2,267,552	2,301,565	2,336,089	2,371,130	2,406,697	1.5%
Other revenues	1,053,072	1,068,868	1,084,901	1,101,175	1,117,692	1.5%
Interfund Transfers In - Operating	3,225,671	3,299,562	3,375,199	3,452,625	3,531,882	0.9*PW
Total Revenues	23,821,229	24,410,378	25,015,708	25,637,695	26,276,830	

General Fund Expenditure Comparison by Major Category

	Proposed 2027	Projected 2028	Projected 2029	Projected 2030	Projected 2031	Growth Rate
General Government - Personnel	3,276,726	3,358,644	3,442,610	3,528,675	3,616,892	2.5%
General Government - Operations	4,513,097	4,580,794	4,649,506	4,719,248	4,790,037	1.5%
Public Safety - Personnel	10,276,701	10,533,619	10,796,959	11,066,883	11,343,555	2.5%
Public Safety - Operations	1,911,506	1,940,179	1,969,281	1,998,820	2,028,803	1.5%
Public Works - Personnel	2,834,016	2,904,866	2,977,488	3,051,925	3,128,223	2.5%
Public Works - Operations	750,063	761,314	772,733	784,324	796,089	1.5%
Cemetery	60,000	60,600	61,206	61,818	62,436	1.0%
Total Expenditures	23,622,109	24,140,015	24,669,784	25,211,695	25,766,036	

Summary of General Fund - Five Year Forecast

	Proposed 2027	Projected 2028	Projected 2029	Projected 2030	Projected 2031
Projected Revenues, Excluding Capital Grants/Transfers	23,821,229	24,410,378	25,015,708	25,637,695	26,276,830
Projected Expenditures, Excluding Capital Outlay	23,622,109	24,140,015	24,669,784	25,211,695	25,766,036
Net General Fund Impact	199,120	270,363	345,925	426,000	510,794
<i>Projected Capital Expenditures, Current Appropriations, Net of Grants</i>	3,125,622	2,083,748	1,389,165	347,291	-
Net General Fund Impact after Capital	(2,926,502)	(1,813,385)	(1,043,241)	78,709	510,794

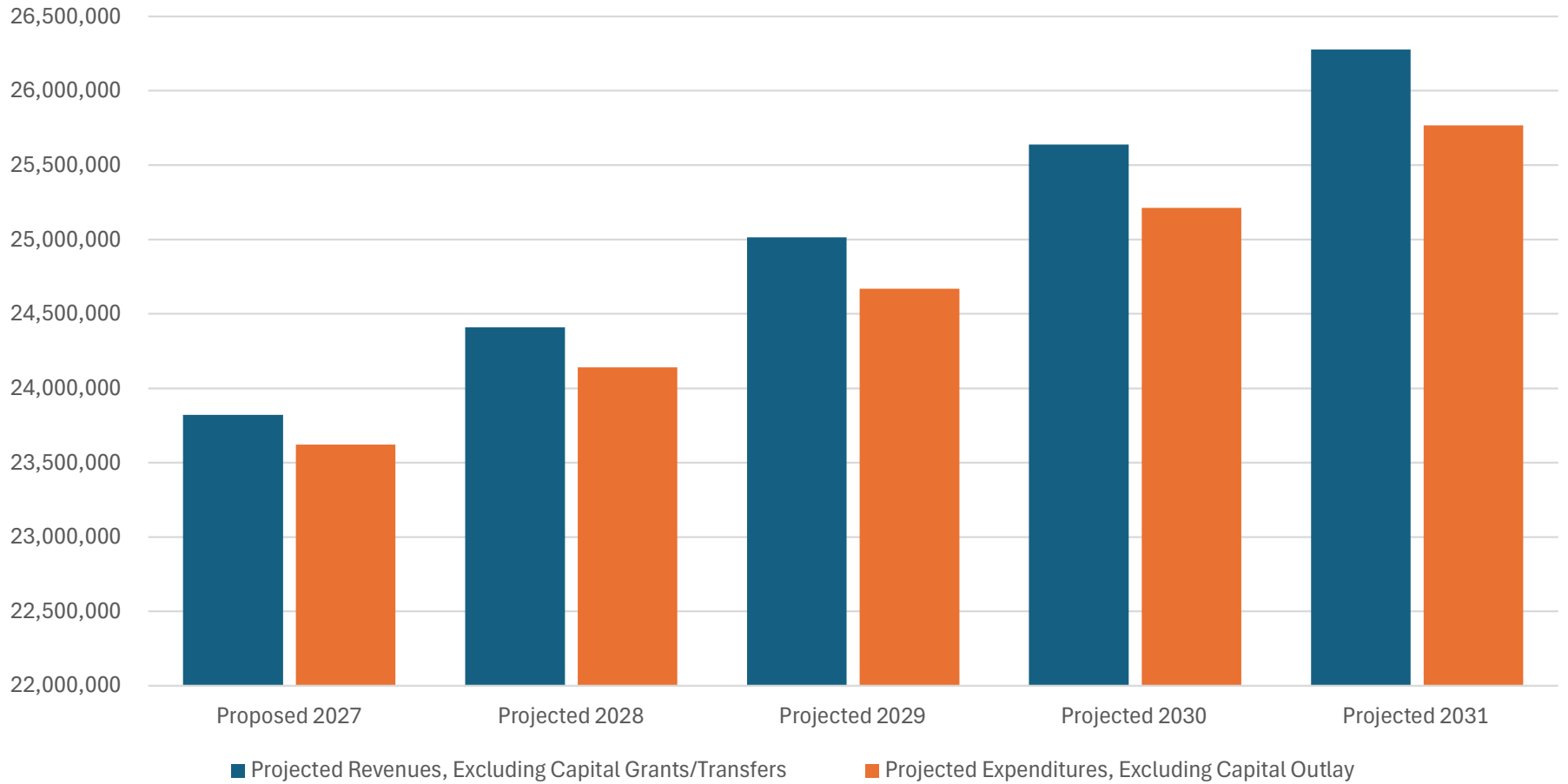
General Fund - Projected Fund Balance

	Proposed 2027	Projected 2028	Projected 2029	Projected 2030	Projected 2031
Beginning Fund Balance	13,183,965	10,257,463	8,444,079	7,400,838	7,479,547
Net Fund Activity	(2,926,502)	(1,813,385)	(1,043,241)	78,709	510,794
Ending Fund Balance	10,257,463	8,444,079	7,400,838	7,479,547	7,990,341

General Fund - Projected Fund Balance Compliance Test

20% Minimum	4,724,422
30% Bottom of Range	7,086,633
40% Top of Range	9,448,844
ABOVE TARGET	

General Fund Five Year Forecast - Operating Revenues and Expenditures



City of Mandeville
FY 2027 General Fund Report

	General Fund	Recurring	Notes
REVENUES			
Advalorem Taxes	2,250,551	2,250,551	
Franchise Taxes	944,011	944,011	
Grants Revenue	7,753,382	100,000	6,000,000 - LA Capital Outlay for Police Building 1,653,382 - America St Park 2,259,742 - Sunset Point FEMA Grant
Other Revenue	10,270,749	5,511,007	2,500,000 - FEMA Elevation Grants
Subtotal Revenues	21,218,694	8,805,570	
Sales Tax Transfers In	11,789,988	11,789,988	
Interfund Transfers In	8,007,121	3,225,671	4,781,450 - SST reimbursement for capital outlay (non-recurring)
TOTAL REVENUES and TRANSFERS IN	41,015,803	23,821,229	
EXPENDITURES			
Wages & Overtime	8,690,091	8,690,091	
Employee Insurance	2,957,871	2,957,871	
Retirement & OPEB	3,590,436	3,590,436	
Payroll Taxes and Workers' Compensation	868,246	868,246	
Other Operating Exenditures	10,015,466	7,515,466	2,500,000 - Elevation Grants Expenditures
Subtotal Expenditures	26,122,109	23,622,109	
Capital Outlay Expenditures	6,143,950	-	
Total Operating & Capital Expenditures	32,266,059	23,622,109	
Operating Transfers Out	-	-	
TOTAL EXPENDITURES and TRANSFERS OUT	32,266,059	23,622,109	
NET FUND INCREASE/(DECREASE)	8,749,744	199,120	

BUDGET HEARING DATES

CHANGE ORDER 4

SECTION 00650
CHANGE ORDER

No. 4

Date of Issuance: 6/22/2026

Effective Date: 6/17/2026

Owner: City of Mandeville

Owner's Contract No.: 700.26.004

Contract: Antibes Lane West Drainage Repairs

Date of Contract: 9/11/2025

Contractor: Command Construction, LLC

Engineer's Project No.: 576-2003.01

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

Change Order No. 4 is to add 18 additional calendar days to the contract time due to weather and procurement delays associated with the final segment of cured-in-place liner drainage pipe installation. The project revised substantial completion date is June 17, 2026.

Attachments (list documents supporting change):

Contractor Request for Change dated April 16, 2026; Revised Contract Pay Item Summary

CHANGE IN CONTRACT PRICE:

CHANGE IN CONTRACT TIMES:

Original Contract Price:

\$485,741.00

[~~Increase~~] [~~Decrease~~] from previously approved
Change Orders No. N/A to No. N/A:

\$17,258.50

Contract Price prior to this Change Order:

\$502,999.50

[~~Increase~~] [~~Decrease~~] of this Change Order:

\$0.00

Contract Price incorporating this Change Order:

\$502,999.50

Original Contract Times: Working days Calendar days
Substantial completion (days or date): 30 days - 12/31/2025
Ready for final payment (days or date): 60 days - 1/30/2026

[~~Increase~~] [~~Decrease~~] from previously approved Change Orders
No. 1 to No. 3:

Substantial completion (days): 90 days

Ready for final payment (days): 0 days

Contract Times prior to this Change Order:

Substantial completion (days): 180 days - 5/30/2026

Ready for final payment (days): 210 days - 6/29/2026

[~~Increase~~] [~~Decrease~~] of this Change Order:

Substantial completion (days): 18 days

Ready for final payment (days): 0 days

Contract Times with all approved Change Orders:

Substantial completion (days): 198 days - 6/17/2026

Ready for final payment (days): 228 days - 7/17/2026

RECOMMENDED:

By: _____
Engineer (Authorized Signature)

Date: _____

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: _____
Contractor (Authorized Signature)

Date: _____

Approved by Funding Agency (if applicable):

Date: _____

RES 26-26

**THE FOLLOWING RESOLUTION WAS SPONSORED BY COUNCIL
MEMBER ZUCKERMAN; MOTIONED TO ADOPT BY COUNCIL MEMBER
_____ AND SECONDED FOR ADOPTION BY
COUNCIL MEMBER _____**

RESOLUTION NO. 26-26

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE
AUTHORIZING THE MAYOR OF THE CITY OF MANDEVILLE TO EXECUTE
AMENDMENT NO. 5 TO THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF MANDEVILLE AND NEEL- SCHAFFER, INC. FOR THE
MANDEVILLE LAKEFRONT WETLANDS RESTORATION PROJECT AND
PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH**

WHEREAS, the City desires to amend the Professional Services Agreement with Neel-Schaffer, Inc. (“Consultant”), through which Consultant provides professional engineering services to the City for the Mandeville Lakefront Wetlands Restoration Project and has been in effect since April 14, 2021; and

WHEREAS, the Original Agreement had a duration of (2) years from the effective date of April 14, 2021, that was then extended by an additional year each time by Amendments No.2, 3 and 4, bringing the new expiration date to April 14, 2026 ; and

WHEREAS, the City and the consultant now desire to further amend the Agreement to add (1) additional year; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Mandeville, hereby authorizes and empowers the Mayor of the City to execute Amendment No. 5 to the Professional Services Agreement with Neel-Schaffer, Inc. to add one year to the contract term, extending it to April 14, 2027, for the Lakefront Wetlands Restoration Project.

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 9th day of July, 2026.

Alicia Watts
Clerk of Council

Scott Discon
Council Chairman

AMENDMENT NO. 5 TO THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN
THE CITY OF MANDEVILLE
AND
NEEL-SCHAFFER, INC.
MANDEVILLE LAKEFRONT WETLANDS
RESETORATION PROJECT

THIS FIFTH AMENDMENT (the “**Amendment**”) is entered into by and between the City of Mandeville, represented by Clay Madden, Mayor (the “**City**”), and Neel-Schaffer, Inc., represented by William D. Lancaster, P.E., Agent/Officer (the “**Consultant**”). The City and the Consultant are sometimes referred to as the “**Parties**”. This Amendment is effective as of the date of execution by the City (the “**Effective Date**”).

RECITALS

WHEREAS, the City and the Consultant are parties to a professional services agreement dated on April 14, 2021 (the “**Agreement**”) to update plans and specifications and perform bidding, construction administration, and inspection services to restore the wetlands at the Galvez Outfall and construct a pedestrian path between Lakeshore Drive and Sunset Point Park as specified by the Department of Public Works;

WHEREAS, in response to the City’s request, the Consultant submitted a supplemental proposal dated June 29, 2021 (the “**Consultant’s Proposal**”), and the City accepted the Consultant’s Proposal, to provide additional topographical survey and basic design services for the Lakefront Wetlands Restoration Project (the “**Project**”) to extend the planned bike path on the top surface of the berm from the western seawall on Lakeshore Drive to the nearest multi-use/pedestrian path (approximately 1000’) and to add lighting to the path from Sunset Point to Lakeshore Drive), and the City accepted the Consultant’s Proposal; and

WHEREAS, Amendment No. 1 with an execution date of August 20, 2021 amended the original Agreement for the Consultant to perform additional topographical survey and basic design services associated with a change in project scope to extend the planned pathway on the top surface of the berm from the western seawall on Lakeshore Drive to the nearest multi-use/pedestrian path (approximately 1000’) and to add lighting to the path from Sunset Point to Lakeshore Drive; and

WHEREAS, Amendment No. 1 further modified the Consultant’s fee schedule and increased the maximum aggregate payable amount by the City to provide the aforementioned additional

professional services from \$333,904.00 to the revised not to exceed amount of \$369,391.00 based on the Consultant's letter proposal dated June 29, 2021;

WHEREAS, Amendment No. 2 with an execution date of January 12, 2023 amended the Agreement for the Consultant to revise the project's contract documents (plans and specifications) for the removal of the pathway along Lakeshore Drive and the pathway and associated lighting on the berm with no adjustment in Consultant's professional services fee; and

WHEREAS, the Original Agreement had a duration of (2) years from the Effective Date of April 14, 2021, that was then extended by Amendment No. 2 for (1) additional year from the original contract expiration date of April 14, 2023, to a new expiration date of April 14, 2024; and

WHEREAS, Amendment No. 3 with an execution date of May 13, 2024 amended the Consultants current contract expiration date one (1) additional year from April 14, 2024 to April 14, 2025; and

WHEREAS, Amendment No. 4 with an execution date of April 1, 2025 amended the Consultants current contract expiration date one (1) additional year from April 14, 2025 to April 14, 2026; and

WHEREAS, the City and the Consultant now desire to further amend the Agreement as follows:

NOW THEREFORE, the City and the Consultant amend the Agreement as follows:

A. **SERVICES**: The Consultant's Scope of Work and associated professional services are being amended as follows based on the direction received from the City for the **Lakefront Wetlands Restoration Project**:

1. No change.

B. **COMPENSATION**:

1. No change.

2. **Maximum Amount**. The total maximum aggregate amount payable by the City for all services performed under this Agreement shall not exceed **\$387,672.00**. The City's obligation to compensate the Consultant will not exceed the maximum aggregate amount payable

at any time absent a validly executed amendment.

C. CONTRACT TIME AND SCHEDULE:

1. Contract duration shall be extended for one (1) additional year from the end of Amendment No. 4 extended contract date (04/14/2026) to a new date of 04/14/2027 for the Consultant to be able to continue providing the necessary design and construction administration & closeout services.

D. 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.

E. 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 Amendment. 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 Amendment.

F. PRIOR TERMS BINDING: Except as otherwise provided by this Amendment, the terms and conditions of the Agreement, as amended, remain in full force and effect.

G. ELECTRONIC SIGNATURE AND DELIVERY: The Parties agree that a manually signed copy of this Amendment and any other document(s) attached to this Amendment 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 Amendment. 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 Amendment.

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

CITY OF MANDEVILLE

BY: _____
CLAY MADDEN, MAYOR

Executed on this ____ day of _____, 2026.

NEEL-SCHAFFER, INC.

BY: _____
WILLIAM D. LANCASTER, VICE-PRESIDENT
CORPORATE TAX I.D. _____

RES 26-27

**THE FOLLOWING RESOLUTION WAS SPONSORED BY COUNCIL
MEMBER VOGELTANZ; MOTIONED TO ADOPT BY COUNCIL MEMBER
_____ AND SECONDED FOR ADOPTION BY
COUNCIL MEMBER _____**

RESOLUTION NO. 26-27

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE
AUTHORIZING THE MAYOR OF THE CITY OF MANDEVILLE TO EXECUTE
AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN
THE CITY OF MANDEVILLE AND PRINCIPAL ENGINEERING, INC. FOR THE
SUNSET POINT FISHING PIER, HANDICAP PIER, AND SITE REPAIR PROJECT
AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH**

WHEREAS, the City desires to amend the Professional Services Agreement with Principal Engineering, Inc. (“Consultant”), through which Consultant provides professional engineering services to the City for the Sunset Point fishing pier, handicap pier, and site repair project and has been in effect since August 22, 2024; and

WHEREAS, at the City's request, the Consultant prepared a separate set of construction Documents, submitted June 24, 2026, for the demolition of the Hurricane Ida-damaged main Fishing Pier to fast-track its eventual replacement upon confirmation of grant funding and permit approvals; and

WHEREAS, the City and the Consultant now desire to further amend the Agreement to add additional design, bid phase, and construction administration services associated with the Sunset Point Fishing Pier Demolition, which will increase the Consultant’s fees by \$11,365.25 from \$414,303.00 to \$425,659.25; and

WHEREAS, the City and the Consultant now desire to further amend the Agreement to add (1) additional calendar year to the end of the previous expiration date of August 22, 2026 to allow for the added services; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Mandeville, hereby authorizes and empowers the Mayor of the City to execute Amendment No. 1 to the Professional Services Agreement with Principal Engineering, Inc. to address the added requests and add one year to the contract term for the Sunset Point fishing pier, handicap pier, and site repair Project.

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 9th day of July, 2026.

Alicia Watts
Clerk of Council

Scott Discon
Council Chairman

AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN
THE CITY OF MANDEVILLE
AND
PRINCIPAL ENGINEERING, INC.

COM PROJ. NO. 100.25.002
SUNSET POINT FISHING PIER, HANDICAP PIER, AND
SITE REPAIR PROJECT

THIS FIRST AMENDMENT (the “**Amendment**”) is entered into by and between the City of Mandeville, represented by Clay Madden, Mayor (the “**City**”), and Principal Engineering, Inc. represented by Henry I. DiFranco, Jr., PE, President, (the “**Consultant**”). The City and the Consultant are sometimes referred to as the “**Parties**”. This Amendment is effective as of the date of execution by the City (the “**Effective Date**”).

RECITALS

WHEREAS, the City and the Consultant are parties to a professional services agreement dated on August 22, 2024 (the “**Agreement**”) to provide professional engineering design and support services for a post-disaster replacement project of the Sunset Point Fishing Pier and a post-disaster repair project of the Handicap Pier, in addition to miscellaneous site repairs and other incidental work thereto located at the City owned Sunset Point Park site due to damages as a result of Hurricane Ida.

WHEREAS, at the City's request, the Consultant prepared a separate set of construction documents for the demolition of the Hurricane Ida-damaged main Fishing Pier to fast-track its eventual replacement upon confirmation of grant funding and permit approvals;

WHEREAS, in response to the City’s request, the Consultant submitted a supplemental amendment request on June 24, 2026 (the “**Consultant’s Proposal**”) based on actual services incurred by phase, and the City accepted the Consultant’s Proposal, to provide the design, bid phase, and construction administration services for the **Sunset Point Fishing Pier Demolition, City Project No. 100.25.002-D** (the “**Project**”); and

WHEREAS, the City and the Consultant now desire to further amend the Agreement to add additional the design, bid phase, and construction administration services associated with the Sunset Point Fishing Pier Demolition project and to increase the Consultant’s compensation accordingly;

WHEREAS, the City and the Consultant now desire to further amend the Agreement to add an additional year for the Consultant to continue providing construction administration, resident inspection, and construction close-out services for the Sunset Point Fishing Pier, Handicap Pier, and Site Repair project;

NOW THEREFORE, the City and the Consultant amend the Agreement as follows:

A. SERVICES: Design, bid phase, and construction administration services are added to the Consultant’s Scope of Work for the **Sunset Point Fishing Pier Demolition, City Project No. 100.25.002-D**:

B. COMPENSATION:

1. Fees added for the **Sunset Point Fishing Pier Demolition, City Project No. 100.25.002-D**. The following amended fees are added for design, permitting, bid phase, and construction administration services in accordance with the Consultant’s supplemental amendment request based on actual services performed by phase (“Proposal”):

Sunset Point Fishing Pier, Handicap Pier & Site Repairs - 100.25.002

Phase	Basic Services		Original Fee Amount	Amended Fee Amount	Revised Total Fee Amount
Phase III	Preliminary Design	Lump Sum	\$ 65,500.75	\$ -	\$ 65,500.75
Phase IV(a)	Final Design	Lump Sum	\$ 117,901.35	\$ -	\$ 117,901.35
Phase IV(b)	Bid & Award	Lump Sum	\$ 13,100.15	\$ -	\$ 13,100.15
Phase V(a) & V(b)	Construction Administration & Closeout	Lump Sum	\$ 65,500.75	\$ -	\$ 65,500.75
	Subtotal		\$ 262,003.00	\$ -	\$ 262,003.00
	Supplemental Services				
Phase I	Survey (NTE)	NTE	\$ 25,000.00	\$ -	\$ 25,000.00
Phase III	Environmental (Hourly, NTE)	Hourly, NTE	\$ 10,000.00	\$ -	\$ 10,000.00
	Geotechnical (NTE)	NTE	\$ 25,000.00	\$ -	\$ 25,000.00
Phase VII	Permitting (Hourly, NTE)	Hourly, NTE	\$ 10,000.00	\$ -	\$ 10,000.00
Phase VIII	Structure Type Study (Hourly, NTE)	Hourly, NTE	\$ 5,000.00	\$ -	\$ 5,000.00
	Direct Expenses	NTE	\$ 2,500.00	\$ -	\$ 2,500.00
	Inspection, Reporting & Verification (if requested)	Hourly, NTE	\$ 74,800.00	\$ -	\$ 74,800.00
	Subtotal		\$ 152,300.00	\$ -	\$ 152,300.00

Sunset Point Fishing Pier Demolition - 100.25.002-D

Phase IV(a)-D	Design		\$ -	\$ 4,050.00	\$ 4,050.00
Phase IV(b)-D	Bid & Award		\$ -	\$ 2,143.75	\$ 2,143.75
Phase V(a) & V(b)-D	Construction Administration & Closeout		\$ -	\$ 5,162.50	\$ 5,162.50
	Subtotal		\$ -	\$ 11,356.25	\$ 11,356.25
	Total		\$ 414,303.00	\$ 11,356.25	\$ 425,659.25

2. **Maximum Amount.** The total maximum aggregate amount payable by the City for all services performed under this Agreement increased by **\$11,356.25** for a not to exceed amount of **\$425,659.25**. The City’s obligation to compensate the Consultant will not exceed the maximum aggregate amount payable at any time absent a validly executed amendment.

C. CONTRACT TIME AND SCHEDULE

1. Contract duration shall be extended one (1) additional year from the end of the current contract expiration date of August 22, 2026 to a new date of August 22, 2027 for the Consultant to continue providing construction administration, resident inspection, and contract closeout services as needed. This is the first one-year renewal following the initial two-year contract term.

D. 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.

E. 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 Amendment. 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 Amendment.

F. PRIOR TERMS BINDING: Except as otherwise provided by this Amendment, the terms and conditions of the Agreement, as amended, remain in full force and effect.

G. ELECTRONIC SIGNATURE AND DELIVERY: The Parties agree that a manually signed copy of this Amendment and any other document(s) attached to this Amendment 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 Amendment. 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 Amendment.

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

CITY OF MANDEVILLE

BY: _____
CLAY MADDEN, MAYOR

Executed on this ____ day of _____, 2026.

PRINCIPAL ENGINEERING, INC.

BY: _____
HENRY I. DIFRANCO, JR., P.E.
PRESIDENT

CORPORATE TAX I.D. _____

Exhibit A

Principal Engineering, Inc. Amendment Proposal & Time Detail Summary
(dated June 24, 2026)

**AMENDMENT TO OWNER-ENGINEER AGREEMENT
Amendment No. 1**

1. *Background Data:*

- a. Effective Date of Owner-Engineer Agreement: August 22, 2024
- b. Owner: City of Mandeville
- c. Engineer: Principal Engineering, Inc.
- d. Project: Sunset Point Fishing Pier, Handicap Pier, and Site Repair Project

2. *Description of Modifications:*

City requested break out plans for demolition of existing structure. Amendment includes time for design, bid phase services, and Construction Administration for Demolition.

3. Agreement Summary

- a. Original Agreement amount: \$ 414,303.00
- b. Net change for prior amendments: \$ 0.00
- c. This amendment amount (detail below): \$ 11,356.25
- d. Adjusted Agreement amount: \$ 425,659.25

Employee	Classification	Billable Rate	Current Hours	Current Payable
Monnot, Andre	Principal Engineer	\$ 225.00	16	\$ 3,600.00
Barre, Emile	Construction Manager	\$ 175.00	29.5	\$ 5,162.50
Clyde, Clemen	Engineering Tech III	\$ 150.00	15	\$ 2,250.00
Hartline, Lisa	Business Manager	\$ 125.00	2.75	\$ 343.75
TOTAL				\$ 11,356.25

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is _____.

OWNER:

ENGINEER:

City of Mandeville

Principal Engineering, Inc.

By: _____

By: _____

Title: Mayor

Title: President

Date Signed: _____

Date Signed: _____

Principal Engineering, Inc.
Time by Job Detail
All Transactions

Date	Name	Duration	Notes
City of Mandeville.:2418 - Sunset Point Fishing Pier:2418D - Demolition			
Employee:Andre Monnot Principal Engr			
07/10/2025	Andre Monnot	1.50	Markup for Demo
07/25/2025	Andre Monnot	1.00	markups for demo
08/07/2025	Andre Monnot	3.50	Demolition bid specs
08/13/2025	Andre Monnot	1.00	Assemble Bid Documents
08/28/2025	Andre Monnot	2.50	Pre-bid & site visit
08/29/2025	Andre Monnot	1.50	Addendum 1
09/12/2025	Andre Monnot	3.00	Addendum #2
09/17/2025	Andre Monnot	1.00	Bid Opening
09/19/2025	Andre Monnot	1.00	Recommendation of Award
Total Employee:Andre M...		16.00	
Employee:Clemen Clyde Senior CADD			
07/08/2025	Clemen Clyde	9.00	DEMOLITION PLAN
07/09/2025	Clemen Clyde	3.00	DEMO PLAN
07/25/2025	Clemen Clyde	1.00	DEMO-PLAN
08/08/2025	Clemen Clyde	2.00	DEMO
Total Employee:Clemen ...		15.00	
Employee:Emile Barre Senior Engr			
10/24/2025	Emile Barre	0.50	Coordinate Pre-construction meeting.
10/27/2025	Emile Barre	1.00	Correspondence to set up Pre-construction meeting.
10/29/2025	Emile Barre	2.00	Review plans and prepare for pre-construction meeting.
10/30/2025	Emile Barre	4.00	Prepare for and conduct Pre-construction meeting and site visit. W...
12/03/2025	Emile Barre	1.00	Review project notes, plans and specifications, Send out NTP.
12/22/2025	Emile Barre	2.00	Correspondence with contractor and site visit.
12/29/2025	Emile Barre	1.50	Correspondence with contractor on job progress and pay application.
12/30/2025	Emile Barre	1.00	Review pay application and process.
01/05/2026	Emile Barre	1.00	Site visit to inspect concrete.
01/12/2026	Emile Barre	1.00	Site visit and correspondence with contractor regarding project com...
01/13/2026	Emile Barre	0.50	Correspondence with contractor on job completion.
01/14/2026	Emile Barre	1.00	Site visit and meeting with contractor.
01/21/2026	Emile Barre	1.00	Site visit.
01/26/2026	Emile Barre	0.50	Correspondence with DE and contractor.
01/27/2026	Emile Barre	0.50	Correspondence with contractor regarding substantial completion.
01/30/2026	Emile Barre	2.00	Substantial Completion site visit and write up.
02/02/2026	Emile Barre	0.50	Correspondence regarding substantial completion.
02/03/2026	Emile Barre	0.50	Correspondence with contractor and DE regarding substantial com...
02/10/2026	Emile Barre	1.00	Meet with Digital Engineering on substantial completion and deliver ...
02/20/2026	Emile Barre	1.00	Review pay application. Correspondence with contractor on pay ap...
03/02/2026	Emile Barre	1.00	Review and process pay app. Correspondence with contractor on s...
03/03/2026	Emile Barre	1.00	Correspondence with contractor, DE and Mandeville regarding final ...
03/04/2026	Emile Barre	2.00	Final inspection walk-through.
03/06/2026	Emile Barre	1.00	Review project scope and send final acceptance letter.
05/22/2026	Emile Barre	1.00	Review and process pay application.
Total Employee:Emile B...		29.50	
Employee:Lisa M Hartline Ofc Manager			
08/21/2025	Lisa Mitternig...	1.00	plan emails & plan holders list
08/29/2025	Lisa Mitternig...	0.50	send out addendum 1 and update list
09/03/2025	Lisa Mitternig...	1.00	emailing bid documents and updating plan holders list
09/12/2025	Lisa Mitternig...	0.25	Send out Addendum 2
Total Employee:Lisa M ...		2.75	
Total City of Mandeville.:24...		63.25	
TOTAL		63.25	

RES 26-28

THE FOLLOWING RESOLUTION WAS SPONSORED BY COUNCILMEMBER ZUCKERMAN, MOVED FOR ADOPTION BY COUNCILMEMBER _____, AND SECONDED FOR ADOPTION BY COUNCILMEMBER

RESOLUTION NO. 26-28

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AUTHORIZING THE MAYOR TO RETAIN A QUALIFIED CONSULTANT TO CONDUCT AN AUDIT AND REVIEW OF THE CITY'S RECENTLY ADOPTED AND AMENDED WATER AND SEWER BILLING SYSTEM, TO IDENTIFY AN APPROPRIATE METHODOLOGY FOR ACCURATELY REFLECTING USE OF CITY WATER AND SEWER SERVICE, TO PROPOSE REVISED RATES AND/OR AN ALTERNATIVE RATE STRUCTURE THAN WHAT WAS RECENTLY ADOPTED BY THE COUNCIL IN ORDINANCE NO. 24-40 AND AMENDED BY ORDINANCE 26-20, THAT CAUSE THE CITY'S ENTERPRISE FUND TO BE SELF SUSTAINING AND WILL SATISFY THE REQUIREMENTS OF THE STATE OF LOUISIANA TO QUALIFY FOR STATE FUNDS FOR CAPITAL PROJECTS , AND TO PROVIDE FOR OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the City of Mandeville provides water and sewer utility service to residential and other customers within the City; and

WHEREAS, Sections 17-75 and 17-77 of the City of Mandeville Code of Ordinances impose monthly water and sewerage charges for residential customers; and

WHEREAS, recently adopted Ordinance No. 26-20 recognizes that the current sewerage rate methodology may charge at least some residential customers for sewer service volume that the customer did not actually consume, and further recognizes that overcharging for sewer service may result in unnecessary and unaffordable billing and other adverse impacts on the health, safety, and welfare of the City and its residents; and

WHEREAS, during public comment and Council consideration of Ordinance No. 26-20, concerns were raised that the methodology used to develop and apply the current sewer rate may not accurately account for water usage that does not enter or burden the City sewer system, including outdoor irrigation, lawn watering, pool filling, and similar uses; and

WHEREAS, although Ordinance No. 26-20 establishes a temporary cap on residential sewerage charges, concerns remain that a temporary cap alone may not resolve

underlying issues of accuracy, equity, uniform application, revenue sufficiency, billing feasibility, and public confidence in the City's sewer billing methodology; and

WHEREAS, Ordinance No. 26-20 does alter the previously adopted staged plan for water and sewer rate increases necessary to comply with Ordinance No. 24-40 by placing a cap on sewer charges resulting in a reduction in projected income from providing such services; and

WHEREAS, the City Council finds that an independent audit and review of the water and sewer billing system is necessary and appropriate to determine whether the City's current sewer billing methodology accurately, fairly, and uniformly reflects the goals established in Ordinance No. 24-40 which primarily was to comply with the State of Louisiana's requirements to qualify for funding of capital projects, utilizing available grants under the Water Sector Fund AND to place a higher financial responsibility on higher volume users; and

WHEREAS, the City Council may elect to revise its previously unanimously adopted strategy of placing a higher financial responsibility on higher volume water users; and

WHEREAS, the City Council further finds that any long-term water and sewer rate structure should, to the extent practicable, distinguish between water delivered to a customer and wastewater discharged into the City sewer system, and should account for water usage that is not reasonably attributable to sewer system use; and

WHEREAS, the City Council desires that a qualified consultant evaluate the City's sewer billing system, data, rate methodology, billing technology, customer classifications, administrative processes, and available alternatives, including but not limited to winter averaging, seasonal averaging, irrigation adjustments, separate irrigation meters, customer-specific caps, flat-rate or tiered-rate structures, equivalent residential unit methodologies, and other legally and administratively feasible approaches; and

WHEREAS, the City Council desires that the consultant identify an appropriate methodology to accurately reflect use of City water and sewer service where sewer use is not directly tied to total metered water usage, and propose an alternative rate structure that can be applied equally, fairly, and consistently to all similarly situated customers; and

WHEREAS, the City Council further desires that the consultant's recommendations consider customer equity, conservation impacts, administrative feasibility, billing-system limitations, revenue sufficiency for water and sewer operations, capital needs, legal compliance, and the ability of the City to implement and explain the recommended methodology to the public; and

WHEREAS, the City Council finds that the consultant's evaluation of any alternative rate structure should be informed by at least one full year of actual collection data so that the consultant may determine whether the proposed rate structure will adequately address the expenses of the City's enterprise fund that manages the City's Water and Sewer utilities; and

WHEREAS, the Mayor is the chief executive officer of the City and is authorized to administer the affairs of the City, including the procurement and retention of professional services in accordance with applicable law and available appropriations; and

WHEREAS, the City Council desires to authorize and request that the Mayor retain a qualified consultant to perform the work described in this Resolution and report findings and recommendations to the Mayor, City Administration, and City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mandeville, Louisiana, that the City Council hereby authorizes and requests that the Mayor retain a qualified independent consultant, in accordance with applicable law, City procurement requirements, and available appropriations, to conduct an audit and review of the City's sewer billing system and sewer rate methodology.

BE IT FURTHER RESOLVED THAT the consultant shall be requested to review, analyze, and evaluate, at a minimum, the following:

- a. the City's current water and sewer billing methodology, including the extent to which sewer charges are calculated by reference to metered water usage;
- b. the methodology, data, assumptions, and recommendations previously used to develop the current water and sewer rate structure;
- c. whether and to what extent the current billing methodology may charge customers for water usage that does not enter or burden the City sewer system, including outdoor irrigation, lawn watering, pool filling, leaks, and other non-sewer uses;
- d. the accuracy, consistency, and reliability of billing data, water-usage data, customer classifications, meter data, billing-system functionality, and administrative procedures used to calculate sewer charges;
- e. whether the current water and sewer billing system treats similarly situated customers equally and fairly;
- f. whether current billing practices create inequities among customers based on household size, lot size, irrigation practices, pool ownership, seasonal usage, customer classification, or other relevant factors;

g. the technological, staffing, administrative, legal, and cost considerations associated with alternative billing methodologies; and

h. any additional matters reasonably necessary to evaluate and recommend a fair, accurate, uniform, and administratively feasible sewer billing methodology; and

i. whether the current billing methodology, rates, and structure will achieve the original goals set out by Ordinance No. 24-40 and will satisfy the needs of the City to receive State funding for capital projects; and

j. recommends adjusted rates and/or rate structures that will achieve the objectives outlined herein.

BE IT FURTHER RESOLVED THAT the consultant shall be requested to identify one or more appropriate methodologies for calculating water and sewer charges in a manner that more accurately reflects actual use of City sewer service and is not directly tied to total metered water usage where such usage does not reasonably correspond to sewer system use. The consultant shall also be requested to propose an alternative water and sewer rate structure and rates that can be applied equally and consistently to all similarly situated customers while achieving the goals outlined herein.

BE IT FURTHER RESOLVED THAT in preparing recommendations, the consultant shall be requested to consider, as applicable:

a. winter quarter averaging or similar seasonal averaging methodologies;

b. irrigation, pool, and outdoor water-use adjustments;

c. separate irrigation meters or other mechanisms for distinguishing sewer and non-sewer water use;

d. fixed, variable, tiered, capped, or hybrid water and sewer rate structures;

e. equivalent residential unit or customer-class methodologies;

f. impacts on residential, commercial, institutional, and other customer classes, if applicable;

g. revenue sufficiency for operation, maintenance, debt service, reserves, and capital needs of the sewer utility;

h. customer equity and uniform application among similarly situated customers;

i. administrative and billing-system feasibility;

j. legal and regulatory compliance;

k. transparency and ease of public understanding; and

l. implementation timeline, estimated costs, and recommended transition procedures.

BE IT FURTHER RESOLVED THAT before the consultant makes a final determination as to whether any proposed revised rate structure will adequately address the expenses of the City's enterprise fund that manages the City's Water and Sewer utilities, the City should first have at least one full year of actual sewer collection data available for the consultant's review and use. The consultant shall be requested to use that collection data, together with relevant expense, operating, maintenance, debt-service, reserve, and capital-needs information, to evaluate whether the proposed rate structure is sufficient to support the Water and Sewer enterprise fund while also being fair, accurate, and uniformly applied.

BE IT FURTHER RESOLVED THAT the consultant shall be requested to prepare a written report setting forth the consultant's findings, analysis, supporting data, recommended methodology, proposed alternative rate structure, implementation requirements, estimated costs, and any proposed ordinance or policy changes needed to implement the recommendations. The Mayor, or the Mayor's designee, shall provide the report to the City Council upon receipt and shall place the matter on a Council agenda for presentation and discussion within a reasonable time thereafter.

BE IT FURTHER RESOLVED THAT the Mayor is authorized to direct appropriate City personnel, including the Finance Director, Director of Public Works, City Attorney, Clerk of Council, and other relevant staff, to provide information reasonably necessary for the consultant to perform the audit and review, subject to applicable confidentiality, public records, procurement, and data-security requirements.

BE IT FURTHER RESOLVED THAT the Mayor is authorized to take all actions reasonably necessary to solicit, select, negotiate with, and retain the consultant in accordance with applicable law, City procurement requirements, and available budgetary authority. If additional appropriation or budget amendment is required, the Mayor shall present the necessary request to the City Council for consideration.

BE IT FURTHER RESOLVED THAT this Resolution authorizes the retention of a consultant and the preparation of findings and recommendations only. Nothing in this Resolution shall amend the City Code of Ordinances, change any sewer rate, create any customer credit or refund, or modify any billing practice unless and until further action is taken by the City Council in accordance with applicable law.

The Resolution having been submitted to a vote, the vote thereon was as follows:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

And the Resolution was declared adopted on this ____ day of _____,
2026.

Alicia Watts
Clerk of Council

Scott Discon
Council Chairman

RES 26-29

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

RESOLUTION NO. 26-29

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE
AUTHORIZING THE MAYOR OF THE CITY OF MANDEVILLE TO EXECUTE A
SUCCESSION TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE
CITY OF MANDEVILLE AND NEEL-SCHAFFER, INC. FOR THE HIGHWAY 190
MEDIAN PROJECT (US 190 STREETScape & ACCESS MANAGEMENT PROJECT)
AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH**

WHEREAS, Neel-Schaffer, Inc., the Consultant, and the City of Mandeville entered into a Professional Services agreement on July 16, 2021 for the Highway 190 Median Project (US 190 Streetscape & Access Management Project). Due to the Feasibility Study and Traffic Engineering & Safety Study, additional data collection, traffic modeling, alternatives, development, coordination and multiple agency reviews, additional project scope was identified to address evolving project considerations and these were performed by Consultant;

WHEREAS, these efforts resulted in an expanded level of analysis, as well as an extended project schedule, it required additional Consultant services, and related fees, beyond those under the original Agreement; and

WHEREAS, due to the additional contract scope performed by Consultant in addition to the current contract term, additional contract authority is required to compensate Consultant for services performed in excess and to maintain continuity and complete the remaining LADOTD and FHWA requirements; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Mandeville, hereby authorizes and empowers the Mayor of the City to execute this Professional Services Agreement with Neel-Schaffer, Inc. to continue providing the services and additional scope of the Agreement for the Highway 190 Median Project (US 190 Streetscape & Access Management Project).

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 9th day of July, 2026.

Alicia Watts
Clerk of Council

Scott Discon
Council Chairman

PROFESSIONAL SERVICES AGREEMENT

BETWEEN

THE CITY OF MANDEVILLE

AND

NEEL-SCHAFFER, INC

COM PROJECT NO. 700.21.015

US 190 STREETSCAPE & ACCESS MANAGEMENT –

STAGE 0 FEASIBILITY STUDY AND TRAFFIC ENGINEERING & SAFETY STUDY

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 referred to as the “**City**”), and Neel-Schaffer, Inc. a Louisiana business corporation with registered office in Louisiana at 1335 W Causeway Approach, Mandeville, LA 70471 represented by William D. Lancaster, P.E., by virtue of the Corporate Resolution of Neel-Schaffer, Inc. regarding Contracting Authority dated on June 22, 2026 and his authority as Agent/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, and/or added to the City’s pre-approved vendor list through a supplemental qualification round (the “**RFQ**”);

WHEREAS, the City and Consultant entered into a Professional Services Agreement with an effective date of July 16, 2021 based on the City’s accepted original proposed fee schedule and scope of work submitted by the Consultant dated June 22, 2021;

WHEREAS, throughout the course of the study, additional evaluation, technical analyses, alternative development, and stakeholder coordination were required beyond the level originally anticipated. As the project progressed, multiple rounds of review, comment resolution, and refinement were necessary to address evolving project considerations, evaluate additional alternatives, and further assess potential operational and safety impacts. These efforts resulted in an expanded level of analysis and coordination, as well as an extended project schedule, requiring additional Consultant services beyond those contemplated under the original agreement. Accordingly, a successor Professional

Services Agreement is necessary to allow the Consultant to complete the remaining work in accordance with the LADOTD Stage 0 Manual of Standard Practice and the LADOTD Process & Report Guidelines for Traffic Engineering Studies;

WHEREAS, at the request of the City, the Consultant submitted an updated project cost proposal dated June 12, 2026 (the “**Consultant’s Proposal**”), and the City accepted the Consultant's Proposal (attached hereto as **Exhibit A** and expressly incorporated herein by reference and made a part of this Agreement), to account for actual services performed to date above and beyond the original scope of work and to provide supplemental man-hour and expense estimates for the anticipated additional scope of work;

WHEREAS, based on the submitted Consultant’s Proposal, modifications to Consultants’ fee schedule are required in order to compensate Consultant for the aforementioned additional effort expended to date beyond the original scope of work and to increase the Consultant’s total estimated fee for the anticipated remaining scope of services and expenses;

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.

Study Objective

The scope of the subject project is to improve the safety and aesthetics along US 190 between Carondelet St. and Jackson Ave as well as to provide for smoother flow of traffic through the area. The City of Mandeville contracted with Forte and Tablada to develop a conceptual layout depicting the construction of raised earthen islands for landscaping in place of the center turn lane along with left turn lanes and U-turns where deemed appropriate. This scope of work for this project is to conduct a Stage 0 Feasibility Study to further develop and study this concept.

The Consultant shall prepare a Stage 0 Feasibility Study in accordance with the Louisiana Department of Transportation and Development (DOTD) Guidelines. This study will identify any safety and/or operational issues along 1.45 miles of US 190 (East Causeway Approach to Clausel) in St. Tammany Parish in existing and future conditions and will evaluate reasonable alternatives to enhance safety and mobility. The Stage 0 Feasibility Study will evaluate existing, no-build and up to three proposed build alternatives.

The Stage 0 Feasibility Study shall examine concepts that will improve the safety and efficiency of the roadway consistent with the latest DOTD policies related to access management and complete streets.

Alternative concepts shall be developed in sufficient detail to determine geometric feasibility of the proposed improvements and anticipated right-of-way needs.

Tasks to be completed by the Consultant include:

STAGE 0 STUDIES SCOPE REQUIREMENTS:

1. Conduct Stage 0 feasibility studies and prepare studies/checklists as requested by DOTD's Scoping Unit. The Stage 0 studies/checklists must be prepared as outlined in DOTD's Stage 0 manual, Stage 0: Manual of Standard Practices. The Stage 0 manual can be found on DOTD's website:
http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Multimodal/Pages/Stage_0.aspx
2. Discuss and explain the purpose and need for the project in detail in the feasibility study and the Stage 0 Preliminary Scope and Budget Checklist
3. Obtain, organize and review the engineering data required to prepare the studies/checklists.
4. Provide geometric layouts of reasonable alternatives using aerial photography and DOTD's design standards.
5. Establish approximate right-of-way limits and area based on a standard template. Depict both the apparent right-of-way and the required right-of-way on the geometric layouts.
6. Develop preliminary cost estimates for each alternative based on unit cost data. The estimates will include the costs associated with engineering, environmental, construction, right-of-way acquisition, utility relocation and contingencies.
7. Complete DOTD's Environmental Checklist and include it in the feasibility report.

For all hourly, Not-to-Exceed (NTE) tasks, the Consultant is required to submit comprehensive time logs and supporting data. This documentation must substantiate that the hours billed directly reflect the mandated tasks and represent a reasonable expenditure of effort. Direct Expenses shall be supported with actual invoices for incurred expenses and mileage logs for miles traveled. Meal and lodging expenses shall be pre-approved by Owner.

PROJECT MANAGEMENT SERVICES:

1. Intermediate Meetings (Tasks 1A – Traffic Engineering & Safety Study and Task 2 – Stage 0 Feasibility Study)

Meetings shall be conducted throughout the entire Stage 0 process as needed with the City of Mandeville, Traffic Engineering Management Sections and the District Traffic Operations Engineer (DTOE) as appropriate. Meeting notes and drawings shall be provided for all attendees within three days following a meeting.

The following meetings are additional:

- Traffic Summit
- Tier 1 (Alternatives Analysis) Meeting
- Two (2) Project Team Meetings with City
- One (1) Meeting between Project Team
- One (1) Meeting between Project Team and DOTD
- Two (2) Comment Meetings with DOTD

2. Monthly Reports

Monthly progress reports shall be prepared by the Consultant to ensure that the project schedule is being kept. The report shall include a progress chart indicating percent of time elapsed and percent of work completed. The report shall include changes in project schedule. The report may include a discussion of the previous month's progress, problems that were encountered, unresolved issues, and anticipated work for the next month.

To complete the original project scope, the Consultant shall continue providing the necessary project coordination with DE and the City to provide project progress updates and discuss other pertinent matters at hand.

3. Consultant to Prepare the LADOTD Highway Modification Application

Deliverables:

- Minutes from kickoff meeting which shall include a project schedule.
- Completed LADOTD Highway Modification Application
- Minutes from other coordination meetings as requested by the Project Manager.
- A written project management plan as described above shall be provided by the Consultant upon request.
- A monthly progress report shall be submitted by the Consultant.

TASK 2 - STAGE 0 FEASIBILITY STUDY SERVICES:

1. Project Research and Data

The Consultant shall perform general research, which may include obtaining information about the need and origin of the project, existing conceptual geometric layouts (if any), transportation plan of the area, and other important issues that may currently exist. The Consultant shall research and obtain copies of all readily available safety data, documents, (crash data, safety reports, assessments, evaluations, etc.), and as-built highway plans for the project corridor and surrounding areas. Findings and impacts identified in these documents associated with the corridor and adjacent roadways shall be incorporated in the study.

2. Project Kickoff Meeting

The Consultant shall coordinate a kickoff meeting for this project at the City of Mandeville office. The Consultant shall be responsible for the coordination of the meeting logistics, including the preparation of an invitee list for approval prior to the meeting invitations being sent out. The Consultant shall be responsible for conducting the meeting as well as preparing and distributing meeting minutes to all members present.

The purpose of this meeting is to establish the foundation for continued coordination, develop a mutual understanding of the deliverables, agree on the procedures to follow, and discuss the Measures of Effectiveness (MOEs) to be compared for analyses.

Any requests or exchange of information from either party necessary to complete the scope of services should be done at this meeting.

Deliverables:

- Agenda – *submitted to DOTD one week prior to meeting*
- Kickoff Meeting minutes – *submitted within 3 days after meeting*

At the completion of each task, the deliverables will be submitted to DOTD for review. The consultant shall not move on to the next task until the approval of submitted deliverables.

3. Task 1B - Initial Data Collection (Chapter 1, Appendix A)

Deliverables:

1. Initial Data Collection (Appendix A):
 - 7 day 24 hour raw counts (see chart below)
 - Explanation of Count discrepancies (if applicable)
 - Peak Period Determination Chart
 - QA/QC Documentation

4. Task 1B - Final Data Collection (Chapter 1, Appendix B)

No.	Count Location	7-Day Counts	48-Hour Counts	TMCs w/ Demand
1	US 190 between LA 59 and E Causeway	✓ (bidirectional)		
2	US 190 between LA 59 and Clausel Street	✓ (bidirectional)		
3	LA 59 between US 190 and Orleans Street	✓		
4	Girod Street between US 190 and Montgomery Street	✓		
5	US 190 @ East Causeway Approach		✓ (EB approach)	✓
6	US 190 @ Carondelet Street		✓ (NB and SB approach)	✓
7	US 190 @ Wilkinson Street		✓ (NB and SB approach)	✓
8	US 190 @ Ramon Street		✓ (NB approach)	✓
9	US 190 @ Lafayette Street		✓ (NB and SB approach)	✓
10	US 190 @ Adair Street		✓ (SB approach)	✓
11	US 190 @ Coffee Street		✓ (NB and SB approach)	✓
12	US 190 @ Carroll Street		✓ (NB and SB approach)	✓
13	US 190 @ Lafitte Street		✓ (NB and SB approach)	✓
14	US 190 @ Penn Street		✓ (NB approach)	✓
15	US 190 @ Marigny Avenue		✓ (NB and SB approach)	✓
16	US 190 @ Magnolia Street		✓ (NB approach)	✓
17	US 190 @ Lamarque Street		✓ (NB and SB approach)	✓
18	US 190 @ Foy Street		✓ (NB and SB approach)	✓
19	US 190 @ Clausel Street		✓ (SB approach)	✓
20	US 190 @ Orleans Street		✓ (EB and WB approach)	✓
21	US 190 @ Montgomery Street		✓ (EB and WB approach)	
22	US 190 @ Oak Street			✓
23	US 190 @ LA 59/Girod Street			✓
24	LA 59/Girod Street at Montgomery Street			✓

48 Hour Counts should be conducted on the same day as the TMCs. In addition to the above counts, 15 minute driveway and minor street counts will be collected during the approved peak periods at the locations listed below:

Driveway Count Locations

Driveway Counts	
Count No	Count Location
1	Sake Garden Strip Mall #1
2	Sake Garden Strip Mall #2
3	Deano Building
4	Animal Hospital
5	Waffle House
6	Exxon
7	Magnolia Plaza #1
8	Magnolia Plaza #2
9	Isabella's Strip Mall
10	French Market #1
11	French Market #2
12	Mandebay Center
13	Mandeville Dental Center
14	Corporate Cleaners/K Gee's #1
15	Corporate Cleaners/K Gee's #2
16	Liz's Diner
17	Enterprise
18	Ace Hardware #1
19	Ace Hardware #2
20	Ace Hardware #3
21	Tender Years
22	Mandeville Self Storage
23	Residential Driveway
24	Superior Tire #1
25	Superior Tire #2
26	Superior Tire #3
27	Liberty Safes
28	Mamacitas #1
29	Mamacitas #2
30	ABC Mini Storage #1
31	ABC Mini Storage #2
32	Residential Driveway
33	Brownstone Office Park
34	Best Car Wash
35	Northshore Motorworks

36	O'Reilly Auto Parts
37	Oak Oven #1
38	Oak Oven #2
39	Sia's #1
40	Sia's #2
41	Wendy's #1
42	Wendy's #2
43	Ra Shop
44	Tent Man
45	Mini Market Strip Mall
46	Country Kitchen #1
47	Country Kitchen #2
48	Auto Zone
49	Advanced Auto Parts
50	Smoothie King
51	Taco Bell
52	McDonald's #1
53	McDonald's #2
54	McDonald's #3
55	Walgreens #1
56	Walgreens #2
57	Pelican Car Wash
58	Gulf Gas Station #1
59	Gulf Gas Station #2
60	Gulf Gas Station #3
61	Shell Gas Station #1
62	Shell Gas Station #2
63	Palms Motors #1
64	Palms Motors #2
65	Strip Mall #1
66	Strip Mall #2
67	Hancock Bank
68	Magee Financial
69	Crescent City Paint
70	Creole Tomato #1
71	Creole Tomato #2
72	Pelican Sno Balls
73	MTT Tires #1
74	MTT Tires #2
75	Napa Auto Parts #1
76	Napa Auto Parts #2

77	Mandeville Center
78	Ruby's
79	A Pane in the Glass
80	Daiquiris #1
81	Daiquiris #2
82	Gulf Coast Spirits
83	Northshore Iron Works
84	Residential Driveway
85	Driveway #1
86	Driveway #2
87	Dog Grooming #1
88	Dog Grooming #2
89	Laundromat
90	LA 59 Strip Mall #1
91	LA 59 Strip Mall #2
92	Duman Pizza
93	Public Library
94	Biomedical Concepts

Spot Speed Studies shall be conducted at the following locations:

Speed Study Locations	
Count Number	Speed Location
1	US 190 between Foy Street and Clausel Street
2	US 190 between E Causeway Approach and Carondelet Street

Deliverables:

- Growth Rate Determination – Justification of growth rate determination (hard copy) and pdfs of the Trans CAD runs of the study area.
- Any documentation, justifications, explanations for any count discrepancies (hard copy). All locations shall be correct and easily followed.
- Volume Check – Provide raw count figures with volume differences. These figures are not adjustments for volume balancing.
- Raw Turning Movement Counts (TMCs) with classification and 48 hour counts with classification (includes vehicle and non-vehicle movements).
- Demand Calculation Table
- Peak Hour Determination
- Driveway Counts and Median Opening Counts Forms

- Maps (hard copy)
- Raw Turning Movement Counts (TMCs) shown separately with unmet demand
- Final TMC Volumes
- No Build Volumes
- Peak Period Observations
- Speed Study Data
- Geometric Field Checks
- QA/QC Documentation
- Chapter 1

Due to Hurricane Ida, a Recount of 4–7 day, 24-hour counts were required. In addition, LADOTD requested additional work be done to process additional Turning Movement Count (TMC) data and provide an additional analysis at the request of LADOTD and documentation of school peak periods within the project limits.

5. Task 1A - Existing Safety Analysis (Chapter 2, Appendix C)

The Consultant shall use the CAT Scan Run to determine trends for the study area. The Consultant shall read and analyze the 2018 crash reports.

Deliverables:

- Crash Analysis Summary
- CAT Scan Tool (Crash History)
- Crash Report Documentation
- Collision Diagram – hard copy
- QA/QC Documentation

6. Task 1A - Existing/No Build Traffic Analysis (Chapter 2, Appendix D) and Preliminary Tier 1 Alternatives Analysis (Chapter 3, Appendix E)

The Consultant shall use HCS software and approved volumes to determine the following MOEs for all movements at all TMC locations:

- Delay
- 95th queue length
- v/c ratio

Consultant expended additional effort to address city & LADOTD comments, updating analyses and updating reports. As a result of LADOTD comments received back on Chapter 2, and at the request

of LADOTD, additional work beyond original scope was also required by the Consultant to include Synchro and Sidra Software Analyses for project limits intersections.

Deliverables:

- **Appendix D**
 - Software Reports/Output for Existing and No Build Conditions of Intersections (These reports should have the inputs and MOE's. Do not print out every report on every page. Only the relevant ones.)
 - Documentation of Inputs
 - Raw electronic software file of analysis
 - Analysis results of MOE's on map with road name, control type, queues and north arrow of the entire corridor (11 x 17)
 - Queue maps of intersections (both field observed and software results – if difference, explain)
 - Intersection description (repeat for each intersection)
 - A detailed description “paint a picture” of intersection, nearby land use and issues for those who are not familiar with the area
 - Aerial of intersection (showing the existing lane configuration, TMCs, businesses and any noticeable feature mentioned)
 - Peak Period Observations (1-2 photos, detailed descriptions of queues, issues, etc.)
 - Crash History/Safety Analysis
 - MOE Table of Results
 - QA/QC Documentation

- **Preliminary Tier 1 (For Meeting)**
 - Summary of Screening Criteria
 - Critical Intersection Type Matrix and Results
 - Any additional tools & outputs used in decision-making process (e.g., CAP-X)
 - Justification of what alternatives to move forward

7. Task 1A - Existing and No Build Results Analysis Meeting (Chapter 2, Appendix D)

- Present and discuss Chapter 2: Existing and No build, including any safety or capacity issues for the study area.
- Present and discuss high-level alternatives that address issues found in Chapter 2 (Tier 1 results)

Deliverables:

- Meeting Minutes submitted to Task Manager within 3 days

8. Task 2 - Preliminary Tier 2 Analysis (Chapter 3, Appendix E)

During the development of Appendix E the Consultant shall provide the services required to perform iterative traffic analysis to develop recommended feasible alternatives, in addition to addressing city & LADOTD comments

Deliverables:

- Meeting Minutes submitted to Task Manager within 3 days (if applicable)
- High Level Sketches and Analysis
- Redistributed Volume Map
- Recommended Alternative Comparative Evaluation Matrix

9. Task 2 - Final Tier 3 Alternative Analysis (Chapter 3, Appendix E)

During the development of Appendix E the Consultant shall provide the services required for coordination of comments with LADOTD & Regional Planning Commission (RPC) and for addressing said comments in the final work product.

Deliverables:

- Appendix E: Alternative Analysis:
 - Tier 1 and/or CAP-X Analysis (Methodology, Comparison Criteria, Screening Matrix)
 - Tier 1 Matrix with documentation.
 - Tier 2 Analysis and Documents
 - 11 X 17 Map(s) showing redistributed future year volumes for each alternative
 - 11 x 17 Map(s) showing queues on an aerial comparing all alternatives and No Build alternative (hard copy and pdf)
 - Electronic copy of Analysis for Operations
 - Software Reports/Output for Analysis of Intersections – Only relevant reports with inputs and Measures of Effectiveness (MOE) are needed, not every page of every report available. (pdf)
 - Intersection Summaries – each intersection with Turning Movement Counts (TMCs) and/or modifications
 - A detailed description of new and modified intersections (paint a picture)
 - Aerial of intersection showing proposed lane configuration, proposed and existing Right of Way (ROW), and proposed and existing Control of Access (COA), if applicable.
 - Conflict Point Comparison/Safety Analysis
 - MOE Table of Results compared to No Build and all other Alternatives
 - Summary Table of Results compared to No Build and all other Alternatives

- Critical Geometry Layout (of entire corridor) (11X 17 hard copy(s), pdf and CADD files)
- Design Guideline Report
 - Typical Sections
- Documentation of any model changes from No Build to Alternative Analysis
- Opinion of Probable Cost
- Comparative Evaluation Matrix with documentation and calculations
- Alternatives Analysis Minimum QA/QC Checklist & documentation

10. Task 2 - Final Alternatives Analysis Meeting

Consultant shall prepare Final Alternatives Meeting agenda & handouts. The Consultant is responsible for conducting and arranging for said meeting.

Deliverables:

- Meeting Agenda & Handout package for city review
- Meeting Minutes submitted to Task Manager within 3 days

11. Task 2 - Final Report

- Introduction of Final Report
- Chapter 3 of Final Report
- Access Justification Report
- Executive Summary

Deliverables:

- Sealed Report
- Minimum 2 Hard Copies
- Minimum 2 electronic copies

12. Task 2 - Stage 0 Public and Stakeholders Meetings

Upon completion of documentation and approval of concept-level plan view drawings of alternatives, the Consultant shall coordinate with the City of Mandeville for one public meeting.

The Public Meeting shall be held at a convenient and accessible location to provide an opportunity for the general public to give input. The meeting will conform with City of Mandeville guidance for Public Meetings.

Meeting handouts will be provided that usually include project information (description, location, alternatives, purpose, and need, etc.), exhibits, survey forms, print-out of the continuous multimedia presentation, summary of verbal comments and responses and contact information for submitting written comments. Additional items that may be included in the meeting are: high quality photos taken during the event, scripts of videos shown, description of the meeting format, information on how meeting was publicized and to whom notices were distributed, and copies of the public notices/announcements.

Elected & Public Officials Meeting. Shall be held prior to the public or stakeholder meeting with the elected officials who represent the area where the project is proposed. The meeting notice shall be sent to the state legislators, parish president, mayors, parish and/or town council members and Metropolitan Planning Organization (MPO), if applicable. The meeting notice may be sent out as an email request at least 2 weeks in advance of scheduled meeting. A record shall be kept of this meeting and at a minimum shall include copies of the meeting notice (information on the date, time and place of the meeting), agenda, presentation, handouts, attendance sheets, and summary of comments.

Property Owner and/or Business Owner Meeting. Shall be held with the affected property/business owners to discuss the project and proposed access changes/restrictions on their property/business.

13. Task 2 - Final Stage 0 Deliverables

Upon review and approval of the Final Report by DOTD, the Consultant will provide three (3) copies of a final stand-alone Stage 0 report documenting all findings of the safety study, traffic study, Stage 0 preliminary scope schedule and budget checklist, and Stage 0 environmental checklist, signed and sealed by a licensed Professional Engineer. A PDF version of the final report, including appendices and maps, shall be provided on a compact disc.

TASK 3: ADDITIONAL ENVIRONMENTAL SERVICES:

Note: Fees included under Task 2 – Stage 0 Feasibility Study fee estimate.

The scope covers work necessary to support a Categorical Exclusion (CATEX) and Section 4(f). The environmental services scope is being added to the Consultant's project scope to ensure LADOTD, Federal Highway Administration (FHWA), & National Environmental Policy Act (NEPA) requirements are met and to ensure the project is approved prior to seeking funding opportunities and/or proceeding to the construction phase.

The CATEX Scope includes:

1. Field Investigations (Wetlands Findings, Phase I Cultural Resources Survey and Phase I Environmental Site Assessment), preparation of associated technical reports, and agency coordination as required by DOTD for any required right-of-way;
2. Section 4(f) Analysis and Documentation for impacts to the Tammany Trace;
 - a. Coordination meetings (up to 4) with FHWA, DOTD, St. Tammany Parish and City of Mandeville
 - b. Determination of Section 4(f) Use
 - c. Conduct Analyses
 - d. Develop Mitigation Commitments with FHWA, DOTD, St. Tammany Parish, and City of Mandeville
 - e. Preparation of Draft Section 4(f) Documentation for submittal to DOTD and FHWA for comment
 - f. Conduct Public Meeting to inform the Public of intended use of Section 4(f) Property
 - g. Preparation of Final Section 4(f) Documentation for inclusion in CATEX.
3. A Public Meeting to inform the public about any impacts from the project and any specific impacts to the Trace; and
4. Preparation of NEPA documentation via Categorical Exclusion to include:
 - a. Public Meeting Summary Report,
 - b. Technical Reports from field investigations,
 - i. Wetlands Findings
 - ii. Phase I Cultural Resource Survey
 - iii. Phase I Environmental Site Assessment
 - c. Solicitation of Views from state and Federal agencies
 - i. Preparation of mail outs and recordation of responses/follow-up
 - ii. Section 106 Coordination with SHPO and tribes

ITEMS TO BE PROVIDED BY DOTD

DOTD shall provide access to crash data, maps, surveys, plans, right-of-way information, and/or pertinent information in its files that may assist the Consultant.

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. Servitude descriptions or plats (if available);
 - e. Geotechnical investigation, prior surveys, and/or modeling data (if available);
 - f. Provide access to personnel to discuss the scope of services during normal working hours, as requested by the Consultant;
 - g. Provide any other standard plans and details that may be relevant for use on the Project; and
 - h. 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 two (2) 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 three (3) one-year periods.

C. **PROJECT SCHEDULE:**

1. Time is of the essence in completing each phase of work required. The Consultant will perform all work under this Agreement according to the schedule as mutually agreed upon by the Parties.
2. When requested, the consultant will submit proposed progress schedule and provide periodic updates as the project progresses. At a minimum, the proposed progress schedule must include information and be arranged so the actual progress can be shown as work is completed. Project Schedule will be coordinated with DOTD as may be necessitated.
3. The City has the sole right to approve, reject, or require changes to all schedules relating to the performance of this Agreement, including, without limitation, any proposed progress schedule and any requests for modifications. The Contractor acknowledges and agrees that time is of the essence in the performance of this Agreement.
4. The Consultant acknowledges and agrees that time is of the essence in the performance of this Agreement.

D. **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			Prior Services Contract Current Fee	Additional Services Proposed Fee	Adjusted Proposed Total Fee
IA	Traffic Engineering & Safety Study	Hourly, NTE	\$206,707.50	\$123,517.75	\$330,225.25
IB	Traffic Data Collection	NTE	\$24,630.00	\$0.00	\$24,630.00
II & III	Stage 0 Feasibility Study	Hourly, NTE	\$210,961.80	\$245,263.20	\$456,225.00
Direct Expenses		NTE	\$8,818.20	\$1,500.00	\$10,318.20
Total			\$451,117.50	\$370,280.95	\$821,398.45

B. MAXIMUM AMOUNT: The maximum aggregate amount payable by the City for all services performed under this Agreement is **\$821,398.45**. 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 not 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: William D. Lancaster, P.E.
Neel-Schaffer, Inc.
1335 W Causeway Approach,
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 a 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 _____, 2026.

NEEL-SCHAFFER, INC.

BY: _____
WILLIAM D. LANCASTER, P.E., AGENT/OFFICER

CORPORATE TAX I.D.

Exhibit A

Neel-Schaffer, Inc. Summary of Project Proposal
(dated June 12, 2026)



US 190 (East Causeway - Clausel)
Mandeville, LA
Man-Hour Estimate
STAGE 0 FEASIBILITY STUDY
Neel-Schffer, Inc.
Engineering Fee
Cost Proposal
June 12, 2026

Summary of Project Cost

Task			Original Fee	2023 Amend Fee	Current Contract Fee	2026 Amend Fee	Total Fee
1A	Traffic Engineering & Safety Study	Hourly, NTE	\$ 157,970.00	\$ 48,737.50	\$ 206,707.50	\$ 123,517.75	\$ 330,225.25
1B	Traffic Data Collection	NTE	\$ 22,250.00	\$ 2,380.00	\$ 24,630.00	\$ -	\$ 24,630.00
II and III	Stage 0 Feasibility (Includes Section 4f)	Hourly, NTE	\$ 210,961.80	\$ -	\$ 210,961.80	\$ 245,263.20	\$ 456,225.00
Direct Expense		NTE	\$ 8,818.20	\$ -	\$ 8,818.20	\$ 1,500.00	\$ 10,318.20
		Total	\$ 400,000.00	\$ 51,117.50	\$ 451,117.50	\$ 370,280.95	\$ 821,398.45

Summary of 2026 Amend Fee	
<i>Additional Taks 1A traffic cost till the end of 2025 (see items 1-11 below)</i>	\$ 45,830.00
<i>Additional expected Task 1 A traffic costs after 2025 (see item 12 below)</i>	\$ 66,755.00
<i>Additional costs for Task 3 Categorical Exclusion and Section 4(f) Assessment (see items 13-16 below)</i>	\$ 131,017.00
<i>Additional cost for change in rates (2021-2025)</i>	\$ 126,678.95
	\$ 370,280.95

Summary of Additional Traffic Costs

- 1 On July 28, 2023 NSI received a comment from DOTD asking for more explanations on software results and inputs which were compiled and submitted for further review on July 31, 2023.
- 2 On August 9, 2023 DOTD requested all analysis files which were compiled and submitted to DOTD for further review on August 10, 2023.
- 3 On September 25, 2023, DOTD sent 3 comments and requested changes to the signal timings used for Synchro analyses which required updates to the Sidra analyses. NSI revised Appendix D and resubmitted on October 19, 2023.
- 4 On June 16, 2024, DOTD sent 9 comments and requested timing information to be changed in analyses. An explanation was provided on the methods used for analyses and a 4th version of the report was submitted removing HCS results per DOTD request on August 1, 2024.
- 5 On October 2, 2024, DOTD sent 13 comments and requested an updated Appendix D (version 5). DOTD also requested edits on Chapter 2 with additional information that is not generally included in Chapter 2 per DOTD's process. These were addressed and documents resubmitted on October 16, 2024.
- 6 On November 16, 2022, NSI attended the City of Mandeville Traffic Summit at the City's request.
- 7 On November 6, 2024, DOTD sent 4 comments and asked queue questions and further questioned various other results in the report. NSI provided responses on November 14, 2024.
- 8 On December 5, 2024 DOTD sent an additional comment requiring updates to Appendix D. NSI updated the report as Appendix D_version 6 on December 19, 2024.
- 9 The Existing and No Build meeting was held on February 2, 2023. On May 8, 2026, DOTD requested and held an additional Tier 1 results meeting to review alternatives progressing to Tier 2, their potential impacts, funding, and the advantages of developing a phasing plan for the final alternative. 4 NSI staff attending the meeting: 3 in person and 1 virtually.
- 10 An additional meeting was held on June 26, 2025 with NSI and DE to bring the team back to speed on the history of the project and analysis results as requested by the City.
- 11 An additional meeting was held on November 19, 2025 with NSI, DE, and the City to discuss alternatives, preliminary results, and additional analyses was requested on conclusion.

- 12 2025 Stage 0 & Alternative Estimated Effort includes additional hours required to address the City's and DOTD's comments on alternatives going forward as well as project team coordination and 4 potential additional meetings.

The scope covers work necessary to support a Categorical Exclusion and Section 4(f) Assessment for DOTD/FHWA review and approval. The Categorical Exclusion Scope includes:

- 13 Field work (Cultural Resources, wetlands, and Phase I Environmental Site Assessment), technical reports, and agency coordination as required by DOTD for any required right-of-way;
- 14 Section 4(f) Analysis and Documentation for impacts to the Tammany Trace;
- 15 A Public Meeting to inform the public about any impacts from the project and any specific impacts to the Trace; and
- 16 NEPA documentation via Categorical Exclusion including a Public Meeting Summary Report, Technical Reports from field investigations, Solicitation of Views from state and Federal agencies, and Section 106 Coordination with SHPO and tribes.



US 190 (East Causeway - Clause)
Mandeville, LA
Man-Hour Estimate
STAGE 0 FEASIBILITY STUDY
Neel-Schffer, Inc.
Engineering Fee
Cost Proposal
June 12, 2026

Direct Salary Costs:

Task 2: Concept Development and Stage 0 Feasibility Study & Task 3: Environmental Services:

1a. Work Completed till the end of 2025 on Feasibility Study (2021 Rates) (Based on original contract) - Task 2				
<u>Title</u>	<u>Hours</u>	<u>Rate/Hour</u>		<u>Cost</u>
Principal	0	\$ 195.00	=	\$0.00
Supervisor Engineer	16	\$ 175.00	=	\$2,800.00
Supervisor Other	0	\$ 175.00	=	\$0.00
Engineer	25	\$ 125.00	=	\$3,093.75
Planner	0	\$ 155.00	=	\$0.00
Pre-Professional	0	\$ 105.00	=	\$0.00
Designer	35	\$ 110.00	=	\$3,850.00
Biological / Wetland	0	\$ 120.00	=	\$0.00
Clerical	16	\$ 65.00	=	\$1,007.50
Sub Total Hours	91.25	\$ 70.00		Sub Total \$10,751.25
1b. Work required to complete Feasibility Study based on original Contract (2025 Rates) - Task 2				
<u>Title</u>	<u>Hours</u>	<u>Rate/Hour</u>		<u>Cost</u>
Principal	14	\$352.00	=	\$4,928.00
Supervisor Engineer	220	\$281.00	=	\$61,820.00
Supervisor Other	95	\$245.00	=	\$23,275.00
Engineer	274	\$195.00	=	\$53,478.75
Planner	40	\$118.00	=	\$4,720.00
Pre-Professional	12	\$114.00	=	\$1,368.00
Designer	133	\$175.00	=	\$23,275.00
Biological / Wetland	208	\$141.00	=	\$29,328.00
Clerical	2	\$102.00	=	\$153.00
Sub Total Hours	997.75			Sub Total \$202,345.75
1c. Additional Stage 0 Environmental Services for CATEX & Section 4f (2025 Rates) - Task 3				
<u>Title</u>	<u>Hours</u>	<u>Rate/Hour</u>		<u>Cost</u>
Principal	7	\$352.00	=	\$2,464.00
Supervisor Engineer	45	\$281.00	=	\$12,645.00
Supervisor Other (Environmental)	71	\$245.00	=	\$17,395.00
Engineer	111	\$195.00	=	\$21,645.00
Environmental Professional	286	\$210.00	=	\$60,060.00
Pre-Professional	52	\$114.00	=	\$5,928.00
Designer	32	\$175.00	=	\$5,600.00
Archaeologist/Cultural	20	\$141.00	=	\$2,820.00
Biological / Wetland	16	\$141.00	=	\$2,256.00
Clerical	2	\$102.00	=	\$204.00
Sub Total Hours	642			Sub Total \$131,017.00
1d. Work required to complete Feasibility Study (Civil Subconsultant) based on original Contract (2025 Rates) - Task 2				
<u>Title</u>	<u>Hours</u>	<u>Rate/Hour</u>		<u>Cost</u>
Principal	0	\$352.00	=	\$0.00
Supervisor Engineer	89	\$281.00	=	\$25,009.00
Supervisor Other	0	\$245.00	=	\$0.00
Engineer	184	\$195.00	=	\$35,880.00
Planner	0	\$118.00	=	\$0.00
Pre-Professional	80	\$114.00	=	\$9,120.00
Designer	240	\$175.00	=	\$42,000.00
Biological / Wetland	0	\$141.00	=	\$0.00
Clerical	1	\$102.00	=	\$102.00
Sub Total Hours	594			Sub Total \$112,111.00

Total work required to conduct Feasibility Study (including additional Environmental Work)	\$456,225.00
Original Contract Amount - Task 2 Stage 0 Feasibility Study	\$210,961.80
2026 Amend Fee	\$245,263.20

Task 1A: Traffic Engineering and Safety Studies

2a. Work Completed on Traffic Engineering & Safety Study till the end of 2025 (2021 Rates) - Task 1A

Scoped Items				
Title	Hours	Rate/Hour		Cost
Principal	0	\$195.00	=	\$0.00
Supervisor Engineer	205.75	\$175.00	=	\$36,006.25
Engineer	0	\$175.00	=	\$0.00
Planner	935.5	\$125.00	=	\$116,937.50
Pre-Professional	0	\$155.00	=	\$0.00
Designer	15	\$105.00	=	\$1,575.00
Supervisor Other	58	\$110.00	=	\$6,380.00
Biological / Wetland	0	\$120.00	=	\$0.00
Clerical	10.5	\$65.00	=	\$682.50
Sub Total Hours	1224.75			Sub Total \$161,581.25
Additional Traffic Engineering & Safety Study Work (2021 Rates) - Task 1A				
Title	Hours	Rate/Hour		Cost
Principal	0	\$195.00	=	\$0.00
Supervisor Engineer	12.5	\$175.00	=	\$2,187.50
Engineer	0	\$175.00	=	\$0.00
Planner	293.25	\$125.00	=	\$36,656.25
Pre-Professional	0	\$155.00	=	\$0.00
Designer	18	\$105.00	=	\$1,890.00
Supervisor Other	6	\$110.00	=	\$660.00
Biological / Wetland	0	\$120.00	=	\$0.00
Clerical	68.25	\$65.00	=	\$4,436.25
Sub Total Hours	398		Total	\$45,830.00
Labor Completed Subtotal (Till end of 2025)			=	\$207,411.25

2b. Work required to complete Traffic Engineering & Safety Study portion (2025 Rates) - Task 1A

Title	Hours	Rate/Hour		Cost
Principal	6	\$352.00	=	\$2,112.00
Supervisor Engineer	137	\$281.00	=	\$38,497.00
Supervisor Other	32	\$245.00	=	\$7,840.00
Engineer	197	\$195.00	=	\$38,415.00
Planner	10	\$118.00	=	\$1,180.00
Pre-Professional	305	\$114.00	=	\$34,770.00
Designer	0	\$175.00	=	\$0.00
Biological / Wetland	0	\$141.00	=	\$0.00
Clerical	0	\$102.00	=	\$0.00
Sub Total Hours	687		Total	\$122,814.00

Total work required to conduct Traffic Study	\$330,225.25
Original Contract Amount -	\$206,707.50
2026 Amend Fee	\$123,517.75

Labor Fee Spent	\$172,332.50
Labor Extra work till end of 2025	\$45,830.00
Labor left to complete Stage 0 Feasibility Study - Task 2	\$314,456.75
Labor conduct Environmental Services - Task 3	\$131,017.00
Labor left to complete Traffic Engineering & Safety Study - Task 1A	\$122,814.00
Neel-Schaffer, Inc. Direct Expenses (Spent)	\$2,713.67
Neel-Schaffer, Inc. Direct Expenses (Remaining)	\$6,104.53
Direct Expense Subtotal (Original Contract)	\$8,818.20
Direct expense for Task 3 - Environmental Services (Tab 1c & Tab 3)	\$1,500.00
Total Expense	\$10,318.20
Total Neel-Schaffer, Inc. Fee Estimate	\$796,768.45
Sub-Consultants:	
Traffic Data Collection (Task 1B - Complete)	\$24,630.00
Civil Sub-Consultant (1d - Included in Task 2 Stage 0 Feasibility Study fee above)	
Sub-Consultant Subtotal	\$24,630.00
Total Project Cost	\$821,398.45



Neel-Schaffer, Inc.
 US 190 (East Causeway - Clause1)
 Mandeville, LA
 Man-Hour Estimate
 STAGE 0 FEASIBILITY STUDY - Task 2
 1a. Work Completed on Original Contract Tasks thru 2025
 June 12, 2026

		Neel-Schaffer, Inc.								
TASK	DESCRIPTION	Firm Principal	Supervising Engineer	Engineer	Planner	Pre-Professional	Designer	Supervisor Other	Biological/Wetland / Cultural Resources	Clerical
Hourly Rate (\$/hr)		\$ 195.00	\$ 175.00	\$ 125.00	\$ 155.00	\$ 105.00	\$ 110.00	\$ 175.00	\$ 120.00	\$ 65.00
1.0 PROJECT MANAGEMENT		0	10	3	0	0	0	0	0	0
	Prepare meeting list, coordinate with LADOTD, set up time	0	3	0	0	0	0	0	0	0
	Prepare agenda & exhibits	0	2	0	0	0	0	0	0	0
	Attend Meeting	0	3	3	0	0	0	0	0	0
	Prepare meeting notes & distribute	0	2	0	0	0	0	0	0	0
2.9 Final Alternative Analysis		0	0	0	0	0	0	0	0	0
	Guideline Report/ Design Criteria and Typical Sections	0	0	0	0	0	0	0	0	0
	Develop Design Criteria	0	0	0	0	0	0	0	0	0
	Submit criteria to LA DOTD for review, revise criteria	0	0	0	0	0	0	0	0	0
	Evaluate design criteria for potential to utilize context sensitive solutions	0	0	0	0	0	0	0	0	0
	TYPICAL SECTIONS (2 Sheets) (Includes preparing, submitting for comments, & revisions)	0	0	0	0	0	0	0	0	0
	CONCEPT DEVELOPMENTS AND EVALUATION	0	0	0	0	0	0	0	0	0
	Research, review and develop three project concepts and existing conditions	0	0	0	0	0	0	0	0	0
	Research & Inventory existing utilities (water, sewer, electric, gas, telephone, cable) to determine quantity and extent to be relocated within affected area	0	0	0	0	0	0	0	0	0
	Analyze and evaluate alternatives	0	0	0	0	0	0	0	0	0
	Create Preliminary Concept (assumed 3 max. concepts) Layout Sheets	0	0	0	0	0	0	0	0	0
	OPINION OF PROBABLE COST	0	0	0	0	0	0	0	0	0
	Prepare construction estimate	0	0	0	0	0	0	0	0	0
	Prepare right-of-way and relocation estimate	0	0	0	0	0	0	0	0	0
	Prepare utility relocation estimate	0	0	0	0	0	0	0	0	0
	Prepare estimate for engineering, surveying and geotechnical fees	0	0	0	0	0	0	0	0	0
2.12 Public and Stakeholders Meetings		0	0	0	0	0	0	0	0	0
	MEETINGS AND COORDINATION	0	0	0	0	0	0	0	0	0
	Public Meeting (attendance and prep)	0	0	0	0	0	0	0	0	0
	VISSIM Animation for Public Meeting	0	0	0	0	0	0	0	0	0
	Progress Meetings (assume two)	0	0	0	0	0	0	0	0	0
	Meeting with DOTD (assume one) to present and discuss preliminary alternative concepts	0	0	0	0	0	0	0	0	0
2.13 Final Stage 0 Deliverables		0	6	21.75	0	0	35	0	0	15.5
	PRELIMINARY SCOPE AND BUDGET CHECKLIST	0	1	10	0	0	0	0	0	0
	Review earlier studies	0	0	2	0	0	0	0	0	0
	as-builts (assumed provided by DOTD PM, time included for review and evaluation Only)	0	0	0	0	0	0	0	0	0
	Complete Checklist	0	1	8	0	0	0	0	0	0
	SITE INVESTIGATION	0	0	0	0	0	0	0	0	0
	Field Reviews (Initial)	0	0	0	0	0	0	0	0	0
	Civil Roadway	0	0	0	0	0	0	0	0	0
	Structural	0	0	0	0	0	0	0	0	0
	Environmental	0	0	0	0	0	0	0	0	0
	Civil Utilities	0	0	0	0	0	0	0	0	0
	Right-of-Way	0	0	0	0	0	0	0	0	0
	Traffic	0	0	0	0	0	0	0	0	0
	Field Reviews (Follow-up)	0	0	0	0	0	0	0	0	0
	Civil Roadway	0	0	0	0	0	0	0	0	0
	Structural	0	0	0	0	0	0	0	0	0
	Environmental	0	0	0	0	0	0	0	0	0
	Civil Utilities	0	0	0	0	0	0	0	0	0
	Right-of-Way	0	0	0	0	0	0	0	0	0
	Traffic	0	0	0	0	0	0	0	0	0
	ENVIRONMENTAL CHECKLIST	0	0	0	0	0	0	0	0	6.5
	Vicinity Map	0	0	0	0	0	0	0	0	0
	ENVIRONMENTAL DOCUMENTATION (per NEPA)	0	0	0	0	0	8	0	0	0
	Develop preliminary Purpose and Need Statement (includes submitting for review to LDOTD and revising draft)	0	0	0	0	0	0	0	0	0
	Obtain and Review Aerial Photography	0	0	0	0	0	8	0	0	0
	Access and review Environmental Websites/Data Bases/Previous Studies)	0	0	0	0	0	0	0	0	0
	Research potential "show stopping" constraints and issues	0	0	0	0	0	0	0	0	0
	Adjacent Land Use	0	0	0	0	0	0	0	0	0
	Social and Economic Resources	0	0	0	0	0	0	0	0	0
	Environmental Justice (Minority/Low Income Populations)	0	0	0	0	0	0	0	0	0
	Air Quality	0	0	0	0	0	0	0	0	0
	Historical, Archaeological, and Cultural Resources Coordination (includes coordination and review by NSI)	0	0	0	0	0	0	0	0	0
	Recreational	0	0	0	0	0	0	0	0	0
	Section 4(f)	0	0	0	0	0	0	0	0	0
	Stream Crossings and Floodplains	0	0	0	0	0	0	0	0	0
	Threatened and Endangered Species	0	0	0	0	0	0	0	0	0
	Farmland	0	0	0	0	0	0	0	0	0
	Hazardous Materials Sites	0	0	0	0	0	0	0	0	0
	Other Issues (Significant Trees, Relocations, Detours, Permits, etc.)	0	0	0	0	0	0	0	0	0
	Quality Control of Environmental Documentation	0	0	0	0	0	0	0	0	0
	Wetlands	0	0	0	0	0	27	0	0	0
	Identify Wetlands along Project Corridor	0	0	0	0	0	0	0	0	0
	Review Alternatives for Avoidance and Minimization	0	0	0	0	0	0	0	0	0
	Estimate Potential Wetland Impact for each Alternative	0	0	0	0	0	0	0	0	0
	Calculate Wetland Mitigation Costs for each Alternative	0	0	0	0	0	0	0	0	0
	Prepare GIS Base Maps depicting environmental constraints	0	0	0	0	0	27	0	0	0
	REPORT (Deliverables)	0	5	11.75	0	0	0	0	0	9
	Prepare and Submit Draft Report (10 unbound copies)	0	5	11.75	0	0	0	0	0	3
	Revise draft and submit Final Draft Report (10 unbound copies)	0	0	0	0	0	0	0	0	3
	Revise Final Draft and submit Final Report (10 bound copies, 1 electronic copy)	0	0	0	0	0	0	0	0	3
	TOTAL	0	16	24.75	0	0	35	0	0	15.5

Fee \$ - \$ 2,800.00 \$ 3,093.75 \$ - \$ - \$ 3,850.00 \$ - \$ - \$ 1,007.50

Classification	Hours	Billable Rate	Cost
Principal	0	\$ 195.00	\$ -
Supervisor Engineer	16	\$ 175.00	\$ 2,800.00
Supervisor Other	0	\$ 175.00	\$ -
Engineer	25	\$ 125.00	\$ 3,093.75
Planner	0	\$ 155.00	\$ -
Pre-Professional	0	\$ 105.00	\$ -
Designer	35	\$ 110.00	\$ 3,850.00
Biological / Wetland	0	\$ 120.00	\$ -
Clerical	16	\$ 65.00	\$ 1,007.50
N/A	0	\$ 70.00	\$ -
Total	91		\$ 10,751.25



Neel-Schaffer, Inc.
 US 190 (East Causeway - Clause)
 Mandeville, LA
 Man-Hour Estimate
 STAGE 0 FEASIBILITY STUDY - Task 2
 1b. Estimated Work Remaining to Complete Original Contract Tasks
 June 12, 2026

TASK	DESCRIPTION	Neel-Schaffer, Inc.								
		Firm Principal	Supervising Engineer	Engineer	Planner	Pre-Professional	Designer	Supervisor Other	Biological/Wetland / Cultural Resources	Clerical
	Hourly Rate (\$/hr)	\$ 352.00	\$ 281.00	\$ 195.00	\$ 118.00	\$ 114.00	\$ 175.00	\$ 245.00	\$ 141.00	\$ 102.00
1.0 PROJECT MANAGEMENT		0	0	0	0	0	0	3	0	0
	Prepare meeting list, coordinate with LADOTD, set up time	0	0	0	0	0	0	0	0	0
	Prepare agenda & exhibits	0	0	0	0	0	0	0	0	0
	Attend Meeting	0	0	0	0	0	0	3	0	0
	Prepare meeting notes & distribute	0	0	0	0	0	0	0	0	0
2.9 Final Alternative Analysis		0	102	80	0	12	120	0	0	0
	Guideline Report/ Design Criteria and Typical Sections	0	14	0	0	0	0	0	0	0
	Develop Design Criteria	0	8	0	0	0	0	0	0	0
	Submit criteria to LA DOTD for review, revise criteria	0	2	0	0	0	0	0	0	0
	Evaluate design criteria for potential to utilize context sensitive solutions	0	0	0	0	0	0	0	0	0
	TYPICAL SECTIONS (2 Sheets) (Includes preparing, submitting for comments, & revisions)	0	4	0	0	0	0	0	0	0
	CONCEPT DEVELOPMENTS AND EVALUATION	0	80	80	0	0	120	0	0	0
	Research, review and develop three project concepts and existing conditions	0	0	0	0	0	0	0	0	0
	determine quantity and extent to be relocated within affected area	0	0	0	0	0	0	0	0	0
	Analyze and evaluate alternatives	0	0	0	0	0	0	0	0	0
	Create Preliminary Concept (assumed 3 max. concepts) Layout Sheets	0	80	80	0	0	120	0	0	0
	OPINION OF PROBABLE COST	0	8	0	0	12	0	0	0	0
	Prepare construction estimate	0	8	0	0	12	0	0	0	0
	Prepare right-of-way and relocation estimate	0	0	0	0	0	0	0	0	0
	Prepare utility relocation estimate	0	0	0	0	0	0	0	0	0
	Prepare estimate for engineering, surveying and geotechnical fees	0	0	0	0	0	0	0	0	0
2.12 Public and Stakeholders Meetings		10	46	122	0	0	0	12	16	1.5
	MEETINGS AND COORDINATION	10	46	122	0	0	0	12	16	1.5
	Public Meeting (attendance and prep)	8	16	16	0	0	0	8	16	1.5
	VISSIM Animation for Public Meeting	0	24	100	0	0	0	0	0	0
	Progress Meetings (assume two)	0	4	4	0	0	0	4	0	0
	Meeting with DOTD (assume one) to present and discuss preliminary alternative concepts	2	2	2	0	0	0	0	0	0
2.13 Final Stage 0 Deliverables		4	72	72.25	40	0	13	80	192	0
	PRELIMINARY SCOPE AND BUDGET CHECKLIST	0	15	24	0	0	0	0	0	0
	Review earlier studies	0	0	0	0	0	0	0	0	0
	as-builts (assumed provided by DOTD PM, time included for review and evaluation Only)	0	0	0	0	0	0	0	0	0
	Complete Checklist	0	15	24	0	0	0	0	0	0
	SITE INVESTIGATION	0	10	0	0	0	0	8	22	0
	Field Reviews (Initial)	0	0	0	0	0	0	4	12	0
	Civil Roadway	0	0	0	0	0	0	0	0	0
	Structural	0	0	0	0	0	0	0	0	0
	Environmental	0	0	0	0	0	0	0	0	0
	Civil Utilities	0	0	0	0	0	0	0	0	0
	Right-of-Way	0	0	0	0	0	0	0	0	0
	Traffic	0	0	0	0	0	0	0	0	0
	Field Reviews (Follow-up)	0	0	0	0	0	0	0	0	0
	Civil Roadway	0	10	0	0	0	0	4	10	0
	Structural	0	0	0	0	0	0	0	0	0
	Environmental	0	0	0	0	0	0	0	0	0
	Civil Utilities	0	0	0	0	0	0	0	0	0
	Right-of-Way	0	0	0	0	0	0	0	0	0
	Traffic	0	0	0	0	0	0	0	0	0
	ENVIRONMENTAL CHECKLIST	0	4	0	0	0	0	24	40	0
	Vicinity Map	0	0	0	0	0	0	0	0	0
	ENVIRONMENTAL DOCUMENTATION (per NEPA)	0	4	4	0	0	0	28	78	0
	Develop preliminary Purpose and Need Statement (includes submitting for review to LDOTD and revising draft)	0	2	0	0	0	0	4	0	0
	Obtain and Review Aerial Photography	0	0	0	0	0	0	0	0	0
	Access and review Environmental Websites/Data Bases/Previous Studies)	0	0	0	0	0	0	4	40	0
	Research potential "show stopping" constraints and issues	0	2	4	0	0	0	4	16	0
	Adjacent Land Use	0	0	0	0	0	0	0	4	0
	Social and Economic Resources	0	0	0	0	0	0	0	0	0
	Environmental Justice (Minority/Low Income Populations)	0	0	0	0	0	0	0	0	0
	Air Quality	0	0	0	0	0	0	0	0	0
	Historical, Archaeological, and Cultural Resources Coordination (includes coordination and review by NSI)	0	0	0	0	0	0	4	16	0
	Recreational	0	0	0	0	0	0	0	0	0
	Section 4(f)	0	0	0	0	0	0	0	0	0
	Stream Crossings and Floodplains	0	0	0	0	0	0	0	0	0
	Threatened and Endangered Species	0	0	0	0	0	0	0	0	0
	Farmland	0	0	0	0	0	0	0	0	0
	Hazardous Materials Sites	0	0	0	0	0	0	0	0	0
	Other Issues (Significant Trees, Relocations, Detours, Permits, etc.)	0	0	0	0	0	0	0	2	0
	Quality Control of Environmental Documentation	0	0	0	0	0	0	12	0	0
	Wetlands	0	0	0	40	0	13	6	12	0
	Identify Wetlands along Project Corridor	0	0	0	0	0	0	0	2	0
	Review Alternatives for Avoidance and Minimization	0	0	0	0	0	0	2	0	0
	Estimate Potential Wetland Impact for each Alternative	0	0	0	0	0	0	0	2	0
	Calculate Wetland Mitigation Costs for each Alternative	0	0	0	0	0	0	0	4	0
	Prepare GIS Base Maps depicting environmental constraints	0	0	0	40	0	13	4	4	0
	REPORT (Deliverables)	4	39	44.25	0	0	0	14	40	0
	Prepare and Submit Draft Report (10 unbound copies)	2	27	20.25	0	0	0	8	24	0
	Revise draft and submit Final Draft Report (10 unbound copies)	1	8	16	0	0	0	4	12	0
	Revise Final Draft and submit Final Report (10 bound copies, 1 electronic copy)	1	4	8	0	0	0	2	4	0
	TOTAL	14	220	274	40	12	133	95	208	2

Fee \$ 4,928.00 \$ 61,820.00 \$ 53,478.75 \$ 4,720.00 \$ 1,368.00 \$ 23,275.00 \$ 23,275.00 \$ 29,328.00 \$ 153.00

Classification	Hours	Billable Rate	Cost
Principal	14	\$ 352.00	\$ 4,928.00
Supervisor Engineer	220	\$ 281.00	\$ 61,820.00
Supervisor Other	95	\$ 245.00	\$ 23,275.00
Engineer	274	\$ 195.00	\$ 53,478.75
Planner	40	\$ 118.00	\$ 4,720.00
Pre-Professional	12	\$ 114.00	\$ 1,368.00
Designer	133	\$ 175.00	\$ 23,275.00
Biological / Wetland	208	\$ 141.00	\$ 29,328.00
Clerical	2	\$ 102.00	\$ 153.00
N/A	0	\$ -	\$ -
Total	998		\$ 202,345.75



Neel-Schaffer, Inc.
 US 190 (East Causeway - Clause)l
 Mandeville, LA
 Man-Hour Estimate
 STAGE 0 FEASIBILITY STUDY - Task 3
 1c. Additional Environmental Work for Section 4f
 June 12, 2026

	Principal	Supervisor Engineer	Supervisor Other	Engineer	Environmental Professional	Pre Professional	Sr. Technician	Archaeologist /Cultural	Biological/ Wetland	Clerical
1.0 Project Management	0	0	0	0	0	0	0	0	0	0
Summary of Additional Traffic Costs	0	0	0	0	0	0	0	0	0	0
1.3 Project Management Tasks: Monthly Progress Reports/Update Project Schedules	0	0	0	0	0	0	0	0	0	0
3.0 Categorical Exclusion with Section 4(f) Assessment	7	45	71	111	286	52	32	20	16	2
3.1 Solicitation of Views - mail-out, record agency responses, and follow-up.	0	0	2	0	16	0	0	0	0	0
3.2 Impact Assessment - Field Work for Required Right-of-Way	0	0	2	0	14	0	0	20	16	0
3.2A Wetlands Field work and reporting	0	0	0	0	2	0	0	0	16	0
3.2B Cultural Resources field work, reporting, and Section 106 Consultation	0	0	0	0	2	0	0	20	0	0
3.2C Phase I Environmental Site Assessment	0	0	2	0	10	0	0	0	0	0
3.3 Section 4(f) Assessment for Impacts to Tammany Trace	5	38	40	104	144	20	20	0	0	2
3.3A Coordination meetings (up to 4) with FHWA, DOTD, St. Tammany Parish, and City of Mandeville	2	8	8	0	16	0	0	0	0	2
3.3B Determination of Section 4(f) Use	0	0	6	0	16	0	0	0	0	0
3.3C Conduct Analyses	0	2	10	4	24	0	0	0	0	0
3.3D Develop Mitigation Commitments with FHWA, DOTD, St. Tammany Parish, and City of Mandeville	1	10	8	12	30	0	0	0	0	0
3.3D.1 Bike and Pedestrian Mitigations Analyses/Documentation	1	8	0	40	0	0	20	0	0	0
3.3D.2 Detour Plans for Pedestrian Mitigations	1	8	0	40	0	20	0	0	0	0
3.3E Prepare Draft Section 4(f) Documentation for submittal to DOTD and FHWA for comment	0	0	6	4	30	0	0	0	0	0
3.3F Address comments from DOTD, RPC, and FHWA	0	2	0	4	20	0	0	0	0	0
3.3F Hold Public Meeting to Inform Public of Intended Use of Section 4(f) Property	Assume holding one Public Meeting for NEPA document, see task 3.4C									
3.3G Prepare Final Section 4(f) Documentation for inclusion in Categorical Exclusion	0	0	2	0	8	0	0	0	0	0
3.4 NEPA Documentation (Categorical Exclusion assumed)	2	7	29	7	128	32	12	0	0	0
3.4A Prepare NEPA checklist for DOTD/FHWA	0	0	4	0	14	0	0	0	0	0
3.4B Address 2 rounds of comments from DOTD/FHWA/RPC	0	0	0	0	20	0	0	0	0	0
3.4C Conduct 1 Public Meeting for Section 4(f) impacts including exhibits	2	5	12	5	26	32	12	0	0	0
3.4D Prepare Public Meeting Summary Report	0	0	1	0	4	0	0	0	0	0
3.4E Prepare Draft Categorical Exclusion from SOV responses and Public Input for DOTD and FHWA comment	0	2	8	2	24	0	0	0	0	0
3.4F Addressing DOTD/FHWA/RPC comments on Draft Categorical Exclusion	0	0	0	0	20	0	0	0	0	0
3.4G Prepare Final Categorical Exclusion for FHWA's review and approval.	0	0	4	0	20	0	0	0	0	0
Total Estimated Man-hours	7	45	71	111	286	52	32	20	16	2

Estimated Billable Rate Fee

Classification	Billable		Cost
	Hours	Rate	
Principal	7	\$352.00	\$2,464.00
Supervisor Engineer	45	\$281.00	\$12,645.00
Supervisor Other (Environmental)	71	\$245.00	\$17,395.00
Engineer	111	\$195.00	\$21,645.00
Environmental Professional	286	\$210.00	\$60,060.00
Pre-Professional	52	\$114.00	\$5,928.00
Designer	32	\$175.00	\$5,600.00
Archaeologist/Cultural	20	\$141.00	\$2,820.00
Biological / Wetland	16	\$141.00	\$2,256.00
Clerical	2	\$102.00	\$204.00
TOTAL	642		
Labor Fees			\$131,017.00
Direct Expenses			\$1,500.00
Additional Fees for Additional Labor			\$132,517.00

Civil Subconsultant

Neel-Schaffer, Inc.
 US 190 (East Causeway - Clausel)
 Mandeville, LA
 Man-Hour Estimate
 STAGE 0 FEASIBILITY STUDY - TASK 2
 1d. Estimated Work Remaining to Complete Original Contract Tasks (Subconsultant)
 June 8, 2026

TASK	DESCRIPTION	Civil Subconsultant								
		Firm Principal	Supervising Engineer	Engineer	Planner	Pre-Professional	Designer	Supervisor Other	Biological/Wetland / Cultural Resources	Clerical
	Hourly Rate (\$/hr)	\$ 352.00	\$ 281.00	\$ 195.00	\$ 118.00	\$ 114.00	\$ 175.00	\$ 245.00	\$ 141.00	\$ 102.00
1.0 PROJECT MANAGEMENT		0	5	0	0	0	0	0	0	0
	Prepare meeting list, coordinate with LADOTD, set up time	0	0	0	0	0	0	0	0	0
	Prepare agenda & exhibits	0	1	0	0	0	0	0	0	0
	Attend Meeting	0	3	0	0	0	0	0	0	0
	Prepare meeting notes & distribute	0	1	0	0	0	0	0	0	0
2.9 Final Alternative Analysis		0	46	114	0	40	216	0	0	0
	Guideline Report/ Design Criteria and Typical Sections	0	12	32	0	16	40	0	0	0
	Develop Design Criteria	0	4	8	0	0	0	0	0	0
	Submit criteria to LA DOTD for review, revise criteria	0	0	8	0	8	0	0	0	0
	Evaluate design criteria for potential to utilize context sensitive solutions	0	4	8	0	0	0	0	0	0
	TYPICAL SECTIONS (2 Sheets) (Includes preparing, submitting for comments, & revisions)	0	4	8	0	8	40	0	0	0
	CONCEPT DEVELOPMENTS AND EVALUATION	0	30	62	0	24	160	0	0	0
	Research, review and develop three project concepts and existing conditions	0	4	8	0	0	40	0	0	0
	Research & Inventory existing utilities (water, sewer, electric, gas, telephone, cable) to determine quantity and extent to be relocated within affected area	0	2	8	0	24	40	0	0	0
	Analyze and evaluate alternatives	0	16	30	0	0	0	0	0	0
	Create Preliminary Concept (assumed 3 max. concepts) Layout Sheets	0	8	16	0	0	80	0	0	0
	OPINION OF PROBABLE COST	0	4	20	0	0	16	0	0	0
	Prepare construction estimate	0	1	8	0	0	8	0	0	0
	Prepare right-of-way and relocation estimate	0	1	4	0	0	4	0	0	0
	Prepare utility relocation estimate	0	1	4	0	0	4	0	0	0
	Prepare estimate for engineering, surveying and geotechnical fees	0	1	4	0	0	0	0	0	0
2.12 Public and Stakeholders Meetings		0	14	14	0	0	0	0	0	0
	MEETINGS AND COORDINATION	0	14	14	0	0	0	0	0	0
	Public Meeting (attendance and prep)	0	8	8	0	0	0	0	0	0
	VISSIM Animation for Public Meeting	0	0	0	0	0	0	0	0	0
	Progress Meetings (assume two)	0	3	3	0	0	0	0	0	0
	Meeting with DOTD (assume one) to present and discuss preliminary alternative concepts	0	3	3	0	0	0	0	0	0
2.13 Final Stage 0 Deliverables		0	24	56	0	40	24	0	0	1
	PRELIMINARY SCOPE AND BUDGET CHECKLIST	0	8	24	0	16	16	0	0	0
	Review earlier studies	0	4	8	0	8	0	0	0	0
	as-builts (assumed provided by DOTD PM, time included for review and evaluation Only)	0	1	8	0	0	16	0	0	0
	Complete Checklist	0	3	8	0	8	0	0	0	0
	SITE INVESTIGATION	0	4	12	0	24	0	0	0	0
	Field Reviews (Initial)	0	0	0	0	0	0	0	0	0
	Civil Roadway	0	2	4	0	8	0	0	0	0
	Structural	0	0	0	0	0	0	0	0	0
	Environmental	0	0	0	0	0	0	0	0	0
	Civil Utilities	0	2	4	0	8	0	0	0	0
	Right-of-Way	0	0	0	0	0	0	0	0	0
	Traffic	0	0	0	0	0	0	0	0	0
	Field Reviews (Follow-up)	0	0	0	0	0	0	0	0	0
	Civil Roadway	0	0	2	0	4	0	0	0	0
	Structural	0	0	0	0	0	0	0	0	0
	Environmental	0	0	0	0	0	0	0	0	0
	Civil Utilities	0	0	0	0	0	0	0	0	0
	Right-of-Way	0	0	2	0	4	0	0	0	0
	Traffic	0	0	0	0	0	0	0	0	0
	ENVIRONMENTAL CHECKLIST	0	0	0	0	0	0	0	0	0
	Vicinity Map	0	0	8	0	0	8	0	0	0
	ENVIRONMENTAL DOCUMENTATION (per NEPA)	0	0	0	0	0	0	0	0	0
	Develop preliminary Purpose and Need Statement (includes submitting for review to LDOTD and revising draft)	0	0	0	0	0	0	0	0	0
	Obtain and Review Aerial Photography	0	0	0	0	0	0	0	0	0
	Access and review Environmental Websites/Data Bases/Previous Studies)	0	0	0	0	0	0	0	0	0
	Research potential "show stopping" constraints and issues	0	0	0	0	0	0	0	0	0
	Adjacent Land Use	0	0	0	0	0	0	0	0	0
	Social and Economic Resources	0	0	0	0	0	0	0	0	0
	Environmental Justice (Minority/Low Income Populations)	0	0	0	0	0	0	0	0	0
	Air Quality	0	0	0	0	0	0	0	0	0
	Historical, Archaeological, and Cultural Resources Coordination (includes coordination and review by NSI)	0	0	0	0	0	0	0	0	0
	Recreational	0	0	0	0	0	0	0	0	0
	Section 4(f)	0	0	0	0	0	0	0	0	0
	Stream Crossings and Floodplains	0	0	0	0	0	0	0	0	0
	Threatened and Endangered Species	0	0	0	0	0	0	0	0	0
	Farmland	0	0	0	0	0	0	0	0	0
	Hazardous Materials Sites	0	0	0	0	0	0	0	0	0
	Other Issues (Significant Trees, Relocations, Detours, Permits, etc.)	0	0	0	0	0	0	0	0	0
	Quality Control of Environmental Documentation	0	0	0	0	0	0	0	0	0
	Wetlands	0	0	0	0	0	0	0	0	0
	Identify Wetlands along Project Corridor	0	0	0	0	0	0	0	0	0
	Review Alternatives for Avoidance and Minimization	0	0	0	0	0	0	0	0	0
	Estimate Potential Wetland Impact for each Alternative	0	0	0	0	0	0	0	0	0
	Calculate Wetland Mitigation Costs for each Alternative	0	0	0	0	0	0	0	0	0
	Prepare GIS Base Maps depicting environmental constraints	0	0	0	0	0	0	0	0	0
	REPORT (Deliverables)	0	12	12	0	0	0	0	0	1
	Prepare and Submit Draft Report (10 unbound copies)	0	8	8	0	0	0	0	0	1
	Revise draft and submit Final Draft Report (10 unbound copies)	0	4	4	0	0	0	0	0	0
	Revise Final Draft and submit Final Report (10 bound copies, 1 electronic copy)	0	0	0	0	0	0	0	0	0
	TOTAL	0	89	184	0	80	240	0	0	1

Fee \$	-	\$ 25,009.00	\$ 35,880.00	\$ -	\$ 9,120.00	\$ 42,000.00	\$ -	\$ -	\$ 102.00
Classification	Hours	Billable Rate	Cost						
Principal	0	\$ 352.00	\$ -						
Supervisor Engineer	89	\$ 281.00	\$ 25,009.00						
Supervisor Other	0	\$ 245.00	\$ -						
Engineer	184	\$ 195.00	\$ 35,880.00						
Planner	0	\$ 118.00	\$ -						
Pre-Professional	80	\$ 114.00	\$ 9,120.00						
Designer	240	\$ 175.00	\$ 42,000.00						
Biological / Wetland	0	\$ 141.00	\$ -						
Clerical	1	\$ 102.00	\$ 102.00						
N/A	0	\$ -	\$ -						
Total	594		\$ 112,111.00						



Neel-Schaffer, Inc.
 US 190 (East Causeway - Clause)
 Mandeville, LA
 Man-Hour Estimate
 Traffic Engineering and Safety Studies - Task 1A & Traffic Data Collection - Task 1B
 2a. Work Completed on Original Contract thru 2025
 June 12, 2026

NEEL-SCHAFFER, INC. MANHOURS	Principal	Supervisor Engineer	Supervisor Other	Engineer	Planner	Pre Professional	Sr. Technician	CADD Technician	Biological/Wetland	Clerical
1.0 PROJECT MANAGEMENT	0	14.5	0	35.5	0	0	0	0	0	4
Intermediate Meetings (assumes 3 additional mtgs. not noted below)	0	8	0	8	0	0	0	0	0	0
Project Management Tasks: Monthly Progress Reports/Update Project Schedules	0	0	0	9	0	0	0	0	0	4
Additional Meetings (Traffic Summit, Tier 1 Meeting, 2 Project Team Meetings with City)	0	6.5	0	18.5	0	0	0	0	0	0
Additional Meetings and Coordination (1 Meeting between Project Team - 1 Meeting between Project Team and DOTD; 2 Comment Meetings with DOTD) Supplemental spreadsheet documentation	0	0	0	0	0	0	0	0	0	0
2.0 STAGE 0 FEASIBILITY STUDY - Traffic Study	0	203.75	0	1193.25	0	33	64	0	0	74.75
2.2 Kickoff Meeting	0	4	0	4	0	0	0	0	0	0
2.3 Initial Data Collection (Appendix A)	0	1	0	9	0	1	2	0	0	0
7 Day Classification/Speed/Volume/IDV by direction (4 locations)	0	0	0	0	0	0	0	0	0	0
Peak Hour Recommendations / Data Collection Plan	0	0	0	4	0	0	2	0	0	0
Initial Data Collection Submittal w/ Appendix A / QA/QC Documentation	0	1	0	5	0	1	0	0	0	0
2.4 Final Collection (Appendix B) and Chapter 1	0	14	0	166	0	0	48	0	0	4
48 Hour Classification/Speed/Volume/IDV by direction (28 locations)	0	0	0	0	0	0	0	0	0	0
Turning movement counts (19 locations)	0	0	0	0	0	0	0	0	0	0
Demand Volumes	0	1	0	28	0	0	48	0	0	0
15 minute median opening counts (94 locations)	0	1	0	0	0	0	0	0	0	0
Peak Period Observations (AM/PM Peaks)	0	2	0	40	0	0	0	0	0	0
Growth Rate Determination	0	2	0	8	0	0	0	0	0	0
Speed Study (2 location)	0	0	0	0	0	0	0	0	0	0
Final Data Collection Submittal w/ Appendix B / Chapter 1 / QA/QC Documentation	0	8	0	90	0	0	0	0	0	4
2.5 Existing Safety Analysis (Appendix C)	0	22	0	138	0	1	0	0	0	2
2015 CatScan Analysis	0	6	0	22	0	0	0	0	0	0
2015 Crash Report Documentation	0	4	0	32	0	0	0	0	0	0
2015 Collision Diagram	0	2	0	32	0	0	0	0	0	0
Crash Analysis Summary	0	4	0	22	0	0	0	0	0	0
Appendix C - Existing Safety Analysis	0	6	0	30	0	1	0	0	0	2
2.6 Existing/No Build Traffic Analysis and Preliminary Tier 1 (Appendix D)	0	92	0	498	0	11	0	0	0	0.5
Analysis of Existing AM and PM peaks using HCS 7.0	0	8	0	90	0	0	0	0	0	0
Develop 2039 No Build Volumes	0	10	0	26	0	1	0	0	0	0
Analysis of No Build AM and PM peaks using HCS 7.0	0	10	0	52	0	2	0	0	0	0
Develop Preliminary Alternative Concepts based on Safety and No Build Analysis	0	18	0	24	0	0	0	0	0	0
CAP-X and/or TIER 1 Analysis of 3 Preliminary Alternative Concepts	0	10	0	26	0	1	0	0	0	0
TIER 1 Preliminary Alternative High Level Comparison Matrix	0	6	0	40	0	0	0	0	0	0
Appendix D: Existing and No Build Analysis / Chapter 2 / QA/QC Checklists	0	26	0	80	0	1	0	0	0	0.5
Addressing Comments, Updating Analyses, Updating Reports	0	2	0	160	0	6	0	0	0	0
Highway Modification Application	0	2	0	0	0	0	0	0	0	0
2.7 Existing, No Build and Preliminary Alternatives Meeting	0	8	0	20	0	0	0	0	0	0
2.8 Preliminary TIER 2 Analysis	0	58.75	0	358.25	0	20	14	0	0	68.25
2039 Traffic Distribution for Alternative 1 (AM/PM Peaks)	0	6	0	20	0	2	0	0	0	0
2039 Traffic Distribution for Alternative 2 (AM/PM Peaks)	0	6	0	23.5	0	1	2	0	0	0
2039 Traffic Distribution for Alternative 3 (AM/PM Peaks)	0	8	0	26	0	1	2	0	0	0
TIER 2 Analysis of Alternative 1 (AM/PM Peaks) using HCS7	0	10	0	48	0	1	2	0	0	0
TIER 2 Analysis of Alternative 2 (AM/PM Peaks) using HCS7	0	6	0	48	0	2	2	0	0	0
TIER 2 Analysis of Alternative 3 (AM/PM Peaks) using HCS7	0	8.75	0	48	0	1	0	0	0	0
Recommended Alternative Comparative Evaluation Matrix	0	12	0	30	0	0	0	0	0	0
Additional Iterative Traffic Analyses to Develop Alternatives	0	2	0	114.75	0	12	6	0	0	68.25
Addressing City/DOTD Comments										
2.9 Final Alternatives Analysis	0	4	0	0	0	0	0	0	0	0
Critical Geometry	0	0	0	0	0	0	0	0	0	0
Develop Design Criteria Report										
Develop Single Line Sketch Layout of Preliminary Build Alternative 1										
Alternative 1 High Level Cost										
Develop Single Line Sketch Layout of Preliminary Build Alternative 2										
Alternative 2 High Level Cost										
Develop Single Line Sketch Layout of Preliminary Build Alternative 3										
Alternative 3 High Level Cost										
Alternative Comparison Evaluation	0	4	0	0	0	0	0	0	0	0
Safety Analysis	0	0	0	0	0	0	0	0	0	0
Documentation	0	0	0	0	0	0	0	0	0	0
Appendix E: Alternatives Analysis Submittal	0	0	0	0	0	0	0	0	0	0
Chapter 3 of Final Report	0	0	0	0	0	0	0	0	0	0
Executive Summary	0	0	0	0	0	0	0	0	0	0
Introduction of Final Report	0	0	0	0	0	0	0	0	0	0
QA / QC Documentation	0	0	0	0	0	0	0	0	0	0
Addressing Comments	0	0	0	0	0	0	0	0	0	0
Coordination of comments with DOTD/RPC on Stage 0	0	0	0	0	0	0	0	0	0	0
2.10 Final Alternatives Meeting	0	0	0	0	0	0	0	0	0	0
2.11 Final Report	0	0	0	0	0	0	0	0	0	0
Total Estimated Man-hours	0	218.25	0	1228.75	0	33	64	0	0	78.75

Estimated Billable Rate Fee

Classification	Hours	Billable Rate	Cost
Principal	0	\$195.00	\$0.00
Supervisor Engineer	218.25	\$175.00	\$38,193.75
Supervisor Other	0	\$175.00	\$0.00
Engineer	1228.75	\$125.00	\$153,593.75
Planner	0	\$155.00	\$0.00
Pre-Professional	33	\$105.00	\$3,465.00
Sr. Technician	64	\$110.00	\$7,040.00
Biological / Wetland	0	\$120.00	\$0.00
Clerical	78.75	\$65.00	\$5,118.75
TOTAL	1622.75		
Labor Fees			\$207,411.25

*This reflects the total effort to date performed including the below additional Traffic Engineering & Safety Study costs incurred beyond

Additional traffic costs above and beyond original scope

Classification	Hours	Billable Rate	Cost
Principal	0	\$195.00	\$0.00
Supervisor Engineer	12.5	\$175.00	\$2,187.50
Supervisor Other	0	\$175.00	\$0.00
Engineer	293.25	\$125.00	\$36,656.25
Planner	0	\$155.00	\$0.00
Pre-Professional	18	\$105.00	\$1,890.00
Sr. Technician	6	\$110.00	\$660.00
Biological / Wetland	0	\$120.00	\$0.00
Clerical	68.25	\$65.00	\$4,436.25
TOTAL	398		
Labor Fees			\$45,830.00

Original traffic cost per current contract

Classification	Hours	Billable Rate	Cost
Principal	0	\$195.00	\$0.00
Supervisor Engineer	205.75	\$175.00	\$36,006.25
Supervisor Other	0	\$175.00	\$0.00
Engineer	935.5	\$125.00	\$116,937.50
Planner	0	\$155.00	\$0.00
Pre-Professional	15	\$105.00	\$1,575.00
Sr. Technician	58	\$110.00	\$6,380.00
Biological / Wetland	0	\$120.00	\$0.00
Clerical	10.5	\$65.00	\$682.50
TOTAL	1224.75		
Labor Fees			\$161,581.25



Neel-Schaffer, Inc.
 US 190 (East Causeway - Clause) Mandeville, LA
 Man-Hour Estimate
 Traffic Engineering and Safety Studies - Task 1A
 2b. Estimated Work Remaining to Complete Original Contract Tasks
 June 12, 2026

NEEL-SCHAFFER, INC. MANHOURS	Principal	Supervisor Engineer	Supervisor Other	Engineer	Planner	Pre Professional	Sr. Technician	CADD Technician	Biological/Wetland	Clerical
1.0 PROJECT MANAGEMENT	0	60	0	20	0	40	0	0	0	0
Intermediate Meetings (assumes 3 additional mtgs. not noted below)	0	0	0	0	0	0	0	0	0	0
Project Management Tasks: Monthly Progress Reports/Update Project Schedules	0	0	0	0	0	0	0	0	0	0
Additional Meetings (Traffic Summit, Tier 1 Meeting, 2 Project Team Meetings with City)	0	0	0	0	0	0	0	0	0	0
Additional Meetings and Coordination (1 Meeting between Project Team - 1 Meeting between Project Team and DOTD; 2 Comment Meetings with DOTD) Supplemental spreadsheet documentation	0	60	0	20	0	40	0	0	0	0
2.0 STAGE 0 FEASIBILITY STUDY - Traffic Study	6	77	32	177	10	265	0	0	0	0
2.2 Kickoff Meeting	0	0	0	0	0	0	0	0	0	0
2.3 Initial Data Collection (Appendix A)	0	0	0	0	0	0	0	0	0	0
7 Day Classification/Speed/Volume/IDV by direction (4 locations)	0	0	0	0	0	0	0	0	0	0
Peak Hour Recommendations / Data Collection Plan	0	0	0	0	0	0	0	0	0	0
Initial Data Collection Submittal w/ Appendix A / QA/QC Documentation	0	0	0	0	0	0	0	0	0	0
2.4 Final Collection (Appendix B) and Chapter 1	0	0	0	0	0	0	0	0	0	0
48 Hour Classification/Speed/Volume/IDV by direction (28 locations)	0	0	0	0	0	0	0	0	0	0
Turning movement counts (19 locations)	0	0	0	0	0	0	0	0	0	0
Demand Volumes	0	0	0	0	0	0	0	0	0	0
15 minute median opening counts (94 locations)	0	0	0	0	0	0	0	0	0	0
Peak Period Observations (AM/PM Peaks)	0	0	0	0	0	0	0	0	0	0
Growth Rate Determination	0	0	0	0	0	0	0	0	0	0
Speed Study (2 location)	0	0	0	0	0	0	0	0	0	0
Final Data Collection Submittal w/ Appendix B / Chapter 1 / QA/QC Documentation	0	0	0	0	0	0	0	0	0	0
2.5 Existing Safety Analysis (Appendix C)	0	0	0	0	0	0	0	0	0	0
2015 CatScan Analysis	0	0	0	0	0	0	0	0	0	0
2015 Crash Report Documentation	0	0	0	0	0	0	0	0	0	0
2015 Collision Diagram	0	0	0	0	0	0	0	0	0	0
Crash Analysis Summary	0	0	0	0	0	0	0	0	0	0
Appendix C - Existing Safety Analysis	0	0	0	0	0	0	0	0	0	0
2.6 Existing/No Build Traffic Analysis and Preliminary Tier 1 (Appendix D)	0	0	0	0	0	0	0	0	0	0
Analysis of Existing AM and PM peaks using HCS 7.0	0	0	0	0	0	0	0	0	0	0
Develop 2039 No Build Volumes	0	0	0	0	0	0	0	0	0	0
Analysis of No Build AM and PM peaks using HCS 7.0	0	0	0	0	0	0	0	0	0	0
Develop Preliminary Alternative Concepts based on Safety and No Build Analysis	0	0	0	0	0	0	0	0	0	0
CAP-X and/or TIER 1 Analysis of 3 Preliminary Alternative Concepts	0	0	0	0	0	0	0	0	0	0
TIER 1 Preliminary Alternative High Level Comparison Matrix	0	0	0	0	0	0	0	0	0	0
Appendix D: Existing and No Build Analysis / Chapter 2 / QA/QC Checklists	0	0	0	0	0	0	0	0	0	0
Addressing Comments, Updating Analyses, Updating Reports	0	0	0	0	0	0	0	0	0	0
Highway Modification Application	0	0	0	0	0	0	0	0	0	0
2.7 Existing, No Build and Preliminary Alternatives Meeting	0	0	0	0	0	0	0	0	0	0
2.8 Preliminary TIER 2 Analysis	5	10	0	20	0	45	0	0	0	0
2039 Traffic Distribution for Alternative 1 (AM/PM Peaks)	0	0	0	0	0	0	0	0	0	0
2039 Traffic Distribution for Alternative 2 (AM/PM Peaks)	0	0	0	0	0	0	0	0	0	0
2039 Traffic Distribution for Alternative 3 (AM/PM Peaks)	0	0	0	0	0	0	0	0	0	0
TIER 2 Analysis of Alternative 1 (AM/PM Peaks) using HCS7	0	0	0	0	0	0	0	0	0	0
TIER 2 Analysis of Alternative 2 (AM/PM Peaks) using HCS7	0	0	0	0	0	0	0	0	0	0
TIER 2 Analysis of Alternative 3 (AM/PM Peaks) using HCS7	0	0	0	0	0	0	0	0	0	0
Recommended Alternative Comparative Evaluation Matrix	0	0	0	0	0	0	0	0	0	0
Additional Iterative Traffic Analyses to Develop Alternatives	0	0	0	0	0	0	0	0	0	0
Addressing City/DOTD Comments	5	10	0	20	0	45	0	0	0	0
2.9 Final Alternatives Analysis	0	62	32	147	10	212	0	0	0	0
Critical Geometry	0	0	0	0	0	0	0	0	0	0
Develop Design Criteria Report										
Develop Single Line Sketch Layout of Preliminary Build Alternative 1										
Alternative 1 High Level Cost										
Develop Single Line Sketch Layout of Preliminary Build Alternative 2										
Alternative 2 High Level Cost										
Develop Single Line Sketch Layout of Preliminary Build Alternative 3										
Alternative 3 High Level Cost										
Alternative Comparison Evaluation	0	4	16	16	0	0	0	0	0	0
Safety Analysis	0	4	0	16	0	24	0	0	0	0
Documentation	0	0	0	0	0	0	0	0	0	0
Appendix E: Alternatives Analysis Submittal	0	0	0	32	0	52	0	0	0	0
Chapter 3 of Final Report	0	0	0	40	0	36	0	0	0	0
Executive Summary	0	0	16	0	0	0	0	0	0	0
Introduction of Final Report	0	0	0	8	0	0	0	0	0	0
QA / QC Documentation	0	24	0	0	0	0	0	0	0	0
Addressing Comments	0	20	0	20	0	60	0	0	0	0
Coordination of comments with DOTD/RPC on Stage 0	0	10	0	15	10	40	0	0	0	0
2.10 Final Alternatives Meeting	0	4	0	6	0	0	0	0	0	0
2.11 Final Report	1	1	0	4	0	8	0	0	0	0
Total Estimated Man-hours	6	137	32	197	10	305	0	0	0	0

Traffic Engineering & Safety Study Remaining Work Only	5	100	0	75	10	185	0	0	0	0
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Total Estimated Billable Rate Fee

Classification	Hours	Billable Rate	Cost
Principal	6	\$352.00	\$2,112.00
Supervisor Engineer	137	\$281.00	\$38,497.00
Supervisor Other	32	\$245.00	\$7,840.00
Engineer	197	\$195.00	\$38,415.00
Planner	10	\$118.00	\$1,180.00
Pre-Professional	305	\$114.00	\$34,770.00
Designer	0	\$175.00	\$0.00
Biological / Wetland	0	\$141.00	\$0.00
Clerical	0	\$102.00	\$0.00
TOTAL	687		
Labor Fees			\$122,814.00

****Total Traffic Engineering and Safety Study labor fees remaining to be completed includes the additional estimated hours for additional work remaining.**

Estimated Fee (Additional Work Only)

Classification	Hours	Billable Rate	Cost
Principal	5	\$352.00	\$1,760.00
Supervisor Engineer	100	\$281.00	\$28,100.00
Supervisor Other	0	\$245.00	\$0.00
Engineer	75	\$195.00	\$14,625.00
Planner	10	\$118.00	\$1,180.00
Pre-Professional	185	\$114.00	\$21,090.00
Designer	0	\$175.00	\$0.00
Biological / Wetland	0	\$141.00	\$0.00
Clerical	0	\$102.00	\$0.00
TOTAL	375		
Labor Fees			\$66,755.00



Neel-Schaffer, Inc.
US 190 (East Causeway - Clause)
Mandeville, LA
Man-Hour Estimate
STAGE 0 FEASIBILITY STUDY
Civil Engineering and Roadway Design
 Friday, June 12, 2026

DIRECT EXPENSE BREAKDOWN
Task 3 - Environmental

a)	Mileage:								
	Travel to site (Field Review)	Trips		Miles	=	Total			
	Traffic and Safety Field Work	0	x	120	=	0			
	Travel to DOTD (4 total - 1 initiation, 2 progress, 1 alts)	0	x	40	=	0			
		Subtotal			=	0			
	880 Miles @ \$0.57/mile			=		\$0.00		\$0.00	
b)	Lodging:	Persons		Nights		Per Night	Total		
	Field Review (1; environ. Pro & 1 pre pro, civil Pro & 1 Pre Pro)	4	x	1	x	=	\$0.00		
	Coordination Meetings (N/A)	0	x	0	x	=	\$0.00		
	Public Involvement Meeting (N/A)	0	x	0	x	=	\$0.00		
							Total	\$0.00	\$0.00
c)	Meals:	Persons		Days		Per Day	Total		
	Field Review (1; environ. Pro & 1 pre pro, civil Pro & 1 Pre Pro)	0	x	0	x	\$2.00	=	\$0.00	
	Coordination Meetings (N/A)	0	x	0	x	=	\$0.00		
	Public Involvement Meeting (N/A)	0	x	0	x	=	\$0.00		
							Total	\$0.00	\$0.00
d)	Public Meeting Advertisements							\$0.00	\$0.00
e)	EDR report							\$0.00	\$0.00
f)	Plans: (Plans in color for exhibit purposes -N/A)	Sheets		Pages		\$/Sheet	Cost		
	Welcome Sign, and Comment Sign	0						0	
	Typical Sections (1 per alt)	0						0	
	Key Sheets	0						0	
	Plan Sheets (assumed 4 per Alt)	0						0	
		0						\$0.00	\$0.00
g)	Printing:								
	Public Meeting Handouts	200	x	10	x	\$0.08		\$160.00	
	Alternatives Discussions Meeting (prior to Task7.III)								
	Color Pages (11" x 17")(200ft scale assumed)	0	x	36	x	1.78		\$0.00	
							Total	\$160.00	\$160.00
h)	Meetings Displays								
	10 Xerox Boards @ \$17.10/Board							=	\$171.00
	10 Photo Boards @ \$78.60/Board							=	\$786.00
	1 Field Rolls & associated materials (markers, stickers, etc.) \$15/each							=	\$15.00
							Total	\$972.00	\$972.00
i)	Transmittals:							=	\$368.00
Direct Cost Total								\$1,500.00	

Exhibit B

Nee-Schaffer, Inc. 2025 Rate Schedule

NEEL-SCHAFFER, INC.
2025 RATE SCHEDULE FOR PROFESSIONAL SERVICES

POSITION	HOURLY RATE
Principal	\$352.00
Supervisor Engineer	\$281.00
Environmental Manager/ Supervisor Other	\$245.00
Environmental Professional	\$210.00
Engineer	\$195.00
Planner	\$118.00
Pre-Professional	\$114.00
Designer	\$175.00
Technician IV/ Inspector IV/ Surveyor IV/ Archaeologist/ Biologist	\$141.00
Technician I/Inspector I/Survey Assistant	\$101.00
Student Intern	\$75.00
Clerical	\$102.00

Rates based on April 2025 DOTD hourly audit rates and 3 year average of audit overhead rate.

REIMBURSABLE EXPENSE SCHEDULE

EXPENSE	COST
Vehicle Mileage	\$0.70/mile
Traffic Counter/Video Monitor	\$10.00/day

All other expenses, including contract reproduction/printing, travel and subsistence, parking, communications, equipment rental, postage and overnight mail, and supplies will be reimbursed at actual cost.
 Use State or Federal Rates for mileage, travel and subsistence where necessary and/or required.

The hourly rates as shown on this rate schedule shall be subject to equitable adjustment on an annual basis due to increased costs and the rate of inflation. Any adjustments are subject to City approval.

NON-CONVICTION AFFIDAVIT

STATE OF LOUISIANA
PARISH OF East Baton Rouge

BEFORE ME, THE UNDERSIGNED AUTHORITY, PERSONALLY CAME AND APPEARED
NICK FERLITO, JR, WHO AFTER BEING BY ME DULY SWORN, DEPOSED AND SAID
THAT HE IS THE FULLY AUTHORIZED REPRESENTATIVE OF NEEL-SCHAFFER, INC. (HEREIN
AFTER REFERRED TO AS BIDDER) THE PARTY WHO SUBMITTED A BID
FOR ENGINEERING SERVICES, BID NO. 700.21.015
AND SAID AFFIANT FURTHER SAID:

He/she personally has not been convicted of, nor has he/she entered a plea of guilty or nolo contendere to any of the crimes or equivalent federal crimes listed below. No individual partner, incorporator, director, manager, officer, organizer, or member, who has a minimum of a ten percent ownership in the bidding entity, has been convicted of, or has entered a plea of guilty or nolo contendere to any of the crimes or equivalent federal crimes listed below.

A conviction of or plea of guilty or nolo contendere to the following state crimes or equivalent federal crimes shall permanently bar any person or the bidding entity from bidding on public projects:

- (a) Public bribery (R.S. 14:118).
- (b) Corrupt influencing (R.S. 14:120).
- (c) Extortion (R.S. 14:66).
- (d) Money laundering (R.S. 14:230).

A conviction of or plea of guilty or nolo contendere to the following state crimes or equivalent federal crimes shall bar any person or the bidding entity from bidding on public projects for a period of five years from the date of conviction or from the date of the entrance of the plea of guilty or nolo contendere:

- (a) Theft (R.S. 14:67).
- (b) Identity Theft (R.S. 14:67.16).
- (c) Theft of a business record (R.S. 14:67.20).
- (d) False accounting (R.S. 14:70).
- (e) Issuing worthless checks (R.S. 14:71).
- (f) Bank fraud (R.S. 14:71.1).
- (g) Forgery (R.S. 14:72).
- (h) Contractors; misapplication of payments (R.S. 14:202).
- (i) Malfeasance in office (R.S. 14:134).

The five-year prohibition provided for in this section shall apply only if the crime was committed during the solicitation or execution of a contract or bid awarded pursuant to these provisions. If evidence is submitted substantiating that a false attestation has been made and the project must be readvertised or the contract cancelled, the awarded entity making the false attestation shall be responsible to the public entity for the costs of rebidding, additional costs due to increased costs of bids and any and all delay costs due to the rebid or cancellation of this project.

[Signature]
AUTHORIZED SIGNATURE

SWORN TO AND SUBSCRIBED
BEFORE ME THIS 22nd
DAY OF JUNE, 2026

[Signature]

NOTARY PUBLIC
22nd day of JUNE, 2026
LN BAR: 34920



OFFICIAL SEAL
EDWARD J. EVERITT
NOTARY ID # 135364
STATE OF LOUISIANA
PARISH OF EAST BATON ROUGE
My Commission is for Life

CODE OF CONDUCT

A. POLICY STATEMENT.

The citizens of the City of Mandeville rightfully expect elected municipal officials, unclassified employees and appointed personnel to adhere to the highest standards of professional and ethical conduct in the performance of their duties and responsibilities. The City of Mandeville Personnel Policies and Police Standard Operating Procedures Manual specifies the conduct of the classified civil service employee so that this code does not apply to this class of city employees. This code applies to the following persons:

- Elected municipal officials of the City of Mandeville.
- Unclassified employees of the City of Mandeville.
- Persons appointed or elected to the various boards and commissions of the City of Mandeville.
- Contractors as described in Section D of this code. Contractors are not obligated to participate in the training requirements of this code but will be required to demonstrate that they are familiar with this code and the Louisiana State Code of Ethics.

While this document in and of itself is not punitive in nature, it complements the existing laws incorporated in the Louisiana State Code of Ethics and other existing policies that cover persons employed by the City of Mandeville. All elected municipal officials, unclassified employees and appointed personnel of the city in whatever capacity should know that infractions of this Code of Conduct may also be violations prohibited by state ethical rules and regulations which do carry punitive provisions.

Every person covered by this Code has a unique position of trust in the community and, therefore, assumes a special responsibility to act with the highest standards of honesty, fidelity and fairness. Said persons should conduct themselves in a manner that merits public trust and confidence.

B. PURPOSE OF THIS POLICY.

Section 7-02 of the City Charter for the City of Mandeville provides that "All officers and employees of the city government shall comply with the provisions of the Louisiana State Code of Ethics pertaining to local government." The purpose of the Code of Conduct is to complement the Code of Ethics with a code that requires conduct over and above the strict adherence to the letter of the general law and the Louisiana State Ethics Code. To establish a set of guidelines for the behavior of the persons covered by this code which will enhance the effectiveness of city government while maintaining the high standards of quality and professionalism necessary for the city to successfully project the best image possible.

**C. CITY OF MANDEVILLE CODE OF CONDUCT FOR ELECTED,
UNCLASSIFIED EMPLOYEES AND APPOINTED PERSONNEL.**

All persons in each category as defined by the above title shall sign a copy of this Code of Conduct thereby acknowledging that they have received a copy and understand that it is therefore their responsibility to comply with this Code of Conduct and any revisions to it as follows:

1. Adhere to the principle that all activities undertaken by persons covered by this code shall be in the best interests of the citizens of the city and with the goal of perfection of city government. That no personal gain or benefit, except for compensation and benefits accompanying applicable personnel, should be accepted.
2. Accept the responsibility that any improper conduct can reflect negatively on the public image of the city and bring embarrassment and discontent to the citizens of the city. It is the intent of this Code of Conduct to make the persons covered by this code aware, through training, of the existing laws and city rules and regulations of employment that are designed to respond to any improper conduct in whatever context.
3. Participate in a comprehensive training program regarding the Louisiana State Code of Ethics and this Code of Conduct for all levels of personnel defined by this Code of Conduct except Contractors. This training shall include, but not be limited to, ongoing small and large group training sessions highlighting general rules of conduct and specific rules of conduct pertaining to elected municipal officials, unclassified employees or appointed personnel. This training shall amplify what personnel can or cannot do in complying with the Louisiana State Code of Ethics and this Code of Conduct. It shall also identify and help personnel recognize potential conflicts of interest and provide mechanisms for alerting the proper officials of such potential conflicts. Each person covered by this code, except Contractors, shall be required to participate in at least two hours of training per calendar year. These hours shall be certified to the Personnel Director and be a part of the person's record.
4. Always be in full compliance with all applicable federal, state and local laws and regulations.
5. Direct all requests for documents under the Public Records law to the City Attorney for response. All requests for documents under the Public Records law shall be in writing.
6. Respect the confidentiality of information concerning the City, City personnel or proceedings of the City.

D. CONTRACTORS.

Any individual or business entity that enters into a contract with the City of Mandeville shall be subject to this code and be referred to herein as a "Contractor". Every Contractor shall be mindful of the principles of law relating to the Code of Governmental Ethics of the State of Louisiana. The Contractor shall not make or authorize any payment or give anything of value directly or indirectly to an official of this government for the purpose of influencing an act or decision of official capacity or for assisting in obtaining or retaining business for or with, or for direction of business to any person. Likewise, the Contractor will not make or authorize any payment to anyone for the purpose of influencing any official act or decision or inducing such entity or person to use any influence with this government to assist anyone in obtaining or retaining business for or with, or directing business to, any person. Any breach or violation of this clause by the Contractor shall be considered a substantial and material breach of its contract with the City of Mandeville.

That all Contractors shall sign an affidavit in the form attached hereto as Attachment A as a condition of their contract with the City of Mandeville.

E. COMPLAINTS.

All complaints shall be in writing and signed by the person making the complaint. There shall be no "anonymous complaints". Any person wishing to file a complaint regarding any person covered by this code shall send the complaint to the City Attorney's Office where a log will be kept of such complaints. A copy of any complaint regarding any person covered by this code shall be sent to the person complained of within three days of the receipt of the complaint. The person complained of shall have five days to respond in writing to the complaint and his or her response shall be part of the complaint record. If such complaint alleges ethical violations, then the City Attorney shall recommend to the person making the complaint that he or she forward a copy of the complaint to the Louisiana Board of Ethics for further action.

Any person who wishes to make a complaint to the Louisiana Board of Ethics may do so by sending the complaint to Louisiana Ethics Administration Program, P.O. Box 4368, Baton Rouge, LA, 70821 or call the Board office at (225) 219-5600.

ATTACHMENT "A"

CODE OF CONDUCT AFFIDAVIT

STATE OF LOUISIANA

PARISH OF East Baton Rouge

AFFIDAVIT

BEFORE ME, the undersigned Notary Public personally came and appeared:

Nick Ferlito, Jr.; if a corporation, LLC, or partnership, then the affidavit may be signed by corporate officer, member or partner stating that the subject organization is aware of the Code of Governmental Ethics.

Who, after first being duly sworn did depose and say he/she is the president, corporate officer, or designee of Neel-Schaffer, Inc. and that he/she is familiar with the Code of Governmental Ethics contained in Louisiana Revised Statutes at Title 42, Chapter 15 and is familiar with and has a copy of the Code of Conduct for the City of Mandeville; and

That, Neel-Schaffer, Inc. will conform to the provisions in the Code of Governmental Ethics and the Code of Conduct as a condition of any contract between the company and the City of Mandeville, Louisiana; and

That, the provisions of the Code of Governmental Ethics and the Code of Conduct shall apply to any subcontract that the contractor has with any other entity in the performance of its contract with the City of Mandeville, Louisiana and there shall be a statement in every subcontract to that effect.

WITNESSES:

CONTRACTOR:

[Signature]
[Signature]

By: [Signature]

Sworn to and subscribed before me this 22nd day of JUNE, 2026



OFFICIAL SEAL
EDWARD J. EVERITT
NOTARY ID # 135364
STATE OF LOUISIANA
PARISH OF EAST BATON ROUGE
My Commission is for Life

[Signature]
LA BAR NO 34920

END OF SECTION

00480-5

AFFIDAVIT

STATE OF LOUISIANA

PARISH OF ST. TAMMANY

BEFORE ME, the undersigned Notary Public, duly commissioned and qualified in this State and Parish, personally came and appeared:

Neel-Schaffer, Inc.

the party submitting a non-bid contract and who has submitted this affidavit with said contract, after being duly sworn did attest and testify as to the truth of all of the factual allegations contained in the petition, specifically as follows:

Choose A or B. If Option A is indicated please include the requested attachment.

Disclosure No. 1

A. X Within the 48 month period preceding the date of the contract with the City of Mandeville, I Have made campaign contributions which total \$200.00 or more to a Mandeville City Council member or Mayor of the City of Mandeville. I have attached a list of each contribution, its amount, the date of the contribution, and the recipient or recipients of the contribution.

B. Within the 48 month period preceding the date of the contract with the City of Mandeville, I **Have Not** made campaign contributions which total \$200.00 or more to a Mandeville City Council member or Mayor of the City of Mandeville.

Disclosure No. 2

A. I **Do** owe a debt or debts to an elected or appointed official or officials of the City of Mandeville. I have attached a list of all debts and the elected or appointed official or officials of the City of Mandeville to whom those debts are owed.

B. X I **Do Not** owe any debts to any elected or appointed official of the City of Mandeville.

Disclosure No. 3

A. X I **Have** made a contribution to or in support of elected officials of the City of Mandeville in the name of another person or firm directly or indirectly. I have attached a list of all contributions to or support of elected officials of the City of Mandeville, the amount of the contribution or support, the recipient or recipients of the contribution, and the name of the person or firm through whom the contribution was made.

B. I **Have Not** made any contribution to or in support of elected officials of the City of Mandeville in the name of another person or firm directly or indirectly.

Disclosure No. 4

A. X This affidavit **Is** being submitted on behalf of a corporation, LLC, or other legal entity. I have attached a list of contributions made by officers, directors, and owners, including employees, owning 25% or more of the company or legal entity.

B. _____ This affidavit **Is Not** being submitted on behalf of a corporation, LLC, or other legal entity.

The above is in compliance and pursuant to City of Mandeville Ordinance No. 14-07.

I agree to and acknowledge that an updated affidavit must be submitted if there are any changes to the above sworn statements between the time the affidavit is executed and the time the contract is awarded.

Nick Ferlito, Jr.
Nick Ferlito, Jr., AFFIANT

SWORN TO AND SUBSCRIBED before
me this 23rd day of June 2026

Edward J. Everitt
Edward J. Everitt, Notary

Bar Roll # 34920

My Commission Expires at death



OFFICIAL SEAL
EDWARD J. EVERITT
NOTARY ID # 135364
STATE OF LOUISIANA
PARISH OF EAST BATON ROUGE
My Commission is for Life

Contributions to Council Members or Mayor of the City of Mandeville

Date of Contribution	Amount	Recipient(s)
6/10/2025	\$500.00	Mayor Clay Madden
4/1/2026	\$1,000.00	Mayor Clay Madden Golf Tournament

Debts Owed to Appointed or Elected Officials of the City of Mandeville

Amount of Debt	Elected or Appointed Official Owed Debt

Contributions Made in the Name of Another

Date of Contribution	Amount	Recipient	Contributor
5/4/2026	\$100.00	Mayor Clay Madden	Barry Brupbacher

CITY OF MANDEVILLE
DISCLOSURE OF OWNERSHIP

STATE OF LOUISIANA
PARISH/ COUNTY OF EAST BATON ROUGE

BEFORE ME, the undersigned Notary in and for the parish/county herein above shown, personally came and appeared the undersigned who, after being duly sworn, did depose and say that Neel-Schaffer, Inc. (Company Name) is contracting with the City of Mandeville and listed below are the names and addresses of all persons or corporate entities who hold ownership interest in the company or who hold by proxy the voting power in the company and, if anyone is holding stock in his/her own name that actually belongs to another, the name of the person(s) for whom held, including stock held pursuant to a counter letter.

1. Persons or entities with ownership interests in the company:

<u>NS Holdings, Inc.</u>	<u>4450 Old Canton Road, Suite 100, Jackson, MS 39211</u>
Name	Address
_____	_____
Name	Address
_____	_____
Name	Address
_____	_____


2. Persons or entities who hold by proxy the voting power:

_____	_____
Name	Address
_____	_____
Name	Address
_____	_____
Name	Address
_____	_____

3. Stock held for others and for whom held:

_____	_____
Name	Address
_____	_____
For Whom Held	Address
_____	_____
Name	Address
_____	_____
For Whom Held	Address
_____	_____
Name	Address
_____	_____
For Whom Held	Address

Sworn to and subscribed before me, the undersigned Notary Public, on this date: JUNE 22, 2026



Corporation Representative

Edw J. Everett, Edward J. EVERETT, Bar No. 34920

Notary signature, Printed name and Notary/Bar Roll #



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/24/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Edgewood Partners Ins Center 3780 Mansell Rd. Suite 370 Alpharetta GA 30022	CONTACT NAME: Greyling COI Specialist PHONE (A/C. No. Ext): 770.756.6599 E-MAIL ADDRESS: greylingcerts@greyling.com		FAX (A/C. No.): 770.756.6599
	INSURER(S) AFFORDING COVERAGE		
INSURED Neel-Schaffer, Inc. 4450 Old Canton Road Suite 100 Jackson MS 39211	NEELINC	INSURER A : National Union Fire Ins Co of Pittsburg	NAIC # 19445
		INSURER B : Everest National Insurance Company	10120
		INSURER C :	
		INSURER D :	
		INSURER E :	
		INSURER F :	

COVERAGES

CERTIFICATE NUMBER: 1208698

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.


INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y	Y	GL6360655	8/1/2025	8/1/2026	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$25,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	CA5774685	8/1/2025	8/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	Y	Y	XC3EX00730251	8/1/2025	8/1/2026	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WC013265767 (AOS) WC013265768 (CA)	8/1/2025 8/1/2025	8/1/2026 8/1/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$2,000,000 E.L. DISEASE - EA EMPLOYEE \$2,000,000 E.L. DISEASE - POLICY LIMIT \$2,000,000
B	Professional Liability incl. Pollution Liability			AAEP000499251	8/1/2025	8/1/2026	Per Claim Aggregate \$5,000,000 \$5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: All Operations of the Named Insured, PSA between City of Mandeville & Neel-Schaffer, Inc. US 190 Streetscape & Access Management - Stage 0 Feasibility Study and Traffic Engineering & Safety Study Project.

The City of Mandeville, its departments, political subdivisions, officials, its Officers, Agents, Employees and Volunteers are named as Additional Insureds with respects to General & Automobile Liability where required by written contract. The above referenced liability policies are primary & non-contributory where required by written contract. Waiver of Subrogation is applicable where required by written contract & allowed by law. Umbrella Follows Form with respects to General, Automobile & Employers Liability Policies. Should any of the above described policies be cancelled by the issuing insurer before the expiration date thereof, we will endeavor to provide 30 days' written notice (except 10 days for nonpayment of premium) to the Certificate Holder. X-C-U is included under the General Liability Policy.

CERTIFICATE HOLDER**CANCELLATION**

City of Mandeville 3101 E. Causeway Approach Mandeville, LA 70448	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	---

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ENDORSEMENT

This endorsement, effective 12:01 A.M. 08/01/2025 forms a part of policy No. **CA 577-46-85** issued to **Neel-Schaffer, Inc.**

by **National Union Fire Insurance Company of Pittsburgh, PA**

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - WHERE REQUIRED UNDER CONTRACT OR AGREEMENT

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

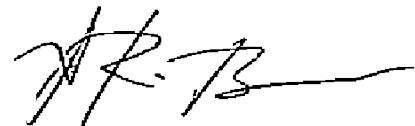
SCHEDULE

ADDITIONAL INSURED:

ANY PERSON OR ORGANIZATION FOR WHOM YOU ARE CONTRACTUALLY BOUND TO PROVIDE ADDITIONAL INSURED STATUS BUT ONLY TO THE EXTENT OF SUCH PERSON'S OR ORGANIZATIONS LIABILITY ARISING OUT OF THE USE OF A COVERED AUTO.

- I. SECTION II - COVERED AUTOS LIABILITY COVERAGE, A. Coverage, 1. - Who Is Insured, is amended to add:**
- d. Any person or organization, shown in the schedule above, to whom you become obligated to include as an additional insured under this policy, as a result of any contract or agreement you enter into which requires you to furnish insurance to that person or organization of the type provided by this policy, but only with respect to liability arising out of use of a covered "auto". However, the insurance provided will not exceed the lesser of:
- (1) The coverage and/or limits of this policy, or
 - (2) The coverage and/or limits required by said contract or agreement.

87950 (9/14)



Authorized **Representative or Countersignature**
(in States Where Applicable)

ENDORSEMENT

This endorsement, effective 12:01 A.M. 08/01/2025 forms a part
of policy No. **CA 577-46-85** issued to **Neel-Schaffer, Inc.**

by **National Union Fire Insurance Company of Pittsburgh, PA**

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

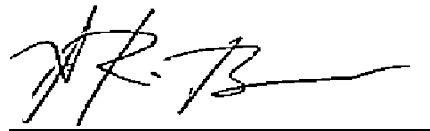
BUSINESS AUTO COVERAGE FORM

Section IV - Business Auto Conditions, A. - Loss Conditions, 5. - Transfer of Rights of Recovery Against Others to Us, is amended to add:

However, we will waive any right of recover we have against any person or organization with whom you have entered into a contract or agreement because of payments we make under this Coverage Form arising out of an "accident" or "loss" if:

- (1) The "accident" or "loss" is due to operations undertaken in accordance with the contract existing between you and such person or organization; and
- (2) The contract or agreement was entered into prior to any "accident" or "loss".

No waiver of the right of recovery will directly or indirectly apply to your employees or employees of the person or organization, and we reserve our rights or lien to be reimbursed from any recovery funds obtained by any injured employee.



**Authorized Representative or Countersignature (in States
Where Applicable)**

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED - OWNERS, LESSEES OR
CONTRACTORS - SCHEDULED PERSON OR
ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
Any person or organization whom you become obligated to include as an additional insured as a result of any contract or agreement you have entered into."	Per the contract or agreement
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable limits of insurance;
whichever is less.

This endorsement shall not increase the applicable limits of insurance.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location And Description Of Completed Operations
Any person or organization whom you become obligated to include as an additional insured as a result of any contract or agreement you have entered into."	Per the contract or agreement
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

PRIMARY AND NONCONTRIBUTORY - OTHER INSURANCE CONDITION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to the **Other Insurance** Condition and supersedes any provision to the contrary:

Primary And Noncontributory Insurance

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

(1) The additional insured is a Named Insured under such other insurance; and

(2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US (WAIVER OF SUBROGATION)

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
ELECTRONIC DATA LIABILITY COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
POLLUTION LIABILITY COVERAGE PART DESIGNATED SITES
POLLUTION LIABILITY LIMITED COVERAGE PART DESIGNATED SITES
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
RAILROAD PROTECTIVE LIABILITY COVERAGE PART
UNDERGROUND STORAGE TANK POLICY DESIGNATED TANKS

SCHEDULE

Name Of Person(s) Or Organization(s):

Pursuant to applicable written contract or agreement you enter into

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph 8. **Transfer Of Rights Of Recovery Against Others To Us** of Section IV – **Conditions:**

We waive any right of recovery against the person(s) or organization(s) shown in the Schedule above because of payments we make under this Coverage Part. Such waiver by us applies only to the extent that the insured has waived its right of recovery against such person(s) or organization(s) prior to loss. This endorsement applies only to the person(s) or organization(s) shown in the Schedule above.

SECTION XI - BANKRUPTCY

Bankruptcy or insolvency of the **Named Insured** or any **Insured** shall not relieve the Insurer of any of its obligations under this Policy, nor deprive the **Insured** of any of its rights or defenses under this Policy.

SECTION XII - REIMBURSEMENT OF THE INSURER

If the Insurer pays any **Loss** in excess of the applicable Limits of Liability (other than with respect to coverage provided under SECTION II-SUPPLEMENTAL PAYMENTS), or within the amount of any applicable Deductible, each **Insured** shall be liable to the Insurer for any and all such amounts, and, upon demand, shall pay such amounts within sixty (60) days of the Insurer's request. If it is negotiated or determined that any **Claim Expenses** are not covered under this Policy, each **Insured** agrees to repay the Insurer the amount of such **Claim Expenses** within sixty (60) days of the Insurer's request.

SECTION XIII - NAMED INSURED - SOLE AGENT

The **Named Insured** shall be the sole agent of **all Insureds** hereunder for the purpose of effecting or accepting any amendments to or cancellation of this Policy, for the purpose of receiving such notices as may be required by law and/or any provision(s) of this Policy, for the completing of any **Application** and the making of any representations, for the payment of any premium and the receipt of any return premium that may become due under this Policy, for the payment of any Deductible obligations that may become due under this Policy, and the exercising or declining to exercise any right under this Policy, including declining or exercising any **Extended Reporting Period**.

SECTION XIV – TERRITORY, VALUATION AND CURRENCY

This Policy applies to **Claims** made or **Wrongful Acts** occurring anywhere in the world where permissible by law. If a judgment, settlement or amount of **Loss** under this Policy is stated in currency other than United States dollars, payment under this Policy will be made in United States dollars at the rate of exchange published in *The Wall Street Journal* on the date the judgment becomes final or payment of the settlement or other **Loss** becomes payable.

SECTION XV - ALTERATION, ASSIGNMENT AND HEADINGS

No change in, modification of, or assignment of interest under this Policy shall be effective unless made by the Insurer via a written endorsement to this Policy. The titles and headings to the various sections, subsections and endorsements of this Policy are included solely for ease of reference and do not in any way limit, expand or otherwise affect the provisions or existence of such sections, subsections or endorsements.

SECTION XVI - NO ACTION AGAINST THE INSURER

No action shall lie against the Insurer unless, as a condition precedent, there shall have been full compliance with all of the terms and conditions of this Policy. No person or organization shall have the right under this Policy to join the Insurer as a party to any action against any **Insured** to determine the liability of the **Insured**, nor shall the Insurer be impleaded by the **Insureds** or their legal representatives in any such action.

SECTION XVII - CANCELLATION & NONRENEWAL

- A. The **Named Insured** may cancel this Policy by mailing or delivering advance written notice of cancellation to the Insurer.
- B. The Insurer may cancel only for non-payment of premium. In such event, the Insurer shall mail or deliver written notice of cancellation to the **Named Insured** at least:
 - 1. Ten (10) days before the effective date of cancellation if the Insurer cancels for nonpayment of premium; or
 - 2. Thirty (30) days before the effective date of cancellation if the Insurer cancels for any other reason.

- C. If this Policy is cancelled, as referenced in paragraphs **A** or **B** above, the Insurer shall send to the **Named Insured** a partial premium refund, computed pro rata.
- D. Any notice of cancellation shall state the effective date of cancellation. The **Policy Period** shall end on the effective date of the cancellation.
- E. If the Insurer decides to non-renews this Policy, the Insurer will mail or deliver to the **Named Insured** written notice of non-renewal at least sixty (60) days prior to the end of the **Policy Period**.
- F. The Insurer shall send all notices required under this Section XVII to the **Named Insured** at the address in ITEM 1 of the Declarations, and by mail or electronic mail to this Policy's broker of record, if any. Proof of mailing will be sufficient proof of notice.

SECTION XVIII – STATE AMENDATORY INCONSISTENCY

It is agreed that to the extent there is an inconsistency between any terms and/or conditions of the Policy or any endorsement thereto, and any state amendatory endorsement attached to this Policy, then to the extent permitted by law, the Insurer will apply those terms and conditions that are more favorable to the **Insured**.

SECTION XIX - ENTIRE CONTRACT

By acceptance of this Policy, all **Insured(s)** agree that all statements made and information furnished to the Insurer are true, accurate and complete and that this Policy has been issued in reliance upon the truth and accuracy of such statements and information, subject to all of the terms and conditions of this Policy.

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

This endorsement changes the policy to which it is attached effective on inception date of the policy unless a different date is indicated below.

This endorsement, effective 12:01 AM 08/01/2025 forms a part of Policy No. WC 013-26-5767

Issued to NEEL-SCHAFFER, INC.

By NATIONAL UNION FIRE INSURANCE COMPANY OF PITTSBURGH, PA.

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.

This agreement shall not operate directly or indirectly to benefit any one not named in the Schedule.

Schedule

**ANY PERSON OR ORGANIZATION TO WHOM YOU BECOME
OBLIGATED TO WAIVE YOUR RIGHTS OF RECOVERY
AGAINST, UNDER ANY WRITTEN CONTRACT OR AGREEMENT
YOU ENTER INTO PRIOR TO THE OCCURRENCE OF LOSS.**

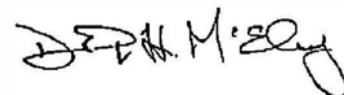
This form is not applicable in Kansas for private construction contracts as defined in K.S.A. 16-1801 through K.S.A. 16-1807 or public construction contracts as defined in K.S.A. 16-1901 through 16-1908, except where permitted by statute or other applicable law, such as for use in wrap-up insurance programs.

Any person or organization for which the employer has agreed by written contract, executed prior to loss, may execute a waiver of subrogation. However, for purposes of work performed by the employer in Missouri, this waiver of subrogation does not apply to any construction group of classifications as designated by the waiver of right to recover from others (subrogation) rule in our manual.

This form is not applicable in California, Kentucky, New Hampshire, New Jersey, Texas, or Utah.

WC 00 03 13
(Ed. 04/84)

Countersigned by _____



Authorized Representative

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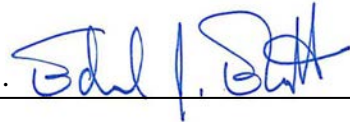
NEEL-SCHAFFER, INC.

**OPINION AND CERTIFICATE OF THE CORPORATE SECRETARY
OF NEEL-SCHAFFER, INC.
REGARDING CONTRACTING AUTHORITY**

I, Edward J. Everitt do hereby declare and certify that I am duly elected, qualified and acting Corporate Secretary of Neel-Schaffer, Inc., (the "Company"), a corporation duly organized and validly existing under the laws of the State of Mississippi, and that in such capacity, I do hereby declare and certify the following:

In accordance with the authority granted by the Company's Board of Directors and governing documents (and associated approved delegations thereof), **Don Lancaster, P.E.** has the authority to and is empowered to act for and on behalf of the Company in executing in the name of the Company, any and all types of proposals, bids, contracts, agreements, documents and instruments of whatever nature or kind necessary up to the value of **\$1,000,000.00** to complete the contracting process relating to the **US 190 Streetscape & Access Management; Project No. 700.21.015** for the **City of Mandeville, Louisiana.**

IN WITNESS WHEREOF, I have herewith signed my name and affixed the seal of Neel-Schaffer, Inc., on this 22nd day of June, 2026.



By: Edward J. Everitt
Corporate Secretary

Corporate Seal:



FIREARM INDUSTRY NON-DISCRIMINATION AFFIDAVIT (R.S. 38:2216.1)

STATE OF LOUISIANA

PARISH OF East Baton Rouge

BEFORE ME, THE UNDERSIGNED AUTHORITY, PERSONALLY CAME AND APPEARED NICK FERLITO, JR., WHO AFTER BEING BY ME DULY SOWRN, DEPOSED AND SAID THAT THEY ARE THE FULLY AUTHORIZED REPRESENTATIVE OF NEEL-SCHAFFER, INC. (HEREINAFTER REFERRED TO AS BIDDER) THE PARTY WHO SUBMITTED A BID FOR ENGINEERING SERVICES, BID NO. 700.21.015 AND SAID AFFIANT FURTHER DECLARED:

Pursuant to La. R.S. 38:2216.1, a public entity may not enter into a contract with a company for the purchase of goods or services unless the contract contains a written verification regarding the firearm industry non-discrimination as set forth in the statute. I HEREBY ATTEST THAT:

X The Bidder has fifty (50) or more full-time employees and:

1. The Bidder does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association based solely on the entity's or association's status as such; and
2. The Bidder will not discriminate against a firearm entity or firearm trade association during the term of this Contract based solely on such status.

 The Bidder does not have fifty (50) or more full-time employees and/or this is a sole source provider contract and therefore not subject to the firearm industry non-verification requirement set forth in La. R.S. 38:2216.1.

This written verification is a condition of the Contract and is incorporated herein by reference. Failure to maintain compliance with this certification during the term of the Contract shall constitute a material breach and may result in termination of the Contract and/or other remedies available under law.

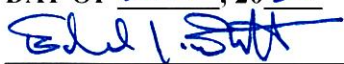


AUTHORIZED SIGNATURE

SWORN TO AND SUBSCRIBED

BEFORE ME THIS 22nd

DAY OF JUNE, 2026



NOTARY PUBLIC

LA 34920



OFFICIAL SEAL
EDWARD J. EVERITT
NOTARY ID # 135364
STATE OF LOUISIANA
PARISH OF EAST BATON ROUGE
My Commission Is for Life