

ORD 26-34

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

ORDINANCE NO. 26-34

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE DECLARING AS SURPLUS A PORTION OF ALBERT STREET BETWEEN MADISON STREET AND MONROE STREET IN ACCORDANCE WITH THE LEGAL DESCRIPTION AND SURVEY PREPARED BY RANDALL W. BROWN & ASSOCIATES, INC. ON AUGUST 4, 2026; THEREBY REVOKING THE DEDICATION AND DISPOSING THAT PORTION OF STREET AT PRIVATE SALE; AUTHORIZING THE MAYOR TO EXECUTE ALL NECESSARY DOCUMENTS; AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH;

WHEREAS, there presently exists a dedicated but unimproved portion of Albert Street located within Square 86 and Lot 9A, Square 77 Town of Mandeville, St. Tammany Parish, Louisiana; and

WHEREAS, Mr. Robert Doolittle, Sr. and Mr. Wallace Nesbit, have requested that the City of Mandeville declare a portion of Albert Street as no longer needed for City use and dispose the same at private sale;

WHEREAS, the unimproved portion of Albert Street as shown on the survey prepared by Randall W. Brown & Associates, Inc. adjacent to Lots 2-A, 2-B, 9A-1, and P-1; and,

WHEREAS, the City of Mandeville has held this property for over ten (10) years and has no present plans to open or improve said portion of Albert Street; and

WHEREAS, this portion of Albert Street is not needed for public purposes and should be declared as surplus and no longer needed for city use; and

WHEREAS, pursuant to and in accordance with La. R.S. 48:725(D)(2), the City of Mandeville is desirous of selling said property at private sale for not less than the value established by an expert appraiser, attached hereto as Exhibit A; and

BE IT ORDAINED by the City Council of the City of Mandeville, that the related portion of Albert Street be declared as surplus and not needed for public purposes in accordance with the legal description and survey prepared by Randall W. Brown & Associates Inc. on August 4, 2026, attached hereto as Exhibit B; and

BE IT FURTHER ORDAINED by the City Council of the City of Mandeville, that the property described in Exhibit A and B is hereby declared surplus and the Mayor of the City of Mandeville is authorized and empowered to dispose of said property in accordance with La. R.S. 48:725(D)(2), by private sale for not less than the value established by an expert appraiser, plus reasonable closing costs associated with said transaction. Said conveyance shall be free and clear

of all mortgages, judgments, liens, or other encumbrances, including payment of pro-rata taxes, and shall exclude mineral rights and shall be sold in “as is” condition.

BE IT FURTHER ORDAINED that the sale of the above-described property shall be limited to: Robert Doolittle, Sr., Nesbit Clesi Holdings, LLC, and Prieto Marina, LLC, the owners of neighboring Lots 2-A, 2-B, 9A-1, and P-1;

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

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

AYES:

NAY:

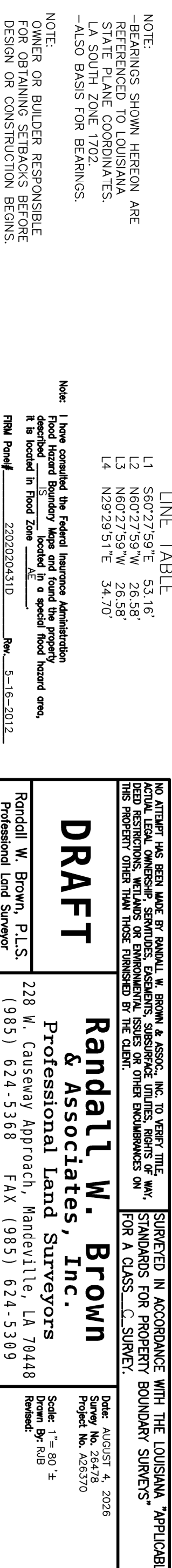
ABSTENTIONS:

ABSENT:

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

Alicia Watts
Clerk of Council

Scott Discon
Council Chairman



Leslie Levens, Jr
Levens Appraisal Firm, LLC
22319 Strain Rd
Mandeville, LA 70471
985-892-6650

INVOICE	08/16/2026 DATE	260435 FILE NUMBER	CASE NUMBER
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Client: Client: Robert Doolittle
Monroe St
Mandeville, LA
70448

Item	Total
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APPRAISAL FEE FOR SERVICES RENDERED \$ 300.00
Make check payable to leslie Levens, Jr or Venmo payment; account is @leslie-levens

Borrower: Client:Robert Doolittle
Site on Monroe St
Mandeville
Former Albert Street Right of Way

Make Check Payable to Leslie Levens, Jr. or payment by Venmo @leslie-Levens

Total: \$ 300.00

Thank you



APPRAISAL OF
THE PROPERTY LOCATED AT

Site on Monroe St

Mandeville

as of

August 10, 2026

for

Client: Robert Doolittle
Monroe St
Mandeville, LA
70448

by

Levens Appraisal Firm, LLC
Leslie Levens, Jr
22319 Strain Rd
Mandeville, LA 70471

Levens Appraisal Firm, LLC
22319 Strain Rd
Mandeville, LA 70471
985-892-6650

08/16/2026

Client: Robert Doolittle
Monroe St
Mandeville, LA
70448

RE: Property - Site on Monroe St
 Mandeville
 Borrower - Client: Robert Doolittle
 File No. - 260435
 Case No. -

Dear

In accordance with your request, I have personally inspected and prepared an appraisal report of the real property located at:

Site on Monroe St, Mandeville, LA 70448

The purpose of this appraisal is to provide an opinion of the market value of the property described in the body of this appraisal report.

Enclosed, please find the appraisal report which describes certain data gathered during our investigation of the property. The methods of approach and reasoning in the valuation of the various physical and economic factors of the subject property are contained in this report.

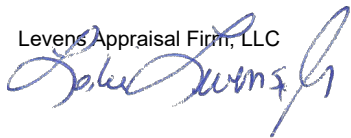
An inspection of the property and a study of pertinent factors, including valuation trends and an analysis of neighborhood data, led the appraiser to the conclusion that the market value, as of August 10, 2026 is:

\$ 18,000

The opinion of value expressed in this report is contingent upon the Limiting Conditions attached to this report.

It has been a pleasure to assist you; if I may be of further service to you in the future, please let me know.

Respectfully submitted,

Levens Appraisal Firm, LLC


Leslie Levens, Jr
LA Certification #0715

LAND APPRAISAL REPORT

File No. 260435

IDENTIFICATION

Borrower Client:Robert Doolittle

Census Tract 413

Map Reference MLS

Property Address Site on Monroe St

City Mandeville

County St Tammany

State LA

Zip Code 70448

Legal Description Former Albert Street Right of Way

Sale Price \$ N/A

Date of Sale N/A

Loan Term N/A

yrs. Property Rights Appraised

Fee

Leasehold

De Minimis PUD

Actual Real Estate Taxes \$ N/A

(yr.)

Loan charges to be paid by seller \$ N/A

Other sales concessions N/A

Lender/Client Client: Robert Doolittle

Address Monroe St, Mandeville, LA 70448

Occupant Vacant Land

Appraiser Leslie Levens, Jr

Instructions to Appraiser Estimate Market Value

NEIGHBORHOOD

Location

Urban

Suburban

Rural

Built Up

Over 75%

25% to 75%

Under 25%

Growth Rate

Fully Dev.

Rapid

Steady

Slow

Property Values

Increasing

Stable

Declining

Demand/Supply

Shortage

In Balance

Over Supply

Marketing Time

Under 3 Mos.

4-6 Mos.

Over 6 Mos.

Present Land Use

1 Family

1 2-4 Fam

1 Apts.

1 Condo

3 Commercial

2 Industrial

2 Vacant

%

Change in Present Land Use

Not Likely

Likely (*)

Taking Place (*)

(*) From

To

Predominant Occupancy

Owner

Tenant

0-5 % Vacant

Single Family Price Range

\$ 18,000

to \$ 2,200,000

Predominant Value \$ 310,000

Single Family Age

0 yrs. to

125 yrs.

Predominant Age 25 yrs.

Employment Stability

Good

Avg.

Fair

Poor

Convenience to Employment

Convenience to Shopping

Convenience to Schools

Adequacy of Public Transportation

Recreational Facilities

Adequacy of Utilities

Property Compatibility

Protection from Detrimental Conditions

Police and Fire Protection

General Appearance of Properties

Appeal to Market

Comments including those factors, favorable or unfavorable, affecting marketability (e.g. public parks, schools, noise)

Located in an established in the urban Mandeville market. Homes range from cottages to custom built homes. Some homes located on local water ways.Sites range from +- 50ff to 5 acres. Access to town amenities and neighborhood schools. No adverse neighborhood factors noted at time of the inspection.

SITE

Dimensions 30Fx507.8LSx30Rx507.8RS

=

15234 sf

Corner Lot

Zoning Classification No Zoning

Present improvements

do

do not conform to zoning regulations

Highest and best use:

Present use

Other (specify)

Elec.

Public

Other (Describe)

Gas

Water

San. Sewer

Underground Elect. & Tel.

OFF SITE IMPROVEMENTS

Street Access:

Public

Private

Surface Blacktop

Maintenance:

Public

Private

Storm Sewer

Curb/Gutter

Sidewalk

Street Lights

Topo Level

Size Typical

Shape Rectangle

View Residential

Drainage Surface appears adequate

Is the property located in a HUD Identified Special Flood Hazard Area?

No

Yes

Comments (favorable or unfavorable including any apparent adverse easements, encroachments or other adverse conditions)

TYPICAL FOR AREA. LEGAL DESCRIPTIONS & ZONING ARE SUBJECT TO LEGAL SURVEY. UTILITY EASEMENTS ARE TYPICAL, NOT ADVERSE. FLOOD ZONE IS SUBJECT TO A FLOOD CERTIFICATION.

MARKET DATA ANALYSIS

The undersigned has recited three recent sales of properties most similar and proximate to subject and has considered these in the market analysis. The description includes a dollar adjustment, reflecting market reaction to those items of significant variation between the subject and comparable properties. If a significant item in the comparable property is superior to, or more favorable than, the subject property, a minus (-) adjustment is made, thus reducing the indicated value of subject; if a significant item in the comparable is inferior to, or less favorable than, the subject property, a plus (+) adjustment is made, thus increasing the indicated value of the subject.

ITEM	Subject Property	COMPARABLE NO. 1		COMPARABLE NO. 2		COMPARABLE NO. 3	
Address	Site on Monroe St Mandeville	Lots off Wilkerson St Mandeville, LA 70448		Lots 12, 14 Henry Clay St Mandeville, LA 70448		Lots 33, 35 Labarre St Mandeville, LA 70448	
Proximity to Subj.		1.75 miles NW		1.57 miles N		1.66 miles N	
Sales Price	\$ N/A	\$ 15,000		\$ 5,000		\$ 4,000	
Price \$/Sq. Ft.	\$ N/A	\$ 0.70		\$ 0.69		\$ 0.50	
Data Source	Inspection	GSREIN#2491194;DOM 160		GSREIN#22403337;DOM 607		BR2026001911;DOM 6	
Date of Sale and Time Adjustment	DESCRIPTION	DESCRIPTION	+ (-) \$ Adjustment	DESCRIPTION	+ (-) \$ Adjustment	DESCRIPTION	+ (-) \$ Adjustment
	N/A	10/06/2025		08/08/2025		02/23/2026	
Location	Urban	Suburban	+4,000	Suburban	+4,000	Suburban	+4,000
Site/View	Residential	Residential		Residential		Residential	
Site Area	15234 sf	21344 sf	0	7200 sf	+9,000	8040 sf	+9,000
	Future Street	Land Locked	0	Land Locked	0	Land Locked	0
Sales or Financing Concessions		Cash None		Cash None		Cash None	
Net Adj. (Total)		☒ Plus ☐ Minus \$ 4,000		☒ Plus ☐ Minus \$ 13,000		☒ Plus ☐ Minus \$ 13,000	
Indicated Value of Subject		Gross 26.7% Net 26.7% \$ 19,000		Gross 260.0% Net 260.0% \$ 18,000		Gross 325.0% Net 325.0% \$ 17,000	

Comments on Market Data: Subject is a parcel that is an undeveloped urban street. No recent similar sales available from the urban Mandeville market. Comps are located just outside urban limits. Comp 1 is a larger site but due to location, no adjustment warranted for site size. Comps 2 & 3 are smaller sites. Subject site ans comps are undeveloped.

Comments and Conditions of Appraisal: THE SUBJECT PROPERTY HAS BEEN APPRAISED IN CONFORMITY WITH THE UNIFORM STANDARDS OF PROFESSIONAL PRACTICE ADOPTED BY THE APPRAISAL FOUNDATION.

RECONCILIATION

Final Reconciliation: THE MARKET APPROACH WAS GIVEN 100% WEIGHT AS THE MARKET TRANSACTION ARE MOST REPRESENTATIVE OF BUYER AND SELLER ACTIONS IN THE MARKET.

I ESTIMATE THE MARKET VALUE, AS DEFINED, OF SUBJECT PROPERTY AS OF August 10 2026 to be \$ 18,000

Appraiser(s)

Review Appraiser (if applicable) Did Did Not Physically Inspect Property

Signature

Signature

Name Leslie Levens, Jr Date 08/16/2026 Name Date

State LA License Certification # 0715 State License Certification #

Levens Appraisal Firm, LLC

Page 4 of 10

PHOTOGRAPH ADDENDUM

Borrower/Owner		Client:Robert Doolittle	
Property Address		Site on Monroe St	
City	Mandeville	County	St Tammany
		State	LA
		Zip Code	70448
Client		Client: Robert Doolittle	



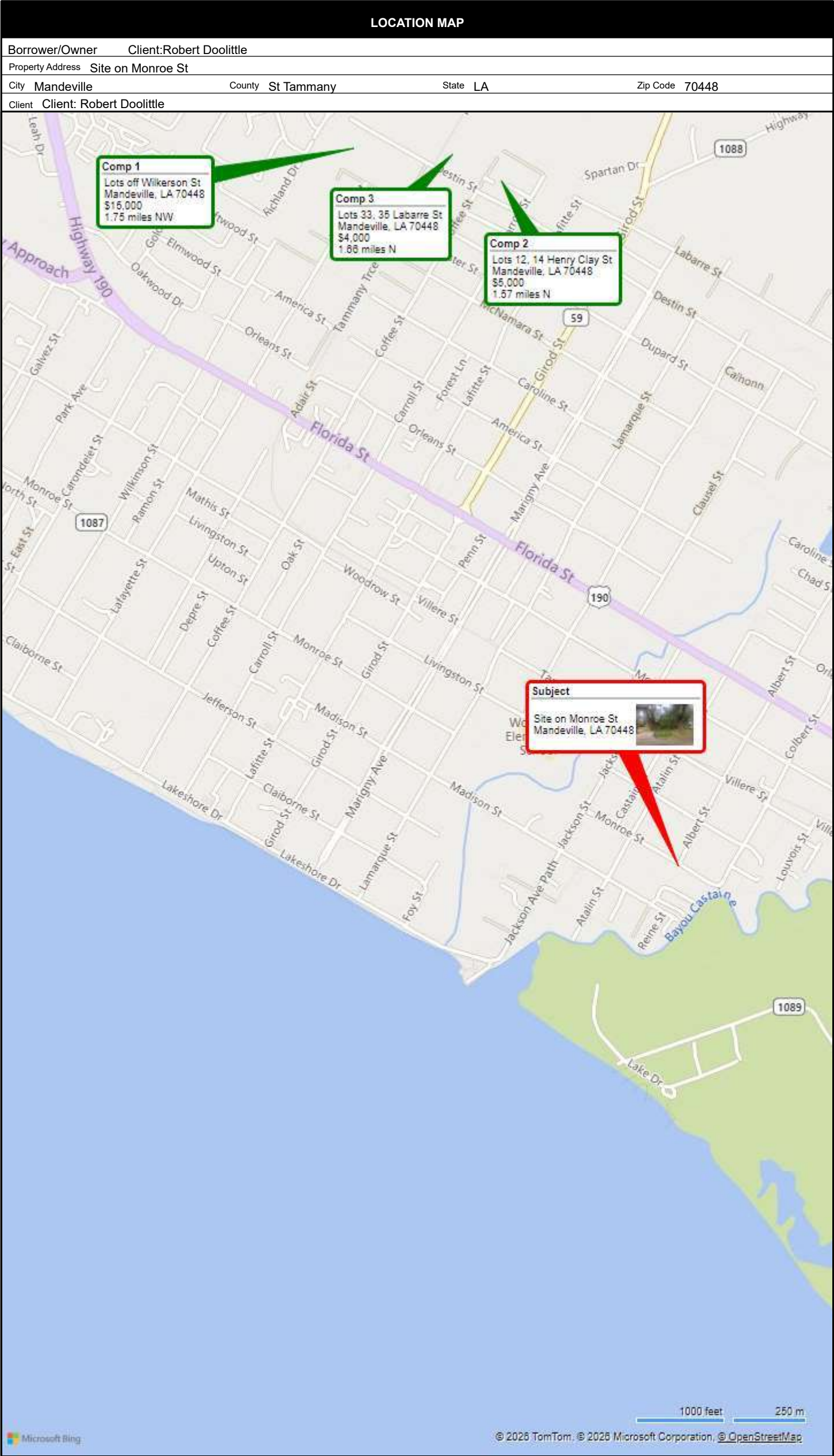
FRONT VIEW OF
SUBJECT PROPERTY



REAR VIEW OF
SUBJECT PROPERTY

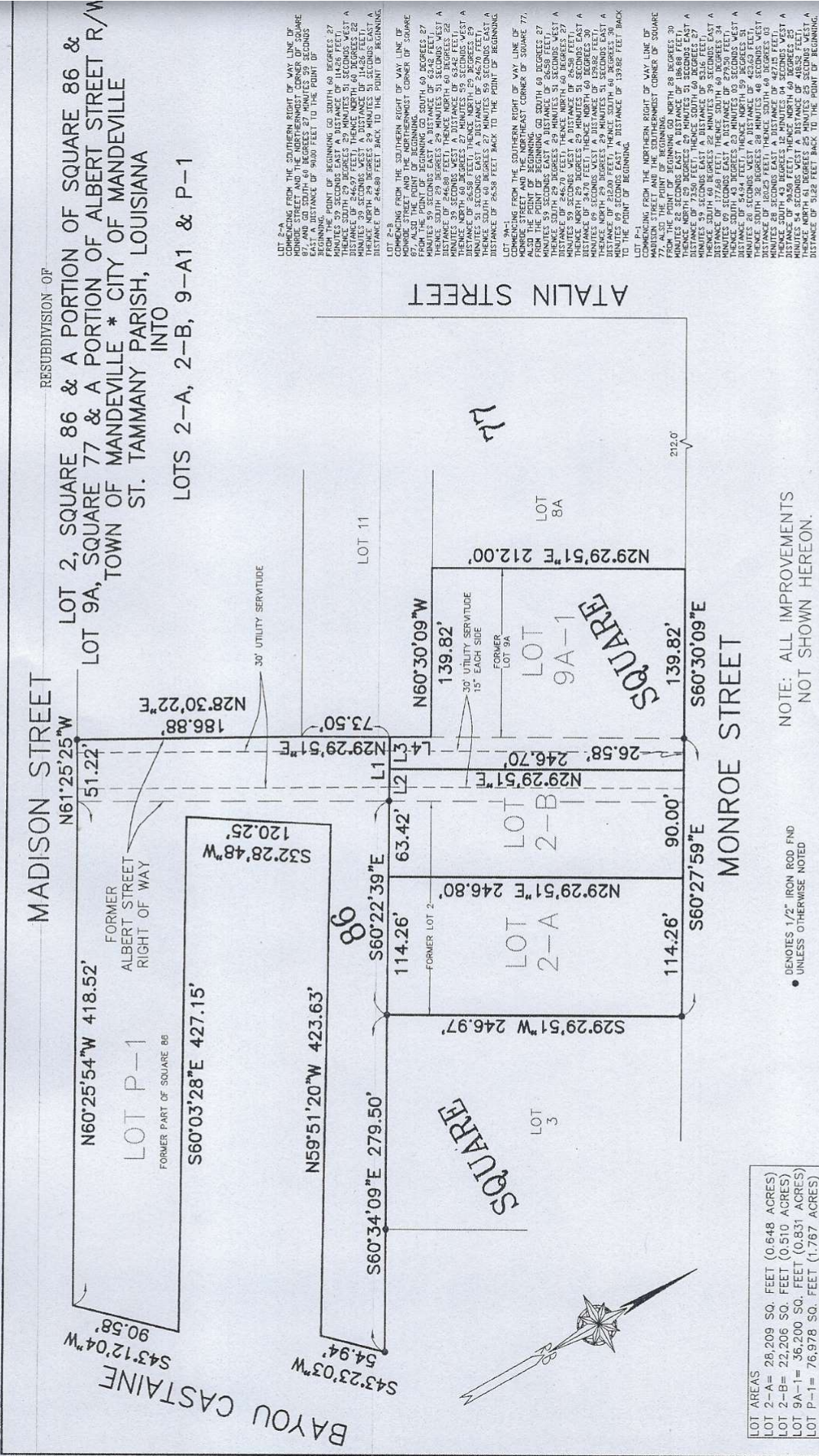


STREET SCENE OF
SUBJECT PROPERTY



SITE PLAN

Borrower/Owner	Client:Robert Doolittle		
Property Address	Site on Monroe St		
City	Mandeville	County	St Tammany
		State	LA
		Zip Code	70448
Client	Client: Robert Doolittle		



NOTE: BEARINGS SHOWN HEREON ARE REFERENCED TO LOUISIANA STATE PLANE COORDINATES. -ALSO BASIS FOR BEARINGS.

NOTE: OWNER OR BUILDER RESPONSIBLE FOR OBTAINING SETBACKS BEFORE DESIGN OR CONSTRUCTION BEGINS.

LINE TABLE

L1	S60°27'59"E	53.16'
L2	N60°27'59"W	26.58'
L3	N60°27'59"W	26.58'
L4	N29°29'51"E	34.70'

NOTE: I have consulted the Federal Insurance Administration Flood Hazard Boundary Maps and found the property described is located in Flood Zone AE.

FRM Panel# 2202020431D Rev. 5-15-2012

NOTE: ALL IMPROVEMENTS NOT SHOWN HEREON.

DEVOTES 1/2" IRON ROD FIND UNLESS OTHERWISE NOTED

DATE: AUGUST 4, 2016
Survey No. 264478
Project No. A26370

Scale: 1" = 80' ±
Drawn By: RUB
Reviewed:

DRAFT

Randall W. Brown & Associates, Inc.
Professional Land Surveyors
228 W. Causeway Approach, Mandeville, LA 70448
(985) 624-5368 FAX (985) 624-5309
info@brownsurvey.com

LA Registration No. 04586

SURVEYED IN ACCORDANCE WITH THE LOUISIANA "APPLICABLE" STANDARDS FOR PROPERTY BOUNDARY SURVEYS FOR A CLASS C SURVEY.

NO ATTEMPT HAS BEEN MADE BY RANDALL W. BROWN & ASSOC., INC. TO VERIFY TITLE ACTUAL LEGAL OWNERSHIP, SERVITUDES, EASEMENTS, SUBSURFACE UTILITIES, RIGHTS OF WAY, DEED RESTRICTIONS, WETLANDS OR ENVIRONMENTAL ISSUES OR OTHER ENCUMBRANCES ON THIS PROPERTY OTHER THAN THOSE FURNISHED BY THE CLIENT.

Borrower/Owner	Client:Robert Doolittle				
Property Address	Site on Monroe St				
City	Mandeville	County	St Tammany	State	LA
				Zip Code	70448
Client	Client: Robert Doolittle				

Louisiana Real Estate Appraisers Board

Having complied with the requirements of Chapter 51 of Title 37 of the Louisiana Revised Statutes of 1950 and the requirements of the Louisiana Real Estate Appraisers Board,

Certified Residential Appraiser

license is hereby granted to

Leslie R. Levens Jr.



License Number - APR.00715-CRA
First Issuance Date - 01/13/1994
Expiration Date - 12/31/2027

J. C. Levens Jr.
Chairperson
Vernon King
Secretary

Borrower/Owner		Client:Robert Doolittle	
Property Address		Site on Monroe St	
City	Mandeville	County	St Tammany
		State	LA
		Zip Code	70448
Client Client: Robert Doolittle			



NRTCOLO-01

LBLACKBURN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/10/2025

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	Rice Insurance Services Center 4211 Norbourne Blvd Louisville, KY 40207	CONTACT NAME:	Laura Blackburn		
		PHONE (A/C, No, Ext):	(502) 398-3922	FAX (A/C, No):	
		E-MAIL ADDRESS:	laura.blackburn@risceo.com		
		INSURER(S) AFFORDING COVERAGE		NAIC #	
		INSURER A :		Continental Casualty Company	
		INSURER B :			
		INSURER C :			
		INSURER D :			
		INSURER E :			
		INSURER F :			

COVERAGES CERTIFICATE NUMBER: 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
	COMMERCIAL GENERAL LIABILITY						
	CLAIMS-MADE ☐ OCCUR ☐						EACH OCCURRENCE \$
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$
							MED EXP (Any one person) \$
							PERSONAL & ADV INJURY \$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$
	POLICY ☐ PRO JECT ☐ LOC ☐						PRODUCTS - COMP/OP AGG \$
	OTHER:						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐						BODILY INJURY (Per person) \$
	HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY ☐						BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
A	UMBRELLA LIAB ☐ OCCUR ☐						EACH OCCURRENCE \$ 1,000,000
	EXCESS LIAB ☒ CLAIMS-MADE ☐			RXE28762133626	1/1/26	1/1/27	AGGREGATE \$ 1,000,000
	DED ☐ RETENTION \$ 100,000						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE ☐ OTH-ER ☐
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

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

Real Estate E & O Excess Liability Policy
Endorsements:
Maintenance of Underlying Coverage
Appraisal

CERTIFICATE HOLDER	CANCELLATION
For Informational Purposes	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

Borrower/Owner	Client:Robert Doolittle		
Property Address	Site on Monroe St		
City	Mandeville	County	St Tammany
		State	LA
		Zip Code	70448
Lender/Client	Client: Robert Doolittle		

1981The University of Southern Mississippi
B. S. Degree in Business Administration

SPECIALIZED EDUCATION COURSES AND SEMINARS

2026-27 Uniform Standards of Professional Appraisal Practice- Appraisal Institute
2013 Appraising Condos, Co-ops & PUD's- Appraisal Institute
2013 Complex Litigation Appraisal Case Studies- Appraisal Institute
2009Valuation of Green Residential Properties-Appraisal Institute
2007Reviewing Residential Appraisal Reports-Appraisal Institute
2006 Quality Assurance in Residential Appraisals: Risky Appraisals=Risky Loans- Appraisal Institute
2005 Using the NADA Manufactured Housing Appraisal Cost Guide-Bramlett School of Real Estate
2003 Manufactured Housing Appraisal-Lincoln Graduate Center

PROFESSIONAL DESIGNATIONS & ASSOCIATION MEMEBERSHIPS

1995-Present Louisiana State Certified Residential Appraiser, #R0715
Federal Housing Administration, Approved Appraiser

BUSINESS EXPERIENCE

10/99 - PresentLevens Appraisal Firm (formerly Levens, Tucker Appraisal Group), Proprietor
4/91 - 10/99Winstead Appraisal Services, Inc., Staff Appraiser
6/90 - 4/91Electrical Estimating Services, Proprietor
Cost Valuation for Commercial & Industrial Construction, Mandeville, LA
2/88 - 6/90 Orleans Electrical Construction, Estimator/Project Manager: Cost Valuation for Commercial and Industrial Construction, Metairie, LA
8/85 - 2/88 Sharp Electric, Estimator/Project Manager: Cost Valuation for Commercial and Industrial Construction, Metairie, LA
2/82 - 7/85 Fischbach & Moore, Inc., Staff Estimator: Cost Valuation for Commercial & Industrial Construction, Kenner, LA

SCOPE OF APPRAISAL ASSIGNMENTS

Residential Properties for Mortgage Lenders, Third Party Homes, Income Tax Valuation, Vacant Land Valuation, Multi-Family

Condominiums, Horse Farms, Estate & Divorce Attorneys

PARTIAL LIST OF CLIENTS

Bank of America	Wells Fargo
IberiaBank Mortgage	Gulf Coast Bank & Trust
Home Bank	Integra Lending Group
Regions Mortgage	Cartus/Cedant Relocation
Sirva Relocation	Hancock/Whitney Bank
Coldwell Banker Mortgage	Oak Tree Mortgage
Eustis Mortgage	Alpha Mortgage



INTEROFFICE MEMO

TO: Alicia Watts
Elizabeth Sconzert

FROM: Alia Casborné

DATE: August 18, 2026

SUBJECT: Special Events Application Recommendations

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

City of Mandeville

Applicant: Alia Casborne'

Mandeville Live! Free Fridays Concert Series

Date/Time: See Attached – 6:30 p.m -8:30 p.m.

Rain Date: N/A

Location: Mandeville Trailhead

Approval Requests:

- Council Permission to apply for ATC Permit

Contingencies:

- ATC Permit
- Fire Department Incident Action Plan (IAP)

Sunset Symphony: An Evening with the Louisiana Philharmonic Orchestra

Date/Time: Saturday, October 24, 2026 – 5:00 p.m -9:00 p.m.

Rain Date: Sunday, October 25, 2026

Location: Lakeshore Drive (See Attached Layout)

Approval Requests:

- Approval to lift food and drink ordinance
- Approval to apply for ATC
- Street closure approval

Contingencies:

- ATC Permit
- Police Detail Secured (barricade installation)
- Public Works Handles Cleanup
- Fire Department Incident Action Plan (IAP)

SUNSET SYMPHONY

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



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

Mayor Clay Madden

SPECIAL EVENT PERMIT APPLICATION

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

Name of Event: Sunset Symphony: An Evening with the LPO
Date(s) of Event: Day Saturday Date 10/24/2026 Time 5:30p - 8:00p Rain Dates(s) 10/25/2026
Event Location: Lakeshore Drive (Between Coffee & Carroll Streets - see map attached)
Type of Event: ☐ New ☒ Recurring
☐ Fundraiser ☒ Concert ☐ Race/Run/Walk ☐ Parade ☐ Wedding
☐ Festival, Carnival or Market ☐ Other: _____
Description/Purpose of Event Orchestra concert Estimated Attendance 5000

EVENT DETAILS - Check all that apply:

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

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

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



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

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

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

INSURANCE/INDEMNITY

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

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

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

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

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

Signature

Printed Name Alia Casborné

Organization City of Mandeville

Title of Office Director, Cultural Development & Events Date 07/18/2024

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



SPECIAL EVENTS DEPARTMENT USE ONLY

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

____ Fee received Date _____

Certificate of Insurance? YES ☒ NO ☐

DEPARTMENTAL EXPENSES

Police Department

TBD

Fire District #4

IAP

Public Works

TBD

TOTAL COSTS

INITIALS

Capt. Marza

Capt. Habena

K. LeGronque

Recommendation of Special Events Committee:

Approved:

L. Clay Madden

Mayor Clay Madden

5-14-26

Date

City Council Approval

Alcohol Permit:

____ Yes ____ No

Date Approved: _____

Waiver of Lakefront Food & Drink Ordinance:

____ Yes ____ No

Date Approved: _____

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

SPECIAL EVENTS (3-DAY)
LIQUOR LICENSE APPLICATION

1. Liquor license to be issued to: City of Mandeville
2. Legal name(s): Individual, Partners, or Corporation Municipality
3. Apply for: Class "A" ___ Class "B" X / High Content ___ Low Content ___ / Restaurant ___
4. Business location address 675 Lake Street, Mandeville, LA 70448
Telephone 985 624-3147
5. Mailing address SAME
6. Contact Person Alicia Casborne
Phone Number () _____ E-Mail Address: acashorne@cityofmandeville.la
Fax Number () _____ Web Address experiencemandeville.org
7. Type of organization:
☐ Individual ☐ Partnership ☐ Corporation ☐ Non-Profit ☐ LLP ☐ LLC ☒ Other
(If individual complete line A only)
8. If a Corporation, LLC, LLP, or Partnership, supply name, title, social security #, home address and telephone # of all officers, members, managers, partners, agents or other representative.
The list of names below should each furnish a notarized Schedule "A".

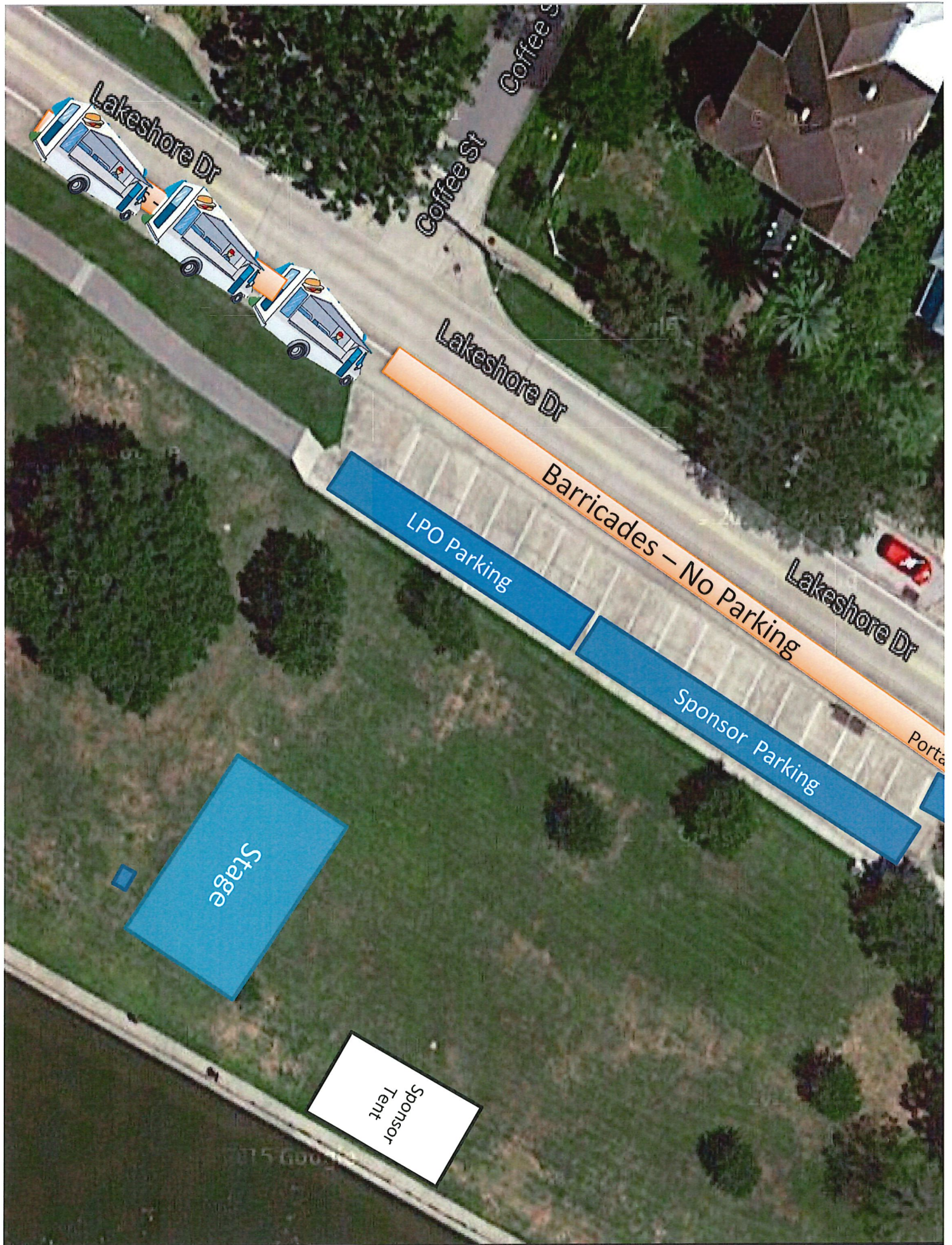
A	Name	Title	SSN	% Owned
	Resident Address	City State Zip	Home Phone Number	
B.	Name	Title	SSN	% Owned
	Resident Address	City State Zip	Home Phone Number	
C.	Name	Title	SSN	% Owned
	Resident Address	City State Zip	Home Phone Number	
9. Is this application by a new owner to take over an existing business that has been selling liquor regularly and continuously to the present time? N/A If yes, list.
N/A
10. Does applicant hold State or City of Mandeville liquor license for current year at any other location? NO
If yes: Name _____ Location: _____
11. Has applicant applied for state liquor license? NO
12. Has the applicant ever been denied a state or local liquor license? NO
12. Is premise located in an area where the sale of liquor is prohibited by local or state laws? NO
13. Is applicant the owner of the premises to be occupied? YES If no, does applicant hold a bona fide written lease? _____ (Supply copy of lease with application.)
14. If premises leased, give name and address of lesser. NA
15. Describe the part of the building to be occupied by business: NA
16. Open date for this location 10/24/26
17. Describe in detail your business. i.e.: Type of sales, activity, or service you perform:
CONCESSIONS SALES

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

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

Signature of Applicant Alicia Casborne Title: Director

Signature of Preparer _____ Date _____



Lakeshore Dr

Coffee St

Lakeshore Dr

Barricades - No Parking

Lakeshore Dr

Porta

LPO Parking

Sponsor Parking

Stage

Sponsor
Tent

MANDEVILLE LIVE

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



acasborne@cityofmandeville.com
Telephone: (985) 624-3147
Fax: (985) 624-3149

Mayor Clay Madden

FACILITY RESERVATION

Name of Applicant City of Mandeville Date 8/14/26
Mailing Address 675 La Hite Street
City Mandeville State LA Zip 70448
Daytime Phone # 985.624.3147 Cell Phone # _____
E-Mail acasborne@cityofmandeville.com

Date of Event: See Attached Start Time 6:30pm End Time 8:30pm

Type of Event: Mandeville Live! Est. Attendance _____
Concert Series

Event Location: Trailhead

Alcohol Sales ☒ Yes ☐ No

If Yes, complete the Council ATC Application

Once approved, applicant must apply with ATC

Vendor Sales ☒ Yes ☐ No

If Yes, complete the Parish Tax Form

Visit: www.experiencemandeville.org

Event Details: 6-week Free Fridays Concert Series

Site plan must be included detailing layout of event

- The event location must be restored to original condition within one (1) hour after event.
- \$500 fined will be charged if event location is not restored to original condition.

I certify the above information is true and correct to the best of my knowledge. I understand that the City of Mandeville is authorized to suspend or revoke a permit under the provisions of its Municipal Code wherever a permit or license is issued in error or on the basis of incorrect, inaccurate or any false statement or misrepresentation, or in violation of any ordinance or regulation of any of the provisions of the City of Mandeville Municipal Code, or the Comprehensive Zoning Ordinance. Fines and penalties will be assessed.

Applicant Signature: Alea Casborne Date: 8/14/26



MANDEVILLE *Live!*

FREE FRIDAYS

FALL 2026

675 Lafitte Street



6:30 PM - 8:30 PM

VOODOO GUMBO



**SEP
18**

VOODOO GUMBO

**NO Outside
Food, Drinks or
Ice Chests**

PHUNKY MONKEYS

**SEP
25**

Soul Revival



**OCT
2**

SOUL REVIVAL



FOUR UNPLUGGED

**OCT
23**



**OCT
30**

**AMANDA SHAW &
THE CUTE GUYS**



**RED HOT
GENTILLY PEPPERS**

**NOV
6**



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

SPECIAL EVENTS (3-DAY)

LIQUOR LICENSE APPLICATION

1. Liquor license to be issued to: City of Mandeville
2. Legal name(s): Individual, Partners, or Corporation Municipality
3. Apply for: Class "A" X Class "B" X / High Content Low Content / Restaurant
4. Business location address 675 Lake Street, Mandeville, LA 70468
Telephone 985 624-3147
5. Mailing address SAME
6. Contact Person Alicia Cashorne
Phone Number () _____ E-Mail Address: acashorne@cityofmandeville.org
Fax Number () _____ Web Address experiencemandeville.org
7. Type of organization:
☐ Individual ☐ Partnership ☐ Corporation ☐ Non-Profit ☐ LLP ☐ LLC ☒ Other
(If individual complete line A only)
8. If a Corporation, LLC, LLP, or Partnership, supply name, title, social security #, home address and telephone # of all officers, members, managers, partners, agents or other representative.
The list of names below should each furnish a notarized Schedule "A".

A	Name	Title	SSN	% Owned
	Resident Address	City State Zip	Home Phone Number	
B	Name	Title	SSN	% Owned
	Resident Address	City State Zip	Home Phone Number	
C	Name	Title	SSN	% Owned
	Resident Address	City State Zip	Home Phone Number	
9. Is this application by a new owner to take over an existing business that has been selling liquor regularly and continuously to the present time? N/A If yes, list.

Trade name	Owner's name	address	License #
------------	--------------	---------	-----------
10. Does applicant hold State or City of Mandeville liquor license for current year at any other location? NO
If yes: Name _____ Location: _____
11. Has applicant applied for state liquor license? NO
12. Has the applicant ever been denied a state or local liquor license? NO
13. Is premise located in an area where the sale of liquor is prohibited by local or state laws? NO
14. Is applicant the owner of the premises to be occupied? YES If no, does applicant hold a bona fide written lease? _____ (Supply copy of lease with application.)
15. If premises leased, give name and address of lesser. NA
16. Describe the part of the building to be occupied by business: NA
17. Open date for this location (See Attached)
17. Describe in detail your business. i.e.: Type of sales, activity, or service you perform:
CONCESSIONS SALES

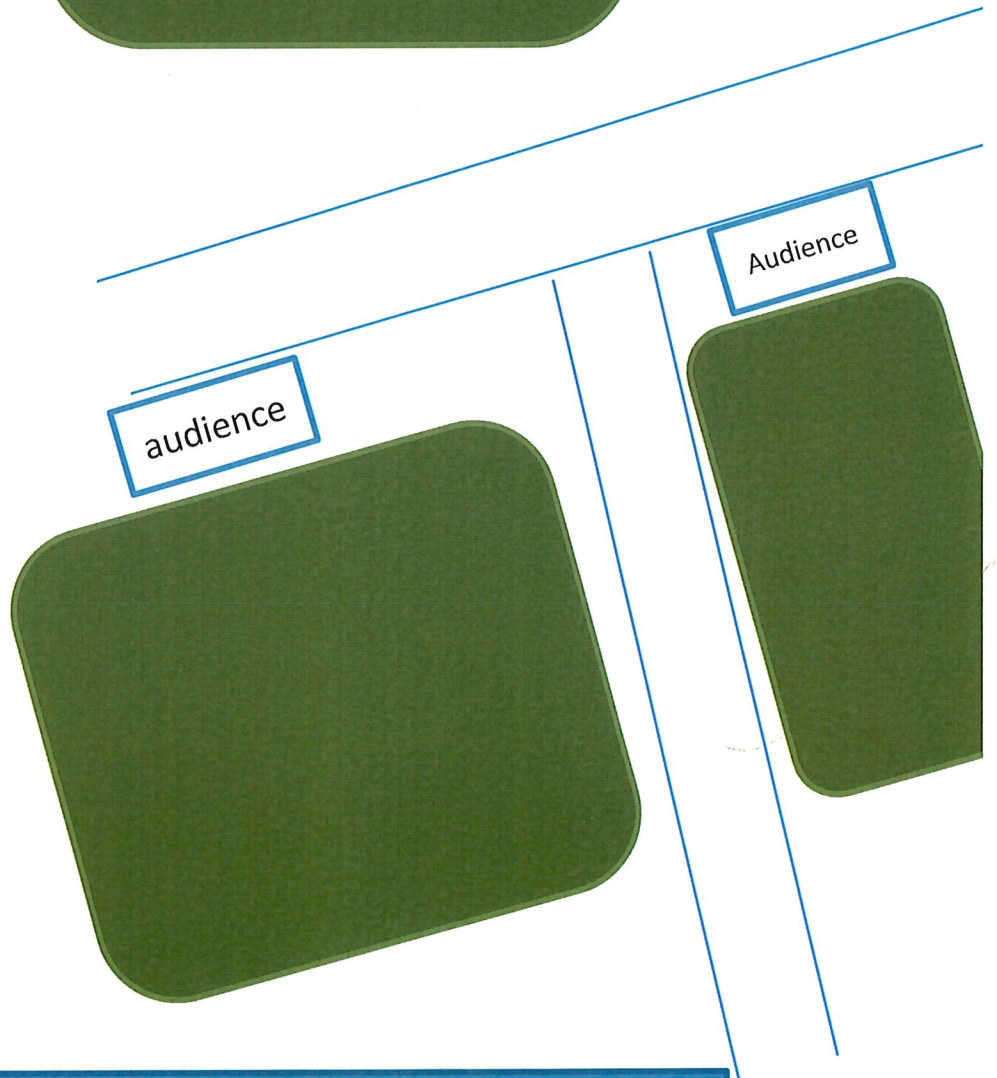
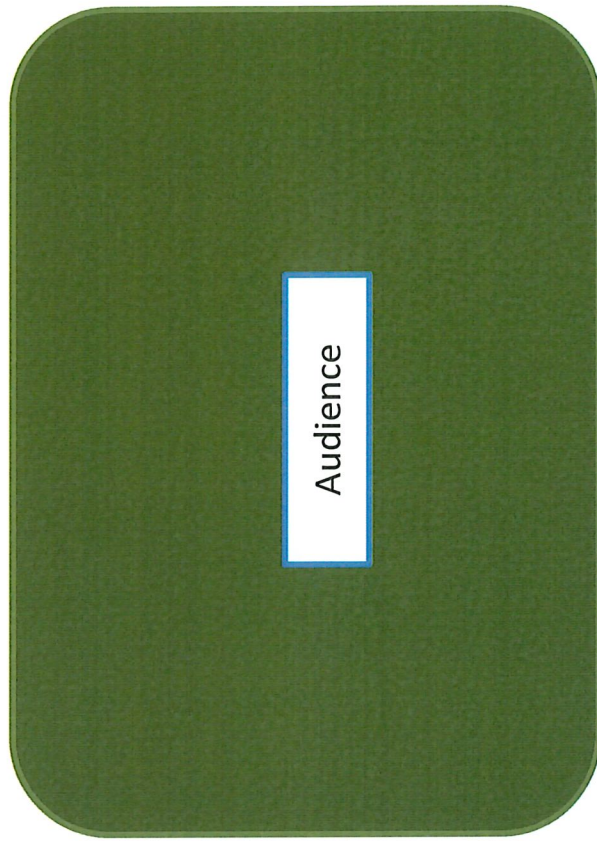
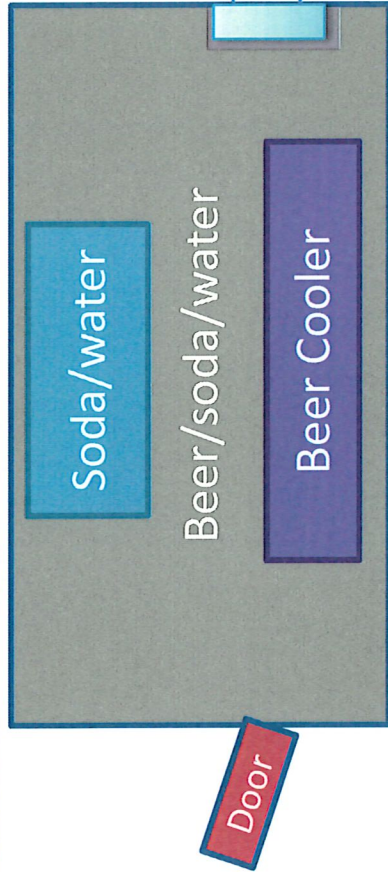
An original approved Sales Tax Clearance Certificate must be attached to the application, requested from the St. Tammany Parish Sales Tax Department (form attached).

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

Signature of Applicant Alicia Cashorne Title: Director

Signature of Preparer _____ Date: _____

Trace



Depot Exit

Men's

Women's

P&Z

BRIAN JAMES RHINEHART
712 Carondelet, Mandeville, Louisiana 70448
[REDACTED]

August 05, 2026

Mandeville City Hall
3101 E. Causeway Approach
Mandeville, Louisiana 70448

Subject: Planning & Zoning Commission Appointment – Term starting 2026

ATTN: City Council Clerk & Honorable City Council Members,

This letter, together with the accompanying resume, is respectfully submitted in response to the Council's call for applications for the Planning & Zoning Commission seat commencing August 31, 2026 and expiring August 31, 2033.

While employed with Freeport-McMoRan, I have twice been directly involved in the planning, engineering, and construction of towns developed entirely from the ground up. Both projects were greenfield developments, requiring the design and implementation of all infrastructure, including roads, utilities, permitting, and coordination with regulatory authorities.

This experience was demanding and required careful attention to detail across civil, mechanical, and electrical disciplines and reinforced the importance of thoughtful, comprehensive planning. The perspective gained from these projects will allow me to continue to contribute meaningfully to the City of Mandeville's ongoing commitment to responsible growth and historic preservation.

I grew up locally in Big Branch, and graduated from Mandeville High, class of 1977, relocating from Big Branch to Mandeville proper in 1986 and have been domiciled in Mandeville ever since. It would be an honor to continue serving the community I grew up in and love, by continuing to serve on the Planning & Zoning Commission.

In September of 2021, I was honored by my fellow commissioners by being nominated and elected as Chairman of the Zoning Commission. I was humbled and honored then, and even more so now, as they have reelected and confirmed me as Chairman every year in the past four years.

Please feel free to reach out if you have any questions – I genuinely appreciate your consideration of my reappointment for the vacancy beginning August 31, 2026.

Sincerely,

Brian J. Rhinehart

CC: [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

BRIAN JAMES RHINEHART

712 Carondelet, Mandeville, Louisiana 70448

An experienced professional with a record (domestic and overseas) for a Fortune 250 company with average annual revenue of \$20 billion.

Task oriented supply chain leader with a steady record of developing and executing plans that result in measurable business improvement. Advanced data & process-driven strengths, with experience in evaluating and implementing tools for positive business impact.

Key strengths include consistent success in creating and developing high performance teams and relationships that deliver visible impact. The ability to negotiate on a corporate level with Senior Executives, exceptional communication and organizational skills, and the ability to identify and creatively solve problems. Possession of a strong background in the development and use of information technology in support of Supply Chain Management (SCM).

CAREER SUMMARY

PROFESSIONAL EXPERIENCE (INTERNATIONAL)

FREEPORT MCMORAN COPPER & GOLD Johannesburg, South Africa

Freeport-McMoRan Copper & Gold Inc. (FCX) is a Fortune 250 company, and is a leading international mining corporation. FCX operates large, geographically diverse mining assets with significant proven and probable reserves of copper, gold and molybdenum. Freeport-McMoRan trades on the New York Stock Exchange (NYSE) under the symbol "FCX."

Global Supply Chain (2008 - 2022)

In direct support of FCX's Tenke Fungurume Mining project in the Democratic Republic of Congo (DRC), responsible for establishing from the ground up, Freeport's regional procurement & support office in Johannesburg, South Africa, and helping facilitate and construct a company town for employees, contractors, and local inhabitants. Challenges included securing & establishing office space; determining personnel manpower requirements, and sourcing & hiring of national expertise. Establish corporate bank accounts; ensure compliance with local & national regulatory agencies, and develop & implement standard operating procurement strategies and procedures.

Specific contributions include:

- Hired and developed staff to meet procurement and inventory performance objectives and deadlines.
- Implemented Global Supply Chain (GSC) initiatives and objectives, tracked performance against those objectives, and regularly provided feedback to employees, both verbally and in writing, in an effort to meet those objectives. Integrated best practice tools and procedures that created value to the supply chain.
- **Participated in organizing, planning, engineering and constructing all aspects of a town e.g. hospital, school, supermarket, golf course, administration buildings, fire station, water treatment plant, etc.**
- Spearheaded Procurement software module implementation of two corporate ERP conversions, Ellipse, and SAP.
- Developed relationships and open communication plans with peers in operations, maintenance, and admin functions.
- Ensured supply chain initiatives were aligned with objectives and priorities of operations and corporate strategies.
- Evaluated / managed online tools to provide end-user customers with visibility to ordered materials and services.
- Developed, and then monitored supply chain metrics to guide organizational performance in supply of strategic commodities. Developed action & risk management plans to proactively escalate where required by performance

deficiencies.

- Managed organizational structure to best leverage and develop employee resources for operations & projects, including international procurement, logistics, and materials management teams in North America, Australia, and Asia.
- Oversee third party providers of warehousing & logistics, to ensure all purchased material is received, checked, stored, and consolidated safely & efficiently in accordance with Federal and State Government guidelines, and that all Import & Export shipping documentation is processed correctly within set Governmental Customs regulations.

P.T. FREEPORT INDONESIA (PTFI) Irian Jaya, Indonesia

PTFI is a subsidiary of Freeport-McMoRan Copper & Gold Inc., with operations located on the island of New Guinea. P.T. Freeport Indonesia is one of the world's largest and lowest cost copper & gold producers, engaged in the exploration, mining, and milling of copper, gold and silver.

Strategic Procurement (1998 - 2008)

Accountable for cooperatively developing and implementing supply chain management strategy and supporting programs. Identified and developed strategic partners and established long term relationships with existing suppliers.

Specific contributions include:

- 2.8 million documented tender savings.
- **Instrumental in organizing, planning, engineering and constructing all aspects of a town e.g. hospital, school, supermarket, golf course, administration buildings, fire station, hotel, water treatment plant, etc.**
- Facilitating the negotiation and implementation of 21 Forward Purchase Agreements (FPA's) for an annual buy of \$128 million.
- Spearheading software implementation of "purchase order by-passing" resulting in 84,858 inventory line items (or 48.7% of total inventory lines) passing directly to strategic alliance partners.
- Authoring, developing, and implementing computer generated "Buyer" and "Supplier" benchmarking statistical tools using Business Objects software.
- Successfully participating in the "Indonesian Counterpart" program to develop and cultivate qualified national employees for high-level management positions.

Purchasing & Material Handling (1996 - 1998)

Organizationally responsible for a staff of 97 people. Accountable for the comprehensive procurement needs of approximately 12,000 personnel and their families including Indonesian nationals, Filipinos, American, Australian and other expatriates located in the highly remote and isolated area of Tembagapura, Irian Jaya. **This position includes the procurement of all capital and operational mining & milling equipment, as well as infrastructure material to construct a company town for employees, contractors, and local inhabitants i.e. school, hospital, hotel, city square, administration buildings, fire station, supermarket, etc.**

Project Team Leader Materials & Logistics - Engineering & Construction (1994 - 1996)

Organizationally responsible for a staff of 274 people. **Manager & Team Leader for construction procurement and warehousing activities for \$900 million Mining & Milling expansion project boosting daily production from 115k metric tons per day to 190k metric tons per day and helping facilitate and construct a company town for employees, contractors, and local inhabitants.**

Project Team Leader Procurement & Logistics - Engineering & Construction (1992 - 1994)

Organizationally responsible for a staff of 106 people. Coordinated construction procurement and warehousing activities for \$700 million Mining & Milling expansion project boosting daily production from 52K metric tons per day to 115K metric tons per day.

PROFESSIONAL EXPERIENCE (DOMESTIC)

FREEPORT-McMoRan SULPHUR L.L.C. New Orleans, Louisiana

A subsidiary of McMoRan Exploration Co., a natural resource company headquartered in New Orleans, Louisiana, engaged in oil & gas exploration, and sulfur production. McMoRan Exploration Co. is traded on the NYSE under the symbol MMR.

Purchasing (1989 - 1993)

Responsibilities included; contract negotiation, procurement of capital equipment & material at an average monthly value of \$1,000,000. Interviewing and selecting vendors qualified to conduct business with Freeport- McMoRan, preparation of formal request for quotations, evaluation of tenders, and awarding purchase orders and contracts. Systems Administrator for Purchasing Department's LAN.

Logistics (1987 - 1989)

Coordinated and monitored the movement of material and supplies through Freeport-McMoRan's foreign and domestic staging terminal. This facility has an operating budget of 1.5 million and maintains an inventory of 3.2 million. The position entails constant interaction with public and corporate personnel, and the immediate supervision of (11) people.

Materials Accounting (1984 - 1987)

Conducted subsidiary and general ledger analysis. Maintained material accounting records for four warehouses and two receiving terminals. Prepared and documented journal entries pertaining to; equipment transfer, fixed asset depreciation and asset obsolescence.

PUBLIC SERVICE — CITY OF MANDEVILLE

CITY OF MANDEVILLE PLANNING COMMISSION & ZONING COMMISSION — Mandeville, Louisiana

Commissioner (2019 – present)

Chairman, Zoning Commission (2021 – present)

Vice-Chairman, Planning Commission (2021 – present)

Appointed by the City Council to a seven-year term, Elected Chairman of the Zoning Commission by fellow commissioners in September 2021 and re-elected in each of the four years since.

- This position presides over the Board of Adjustment proceedings, including variance and exception applications under CLURO § 4.3.4, and over Special Use and Conditional Use Permit hearings.
- Reviews subdivision, site plan, and zoning map amendment applications for consistency with the CLURO and the Mandeville Comprehensive Plan.
- Participates in the ongoing comprehensive rewrite and recodification of the CLURO, including section-by-section review of draft packets and formal recommendations to the City Council.
- Maintains annual APA-sanctioned continuing education requirements as outlined under CLURO § 2.1.2.

MILITARY SERVICE - UNITED STATES COAST GUARD 1977 To 1982

Petty Officer Second Class (E5). Primary mission; Search & Rescue, Drug Interdiction. Collateral duties; submit and review bids, contracts and purchase orders. Supervise and maintain warehouse staffed with 20 people. Superior knowledge of material handling procedures.

COMPUTER EXPERIENCE

Power user of electronic spreadsheets (Lotus and Excel) and a Louisiana State certified instructor of LOTUS 123. Experienced in implementing Enterprise Resource Planning (ERP) software. Proficient with inventory & purchasing software packages i.e S.A.P. Computer Power Group (CPG), MIMCOM (ELLIPSE & MIMS). Strong background in the development and use of information technology in support of Supply Chain Management.

LANGUAGES – Conversational - Bahasa Indonesian.

EDUCATION

- LOYOLA UNIVERSITY, New Orleans, Louisiana. Degree Awarded: Bachelor of Applied Science.
- MANDEVILLE HIGH SCHOOL, Louisiana – Class of 1977

CERTIFICATION

- **C.P.SM.** Certified Professional in Supply Management
- **C.P.M.** Certified Purchasing Manager
- **A.P.P.** Accredited Purchasing Professional

CHARLES J. GUINCHARD
635 Carroll St
Mandeville, LA 70448

Objective: Dedicated community member since 1997 seeking appointment to the City of Mandeville Planning and Zoning Commission to support thoughtful land-use decisions that balance growth with the preservation of our City's character. Committed to fair, transparent, and informed review of zoning matters that serve the long-term interests of Mandeville residents.

Professional Experience:

PRESIDENT & BOARD MEMBER, OLD MANDEVILLE BUSINESS ASSOCIATION (OMBA), Mandeville, LA
January 2023 - Present

- My involvement in OMBA has been a wonderful way to help our community grow and prosper. I look forward to many years working in Mandeville for a better future.
- I lead a 9 person board that serves the interests of our over 150 members.
- Old Mandeville Business Association (OMBA) is a non-profit organization made up of a network of businesses in the Old Mandeville area and resident members which share the same commitment to serve, support, and advance the interests of local commerce while remaining true to the unique, soulful spirit of the Old Mandeville community.

PHOTOGRAPHER AND VIDEOGRAPHER, CHARLES GUINCHARD PHOTOGRAPHY, Mandeville LA
May 2018 - Present

- I produce live broadcast media for motorsport events across the country.
- I provide content for rebroadcasts on CBS Sports.
- I manage a team of photographers for large corporate events.
- I produce independent freelance photography across the country predominantly in motorsports.

PUBLIC INVOLVEMENT MANAGER, DOWL, Anchorage AK
February 2015 – October 2016

- I offer management, assistance and/or advice for all of DOWL clients' public involvement (PI) needs. I am experienced at facilitating open houses and coordinating between clients and stakeholders including businesses and special interest groups.
- I have successfully promoted innovative and holistic PI methods that are being adopted and implemented by team members including live streamed public meetings, fully integrated social media and interactive project websites.
- My most rewarding duty is the delegation of project tasks to other PI staff. Through my time at DOWL we rebuilt our team to identify and build strengths within our group. I saw great improvement in the quality and efficiency of work being done by the PA team during my time at DOWL.

LEGISLATIVE AID, Alaska State Legislature, Juneau & Anchorage AK
January 2012- February 2015

- As a Legislative Aid I managed all day to day office operations for Senator Mia Costello. This allowed her to work anywhere on any task and have the peace of mind that nothing is being missed and the office is running smoothly.
- The most rewarding part of my job was researching and carrying legislation. I have researched, written, and testified to legislation in health & social services, economic development, business licensing, natural resource management, and governmental relations with regard to resource development.
- My daily duties included constituent relations, database management, scheduling, monitoring several email accounts, legislative research, and other office administrative functions. During session in Juneau my duties shift to following bills & committees, meeting with constituents, other staff and legislators, and adapting to the ever changing workflow of the legislative session.
- Several of the projects I managed are now Law.

Education:**B.A. IN LIBERAL STUDIES: PRE-LAW & OUTDOOR STUDIES MINOR**

Cum Laude, Alaska Pacific University, Anchorage AK

- Senior Thesis: "*AGLA: A Look at the Legislative Status Quo in Alaskan Oil and Gas Politics*"
- Throughout my APU career I have refined my skills in problem solving, academic research, efficiency, collaboration, as well as written and verbal communication. Alaska Pacific University has provided me with an education in leadership to learn and succeed in any career.
- In my junior year I received the Renaissance Award and scholarship from the Liberal Studies Department for excelling in a diverse range of fields across the department.

COLLEGE PREPRATORY PROGRAM

Saint Paul High School, Covington LA

- My high school education taught me self-discipline, respect, reverence, moral values, manners, and furnished me with a work ethic that I will bring into any profession I choose.

Attended Mandeville Junior High School & Tchefuncte Middle School

EAGLE SCOUT AWARD

Boy Scouts of America, Mandeville LA

- During my senior year of high school I earned the highest honor in the Boy Scouts of America.
- The Eagle Scout award reflects many years spent building character through hard work and personal challenge, as well as ethical and moral virtues through service to others.
- My Eagle Scout Project consisted of the clearing and reconstruction of an outdoor amphitheater destroyed during Hurricane Katrina in my home town of Mandeville Louisiana.

Skills, Interests & Affiliations:

- Professional Stand-Up Jet Ski racer, competing on the Pro Watercross national tour.
- Photography
- Community Development
- Cycling
- Landlord & Property Manager
- New Orleans Bicycle Club & Semi Tough Cycling Club, Member
- Professional Ski Instructors of America, Member
- Alaska Pacific University Alumni Association, Member

DENNIS HORCHOFF

455 DEVON DRIVE ■ MANDEVILLE, LA 70448 ■ [REDACTED]
[REDACTED]

Professional Summary

- Retired architect with broad range of professional experience, including:
 - over 40 years of experience in the design and construction of Federal, municipal, institutional, commercial, and residential building projects
 - over 15 years of experience working with project designers for educational campuses (university, high school, and elementary school) and residential community development
 - extensive specialized knowledge in the application of building and zoning codes

Professional Experience

- Waggonner & Ball Architecture / Environment - Senior Architect Jan 2001 - Sept 2020
 - Project Specifications, Code Analysis, and Contract Administration for a large Commercial practice
- Dennis Horchoff, Architect - Sole Proprietor June 1995 - Jan 2001
 - All aspects of a Residential and small Commercial practice
- Horchoff and Gille, Architects - Principal June 1985 - June 1995
 - All aspects of a Residential and small Commercial practice
- Lyons and Hudson, Architects - Architect Jan 1981 - June 1985
 - Staff Architect for a large Commercial practice
- H. L. Robards, Architect - Intern Architect Aug 1977 - Jan 1981
 - Draftsman for a Residential practice

Professional Registration

- State of Louisiana, Architectural License 3013 Sept 1982

Education

- University of New Orleans, New Orleans, LA Jan 1978 - May 1978
Master of Science in Urban Studies program
- LSU School of Environmental Design, Baton Rouge, LA Aug 1973 - May 1977
BArch (5 year) program
Bachelor of Architecture degree May 1977
- University of New Orleans, New Orleans, LA Jan 1973 - May 1973
Liberal Arts program
- Tulane University School of Engineering, New Orleans, LA Aug 1971 - Dec 1972
Civil Engineering program

Civic Involvement

- Mandeville Comprehensive Land Use Regulations Ordinance (CLURO) Revision Project 2026
- Golden Glen Homeowners Association - member and alternate Board member 2012 - 2026
- Mandeville registered voter 2005 - present
- Faubourg St. John Neighborhood Association - member and Executive Board officer 1988 - 2005
- Christmas in October - house captain 1995 - 2001

ANTIBES WEST

SECTION 00650
CHANGE ORDER

No. 5

Date of Issuance: 8/12/2026

Effective Date: 8/12/2026

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. 5 is to align the final contract pay items based on the actual work performed and based on the actual pipe sizes and segment lengths for the cured-in-place (CIPP) liners installed between DMH 2 and DMH 4. The total contract sum will decrease by \$(9,728.04) to \$493,271.46.

There is no change in contract time.

Attachments (list documents supporting change):

Revised Contract Pay Item Alignment Summary

CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$485,741.00

[~~Increase~~] [~~Decrease~~] from previously approved
Change Orders No. 1 to No. 4:

\$17,258.50

Contract Price prior to this Change Order:

\$502,999.50

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

\$(9,728.04)

Contract Price incorporating this Change Order:

\$493,271.46

CHANGE IN CONTRACT TIMES:

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. 4:

Substantial completion (days): 168 days

Ready for final payment (days): 198 days

Contract Times prior to this Change Order:

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

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

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

Substantial completion (days): 0 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: Buster Lyons...
Engineer (Authorized Signature)

Date: 8/12/2026

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: _____
Contractor (Authorized Signature)

Date: _____

Approved by Funding Agency (if applicable):

Date: _____

ANTIBES LANE WEST DRAINAGE REPAIRS PROJECT

C.O.M. PROJECT NO.: 700.26.004

A/E PROJECT NO.: 576-2003.01

CHANGE ORDER NO. 5 - CONTRACT PAY ITEM ALIGNMENT SUMMARY

Item No.	Item Description	Quantity	Unit	Unit Price	Total Price
01050-01	Pre-Construction Site Condition & Video Survey	1.00	LS	\$ 7,500.00	\$ 7,500.00
10020-01	Mobilization	1.00	LS	\$ 50,000.00	\$ 50,000.00
10010-01	Temporary Erosion & Sediment Control	1.00	LS	\$ 15,000.00	\$ 15,000.00
20000-01	Removal of Drainage Pipe (Over 30" Dia., All Materials)	55.00	LF	\$ 40.00	\$ 2,200.00
20000-02	Removal of Concrete Pavement	100.00	SY	\$ 40.00	\$ 4,000.00
20000-03	Tree Removal	2.00	EA	\$ 1,500.00	\$ 3,000.00
20000-04	Selective Removal of Fencing	1.00	LS	\$ 500.00	\$ 500.00
20010-01	Sheeting, Shoring, and Bracing	1.00	LS	\$ 137,500.00	\$ 137,500.00
70010-01	36" Drain Pipe (RCP)	55.00	LF	\$ 1,750.00	\$ 96,250.00
70020-01	Modify Existing Catch Basin (Brick) DMH 2	1.00	EA	\$ 5,000.00	\$ 5,000.00
70060-01	Sodding (Bermuda)	220.00	SY	\$ 15.00	\$ 3,300.00
70060-02	Topsoil (4" Thick)	220.00	SY	\$ 5.00	\$ 1,100.00
70510-01	Mobilization / Setup For CIPP Lining	1.00	LS	\$ 20,000.00	\$ 20,000.00
70510-02	Cleaning and Dewatering for CIPP Lining	221.00	LF	\$ 20.00	\$ 4,420.00
70510-03	Video Inspection/Radial View Camera	221.00	LF	\$ 70.00	\$ 15,470.00
70510-04	Additional Setup for TV Inspection	1.00	EA	\$ 1.00	\$ 1.00
70510-05	Insertion of 12.0 MM CIPP in 36" PIPE	221.00	LF	\$ 300.00	\$ 66,300.00
70510-05 (CO#3)	Insertion of 12.0 MM CIPP in 36" PIPE (Credit)	(221.00)	LF	\$ 300.00	\$ (66,300.00)
70510-05A (CO#3)	Insertion of 12.0 MM CIPP in 30" PIPE	53.00	LF	\$ 280.54	\$ 14,868.62
70510-05B (CO#3)	Insertion of 12.0 MM CIPP in 42" PIPE	165.20	LF	\$ 318.68	\$ 52,645.94
70510-06	Additional 1.5 MM Thickness for 36" CIPP	1105.00	LF	\$ 40.00	\$ 44,200.00
70510-06 (CO#5)	Additional 1.5 MM Thickness for 36" CIPP (Credit)	(1105.00)	LF	\$ 40.00	\$ (44,200.00)
70510-06A (CO#5)	Additional 1.5 MM Thickness for 30" CIPP	53.00	LF	\$ 40.00	\$ 2,120.00
70510-06B (CO#5)	Additional 1.5 MM Thickness for 42" CIPP	826.00	LF	\$ 40.00	\$ 33,040.00
X-001	Replacement of Wood Fencing	1.00	LS	\$ 10,000.00	\$ 10,000.00
X-002 (CO#2)	Additional Equipment & Labor for CLECO Relocation	1.00	LS	\$ 15,355.90	\$ 15,355.90
				Total Cost:	\$ 493,271.46

SEAWALL REPAIR

SECTION 00650
CHANGE ORDER

No. 1

Date of Issuance: 08/13/26 Effective Date: 08/17/26

Owner: City of Mandeville	Owner's Contract No.: 100.21.019
Contract: Mandeville Seawall Repairs Project Segment 1	Date of Contract: May 1, 2025
Contractor: M&J Civil Construction, LLC	Engineer's Project No.: NO.24.007

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

Description:

Provides for install of an additional soil-side anode test station, furnishing of weld plate materials, widening of about 175' the cap for alignment shift transition, fabrication, and install of steel collars at four locations, and quantity overruns for steel sheet pile weld repairs Bid Items 11 and 13. Increase contract time by 274 calendar days due to additional approved work scope during construction.

Attachments (list documents supporting change):

Change Proposal Request Log, Change Order Requests 1-9

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: \$ <u>3,961,330.00</u>	Original Contract Times: ☐ Working days ☒ Calendar days Substantial completion (days or date): <u>274</u> Ready for final payment (days or date): <u>319</u>
[Increase] [Decrease] from previously approved Change Orders No. <u>N/A</u> to No. <u>N/A</u> : \$ <u>N/A</u>	[Increase] [Decrease] from previously approved Change Orders No. <u>N/A</u> to No. <u>N/A</u> : Substantial completion (days): <u>N/A</u> Ready for final payment (days): <u>N/A</u>
Contract Price prior to this Change Order: \$ <u>3,961,330.00</u>	Contract Times prior to this Change Order: Substantial completion (days or date): <u>274</u> Ready for final payment (days or date): <u>319</u>
[Increase] [Decrease] of this Change Order: \$ <u>458,897.44</u>	[Increase] [Decrease] of this Change Order: Substantial completion (days or date): <u>274</u> Ready for final payment (days or date): <u>274</u>
Contract Price incorporating this Change Order: \$ <u>4,420,227.44</u>	Contract Times with all approved Change Orders: Substantial completion (days or date): <u>548</u> Ready for final payment (days or date): <u>593</u>

RECOMMENDED: By: _____ Engineer (Authorized Signature) Date: _____ Approved by Funding Agency (if applicable): _____	ACCEPTED: By: _____ Owner (Authorized Signature) Date: _____	ACCEPTED: By: _____ Contractor (Authorized Signature) Date: _____ Date: _____
---	---	---

Mandeville Seawall Repairs Project Segment 1

Contract No.: 100.21.019

Change Proposal Request Log

Change Proposal Number	Description	Value	Additional Contract Days
COR 1	Item X-001 - Test Station at Sta. 77+55 Soil Side Anode	\$ 4,701.60	11
COR 2	Item X-002 - Exothermic Weld Molds and Wire	\$ 2,777.52	-
COR 3	Item X-003 - Widen cap from station #64+90 to #63+15	\$ 54,845.79	12
COR 4	Item X-004 - Fabricate and install steel collar at station #60+18	\$ 35,998.77	15
COR 5	Item X-005 - Fabricate and install steel collar at station #58+25 and station #57+96	\$ 65,346.85	15
COR 6	Item X-006 - Fabricate and install steel collar at station #52+01	\$ 37,748.51	8
COR 7	Item 11 Overrun (132.799 sf @ \$1600/sf) as of Pay Application 12 - 68 locations	\$ 212,478.40	136
COR 8	Item 13 Overrun (3 ea. @ \$15000/ea.) as of Pay Application 12 - 3 locations	\$ 45,000.00	24
COR 9	Delay Days (Due to procurement of additional cofferdam sheeting for surge protection for wall cap demolition limits and adverse weather conditions)	\$ -	53
		\$ 458,897.44	274

Current Contract Substantial Completion Date: 04/07/26

New Contract Substantial Completion Date: 01/06/27

Change Order Request SUMMARY

State Project No.		Item No.	
Contract No.	No. 100.21.019	COR	1
Project Name:	Mandeville Seawall Repairs Project Segment 1	Date:	12/11/2025

Contractor Name: M&J Civil Construction, LLC

Description of Work: Test Station at Sta. # 77+55 Soil Side Anode

Prior to the initial installation of the land side anodes, there were concerns of using the existing spoil material as land side anode backfill due to the large amount of gravel found in the existing spoil material. An email was submitted to BKI requesting a test anode be installed to determine if the existing spoil material excavated for the soil side anodes can be used as backfill. M&J submitted an email to BKI and approval was given to M&J on 8/15/25. Materials were ordered, soil side anode was installed, tests were taken, and results were submitted to the engineer. M&J was given approval to proceed with using spoil material as soil side anodes on 8/25/25. The costs below are for the additional work for the test station at Sta. 77+55

Cost Breakdowns

(See attached.)

Contractor Name	No.	A Direct Cost	B (Max 15%)	C A+(A X B)
M&J Civil		\$ 3,939.00	15 %	\$4,530.00
			%	
			%	

Subcontractor Direct Costs + Subcontractor OH&P

(Sum column C)

\$4,530.00

Construction Manager's Staffing Cost

(Sum column C times rate)

(Max: 4.66%)

Construction Manager's Site Office Cost

(Sum column C X rate)

%
(Max: 0.39%)

General Conditions

(Sum column C X rate)

%
(Max: 5%)

Performance and Payment Bond

(Sum column C X rate)

2 % \$90.60

Builder's Risk Insurance

(Sum column C X rate)

1 % \$45.00

General Liability Insurance

(Sum column C X rate)

1 % \$36.00

Construction Manager's Fee

(Sum column C X rate - only applies when accrued changes exceed 4% of the cost of the work)

%
(Max: 5%)

Amount will be ☒ increased ☐ decreased ☐ unchanged by

(Sum of Change Order Subtotal and Performance and Payment Bond)

\$4,701.60

Days will be ☒ increased ☐ decreased ☐ unchanged by

(Attach supporting data such as meteorological reports)

11.00

BREAKDOWN

State Project No. _____ Breakdown No. _____
 Contract No. No. 100.21.019 Item No. _____
 COR _____ 1
 Date: _____ 12/11/2025
 Project Name: Mandeville Seawall Repairs Project Segment 1

Subcontractor Name M&J Civil Construction, LLC

Direct Cost of Work :

A. Labor		Check here if explained on the Comment Sheet	Hourly Wage Rate	Hours	Total Cost
1	Foreman	☐	\$ 50.00	8	\$400.00
2	Operator	☐	\$ 40.00	8	\$320.00
3	Laborer	☐	\$ 28.00	8	\$224.00
4		☐			
5		☐			
6		☐			
7		☐			
Add Labor Burden @			18 %		\$170.00

LABOR TOTAL

\$1,114.00

B. Material		Unit Price	Unit	Units	Total Cost
1	Included in Galvotech's price	☐			
2		☐			
3		☐			
4		☐			
5		☐			
6		☐			
7		☐			
(Copies of invoices may be required.)					
Add Tax @					%

MATERIAL TOTAL

C. Equipment		Unit Rate	Unit	Units	Total Cost
1	Mini Trackhoe	\$ 65.00	HR	8	\$520.00
2	GCS (Subcontractor)	\$ 1,105.00	LS	1	\$1,105.00
3	Turtle Electric (Subcontractor)	\$ 1,200.00	Day	1	\$1,200.00
4					
5					
6					
7					
(Copies of invoices may be required.)					
Add Tax @					%

EQUIPMENT TOTAL

\$2,825.00

TOTAL DIRECT COST FOR THIS BREAKDOWN:

(Sum A, B & C)

\$3,939.00

Change Order Request SUMMARY

State Project No.		Item No.	COR	2
Contract No.	No. 100.21.019	Date:	12/11/2025	
Project Name:	Mandeville Seawall Repairs Project Segment 1			

Contractor Name: M&J Civil Construction, LLC

Description of Work: Exothermic weld molds and wire

Additional costs due to exothermic weld molds and wire. Spec called out incorrect wire and mold type. See backup for additional information from Galvotec.

Cost Breakdowns

(See attached.)

Contractor Name	No.	A Direct Cost	B (Max 15%) %	C A+(A X B)
<u>M&J Civil</u>		\$ 2,326.53	15 %	\$2,676.00
			%	
			%	

Subcontractor Direct Costs + Subcontractor OH&P

(Sum column C)

\$2,676.00

Construction Manager's Staffing Cost

(Sum column C times rate)

(Max: 4.66%)

Construction Manager's Site Office Cost

(Sum column C X rate)

%
(Max: 0.39%)

General Conditions

(Sum column C X rate)

%
(Max: 5%)

Performance and Payment Bond

(Sum column C X rate)

2 % \$53.52

Builder's Risk Insurance

(Sum column C X rate)

1 % \$27.00

General Liability Insurance

(Sum column C X rate)

1 % \$21.00

Construction Manager's Fee

(Sum column C X rate - only applies when accrued changes exceed 4% of the cost of the work)

%
(Max: 5%)

Amount will be ☒ increased ☐ decreased ☐ unchanged by

(Sum of Change Order Subtotal and Performance and Payment Bond)

\$2,777.52

Days will be ☐ increased ☐ decreased ☒ unchanged by

(Attach supporting data such as meteorological reports)

-

BREAKDOWN

State Project No. _____	Breakdown No. _____
Contract No. <u>No. 100.21.019</u>	Item No. _____
	COR _____ 2
Project Name: <u>Mandeville Seawall Repairs Project Segment 1</u>	Date: <u>12/11/2025</u>

Subcontractor Name M&J Civil Construction, LLC

Direct Cost of Work :

A. Labor		Check here if explained on the Comment Sheet	↓	Hourly Wage Rate	Hours	Total Cost
1	_____	☐		_____	_____	_____
2	_____	☐		_____	_____	_____
3	_____	☐		_____	_____	_____
4	_____	☐		_____	_____	_____
5	_____	☐		_____	_____	_____
6	_____	☐		_____	_____	_____
7	_____	☐		_____	_____	_____
				Add Labor Burden @	18 %	_____

LABOR TOTAL

B. Material		Unit Price	Unit	Units	Total Cost
1	M145 Molds	\$365.57	ea	3	\$1,096.70
2	25 gram shots	\$5.92	ea	60	\$355.00
3	#10 Copper Sleeves	\$0.68	ea	100	\$68.33
4	#12 wire stranded black insul.	\$0.57	ea	1,250	\$712.50
5	_____	_____	_____	_____	_____
6	_____	_____	_____	_____	_____
7	_____	_____	_____	_____	_____
(Copies of invoices may be required.)				Add Tax @	_____ %

MATERIAL TOTAL

C. Equipment		Unit Rate	Unit	Units	Total Cost
1	Shipping and handling	\$ 93.55	Ea	1	\$94.00
2	_____	_____	_____	_____	_____
3	_____	_____	_____	_____	_____
4	_____	_____	_____	_____	_____
5	_____	_____	_____	_____	_____
6	_____	_____	_____	_____	_____
7	_____	_____	_____	_____	_____
(Copies of invoices may be required.)				Add Tax @	_____ %

EQUIPMENT TOTAL

TOTAL DIRECT COST FOR THIS BREAKDOWN:

(Sum A, B & C)

Change Order Request SUMMARY

State Project No.		Item No.	
Contract No.	No. 100.21.019	COR	3
Project Name:	Mandeville Seawall Repairs Project Segment 1	Date:	3/19/2026

Contractor Name: M&J Civil Construction, LLC

Description of Work: Widen cap from station #64+90 to #63+15 from January 22, 2026 to February 25, 2026

Additional labor and materials associated with widening new concrete cap due to crooked, existing sheet piles.

Cost Breakdowns

(See attached.)

Contractor Name	No.	A Direct Cost	B (Max 15%)	C A+(A X B)
M&J Civil		\$ 52,843.04	%	\$52,843.04
			%	
			%	

Subcontractor Direct Costs + Subcontractor OH&P

(Sum column C)

\$52,843.04

Construction Manager's Staffing Cost

(Sum column C times rate)

(Max: 4.66%)

Construction Manager's Site Office Cost

(Sum column C X rate)

%
(Max: 0.39%)

General Conditions

(Sum column C X rate)

%
(Max: 5%)

Performance and Payment Bond

(Sum column C X rate)

2 % \$1,056.86

Builder's Risk Insurance

(Sum column C X rate)

1 % \$528.43

General Liability Insurance

(Sum column C X rate)

1 % \$417.46

Construction Manager's Fee

(Sum column C X rate - only applies when accrued changes exceed 4% of the cost of the work)

%
(Max: 5%)

Amount will be ☐ increased ☐ decreased ☐ unchanged by

(Sum of Change Order Subtotal and Performance and Payment Bond)

\$54,845.79

Days will be ☐ increased ☐ decreased ☐ unchanged by

(Attach supporting data such as meteorological reports)

12

Change Order Request SUMMARY

State Project No. _____ Contract No. <u>No. 100.21.019</u> Project Name: <u>Mandeville Seawall Repairs Project Segment 1</u>	Item No. _____ COR _____ Date: <u>4/14/2026</u>
--	---

Contractor Name: M&J Civil Construction, LLC

Description of Work: Fabricate and install steel collar at station #60+18 from March 19, 2026 to April 7, 2026

Cost Breakdowns

(See attached.)

		A	B	C
Contractor Name	No.	Direct Cost	(Max 15%)	A+(A X B)
<u>M&J Civil</u>	<u> </u>	<u>\$ 34,684.24</u>	<u> </u> %	<u>\$34,684.24</u>
_____	_____	_____	_____ %	_____
_____	_____	_____	_____ %	_____

Subcontractor Direct Costs + Subcontractor OH&P

(Sum column C)

\$34,684.24

Construction Manager's Staffing Cost

(Sum column C times rate)

 (Max: 4.66%)

Construction Manager's Site Office Cost

(Sum column C X rate)

 %
(Max: 0.39%)

General Conditions

(Sum column C X rate)

 %
(Max: 5%)

Performance and Payment Bond

(Sum column C X rate)

2 % \$693.68

Builder's Risk Insurance

(Sum column C X rate)

1 % \$346.84

General Liability Insurance

(Sum column C X rate)

1 % \$274.01

Construction Manager's Fee

(Sum column C X rate - only applies when accrued changes exceed 4% of the cost of the work)

 %
(Max: 5%)

Amount will be ☐ increased ☐ decreased ☐ unchanged by

(Sum of Change Order Subtotal and Performance and Payment Bond)

\$35,998.77

Days will be ☐ increased ☐ decreased ☐ unchanged by

(Attach supporting data such as meteorological reports)

15

Change Order Request SUMMARY

State Project No.		Item No.	
Contract No.	No. 100.21.019	COR	6
Project Name:	Mandeville Seawall Repairs Project Segment 1	Date:	7/2/2026

Contractor Name: M&J Civil Construction, LLC

Description of Work: Fabricate and install steel collar at station #52+01 from 6/8/26 to 6/15/26

Cost Breakdowns

(See attached.)

Contractor Name	No.	A Direct Cost	B (Max 15%)	C A+(A X B)
M&J Civil		\$ 36,370.09	%	\$36,370.09
			%	
			%	

Subcontractor Direct Costs + Subcontractor OH&P

(Sum column C)

\$36,370.09

Construction Manager's Staffing Cost

(Sum column C times rate)

(Max: 4.66%)

Construction Manager's Site Office Cost

(Sum column C X rate)

%
(Max: 0.39%)

General Conditions

(Sum column C X rate)

%
(Max: 5%)

Performance and Payment Bond

(Sum column C X rate)

2 % \$727.40

Builder's Risk Insurance

(Sum column C X rate)

1 % \$363.70

General Liability Insurance

(Sum column C X rate)

1 % \$287.32

Construction Manager's Fee

(Sum column C X rate - only applies when accrued changes exceed 4% of the cost of the work)

%
(Max: 5%)

Amount will be ☐ increased ☐ decreased ☐ unchanged by

(Sum of Change Order Subtotal and Performance and Payment Bond)

\$37,748.51

Days will be ☐ increased ☐ decreased ☐ unchanged by

(Attach supporting data such as meteorological reports)

8 days



City of Mandeville
Mandeville Seawall Segment 1

07/20/26

Request for Days to be added to the project:

M&J Civil Construction, LLC has encountered the following delays on the Segment 1 Mandeville Seawall Project. Due to these delays, M&J would like to request additional days to be added to the project.

- **Additional Sheet Pile Rental to reach larger demo area**

On July 23rd, 2025 it was brought to our attention that the limits of concrete cap demolition will need to be protected by the temporary cofferdam. M&J had only 250 liner feet of sheet piles to cofferdam for work operations. Upon this request, M&J stopped concrete cap demolition and ordered an additional 250 liner feet of sheet piles to extend demolition limits. Ordering the additional sheet piles for the cofferdam delayed the project by 7 days.

7 days requested

- **Rough Lake Conditions / Unable to work inside Cofferdam**

Lake conditions were too rough to work inside of the cofferdam on the following days to work on welding and concrete forming / Also adverse weather conditions: 10/6/25, 10/7/25, 10/8/25, 10/9/25, 10/10/25, 10/11/25, 10/12/25, 10/13/25, 10/14/25, 10/27/25, 10/28/25, 10/29/25, 12/22/25, 12/23/25, 12/24/25, 12/26/25, 12/27/25, 12/28/25, 03/09/26, 3/12/26, 3/16/26, 3/20/26, 3/31/26, 4/1/26, 4/9/26, 4/13/26, 4/14/26, 4/15/26, 4/21/26, 4/27/26, 4/30/26, 5/1/26, 5/2/26, 5/3/26, 5/18/26, 5/20/26, 5/21/26, 5/22/26, 5/28/26, 6/5/26, 6/6/26, 6/15/26, 6/16/26, 6/17/26, 6/24/26, 7/13/26,

46 days requested

Total days requested for adverse weather and delays = 53

Thank you,
David Muller

2025 ASPHALT MAINTENANCE

SECTION 00625
Certificate of Substantial Completion

Project: 2025 Asphalt Maintenance Contract

Owner: City of Mandeville

Owner's Contract No.: 700.22.001

Contractor: Donahoe Construction, LLC

Engineer's Project No.: 576-2003.03

This definitive Certificate of Substantial Completion applies to:

☐ All Work under the Contract Documents: ☒ The following specified portions of the Work:

Task Order 2

August 14, 2026

Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Project or portion thereof designated above is hereby declared and is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below.

A definitive list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as provided in the Contract Documents except as amended as follows:

☐ Amended Responsibilities ☒ Not Amended

Owner's Amended Responsibilities:

Contractor's Amended Responsibilities:

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

Punch List

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

<u>Buster Lyons...</u>	<u>8/17/2026</u>
Executed by Engineer	Date
<u>Accepted by Contractor</u>	<u>Date</u>
<u>Accepted by Owner</u>	<u>Date</u>

Punch List:

Unless otherwise noted below all Punch List items pertaining to Task Order No. 2 have been completed throughout the task order. Task Order No. 2 consisted of the installation of speed calming tables in the 500 block of Jackson Ave., 300 block of Copal St., 200 block of Skipper Drive, and the 500 & 700 blocks of Heavens Drive.

Punch List:

- Removal of concrete debris & dressing of shoulder adjacent to speed table in 500 block of Jackson Ave.

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

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

ORD 26-32

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

ORDINANCE NO. 26-32

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 2036 MONROE STREET, BEING A PORTION OF LOTS 14 & 15 LOCATED IN SQUARE 18 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, Celina Voelker, acting on behalf of the property owner of 2036 Monroe Street Virginia Fortson, 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 2036 Monroe Street; and

WHEREAS, the property located at 2036 Monroe 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, seventeen (17) Conditional Use applications have been approved by Ordinance; and

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

26, 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 2036 Monroe 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 GAUTREAUX
PATRICK ROSENOW

CITY OF MANDEVILLE PLANNING COMMISSION RECOMMENDATION TO THE CITY COUNCIL REGARDING CONDITIONAL USE APPROVAL TO OPERATE A SHORT-TERM RENTAL: WHOLE HOUSE RENTAL AT 2036 Monroe STREET

The City Council adopted Ordinance 25-02 at the March 13, 2025, meeting. This ordinance increased the allowed number of Whole House Rentals by 10 to a new maximum of 20. An application was submitted to the Planning Department on June 22, 2026, by a representative of the property owner of 2036 Monroe 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, with one currently pending approval from the City Council. As part of the procedure for Conditional Use Approval, any Conditional Use Permit is required to go before the Planning Commission for recommendation.

The Planning Commission held a work session on Tuesday, July 14, 2026, and a voting meeting on Tuesday, July 28, 2026, for case CU26-07-02. The Commission recommends approval of the proposed Conditional Use Permit to the City Council.

The Commission found that the floor plan is in conformance with the proposed use of a Whole House rental. There was some discussion about the parking requirements and the interior sleeping arrangements to accommodate the eight guests listed as the maximum occupancy on the application. A Commissioner stated that they would be more comfortable with a third parking space being required rather than just two.

A write up was submitted from the applicant addressing the sleeping arrangements. It stated that the rental will be intentionally designed to serve large families that are traveling with children. There is a primary bedroom, a second bedroom with two bunk beds for four children, and finally a sofa sleeper.

Regarding the concerns over parking availability on site, the realtor who has the house listed stated that she has held an open house at the property and five cars were able to be parked in the driveway within the gate to the property.

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: CU26-07-02
DATE RECEIVED: June 22, 2026
DATE OF MEETING: July 14, 2026 and July 28, 2026

Address: 2036 Monroe
Subdivision: Old Town of Mandeville, Square 18 Lot 14
Zoning District: B-3 - Old Mandeville Business District
Property Owner: Virginia Fortson

REQUEST: CU26-07-02 – Celina and Chuck Voelker request Conditional Use Approval to allow Lodging (Transient)— Short-term Rental Whole House per the Table of Permitted Uses, CLURO Section 7.8 Old Town of Mandeville, Square 18 Lot 14, B-3 - Old Mandeville Business District, 2036 Monroe

CASE SUMMARY: Operate a Whole House Short Term Rental

The property at 2036 Monroe is located on the south side of Monroe St., east of Lafitte St., and west of Girod St. The property measures 67’ x 128’ and contains 8,576 sqft per a survey prepared by BFM Corporation and dated 4.22.1986. The property is currently improved with a single-family residence.

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 of 2036 Monroe. The property contains two bedrooms and one and a half bathrooms. The application lists the maximum number of guests will be eight.

A letter of intent was submitted by the applicant which states that the property will be a restored 1920 bungalow, which will accommodate only one family or group at a time to provide a more intimate and personalized experience and allow the guests to enjoy the charm of the historic home.

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 floor plan submitted shows that there will be two bedrooms requiring two parking spaces on site. A survey of the property, along with photos of the site, show that there is adequate off street parking.

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.



Sweet Magnolia Bed & Breakfast will be a lovingly restored 1920 bungalow located in the heart of Old Mandeville, Louisiana. Designed to provide a more intimate and personalized experience, the property will accommodate only one family or group at a time, allowing guests to enjoy the charm and comfort of a historic home with complete privacy.

As a family of five with deep Louisiana roots, Sweet Magnolia is much more than a business venture—it is a labor of love. Our family will be personally involved in the restoration process, investing our own time, hard work, and elbow grease into bringing this historic bungalow back to life. We are passionate about preserving a piece of local history while creating a welcoming place for others to experience the beauty and hospitality of the Northshore.

Our goal is to thoughtfully restore the home while maintaining its historic character and architectural charm, blending the craftsmanship of the past with the comforts today's travelers appreciate. Guests will enjoy convenient access to Mandeville's lakefront, local restaurants, shops, festivals, and outdoor recreation while staying in a space that reflects the warmth and authenticity of Louisiana.

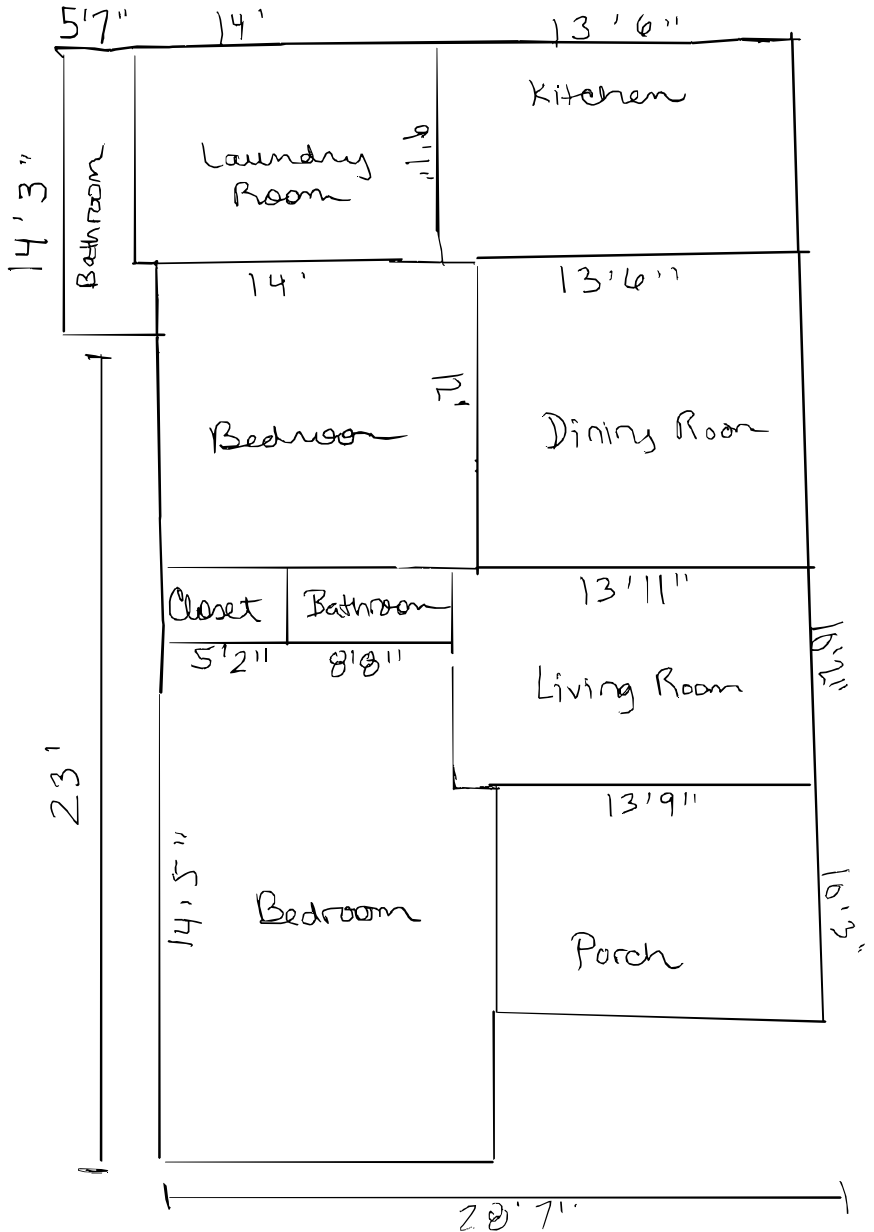
The restoration of Sweet Magnolia will contribute to the continued preservation of Old Mandeville by breathing new life into a historic property, attracting visitors to the area, and supporting local businesses and tourism.

Sweet Magnolia Bed & Breakfast will offer a unique and memorable stay that celebrates Louisiana heritage, Southern hospitality, and the value of preserving historic homes for future generations.

Sincerely,

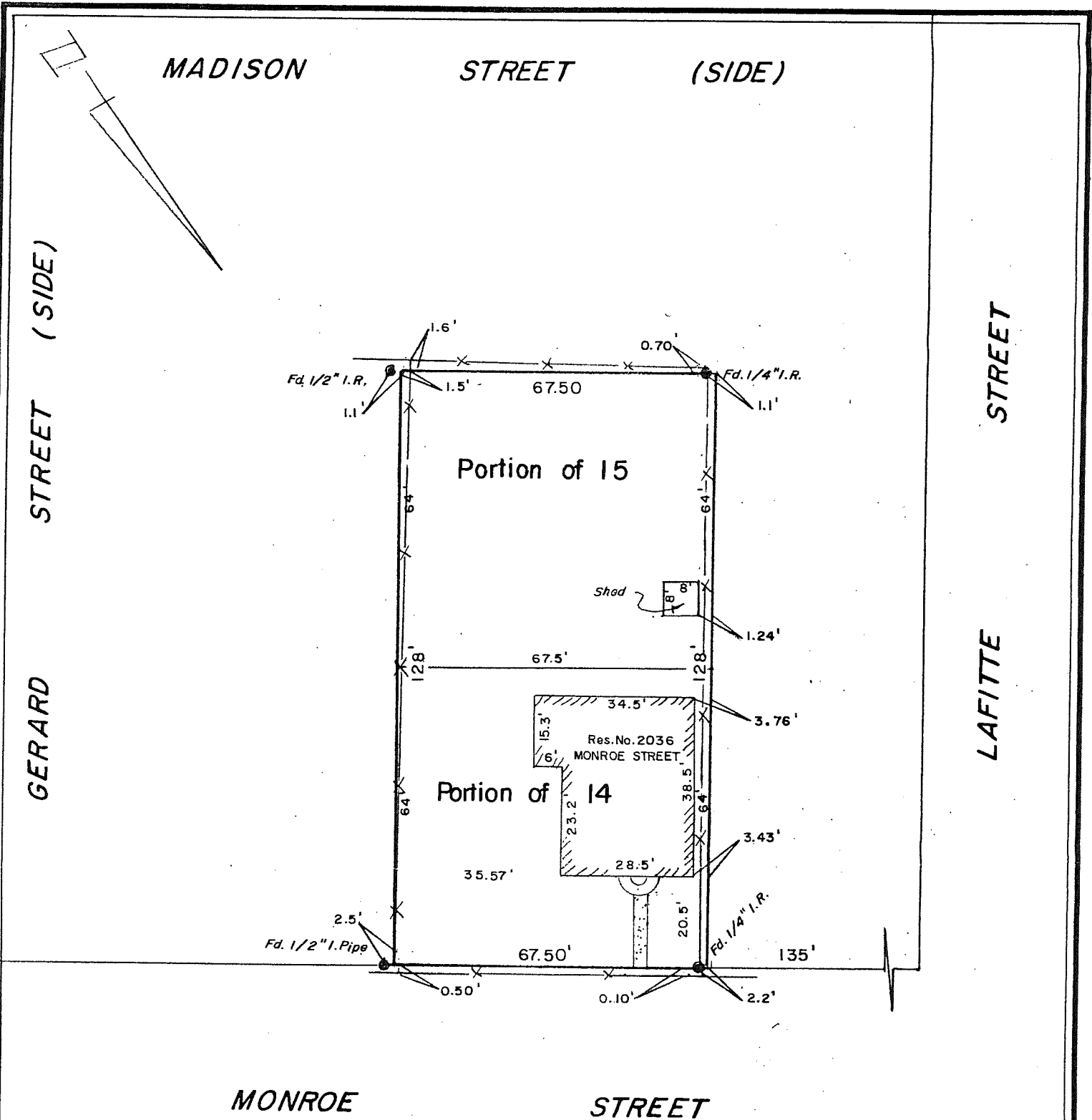
The Voelker Family

9' Ceiling



Sweet Magnolia will be intentionally designed to serve families traveling with children. The home includes a primary bedroom for parents, a second bedroom with two sets of bunk beds to sleep four children, and a sofa sleeper to accommodate larger families.

As a homeschooling family, we understand that many families travel with multiple children and often have difficulty finding accommodations that allow everyone to stay together. Our goal is to provide a place that allows a larger family to comfortably stay while visiting historic Mandeville.



MONROE STREET

SURVEY OF PORTIONS OF LOTS 14 & 15
SQUARE 18
TOWN OF MANDEVILLE
ST. TAMMANY PARISH, LA

CERTIFIED CORRECT TO:
Ginger Fortson



A Professional
Land Surveying Company

CITY OF KENNER
LOUISIANA

[Handwritten signature]
CERTIFIED CORRECT
REGISTERED PROFESSIONAL LAND SURVEYOR

SCALE: 1" = 30'
DATE: April 22, 1986

City of Mandeville Planning & Zoning Commission

July 28, 2026



CU26-07-02

Applicant requests Conditional Use Approval to allow Lodging (Transient)— Short-term Rental Whole House per the Table of Permitted Uses, CLURO Section 7.8 Old Town of Mandeville, Square 18 Lot 14, B-3 - Old Mandeville Business District, 2036 Monroe

CU26-07-02

The property at 2036 Monroe is located on the south side of Monroe St., east of Lafitte St., and west of Girod St. The property measures 67' x 128' and contains 8,576 sqft per a survey prepared by BFM Corporation and dated 4.22.1986.

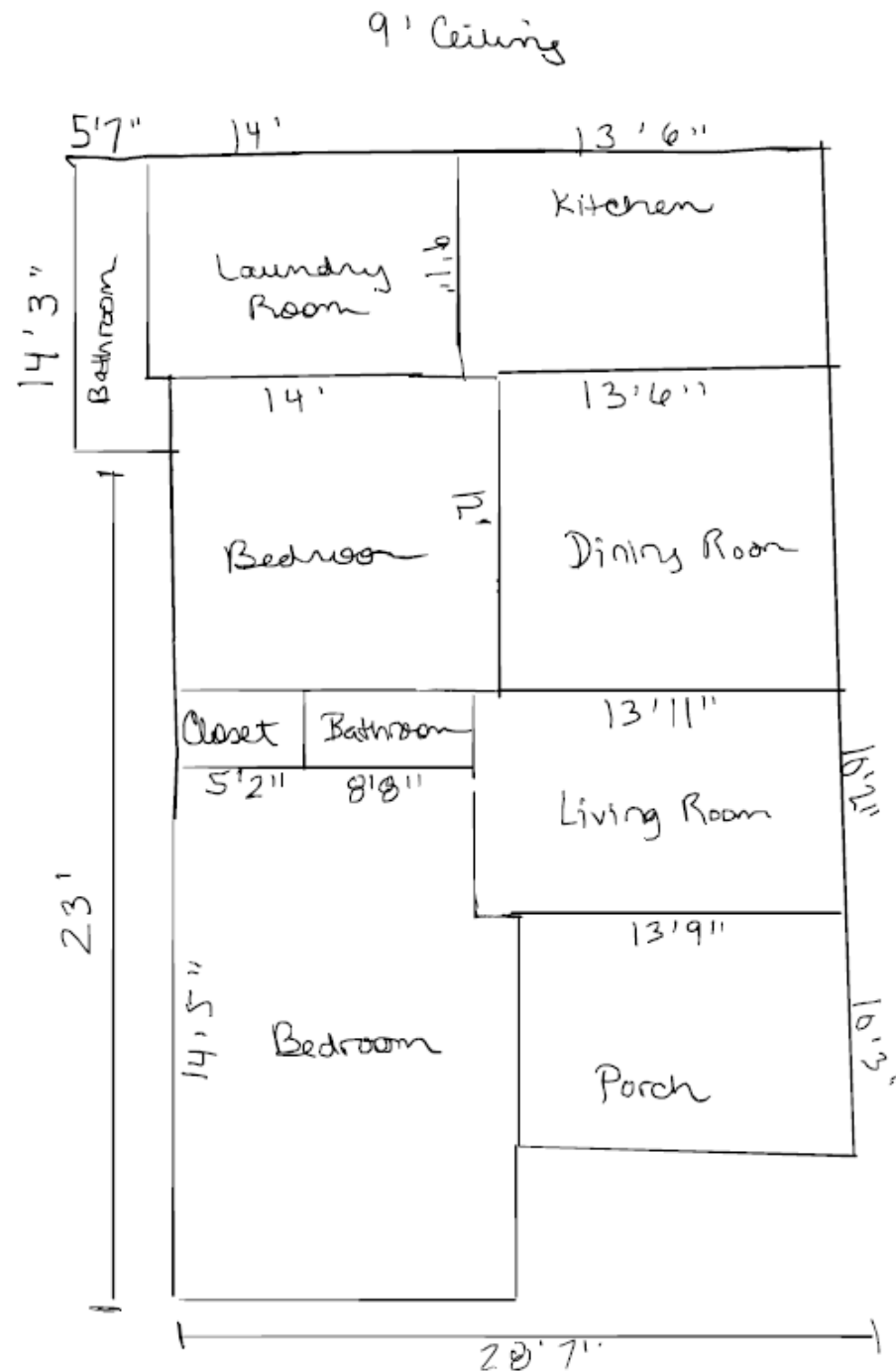
The property is currently improved with a single-family residence.



CU26-07-02

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 of 2036 Monroe.

The property contains two bedrooms and one and a half bathrooms. The application lists the maximum number of guests will be eight.



CU26-07-02

A letter of intent was submitted by the applicant which states that the property will be a restored 1920 bungalow, which will accommodate only one family or group at a time to provide a more intimate and personalized experience and allow the guests to enjoy the charm of the historic home.

Sweet Magnolia Bed & Breakfast will be a lovingly restored 1920 bungalow located in the heart of Old Mandeville, Louisiana. Designed to provide a more intimate and personalized experience, the property will accommodate only one family or group at a time, allowing guests to enjoy the charm and comfort of a historic home with complete privacy.

As a family of five with deep Louisiana roots, Sweet Magnolia is much more than a business venture—it is a labor of love. Our family will be personally involved in the restoration process, investing our own time, hard work, and elbow grease into bringing this historic bungalow back to life. We are passionate about preserving a piece of local history while creating a welcoming place for others to experience the beauty and hospitality of the Northshore.

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The restoration of Sweet Magnolia will contribute to the continued preservation of Old Mandeville by breathing new life into a historic property, attracting visitors to the area, and supporting local businesses and tourism.

Sweet Magnolia Bed & Breakfast will offer a unique and memorable stay that celebrates Louisiana heritage, Southern hospitality, and the value of preserving historic homes for future generations.

Sincerely,

The Voelker Family

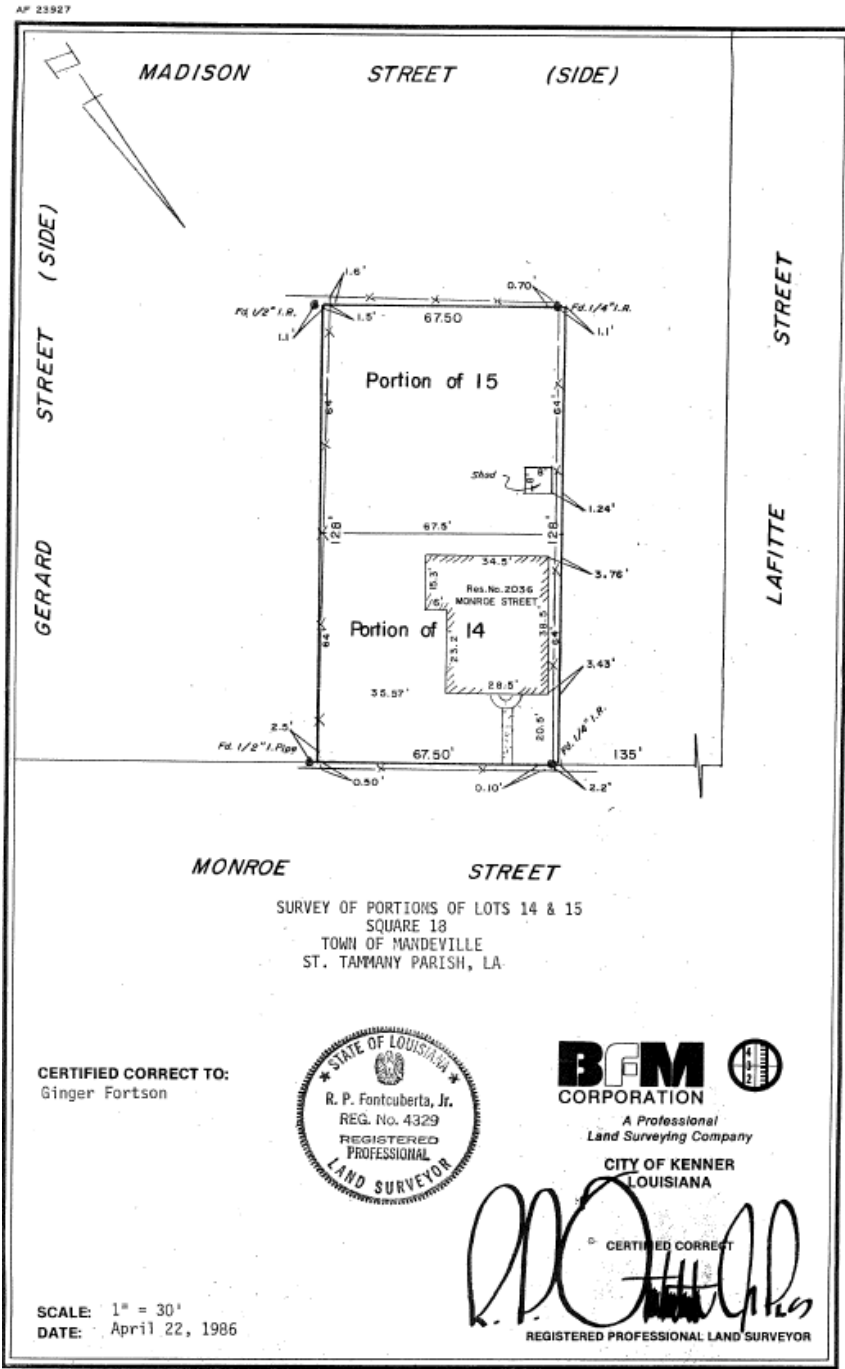


CU26-07-02

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 floor plan submitted shows that there will be two bedrooms requiring two parking spaces on site.

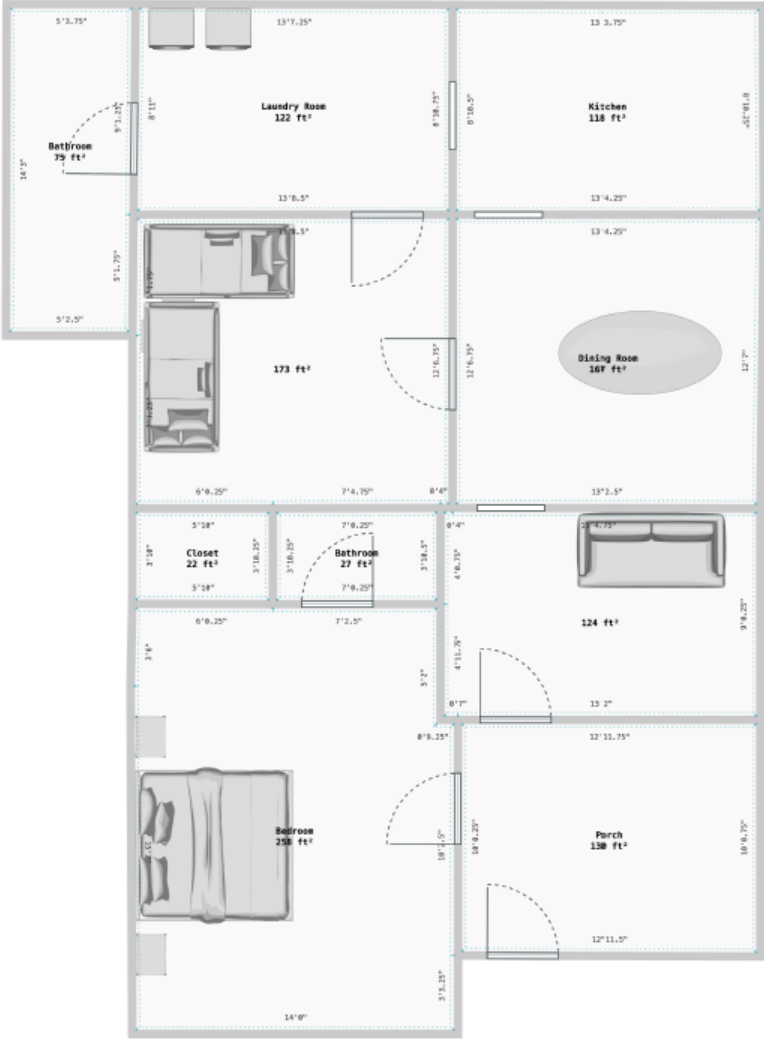
A survey of the property, along with photos of the site, show that there is adequate off street parking.



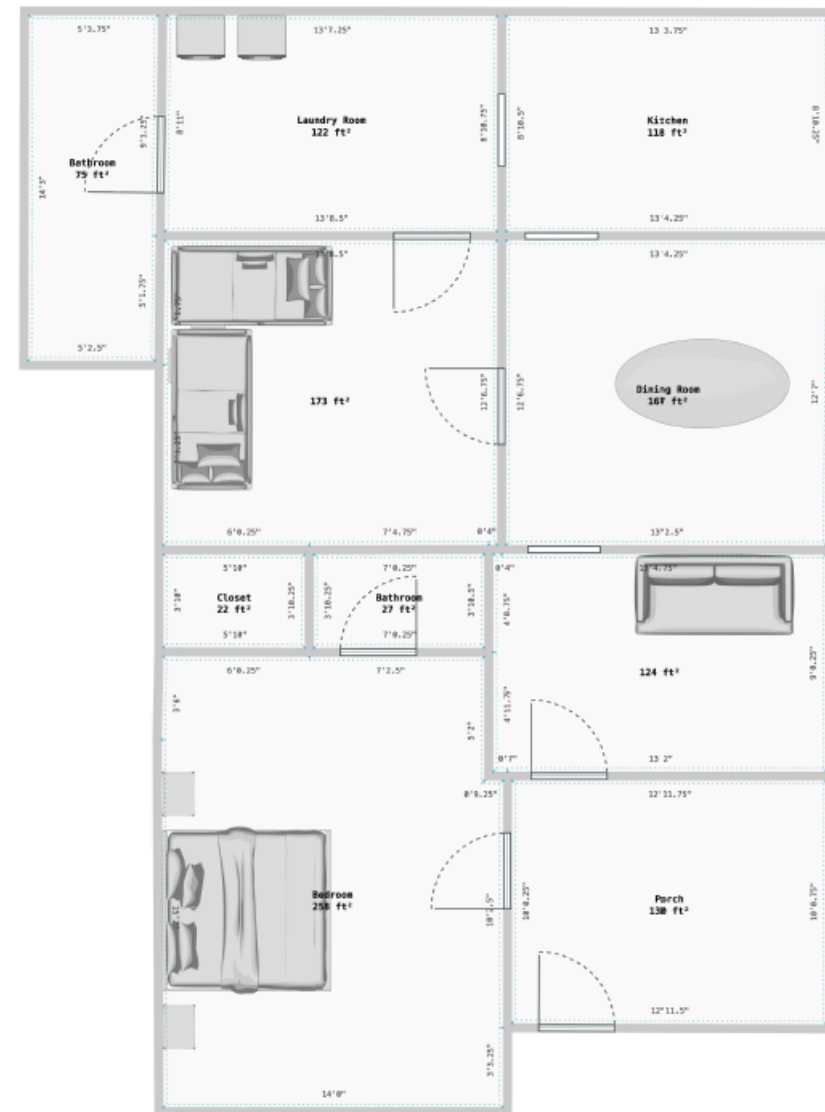
MANDEVILLE
Planning & Zoning
Commission

A plan was submitted stating that there is a 20'x 40' area along with a current gravel driveway long enough for two cars to be stacked and a concrete pad at the end of the driveway large enough for a single car.

This is a plot for 20' wide x 40' deep (which could fit 4 cars, two side by side). There is currently a gravel driveway in the front, long enough for two cars to be stacked and a concrete pad in the backyard big enough for one car



This is a plot for 20' wide x 40' deep (which could fit 4 cars, two side by side).
 There is currently a gravel driveway in the front, long enough for two cars to be stacked and a concrete pad in the backyard big enough for one car

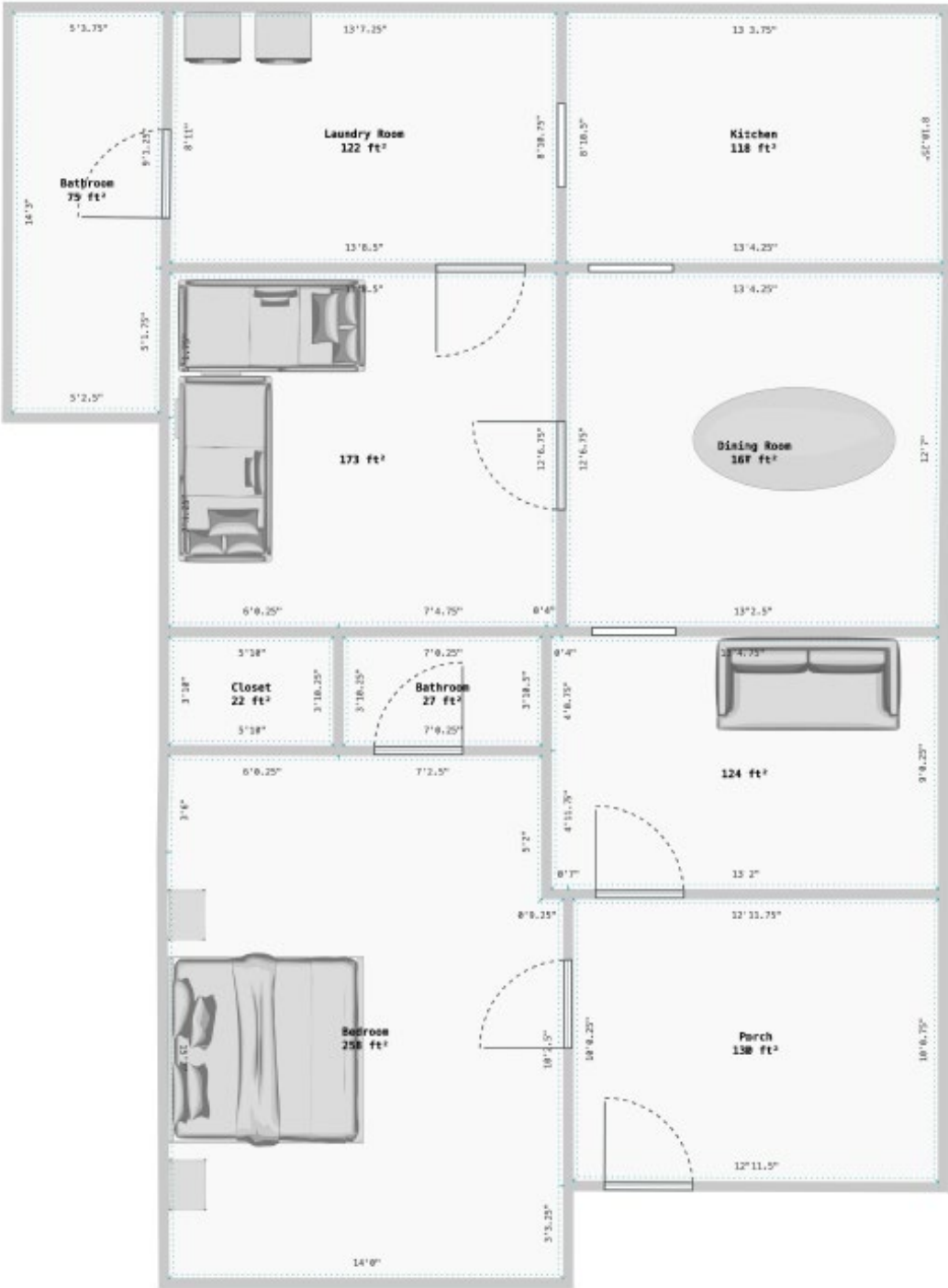


CU26-07-02

For the design of the sleeping spaces the following was submitted:

Sweet Magnolia will be intentionally designed to serve families traveling with children. The home includes a primary bedroom for parents, a second bedroom with two sets of bunk beds to sleep four children, and a sofa sleeper to accommodate larger families.

As a homeschooling family, we understand that many families travel with multiple children and often have difficulty finding accommodations that allow everyone to stay together. Our goal is to provide a place that allows a larger family to comfortably stay while visiting historic Mandeville.



Applicant submitted
photos of the exterior



Applicant submitted
photos of the exterior



MANDEVILLE
Planning & Zoning
Commission

Applicant submitted
photos of the exterior



Applicant submitted
photos of the exterior



MANDEVILLE
Planning & Zoning
Commission

Applicant submitted
photos of the exterior



Applicant submitted
photos of the exterior



Applicant submitted
photos of the exterior



MANDEVILLE
Planning & Zoning
Commission

Applicant submitted
photos of the interior



Applicant submitted
photos of the interior



Applicant submitted
photos of the interior



Applicant submitted
photos of the interior



Applicant submitted
photos of the interior



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photos of the interior



Applicant submitted
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Applicant submitted
photos of the interior



Applicant submitted
photos



MANDEVILLE
Planning & Zoning
Commission

Applicant submitted
photos



MANDEVILLE
Planning & Zoning
Commission



MANDEVILLE
Planning & Zoning
Commission



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Planning & Zoning
Commission





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Planning & Zoning
Commission

Additional Photos



Additional Photos



Additional Photos



Additional Photos



Additional Photos



Additional Photos



Additional Photos





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Planning & Zoning
Commission



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Planning & Zoning
Commission



MANDEVILLE
Planning & Zoning
Commission

Request

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

ORD 26-33

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

ORDINANCE NO. 26-33

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE TO EXECUTE AMENDMENT NO. 6 TO ORDINANCE NUMBER 25-25, THE OPERATING BUDGET OF THE CITY OF MANDEVILLE AND FOR OTHER MATTERS IN CONNECTION THEREWITH (YEAR END)

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

WHEREAS, amendment No. 6 to the Operating Budget adopted for fiscal year 2025-2026, Ordinance Number 25-25, is necessary to incorporate end-of-the year budgetary adjustments, including alignment of budgeted revenues with actual receipts from grants and authorized transfers between City funds; and

NOW, THEREFORE BE IT ORDAINED by the City Council of the City of Mandeville that the Operating Budget ordinance for fiscal year 2025-2026, Ordinance Number 25-25, is hereby amended to include budget amendment No. 6 (Year End Adjustments) as set forth on the attached Exhibit "A" incorporated as a part hereof, and be adopted for the 2025-2026 Fiscal Year Operating Budget.

BE IT FURTHER ORDAINED, that in all other respects the 2025-2026 Operating Budget adopted shall remain in full force and effect.

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

FY 2026 Budget Amendment #6
Operating Budget
Exhibit A

		Current Budget	Proposed Change	Revised Budget
<u>General Fund</u>				
<i>Operating Revenues</i>				
10000-32200	GRANT INCOME	\$ (8,569,382)	\$ 7,709,079	\$ (860,303)
10000-34600	EMERGENCY INCOME	\$ (6,641,290)	\$ 6,403,953	\$ (237,337)
10000-34601	ELEVATIONS INCOME	\$ (250,000)	\$ (2,125,067)	\$ (2,375,067)
<i>Operating Expenditures</i>				
10100-49901	ELEVATIONS EXPENSE	\$ 250,000	\$ 2,125,067	\$ 2,375,067
<i>Interfund Transfers</i>				
10000-90600	TRANSFER SPECIAL SALES TAX	\$ (5,457,219)	\$ (1,907,938)	\$ (7,365,157)
<u>Special Sales Tax Fund</u>				
<i>Interfund Transfers</i>				
50000-90800	TRANSFER TO GENERAL FUND	\$ 5,457,219	\$ 1,907,938	\$ 7,365,157
<u>District 3 Sales Tax Fund</u>				
<i>Operating Revenues</i>				
60000-32200	GRANT INCOME	\$ (7,825,000)	\$ 7,728,626	\$ (96,374)