

**NOTICE OF PUBLIC MEETING
MANDEVILLE CITY COUNCIL
MEETING AGENDA
THURSDAY, OCTOBER 10, 2024, 6:00PM
MANDEVILLE CITY HALL
3101 E. CAUSEWAY APPROACH
MANDEVILLE, LOUISIANA 70448**

**CALL TO ORDER
MOMENT OF SILENCE
PLEDGE OF ALLEGIANCE
ROLL CALL**

MINUTES:

1. Adoption of the September 26, 2024, Public Hearing Meeting Minutes
2. Adoption of the September 26, 2024, Regular Meeting Minutes

REPORTS, ANNOUNCEMENTS, & MESSAGE FROM THE MAYOR:

1. Introduction of Candidate for the Mandeville Parks and Parkways Commission- Patricia Zebrick
2. Introduction of Candidates for the Mandeville Planning and Zoning Commission- Ernest Burguieres, Shawn Potter, Patrick Rosenow

PRESENTATION:

1. Proclamation for and Demonstration by MHS Robotics Team
2. Proclamation for Adrienne Casey, Lead Mentor and Robotics Coach, MHS
3. 2025 St. Tammany Parish Multi-Jurisdictional Hazard Mitigation Plan Update- Chris Rippetoe, LSU-SDMI

PROJECTS IN PROGRESS REPORT, Keith Lagrange, City Public Works Director:

1. LS 3 (Jackson @ Jefferson) & 39 (Christian Ct.) Upgrades
2. Lift station 42 (10th St.) & 43 (Libby Ln.) Upgrades
3. Lift station 4 Upgrades (Foy St.)
4. Golden Glen Water Main Rehab
5. Fontainebleau Force Main Repair
6. Lift Station 13 (N. Causeway Blvd.), Lift Station 18 (Golden Glen) & Lift Station 37 (Sanctuary)
7. Lift Station A (Montgomery St. @ Dupree St.) & Lift Station 27(Mandeville High Blvd.)
8. Old Golden Shores Drainage Improvements
9. 2022 Roadway and Drainage Maintenance
10. 2021 Water and Sewer Maintenance
11. 2022 Asphalt Maintenance
12. 2022 Striping Maintenance

SPECIAL EVENT PERMITS:

1. **Approval of the Special Event Permit Application for Our Lady of the Lake-“Candlelight Blessing of the Mandeville Cemetery”** to be held on November 7, 2024 at 7:00pm. Location: Mandeville Cemetery, Mandeville, La.
2. **Approval of the Special Event Permit for Our Lady of the Lake- “Eucharistic Procession”** to be held on November 24, 2024 at 1:00pm. Location: See map

UNFINISHED BUSINESS:

- 1. Adoption of Ordinance 24-33: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AMENDING AND ADOPTING THE PERSONNEL POLICIES PART I, SECTION 08(A), ADDING SECTION 6.08(A)(1) INTERNAL PROMOTION WITHOUT COMPETITION FOR THE MUNICIPAL EMPLOYEES' CIVIL SERVICE SYSTEM, AND ITS EMPLOYEE RULES AND REGULATIONS AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH (Councilman Zuckerman, At- Large)**
- 2. Adoption of Ordinance 24-34: AN ORDINANCE OF THE COUNCIL OF THE CITY OF MANDEVILLE TO AMEND ITS CODE OF ORDINANCES BY ADDING A SECTION, TO BE NUMBERED SECTION 2-11, REGARDING THE PROCEDURE TO DECLARE OR VACATE A TEMPORARY MORATORIUM OF BUILDING AND ZONING APPLICATIONS AND ACTIVITIES WITHIN THE CITY BOUNDARIES, AND TO PROVIDE FOR OTHER RELATED MATTERS (Councilman Vogeltanz)**
- 3. Adoption of Ordinance 24-35: AN ORDINANCE OF THE COUNCIL OF THE CITY OF MANDEVILLE REPEALING AND REPLACING ARTICLE 8.3: FLOOD DAMAGE PREVENTION REGULATIONS OF THE LAND USE REGULATIONS OF APPENDIX A – COMPREHENSIVE LAND USE REGULATIONS OF THE CITY OF MANDEVILLE AND PROVIDING FOR FURTHER MATTERS IN CONNECTION THEREWITH. (Councilman Discon, At-Large)**

NEW BUSINESS:

- 1. Approval of Change Order No. 4 to the 2022 Striping Maintenance Contract project (Councilmember Discon, At-Large)**
- 2. Introduction of Ordinance 24-36: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AMENDING THE JOB DESCRIPTION OF CULTURAL DEVELOPMENT CLERK II WITHIN THE CULTURAL DEVELOPMENT DEPARTMENT AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH. (Councilman Discon, At-Large)**
- 3. Introduction of Ordinance 24-37; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE TO AMEND ORDINANCE NO. 24-23, THE CAPITAL BUDGET OF THE CITY OF MANDEVILLE AND FOR OTHER MATTERS IN CONNECTION THEREWITH. (Councilman Zuckerman, At-Large).**
- 4. Introduction of Ordinance 24-38; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE TO AMEND ORDINANCE NO. 24-22, THE OPERATING BUDGET OF THE CITY OF MANDEVILLE AND FOR OTHER MATTERS IN CONNECTION THEREWITH. (Councilman Zuckerman, At-Large).**

5. Adoption of Resolution 24-61: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AUTHORIZING THE MAYOR OF THE CITY OF MANDEVILLE TO EXECUTE THE LAND AND WATER CONSERVATION FUND STATE PROJECT AGREEMENT BETWEEN THE CITY OF MANDEVILLE AND THE LOUISIANA DEPARTMENT OF CULTURE RECREATION AND TOURISM OFFICE OF STATE PARKS DIVISION OF OUTDOOR RECREATION AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.(Councilman Discon, At-Large)

PUBLIC COMMENT:

ADJOURNMENT

Alicia Watts

Council Clerk

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

(985) 624-3145

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

DATE OF NOTICE: October 4, 2024

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



INTEROFFICE MEMO

TO: Alicia Watts
Elizabeth Sconzert

FROM: Alia Casborné

DATE: September 30, 2024

SUBJECT: Special Events Application Recommendations

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

Our Lady of the Lake – Candlelight Blessing of the Cemetery – *Date Change*

Applicant: Charlotte King

Date/Time: Thursday, November 7, 2024 – 7:00 p.m.

Rain Date: N/A

Location: Mandeville Cemetery

Approval Requests:

- Date Change (Original date was Saturday, November 2, 2024)

Contingencies:

- Council approval of date change

Our Lady of the Lake – Eucharistic Procession

Applicant: Fr. Doug Busch

Date/Time: Sunday, November 24, 2024 – 1:00 p.m.

Rain Date: N/A

Location: (See Map)

Approval Requests:

- MPD Map Review & Approval

Contingencies:

- MPD Map Review & Approval

ATTACHMENTS

Candlelight Blessing of the Mandeville Cemetery

City of Mandeville
675 Lafitte Street Mandeville,
LA 70448



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

Mayor Clay Madden

SPECIAL EVENT PERMIT APPLICATION

Name of Organization or Group Our Lady of the Lake Church
Name of Authorized Representative Charlotte King Non-Profit/Tax-Exempt # 72-0423650
Mailing Address 316 Lafitte St.
City Mandeville State LA Zip 70448
Applicant Phone # 985-630-2898 Alt. Phone # _____
E-Mail scbking@bellsouth.net Application Fee Paid? YES NO

Name of Event: Candlelight Blessing of Mandeville Cemetery
Date(s) of Event: Day Saturday Date 11 / 07 / 24 Time 7pm Rain Dates(s) NO
Event Location: Mandeville Cemetery, Mandeville LA

Type of Event: New Recurring
 Fundraiser Concert Race/Run/Walk Parade Wedding
 Festival, Carnival or Market Other: _____
Description/Purpose of Event _____ Estimated Attendance 100

EVENT DETAILS - Check all that apply:

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

City of Mandeville
675 Lafitte Street
Mandeville, LA 70448



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

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

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

INSURANCE/INDEMNITY

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

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

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

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

Signed By: _____

Printed Name: Charlotte King

Organization Represented: Candlelight Blessing of Mandeville Cemetery

Office Held Committee Chair Date 05/12/2024

Please email completed application to acasborne@cityofmandeville.com.

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

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



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

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 5/10/24

Certificate of Insurance? YES NO

| | DEPARTMENTAL EXPENSES | INITIALS |
|--------------------|-----------------------|----------|
| Police Department | _____ | _____ |
| Fire District #4 | _____ | _____ |
| Public Works | _____ | _____ |
| TOTAL COSTS | _____ | |

Recommendation of Special Events Committee:

Approved: X L. Clay Madden
Mayor Clay Madden

6-17-24
Date

City Council Approval

Alcohol Permit:

Yes No Date Approved: _____

Waiver of Lakefront Food & Drink Ordinance:

Yes No Date Approved: _____

SMILE,
GOD
LOVES
YOU

CHARLOTTE R. KING
13224 RIVERLAKE DR.
COVINGTON, LA 70435
985-630-2898

1478

14-7508/2650

5-12-24

Date

CHECK AMOUNT

Pay to the
Order of

City of Mandeville

\$25.00

Twenty-five Dollars & 00/100

Dollars

Photo
Safe
Deposit
Includes no fees

OnPath
FEDERAL CREDIT UNION

Covington Branch
122 E. 32nd Street
Covington, Louisiana 70433

For Candlelight Blessing Cemetery

CR King

⑆ 265075087⑆ 4400064878706⑆ 1478

Notand Clarke

ISLAND BREEZE®



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/23/2024

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 Arthur J. Gallagher Risk Management Services, LLC 235 Highlandia Drive, Suite 200 Baton Rouge LA 70810 | CONTACT NAME: Aline Grimley PHONE (A/C, No, Ext): 225-292-3515 E-MAIL ADDRESS: Aline_Grimley@ajg.com | | FAX (A/C, No): 225-292-3893 |
| | INSURER(S) AFFORDING COVERAGE | | |
| INSURED The Roman Catholic Church of the Archdiocese of New Orleans 7887 Walmsley Avenue New Orleans LA 70125 | ARCHOPFN-06 | INSURER A: Underwriters at Lloyd's London | NAIC # 15792 |
| | | INSURER B: | |
| | | INSURER C: | |
| | | INSURER D: | |
| | | INSURER E: | |
| | | INSURER F: | |

COVERAGES

CERTIFICATE NUMBER: 2055307357

REVISION NUMBER:

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

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|--|-----------|----------|---------------|-------------------------|-------------------------|--|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER: | - | Y | PK1039524 | 7/1/2024 | 7/1/2025 | EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ Included MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ N/A PRODUCTS - COMP/OP AGG \$ 1,000,000 |
| | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY | | | | | | COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ |
| | <input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$ | | | | | | <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE EACH OCCURRENCE \$ AGGREGATE \$ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | | | | | | <input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 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)

Limits shown for Insurer A are inclusive of insured retention. The Certificate holder shown below is included as an additional insured when required by written contract as respects the General Liability coverages shown above, as per BPIC Religious Form No. VER.APR.13. Our Lady of the Lake Catholic Church, 312 Lafitte St. Mandeville, LA. 70448, is included as an insured.

Coverage is verified for claims arising out of Our Lady of the Lake Catholic Church. Coverage does not extend to claims arising out of defects of the facility, nor does it extend to claims arising out of the negligence of the certificate holder.

Purpose: Candlelight Blessing of the Cemetery

CERTIFICATE HOLDER**CANCELLATION**

City of Mandeville
 3101 East Causeway Approach
 Mandeville LA 70448

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

Original Permit

CITY OF MANDEVILLE

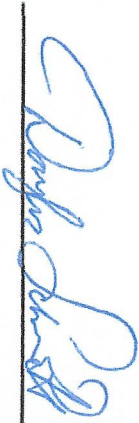
SPECIAL EVENT PERMIT

ISSUED TO

OUR LADY OF THE LAKE CATHOLIC CHURCH

FOR THE

CANDLELIGHT BLESSING OF THE CEMETERY -- NOV. 2, 2024



Douglas Schmidt, City Clerk

7/10/2024

Date



Eucharistic Procession

City of Mandeville
675 Lafitte Street Mandeville,
LA 70448



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

Mayor Clay Madden

SPECIAL EVENT PERMIT APPLICATION

Name of Organization or Group Our Lady of the Lake Catholic Church
Name of Authorized Representative Fr.. Doug Busch Non-Profit/Tax-Exempt # 72-0423650
Mailing Address 312 Lafitte St.
City Mandeville State LA Zip 70448
Applicant Phone # 985-626-5671 Alt. Phone # _____
E-Mail OLL@ollparish.info (Justin Cooper) Application Fee Paid? YES NO

Name of Event: Eucharistic Procession
Date(s) of Event: Day Sunday Date 11 / 24 / 24 Time 1:00 PM Rain Dates(s) _____
Event Location: OLL/Lafitte St./Lakeshore Dr./Carroll St./Monroe St.

Type of Event: New Recurring
 Fundraiser Concert Race/Run/Walk Parade Wedding
 Festival, Carnival or Market Other: Procession
Description/Purpose of Event Eucharistic Procession Estimated Attendance 150-200

EVENT DETAILS - Check all that apply:

| | | | |
|----|---|---|--|
| 1 | Are patron admission, entry or participant fees charged? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| 2 | Is the event open to the public? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3 | Are Street Closures Requested? If yes, please contact Mandeville Police Dept. | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
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| 11 | Will there be vendor booths? Merchandise or product sales? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| 12 | Are you planning to have inflatable attractions, games or rides? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| 13 | Will there be bleachers, stages, fencing or other structures? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |



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

1. If "Yes" is checked for any of the Event Detail questions, please refer to the Special Events Guidelines for instructions.
2. If police presence is required, contact Mandeville Police Department at (985) 626-9711 to reserve a Police Detail.
3. If alcohol is being served, please complete the City Liquor License Application and Appendix A to include with the application. The City permit is required to apply for the State permit.
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INSURANCE/INDEMNITY

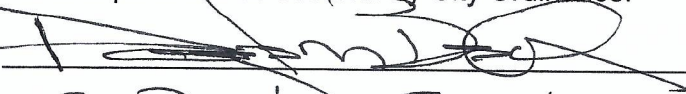
The City of Mandeville requires a minimum \$1,000,000 liability insurance certificate with an insurer that is acceptable to the City of Mandeville, with an AA-@ or better rating, authorized to do business in the State of Louisiana, and naming the City of Mandeville as an additional insured. A copy of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

.....

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

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

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

Signed By: 

Printed Name: Rev. Douglas M. Busch

Organization Represented: Our Lady of the Lake Catholic Church

Office Held Pastor Date 08/06/2024

Please email completed application to acasborne@cityofmandeville.com.

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






SPECIAL EVENTS DEPARTMENT USE ONLY

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

Fee received Date 8/13/24

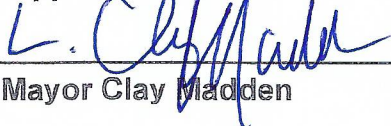
Certificate of Insurance? YES _____ NO _____ TO Be Submitted

| | DEPARTMENTAL EXPENSES | INITIALS |
|-------------------|--|----------|
| Police Department | <u></u> | _____ |
| Fire District #4 | <u></u> | _____ |
| Public Works | _____ | _____ |
| TOTAL COSTS | <u></u> | _____ |

Recommendation of Special Events Committee:

MPD - line to walk without escort. MUST
remain on sidewalk

Approved:


Mayor Clay Madden

8/22/24
Date

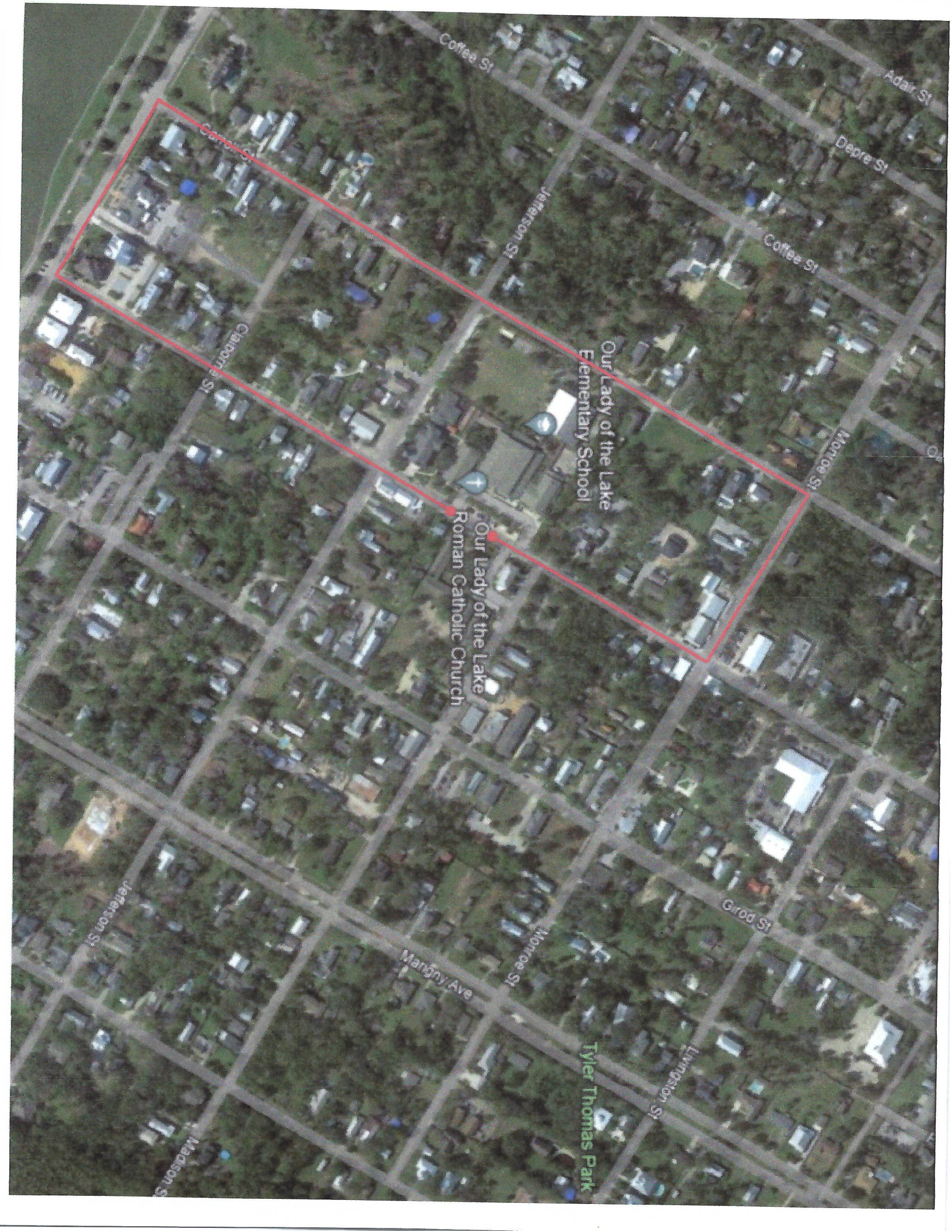
City Council Approval

Alcohol Permit:

_____ Yes _____ No Date Approved: _____

Waiver of Lakefront Food & Drink Ordinance:

_____ Yes _____ No Date Approved: _____



Adair St

Depre St

Coffee St

Coffee St

Jefferson St

Monroe St

Caldon St

Caldon St

Our Lady of the Lake
Elementary School

Our Lady of the Lake
Roman Catholic Church

Girard St

Mangny Ave

Monroe St

Tyler Thomas Park

Lyndon St

Jefferson St

Madison St



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/23/2024

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 Arthur J. Gallagher Risk Management Services, LLC 235 Highlandia Drive, Suite 200 Baton Rouge LA 70810 | | CONTACT NAME: Aline Grimley PHONE (A/C, No, Ext): 225-292-3515 FAX (A/C, No): 225-292-3893 E-MAIL ADDRESS: Aline_Grimley@ajg.com | |
| INSURED The Roman Catholic Church of the Archdiocese of New Orleans 7887 Walmsley Avenue New Orleans LA 70125 | | INSURER(S) AFFORDING COVERAGE INSURER A: Underwriters at Lloyd's London INSURER B: INSURER C: INSURER D: INSURER E: INSURER F: | |
| ARCHOFN-06 | | NAIC # 15792 | |

COVERAGES

CERTIFICATE NUMBER: 2055307357

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 WVP | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|----------|---|-----------|----------|---------------|-------------------------|-------------------------|---|--------------|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | - | Y | PK1039524 | 7/1/2024 | 7/1/2025 | EACH OCCURRENCE | \$ 1,000,000 |
| | | | | | | | DAMAGE TO RENTED PREMISES (Ea occurrence) | \$ Included |
| | | | | | | | MED EXP (Any one person) | \$ Excluded |
| | | | | | | | PERSONAL & ADV INJURY | \$ 1,000,000 |
| | | | | | | | GENERAL AGGREGATE | \$ N/A |
| | | | | | | | PRODUCTS - COMP/OP AGG | \$ 1,000,000 |
| | | | | | | | | \$ |
| | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY | | | | | | COMBINED SINGLE LIMIT (Ea accident) | \$ |
| | | | | | | | BODILY INJURY (Per person) | \$ |
| | | | | | | | BODILY INJURY (Per accident) | \$ |
| | | | | | | | PROPERTY DAMAGE (Per accident) | \$ |
| | | | | | | | | \$ |
| | UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$ | | | | | | EACH OCCURRENCE | \$ |
| | | | | | | | AGGREGATE | \$ |
| | | | | | | | | \$ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below | | N/A | | | | PER STATUTE | OTH-ER |
| | | | | | | | E.L. EACH ACCIDENT | \$ |
| | | | | | | | 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)

Limits shown for Insurer A are inclusive of insured retention. The Certificate holder shown below is included as an additional insured when required by written contract as respects the General Liability coverages shown above, as per BPIC Religious Form No. VER.APR.13. Our Lady of the Lake Catholic Church, 312 Lafitte St. Mandeville, LA. 70448, is included as an insured.

Coverage is verified for claims arising out of Our Lady of the Lake Catholic Church. Coverage does not extend to claims arising out of defects of the facility, nor does it extend to claims arising out of the negligence of the certificate holder.

Purpose: Candlelight Blessing of the Cemetery

CERTIFICATE HOLDER**CANCELLATION**

City of Mandeville
 3101 East Causeway Approach
 Mandeville LA 70448

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Ord 24-33

THE FOLLOWING ORDINANCE WAS MOVED FOR INTRODUCTION BY COUNCIL MEMBER STRONG-THOMPSON; SECONDED FOR INTRODUCTION BY COUNCIL MEMBER ZUCKERMAN; MOVED FOR ADOPTION BY COUNCIL MEMBER _____; AND SECONDED FOR ADOPTION BY COUNCIL MEMBER _____

ORDINANCE NO. 24-33

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AMENDING AND ADOPTING THE PERSONNEL POLICIES PART I, SECTION 6.08(A), ADDING SECTION 6.08(A)(1) INTERNAL PROMOTION WITHOUT COMPETITION FOR THE MUNICIPAL EMPLOYEES' CIVIL SERVICE SYSTEM, AND ITS EMPLOYEE RULES AND REGULATIONS AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH

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

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

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

WHEREAS the City of Mandeville's Municipal Employees' Civil Service Board recommends approval of the addition of Section 6.08(A)(1) to Section 6.08(A) of the Municipal Employees' Civil Service Manual to include a provision for internal promotions without competition; and

NOW, THEREFORE BE IT ORDAINED that Section 6.08(A)(1) of the Personnel Policies of the Municipal Employees Civil Service System to read as follows:

Section 6.08 Promotional Appointments

- A. Both new applicants and current City employees must successfully complete the same examination process to be eligible for original or promotional appointment. New applicants and current employees who successfully complete the examination process shall be considered eligible for the position.
 1. Internal Promotion without Competition: A Department Director may request a waiver from the Civil Service Board to promote a highly qualified current employee to a vacant position without a competitive recruitment process.

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

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

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

AYES:

NAY:

ABSTENTIONS:

ABSENT:

and the ordinance was declared adopted this ____ Day of _____, 2024.

Alicia Watts
Clerk of Council

Scott Discon
Council Chairman

Ord 24-34

THE FOLLOWING ORDINANCE WAS MOVED FOR INTRODUCTION BY COUNCIL MEMBER VOGELTANZ; SECONDED FOR INTRODUCTION BY COUNCIL MEMBER ZUCKERMAN

ORDINANCE NO. 24-34

AN ORDINANCE OF THE COUNCIL OF THE CITY OF MANDEVILLE TO AMEND ITS CODE OF ORDINANCES BY ADDING A SECTION, TO BE NUMBERED SECTION 2-11, REGARDING THE PROCEDURE TO DECLARE OR VACATE A TEMPORARY MORATORIUM OF CERTAIN BUILDING, ZONING, AND USE APPLICATIONS AND ACTIVITIES WITHIN THE CITY BOUNDARIES, AND TO PROVIDE FOR OTHER RELATED MATTERS

WHEREAS, the City of Mandeville recently commissioned the creation of a revised Master Plan for the purpose of guiding and accomplishing a coordinated, adjusted, and harmonious development of the City of Mandeville both now and into the future;

WHEREAS, the goal of the revised Master Plan is to ensure and promote the safety, morals, order, convenience, prosperity, and general welfare of the City and its residents with respect to the City's building, zoning, traffic, use, and planning policy;

WHEREAS, during the formulation of the City's revised Master Plan, the City of Mandeville Department of Planning and Development, Planning Commission, and Comprehensive Plan Steering Committee will study and consider significant issues of public concern, including but not limited to traffic volume, capacity, and congestion within the City and in areas surrounding the exit to the Lake Pontchartrain Expressway and major arterial streets including East and West Causeway Approach and Monroe Street (for which the City has also commissioned a traffic study); the need, desirability, and effect of new and proposed infrastructure and building projects in relation to the City's population and the health, safety, and welfare of the City's residents; the need, desirability, and effect of existing and proposed zoning and land use in relation to the City's population and the health, safety, and welfare of the City's residents; and the adequacy of the City's current Comprehensive Land Use Regulations Ordinance to efficiently and justly provide for and implement all these matters;

WHEREAS, during the City government's consideration and creation of a revised Master Plan, the Council of the City of Mandeville has determined it to be in the best interests of the City, its residents, and its property owners to consider a temporary moratorium on the acceptance, consideration, decision, or action with respect to certain applications to rezone property within the City's boundaries and for the issuance of certain building and use permits;

WHEREAS, the Council has also determined it to be desirable to establish a procedure for the consideration, declaration, and vacation of temporary moratoria for any other lawful purpose for which the Council determines a moratorium is in the best interests of the health, safety, and welfare of the City and its residents, or when otherwise necessary for City government to further consider building, zoning, traffic, use, or planning policy;

WHEREAS, unlike the St. Tammany Parish Code of Ordinances Section 2-619 thru 2-627, the Code of Ordinances for the City of Mandeville do not currently provide a structured procedure for the Council to declare a temporary moratorium on building, zoning, and use applications and activities when in the best interests of the health, safety, and welfare of the City and its residents or when otherwise necessary for City government to further consider building, zoning, traffic, use, or planning policy;

WHEREAS, the Mandeville Charter, Section 2-10, empowers the Council of the City of Mandeville to utilize its policing power to enact ordinances which modify the zoning plan, maps and regulations for all properties within the City of Mandeville;

WHEREAS, in order to provide transparency, structure, and due process for any proposed or declared moratorium on building, zoning, and use applications or activities that the Council determines to be in the best interest of the health, safety, and welfare of the City's residents, or which is otherwise necessary for City government to further consider building, zoning, traffic, use, or planning policy, the Council has determined the interests of the City, its residents, and its property owners will be best served by amending the City's Code of Ordinances to provide a structured process to declare and vacate temporary moratoria on certain building, zoning, or use activities and applications in addition to the Council's emergency powers already provided by Section 2-13 of the City's Code of Ordinances;

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Mandeville, that the Code of Ordinances of the City of Mandeville, Louisiana, is hereby amended by adding a section, to be numbered Sec. 2-11, which shall read as follows:

Sec. 2-11 – Moratorium Procedure and Emergency Moratorium.

- A. As used in this article, the following terms shall have the meanings ascribed to them in this section, unless the context indicates a different meaning:
- (1) Advertised, as used herein, requires public notice of a public hearing as required by the Mandeville Charter and public notice by advertisement in the official journal. Same shall be published one time, at least five and not more than ten days before the public hearing.
 - (2) Permit, as used herein, means any building permit, any conditional use permit, any special use permit, and any other permit authorizing or approving any work, construction, building, removal, excavation, or improvement whatsoever.
 - (3) General nature, as used herein, means at least one of any of the following: any or all zoning classifications, any or all category of permitted uses, any or all category of conditional or special uses, any or all category of any other uses, any or all category of permit, any or all category of construction, work, alternation, or improvement, any or all category of structure, more than one such structure, or applicable to a defined portion or area within the City of Mandeville which either encompasses more than one such structure or is capable of encompassing more than one such structure.

- (4) Moratorium means the delay in the issuance, ceasing, halting, negating, recall or avoidance of any permit for the construction of single-family or multifamily dwellings, townhouses, condominiums, schools, libraries, commercial buildings, industrial construction, or of any other private or public buildings of whatsoever nature or kind, and accessory buildings and structures thereto, or any other man-made change to improved or unimproved property, including but not limited to dredging, filling, grading, or excavation. Moratorium also means the delay in the issuance, ceasing, halting, negating, recall or avoidance of acceptance of the reopening of any new streets, or submissions of rezoning requests to the Zoning Commission, or major or minor subdivision reviews whether administrative or to the Planning Commission including minor, resubdivision, tentative, preliminary, and final submittals. Moratorium also means the delay in the issuance, ceasing, halting, negating, recall or avoidance of any permitted use, conditional use, special use, or any other kind of use whatsoever. Moratorium also means the ceasing and desisting of any other construction, work, alteration, or improvement regardless of whether a permit ordinarily is required for such.
- (5) Public hearing means a meeting at the place and time advertised, open to the general public. Such meeting shall be conducted under the normal and regular rules applicable to regular meetings of the Council of the City of Mandeville.

B. The Council of the City of Mandeville is authorized to declare any moratorium of a general nature within the City of Mandeville consistent with the provisions of this paragraph, except that the provisions of this paragraph shall not apply to emergency moratoriums enacted pursuant to Subsection (D) of this ordinance.

- (1) No moratorium shall be declared except by ordinance duly enacted by the Council and Mayor of Mandeville pursuant to the City of Mandeville Charter Sections 2-11 (“Ordinances in general”) and 2-12 (“Submission of ordinances to the mayor”).
- (2) No moratorium may be declared for longer than six months, except that the Council by duly enacted ordinance may extend the moratorium, with or without amendment, for one or more successive periods of three months.
- (3) Prior to any motion to introduce a moratorium, the proposed ordinance shall be posted on the City of Mandeville website for 30 days, along with a description of the category of zoning, permit, use, construction, work, or improvement subject to the proposed moratorium, or if applicable the geographic area subject to the proposed moratorium, and a concise and plainly written justification for enacting the moratorium.
- (4) A minimum lay-over period of twenty-six (26) calendar days is required between the date and of the introduction of the ordinance and the date of its adoption.
- (5) If the moratorium encompasses only one Council District, when the motion to introduce is made at a regular Council meeting, the Council Member for the District

in which the moratorium is proposed shall discuss the reasoning and justification for the proposed moratorium, present the initial timeline and process for addressing the basis of the moratorium, and respond to public and Council comments and questions if applicable. If a moratorium has been issued that encompasses only one Council District, then every three months after a new moratorium is in place, the Council Member for the District in which the moratorium is in place shall provide an update on the status of the moratorium at the next regularly scheduled Council meeting after the three-month anniversary. Upon the proposed renewal of any moratorium, the Council Member for the District in which the moratorium is in place shall provide to the Council Clerk for dissemination to all Council Members a detailed written account of any progress made towards addressing the basis for the moratorium and plans for next steps prior to the Council's vote to renew the moratorium. When the moratorium encompasses more than one Council district, then the Council Chairperson shall provide the reports and updates contemplated by this paragraph. The Mayor of Mandeville, each of his department heads, and any of his other staff shall furnish the responsible Council member or Council Chairperson upon request with any information or administrative support necessary to provide the reports and updates contemplated by this paragraph.

- C. Nothing herein shall be construed to repeal or abrogate the administrative procedures and functions of rezoning consideration and approval or permit consideration and issuance by any proper agency or city department for an individual rezoning, permit, or use permit not included within any declared moratorium; nor are the rights, powers, duties and functions of enforcement under any existing ordinance related to building violations in any way repealed, abrogated or curtailed.
- D. The provisions of Section 2-11(B) do not preclude the Council, should it determine it necessary under its police power because of imminent danger to health, safety or welfare, to impose by emergency ordinance any moratorium against the issuance of any permit or the continuation of any use, construction, work, or improvement in a specified and clearly defined area of the city under the following circumstances:
- (1) The emergency ordinance shall be enacted pursuant to the City of Mandeville Charter Section 2-13 (“Emergency ordinances”).
 - (2) The emergency ordinance shall remain valid, binding and enforceable for a period of time not to exceed 30 calendar days from the date of its adoption, or for such lesser time as may be imposed in the ordinance, except that the moratorium may be reimposed, with or without amendment during the period of emergency, for periods of thirty (30) calendar days by the adoption of successive emergency ordinances.
 - (3) During any thirty (30) day period of an emergency ordinance, the Council may in its discretion declare any moratorium of a general nature pursuant to Subsection (B) of this ordinance when it deems it proper to do so.

- E. Any moratorium of a general or emergency nature enacted pursuant to this Section may be vacated, in whole or in part, either by resolution of the Council pursuant to a majority vote of its authorized membership or by duly enacted ordinance.
- F. Nothing herein shall be construed to deny any person judicial relief if the person feels aggrieved by the enactment of any moratorium of a general or emergency nature.
- G. It shall be unlawful for any person, individually or in concert with others, to engage in any use, construction, work, or improvement in violation of a declared moratorium of a general or emergency nature. Violation shall constitute a misdemeanor punishable under Section 1-9 of the Mandeville Code of Ordinances. Each day of such violation shall constitute a separate offense.

BE IT FURTHER ORDAINED that this Ordinance shall take effect 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:

ABSTENTIONS:

ABSENT:

and the Ordinance was declared adopted this _____ day of _____, 2024.

Alicia Watts
Clerk of Council

Scott Discon
Council Chairman

Ord 24-35

THE FOLLOWING ORDINANCE WAS INTRODUCED BY CITY COUNCIL MEMBER MCGUIRE; AND SECONDED FOR INTRODUCTION BY COUNCIL MEMBER ZUCKERMAN

ORDINANCE NO. 24-35

AN ORDINANCE OF THE COUNCIL OF THE CITY OF MANDEVILLE REPEALING AND REPLACING ARTICLE 8.3: FLOOD DAMAGE PREVENTION REGULATIONS OF THE LAND USE REGULATIONS OF APPENDIX A – COMPREHENSIVE LAND USE REGULATIONS OF THE CITY OF MANDEVILLE AND PROVIDING FOR FURTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, City Council of Mandeville approved and adopted Ordinance 15-11, which codified Article 8.3 Flood Damage Prevention Regulations of the Land Use Regulations of Appendix A of the Comprehensive Land Use Regulations (CLURO) of the City of Mandeville; and

WHEREAS, the City of Mandeville Department of Planning and Development coordinated with FEMA to review and amend the Flood Damage Prevention Regulations; and

WHEREAS, the revised Code ensures all regulations and definitions are compliant with FEMA regulations and standards; and

WHEREAS, the Planning Commission recommended to approve the amendments to Article 8.3 as per EXHIBIT A.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Mandeville, that Article 10 of the CLURO, be adopted as if incorporated herein in extenso and amended to read as set forth in EXHIBIT A;

BE IT FURTHER ORDAINED that this Ordinance shall take effect 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 _____, 2024

Alicia Watts
Clerk of Council

Scott Discon
Council Chairman

8.3.1. Statutory Authorization, Findings of Fact, Purpose and Methods

8.3.1.1. Statutory Authorization

The Legislature of the State of Louisiana has through R.S. 38:84 delegated the responsibility of local governmental units to adopt regulations designed to minimize flood losses. Therefore, the City Council of the City of Mandeville, Louisiana, does ordain as follows:

8.3.1.2. Findings of Fact

1. The flood hazard areas of the City of Mandeville are subject to periodic inundation, which results in loss of life and property, health and safety hazards, disruption of commerce and governmental services, and extraordinary public expenditures for flood protection and relief, all of which adversely affect the public health, safety and general welfare.
2. These flood losses are created by the cumulative effect of obstructions in floodplains which cause an increase in flood heights and velocities, and by the occupancy of flood hazard areas by uses vulnerable to floods and hazardous to other lands because they are inadequately elevated, floodproofed or otherwise protected from flood damage.

8.3.1.3. Statement of Purpose

It is the purpose of this ordinance to promote the public health, safety and general welfare and to minimize public and private losses due to flood conditions in specific areas by provisions designed to:

1. Protect human life and health;
2. Minimize expenditure of public money for costly flood control projects;
3. Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
4. Minimize prolonged business interruptions;
5. Minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets and bridges located in floodplains;
6. Help maintain a stable tax base by providing for the sound use and development of flood-prone areas in such a manner as to minimize future flood blight areas; and
7. Ensure that potential buyers are notified that property is in a flood area.

8.3.1.4. Methods of Reducing Flood Losses

In order to accomplish its purposes, this ordinance uses the following methods:

1. Restrict or prohibit uses that are dangerous to health, safety or property in times of flood, or cause excessive increases in flood heights or velocities;
2. Require that uses vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;
3. Control the alteration of natural floodplains, stream channels, and natural protective barriers, which are involved in the accommodation of flood waters;
4. Control filling, grading, dredging and other development which may increase flood damage;
5. Prevent or regulate the construction of flood barriers which will unnaturally divert flood waters or which may increase flood hazards to other lands.

8.3.2. Definitions of Flood Damage Prevention Regulations

~~As defined in this Section 8.3.2, the words listed below shall have the following meaning only in section 8.3 of the CLURO, and shall have no application to resolve any conflict with a defined term elsewhere in the CLURO or Code of Ordinances. Unless specifically defined in this in this Section 8.3.2, words or phrases shall be interpreted to give them the meaning they have in common usage and to give this ordinance its most reasonable application. Unless specifically defined below, words or phrases used in this ordinance shall be interpreted to give them the meaning they have in common usage and to give this ordinance its most reasonable application.~~

~~1. **ACCESSORY STRUCTURES** means structures that are on the same parcel of property as a principal structure, the use of which is incidental to the use of the principal structure. Accessory structures must be used for parking or storage, be small and represent a minimal investment by owners, and have low damage potential. Accessory structure size limits based on flood zone, no larger than 600 square feet a one story, two car garage in flood zones identified as A zones (A, AE, A1-30, AH, AO, A99, and AR) and not larger than 100 square feet in flood zones identified as V zones (V, VE, V1 30, and VO). Examples of small accessory structures include, but are not limited to, detached garages, storage and tool sheds, and small boathouses.~~

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~~2. **AGRICULTURAL STRUCTURES** means structures that are used exclusively for agricultural purposes or uses in connection with the production, harvesting, storage, raising, or drying of agricultural commodities and livestock.~~

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~~3. **ALLUVIAL FAN FLOODING** means flooding occurring on the surface of an alluvial fan or similar landform which originates at the apex and is characterized by high-velocity flows; active processes of erosion, sediment transport, and deposition; and unpredictable flow paths.~~

~~4. **APEX** means a point on an alluvial fan or similar landform below which the flow path of the major stream that formed the fan becomes unpredictable and alluvial fan flooding can occur.~~

~~5. **APPURTENANT STRUCTURE** means a structure which is on the same parcel of property as the principal structure to be insured and the use of which is incidental to the use of the principal structure~~

~~6. **AREA OF FUTURE CONDITIONS FLOOD HAZARD** means the land area that would be inundated by the 1-percent annual chance (100 year) flood based on future conditions hydrology.~~

~~7. **AREA OF SHALLOW FLOODING** means a designated AO, AH, AR/AO, AR/AH, or VO zone on a community's Flood Insurance Rate Map (FIRM) with a 1 percent or greater annual chance of flooding to an average depth of 1 to 3 feet where a clearly defined channel does not exist, where the path of flooding is unpredictable and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.~~

~~6-8.~~ **AREA OF SPECIAL FLOOD HAZARD** is the land in the floodplain within a community subject to a 1 percent or greater chance of flooding in any given year. The area may be designated as Zone A on the Flood Hazard Boundary Map (FHBM). After detailed rate making has been completed in preparation for publication of the FIRM, Zone A usually is refined into Zones A, AO, AH, A1-30, AE, A99, AR, AR/A1-30, AR/AE, AR/AO, AR/AH, AR/A, VO, V1-30, VE or V. For purposes of these regulations, the term "special flood hazard area" is synonymous in meaning with the phrase "area of special flood hazard".

~~7-9.~~ **BASE FLOOD** means the flood having a 1 percent chance of being equaled or exceeded in any given year.

~~8-10.~~ **BASE FLOOD ELEVATION** the elevation shown on the Flood Insurance Rate Map (FIRM) and found in the accompanying Flood Insurance Study (FIS) for Zones A, AE, AH, A1-A30, AR, V1-V30, or VE that indicates the water surface elevation resulting from the flood that has a 1% chance of equaling or exceeding that level in any given year – also called the Base Flood.

~~9-11.~~ **BASEMENT** means any area of the building having its floor subgrade (below ground level) on all sides.

~~10-12.~~ **BREAKAWAY WALL** means a wall that is not part of the structural support of the building and is intended through its design and construction to collapse under specific lateral loading forces, without causing damage to the elevated portion of the building or supporting foundation system.

~~13.~~ **COASTAL HIGH HAZARD AREA** means an area of special flood hazard extending from offshore to the inland limit of a primary frontal dune along an open coast and any other area subject to high velocity wave action from storms or seismic sources, otherwise known as Zone V or Zone VE on FEMA flood maps.

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~~14.~~ **CRITICAL FEATURE** means an integral and readily identifiable part of a flood protection system, without which the flood protection provided by the entire system would be compromised.

~~15.~~ **DEVELOPMENT** means any man-made change to improved and unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

~~16.~~ **ELEVATED BUILDING** means, for insurance purposes, a non-basement building, which has its lowest elevated floor, raised above ground level by foundation walls, shear walls, posts, piers, pilings, or columns.

~~17.~~ **EXISTING CONSTRUCTION** means for the purposes of determining rates, structures for which the "start of construction" commenced before the effective date of the FIRM or before January 1, 1975, for FIRMs effective before that date. "Existing construction" may also be referred to as "existing structures."

~~18.~~ **EXISTING MANUFACTURED HOME PARK OR SUBDIVISION** means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the floodplain management regulations adopted by a community.

~~19.~~ **EXPANSION TO AN EXISTING MANUFACTURED HOME PARK OR SUBDIVISION** means the preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

20. FLOOD OR FLOODING

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~~17.a.~~ **Means** a general and temporary condition of partial or complete inundation of normally dry land areas from:

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~~1.~~ The overflow of inland or tidal waters.

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~~2.~~ The unusual and rapid accumulation or runoff of surface waters from any source.

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b. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding as defined in paragraph (a)(1) of this definition.

~~21.~~ **FLOOD ELEVATION STUDY** means an examination, evaluation and determination of flood hazards and, if appropriate, corresponding water surface elevations, or an examination, evaluation and determination of mudslide (i.e., mudflow) and/or flood-related erosion hazards.

~~22.~~ **FLOOD INSURANCE RATE MAP (FIRM)** means an official map of a community, on which the Federal Emergency Management Agency has delineated both the special flood hazard areas and the risk premium zones applicable to the community.

~~23.~~ **FLOOD INSURANCE STUDY (FIS)** see Flood Elevation Study

~~24-24.~~ **FLOODPLAIN OR FLOOD-PRONE AREA** means any land area susceptible to being inundated by water from any source (see definition of flooding).

~~22-25.~~ **FLOODPLAIN MANAGEMENT** means the operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works and floodplain management regulations.

~~23-26.~~ **FLOODPLAIN MANAGEMENT REGULATIONS** means zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance and erosion control ordinance) and other applications of police power. The term describes such state or local regulations, in any combination thereof, which provide standards for the purpose of flood damage prevention and reduction.

~~24-27.~~ **FLOOD PROTECTION SYSTEM** means those physical structural works for which funds have been authorized, appropriated, and expended and which have been constructed specifically to modify flooding in order to

reduce the extent of the area within a community subject to a "special flood hazard" and the extent of the depths of associated flooding. Such a system typically includes hurricane tidal barriers, dams, reservoirs, levees or dikes. These specialized flood modifying works are those constructed in conformance with sound engineering standards.

~~25-28.~~ **FLOOD PROOFING** means any combination of structural and non-structural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and their contents.

~~26-29.~~ **FLOODWAY** see Regulatory Floodway

~~30.~~ **FREEBOARD** means a factor of safety usually expressed in feet above a flood level for purposes of flood plain management. "Freeboard" tends to compensate for the many unknown factors that could contribute to flood heights greater than the height calculated for a selected size flood and floodway conditions, such as wave action, bridge openings, and the hydrological effect of urbanization of the watershed.

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~~27-31.~~ **FUNCTIONALLY DEPENDENT USE** means a use, which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities.

~~28-32.~~ **HIGHEST ADJACENT GRADE** means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

~~29-33.~~ **HISTORIC STRUCTURE** means any structure that is:

- a. Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- b. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- c. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
- d. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 - (1) By an approved state program as determined by the Secretary of the Interior or;
 - (2) Directly by the Secretary of the Interior in states without approved programs.

~~30-34.~~ **INCREASED COST OF COMPLIANCE (ICC)** means under the standard flood insurance policy the cost to repair a substantially flood damaged building that exceeds the minimal repair cost and that is required to bring a substantially damaged building into compliance with the local flood damage prevention ordinance. Acceptable mitigation measures are floodproofing (nonresidential), relocation, elevation, demolition, or any combination thereof. All renewal and new policies with effective dates on or after June 1, 1997, include ICC coverage.

~~34-35.~~ **LEVEE** means a man-made structure, usually an earthen embankment, designed and constructed in accordance with sound engineering practices to contain, control, or divert the flow of water so as to provide protection from temporary flooding.

~~32-36.~~ **LEVEE SYSTEM** means a flood protection system which consists of a levee, or levees, and

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associated structures, such as closure and drainage devices, which are constructed and operated in accordance with sound engineering practices.

~~33-37.~~ **LOWEST FLOOR** means the lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access or storage in an area other than a basement area is not considered a building's lowest floor; provided that such enclosure is not built so

as to render the structure in violation of the applicable non-elevation design requirement of Section 60.3 of the National Flood Insurance Program regulations.

~~34-38.~~ **MANUFACTURED HOME** means a structure transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when ~~attached~~**connected** to the required utilities. The term "manufactured home" does not include a "recreational vehicle".

~~35-39.~~ **MANUFACTURED HOME PARK OR SUBDIVISION** means a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

~~36-40.~~ **MEAN SEA LEVEL** means, for purposes of the National Flood Insurance Program, the North American Vertical Datum (NAVD) of 1988 or other datum, to which base flood elevations shown on a community's Flood Insurance Rate Map are referenced.

~~37-41.~~ **NEW CONSTRUCTION** means, for the purpose of determining insurance rates, structures for which the "start of construction" commenced on or after the effective date of an initial FIRM or after December 31, 1974, whichever is later, and includes any subsequent improvements to such structures. For floodplain management purposes, "new construction" means structures for which the "start of construction" commenced on or after the effective date of a floodplain management regulation adopted by a community and includes any subsequent improvements to such structures.

~~38-42.~~ **NEW MANUFACTURED HOME PARK OR SUBDIVISION** means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of floodplain management regulations adopted by a community.

~~39-43.~~ **PRIMARY FRONTAL DUNE** means a continuous or nearly continuous mound or ridge of sand with relatively steep seaward and landward slopes immediately landward and adjacent to the beach and subject to erosion and overtopping from high tides and waves during major coastal storms. The inland limit of the primary frontal dune occurs at the point where there is a distinct change from a relatively steep slope to a relatively mild slope.

~~40-44.~~ **RECREATIONAL VEHICLE** means a vehicle which is (i) built on a single chassis; (ii) 400 square feet or less when measured at the largest horizontal projections; (iii) designed to be self-propelled or permanently towable by a light duty truck; and (iv) designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

~~41-45.~~ **REGULATORY FLOODWAY** means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height.

~~42-46.~~ **REPETITIVE LOSS** means flood-related damages sustained by a structure on two separate occasions during a 10- year period for which the cost of repairs at the time of each such flood event, on average, equals or exceeds 25 percent of the market value of the structure before the damage occurred.

~~43-47.~~ **REPETITIVE LOSS PROPERTY** is any insurable building for which two or more claims of more than \$1,000 were paid by the National Flood Insurance Program (NFIP) within any rolling 10-year period, since 1978. At least two of the claims must be more than ten days apart but, within ten years of each other. A Repetitive Loss Property may or may not be currently insured by the NFIP.

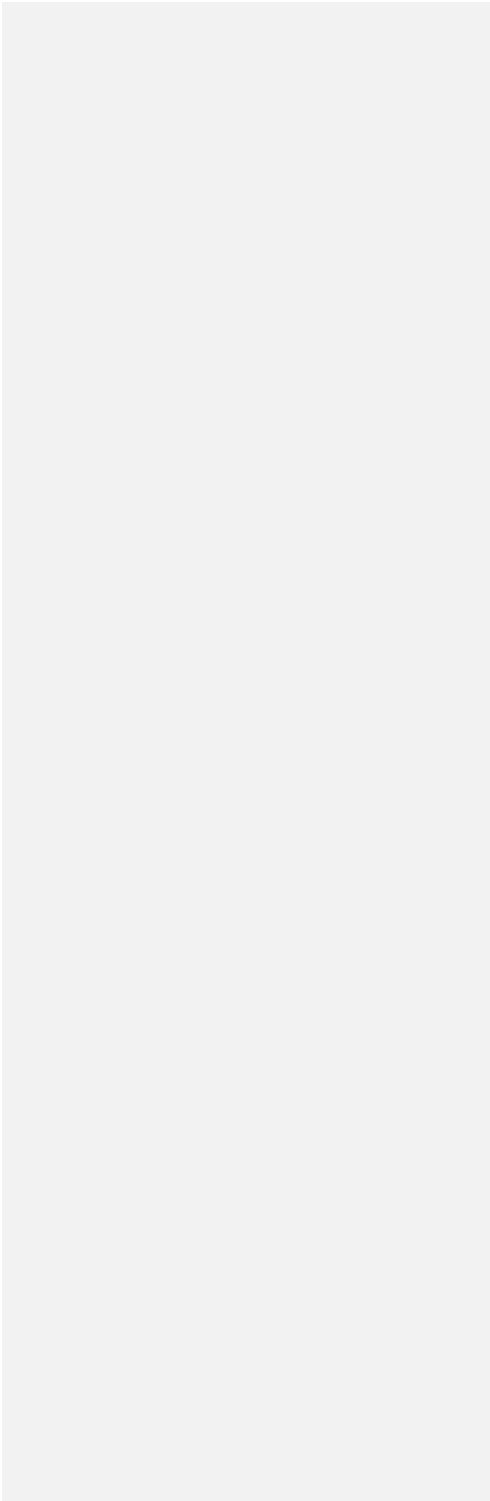
~~44-48.~~ **RIVERINE** means relating to, formed by, or resembling a river (including tributaries), stream, brook, etc.

~~45-49.~~ **SAND DUNES** mean naturally occurring accumulations of sand in ridges or mounds landward of the

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beach.

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~~46.50.~~ **SPECIAL FLOOD HAZARD AREA** see Area of Special Flood Hazard



47-51. START OF CONSTRUCTION (For other than new construction or substantial improvements under the Coastal Barrier Resources Act (Pub. L. 97-348)), includes substantial improvement and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for basement, footings, piers or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

48-52. STRUCTURE means, for floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home.

49-53. SUBSTANTIAL DAMAGE means damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred. "Substantial Damage" also means flood-related damages sustained by a structure on two separate occasions during a 10-year period for which the cost of repairs at the time of each such flood event, on the average, equals or exceeds 25 percent of the market value of the structure before the damage occurred.

50-54. SUBSTANTIAL IMPROVEMENT means any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before "start of construction" of the improvement. This term includes structures which have incurred "substantial damage", regardless of the actual repair work performed. The total cost of any and all repairs, reconstructions, or improvements shall be cumulative for a rolling period of ten (10) years. The term does not, however, include either: (1) Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions or (2) Any alteration of a "historic structure", provided that the alteration will not preclude the structure's continued designation as a "historic structure."

51-55. VARIANCE means a grant of relief by a community from the terms of a floodplain management regulation. (For full requirements see Section 60.6 of the National Flood Insurance Program regulations.)

52-56. VIOLATION means the failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in Section 60.3(b)(5), (c)(4), (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) of the NFIP regulations is presumed to be in violation until such time as that documentation is provided.

53-57. WATER SURFACE ELEVATION means the height, in relation to the North American Vertical Datum (NAVD) of 1988 (or other datum, where specified), of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas.

8.3.3. General Provisions

8.3.3.1. Lands to Which This Ordinance Applies

The ordinance shall apply to all areas of special flood hazard within the jurisdiction of the City of Mandeville.

8.3.3.2. Basis for Establishing The Areas of Special Flood Hazard

The areas of special flood hazard identified by the Federal Emergency Management Agency in the current scientific and engineering report entitled, "The Flood Insurance Study (FIS) for City of Mandeville, Louisiana," dated May 16, 2012, with accompanying Flood Insurance Rate Maps (FIRM) dated May 16, 2012, and any revisions thereto are hereby adopted by reference and declared to be a part of this ordinance.

8.3.3.3. Establishment of Development Permit

A Floodplain Development Permit shall be required to ensure conformance with the provisions of this ordinance.

8.3.3.4. Compliance

No structure or land shall hereafter be located, altered, or have its use changed without full compliance with the terms of this ordinance and other applicable regulations.

8.3.3.5. Abrogation and Greater Restrictions

This ordinance is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance and another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

8.3.3.6. Interpretation

In the interpretation and application of this ordinance, all provisions shall be; (1) considered as minimum requirements; (2) liberally construed in favor of the governing body; and (3) deemed neither to limit nor repeal any other powers granted under State statutes.

8.3.3.7. Warning and Disclaimer of Liability

The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. On rare occasions greater floods can and will occur and flood heights may be increased by man-made or natural causes. This ordinance does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages. This ordinance shall not create liability on the part of the community or any official or employee thereof for any flood damages that result from reliance on this ordinance or any administrative decision lawfully made hereunder.

8.3.4. Administration**8.3.4.1. Designation of the Floodplain Administrator**

The Building Inspector is hereby appointed the Floodplain Administrator to administer and implement the provisions of this ordinance and other appropriate sections of 44 CFR (Emergency Management and Assistance - National Flood Insurance Program Regulations) pertaining to floodplain management.

8.3.4.2. Duties & Responsibilities of the Floodplain Administrator

Duties and responsibilities of the Floodplain Administrator shall include, but not be limited to, the following:

1. Maintain and hold open for public inspection all records pertaining to the provisions of this ordinance.
2. Review permit application to determine whether to ensure that the proposed building site project, including the placement of manufactured homes, will be reasonably safe from flooding.
3. Review, approve or deny all applications for development permits required by adoption of this ordinance.
4. Review permits for proposed development to assure that all necessary permits have been obtained from those Federal, State or local governmental agencies (including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334) from which prior approval is required.

5. Where interpretation is needed as to the exact location of the boundaries of the areas of special flood hazards (for example, where there appears to be a conflict between a mapped boundary and actual field conditions) the Floodplain Administrator shall make the necessary interpretation.
6. Notify, in riverine situations, adjacent communities and the State Coordinating Agency, which is the Louisiana Department of Transportation and Development, prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Emergency Management Agency.
7. Assure that the flood carrying capacity within the altered or relocated portion of any watercourse is maintained.
8. When base flood elevation data has not been provided in accordance with section 8.3.3.2, the Floodplain Administrator shall obtain, review and reasonably utilize any base flood elevation data and floodway data available from a Federal, State or other source, in order to administer the provisions of section 8.3.5.
9. When a regulatory floodway has not been designated, the Floodplain Administrator must require that no new construction, substantial improvements, or other development (including fill) shall be permitted within Zones A1-30 and AE on the community's FIRM, unless it is demonstrated that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point within the community.
10. Under the provisions of 44 CFR Chapter 1, Section 65.12, of the National Flood Insurance Program regulations, a community may approve certain development in Zones A1-30, AE, AH, on the community's FIRM which increases the water surface elevation of the base flood by more than 1 foot, provided that the community first completes all of the provisions required by Section 65.12.

8.3.4.3. *Permit Procedures*

1. Application for a Floodplain Development Permit shall be presented to the Floodplain Administrator on forms furnished by him/her and may include, but not be limited to, plans in duplicate drawn to scale showing the location, dimensions, and elevation of proposed landscape alterations, existing and proposed structures, including the placement of manufactured homes, and the location of the foregoing in relation to areas of special flood hazard. Additionally, the following information is required:
 - a. Elevation (in relation to mean sea level), of the lowest floor (including basement) of all new and substantially improved structures;
 - b. Elevation in relation to mean sea level to which any nonresidential structure shall be floodproofed;
 - c. A certificate from a registered professional engineer or architect that the nonresidential floodproofed structure shall meet the floodproofing criteria of 8.3.5.2(2);
 - d. Description of the extent to which any watercourse or natural drainage will be altered or relocated as a result of proposed development;
 - e. Maintain a record of all such information in accordance with 8.3.4.2(1)
2. Approval or denial of a Floodplain Development Permit by the Floodplain Administrator shall be based on all of the provisions of this ordinance and the following relevant factors:
 - a. The danger to life and property due to flooding or erosion damage;
 - b. The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;
 - c. The danger that materials may be swept onto other lands to the injury of others;

- d. The compatibility of the proposed use with existing and anticipated development;
 - e. The safety of access to the property in times of flood for ordinary and emergency vehicles;
 - f. The costs of providing governmental services during and after flood conditions including maintenance and repair of streets and bridges, and public utilities and facilities such as sewer, gas, electrical and water systems;
 - g. The expected heights, velocity, duration, rate of rise and sediment transport of the floodwaters and the effects of wave action, if applicable, expected at the site;
 - h. The necessity to the facility of a waterfront location, where applicable;
 - i. The availability of alternative locations, not subject to flooding or erosion damage, for the proposed use.
 - j. The relationship of the proposed use to the comprehensive plan and other provisions of this Comprehensive Land Use Regulations Ordinance for that area.
3. In any lot or lots/areas that have been removed from the special flood hazard area via a Letter of Map Revision Based on Fill, and if the top of fill level is below the freeboard elevation, all new structures, additions to existing buildings or substantial improvement must meet the required community freeboard elevation.

8.3.4.4. Variance Procedures

- 1. The Zoning Commission, as established by the community, shall hear and render judgment on requests for variances from the requirements of this ordinance.
- 2. The Zoning Commission shall hear and render judgment on an appeal only when it is alleged there is an error in any requirement, decision, or determination made by the Floodplain Administrator in the enforcement or administration of this ordinance.
- 3. Any person or persons aggrieved by the decision of the Zoning Commission may appeal such decision in the courts of competent jurisdiction.
- 4. The Floodplain Administrator shall maintain a record of all actions involving an appeal and shall report variances to the Federal Emergency Management Agency upon request.
- 5. Variations may be issued by the Planning Director for the reconstruction, rehabilitation or restoration of structures qualifying as a Historic Structure as defined in Section 8.3.2 (33), without regard to the procedures set forth in the entirety of Section 8.3 of the CLURO. Variations may be issued for the reconstruction, rehabilitation or restoration of structures listed on the National Register of Historic Places or the State Inventory of Historic Places, without regard to the procedures set forth in the remainder of this Flood Damage Prevention Ordinance.
- 5-6. Variations may be issued for new construction and substantial improvements to be erected on a lot of 1/2 acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, providing the relevant factors in 8.3.4.3(2) of this Article have been fully considered. As the lot size increases beyond the 1/2 half acre, the technical justification required for issuing the variance increases.
- 6-7. Upon consideration of the factors noted above and the intent of this ordinance, the Zoning Commission may attach such conditions to the granting of variances as it deems necessary to further the purpose and objectives of this ordinance (8.3.1.3).
- 7-8. Variations shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result.

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8-9. Prerequisites for granting variances:

- a. Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
- b. Variances shall only be issued upon:
 - (1) showing a good and sufficient cause;

(2) a determination that failure to grant the variance would result in exceptional hardship to the applicant, and

(3) a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.

- c. Variances shall only be issued to construct the lowest flood elevation a maximum of two (2) feet below the base flood elevation.
- d. Any application to which a variance is granted shall be given written notice that the structure will be permitted to be built with the lowest floor elevation below the base flood elevation, and that the cost of flood insurance will be commensurate with the increased risk resulting from the reduced lowest floor elevation.

9-10. Variances may be issued by a community for new construction and substantial improvements and for other development necessary for the conduct of a functionally dependent use provided that (i) the criteria outlined in 8.3.4.4(1)-(9) are met, and (ii) the structure or other development is protected by methods that minimize flood damages during the base flood and create no additional threats to public safety.

8.3.5. Provisions for Flood Hazard Reduction

8.3.5.1. General Standards

In all areas of special flood hazards the following provisions are required for all new construction and substantial improvements:

1. All new construction or substantial improvements shall be designed (or modified) and adequately anchored to prevent flotation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;
2. All new construction or substantial improvements shall be constructed by methods and practices that minimize flood damage;
3. All new construction or substantial improvements shall be constructed with materials resistant to flood damage;
4. All new and replacement electrical, heating, ventilation, plumbing, air conditioning equipment and other service facilities shall be designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding, such facilities shall be located a minimum of 24" inches above the Base Flood Elevation.
5. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system;
6. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the system and discharge from the systems into flood waters; and,
7. On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.

8.3.5.2. Specific Standards

In all areas of special flood hazards where base flood elevation data has been provided as set forth in (i) 8.3.3.2, (ii) 8.3.4.2(8), or (iii) 8.3.5.3(3), the following provisions are required:

1. **Residential Construction** - new construction and substantial improvement of any residential structure shall have the lowest floor (including basement), elevated to 24" inches above the base flood elevation. A

registered professional engineer, architect, or land surveyor shall submit a certification to the Floodplain Administrator that the standard of this subsection as proposed in 8.3.4.3(1)(A), is satisfied.

2. **Nonresidential Construction** - new construction and substantial improvements of any commercial, industrial or other nonresidential structure shall either have the lowest floor (including basement) elevated to 24" inches above the base flood level or together with attendant utility and sanitary facilities, be designed so that below 24" inches above the base flood level the structure is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy. A registered professional engineer or architect shall develop and/or review structural design, specifications, and plans for the construction, and shall certify that the design and methods of construction are in accordance with accepted standards of practice as outlined in this subsection. A record of such certification which includes the specific elevation, a minimum of 24" inches above the base flood elevation (in relation to mean sea level) to which such structures are floodproofed shall be maintained by the Floodplain Administrator.
3. **Enclosures** - new construction and substantial improvements, with fully enclosed areas below the lowest floor that are usable solely for parking of vehicles, building access or storage in an area other than a basement and which are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or meet or exceed the following minimum criteria:
 - a. A minimum of two openings on separate walls having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided.
 - b. The bottom of all openings shall be no higher than 1 foot above grade.
 - c. Openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.
 - d. Property owners shall be required to execute and record with the structure's deed a non-conversion agreement declaring that the area below the lowest floor of the structure or the detached accessory building shall not be improved, finished or otherwise converted; the community will have the right to inspect the enclosed area.
 - e. Detached accessory structures shall have no more than ~~6001,000~~ square feet of enclosed space.
4. **Manufactured Homes.** Manufactured homes shall not be placed in the Special Flood Hazard Areas of the City of Mandeville.
 - a. Require that all manufactured homes to be placed within Zone X on a community's FHBM or FIRM shall be installed using methods and practices which minimize flood damage. For the purposes of this requirement, manufactured homes must be elevated and anchored to resist flotation, collapse, or lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable State and local anchoring requirements for resisting wind forces.
 - b. Require that manufactured homes that are placed or substantially improved within Zone X on the community's FIRM on sites (i) outside of a manufactured home park or subdivision, (ii) in a new manufactured home park or subdivision, (iii) in an expansion to an existing manufactured home park or subdivision, or (iv) in an existing manufactured home park or subdivision on which a manufactured home has incurred "substantial damage" as a result of a flood, be elevated on a permanent foundation such that the bottom of the longitudinal structural I beam of the manufactured home is elevated to 24"

inches above the base flood elevation and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement.

5. **Recreational Vehicles** - Require that recreational vehicles placed on sites within Zones A1-30, AH, and AE on the community's FIRM either (i) be on the site for fewer than 180 consecutive days, or (ii) be fully licensed and ready for highway use, or (iii) meet the permit requirements of 8.3.4.3(1), and the elevation and anchoring requirements for "manufactured homes" in paragraph (4) of this section. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions.

6. **Accessory Structure**- Accessory structures to be placed on sites within Zones A1-30, AH, AO and AE on the City of Mandeville (local community name) FIRM shall comply with the following:

- a. The structure shall be used only for parking and limited storage;
- b. The structure shall not be used for human habitation. Prohibited activities or uses include but are not limited to working, sleeping, living, entertainment, cooking, or restroom use;
- c. The structure shall be unfinished on the interior.
- d. Structures shall be small in size, non-habitable, and not exceed the size of 600 square feet a single-story two-car garage.
- e. Any Structures exceeding the size of 600 square feet a single-story two-car garage and intended to be habitable will be required to meet all applicable construction and permitting standards as outlined in the CLURO of Article 3 Section 3.3, Article 4 Section 4.3, Article 5 Section 5.1 & 5.2 including relevant subsections.
- f. Service facilities such as electrical and heating equipment must be elevated to or above the BFE plus 2 feet 1 foot;
- g. The structure shall be constructed and placed on the building site so as to offer the minimum resistance to the flow of floodwaters;
- h. The structure shall be considered low in value, designed to have low flood damage potential and constructed with flood resistance materials;
- i. The structure shall be firmly anchored to prevent flotation, collapse, and lateral movement;
- j. Floodway requirements must be met in the construction of the structure;
- k. Openings to relieve hydrostatic pressure during a flood shall be provided below the BFE; and be placed on a minimum of two (opposing) walls with the net area of not less than 1 square inch for every square foot of the size of the footprint of the structure (Flood Vents);
- l. The openings (flood vents) shall be located no higher than 1 foot above grade;
- m. The openings may be equipped with screens, louvers, valves or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

8.3.5.3. Standards for Subdivision Proposals

- 1. All subdivision proposals including the placement of manufactured home parks and subdivisions shall be consistent with 8.3.1.2, 8.3.1.3, and 8.3.1.4 of this ordinance.
- 2. All proposals for the development of subdivisions including the placement of manufactured home parks and subdivisions shall meet Floodplain Development Permit requirements of 8.3.3.3; 8.3.4.3; and the provisions of 8.3.5 of this ordinance.

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3. Base flood elevation data shall be generated for subdivision proposals and other proposed development including the placement of manufactured home parks and subdivisions which is greater than 50 lots or 5 acres, whichever is lesser, if not otherwise provided pursuant to 8.3.3.2 or 8.3.4.2(8) of this ordinance.
4. All subdivision proposals including the placement of manufactured home parks and subdivisions shall have adequate drainage provided to reduce exposure to flood hazards.
5. All subdivision proposals including the placement of manufactured home parks and ~~subdivisions other~~ proposed new development shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize or eliminate flood damage.

8.3.5.4. Floodways

Floodways - located within areas of special flood hazard established in 8.3.3.2, are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of flood waters which carry debris, potential projectiles and erosion potential, the following provisions shall apply:

1. Encroachments are prohibited, including fill, new construction, substantial improvements and other development within the adopted regulatory floodway unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge.
2. If 8.3.5.4(1) above is satisfied, all new construction and substantial improvements shall -comply with all applicable flood hazard reduction provisions of 8.3.5.
3. Under the provisions of 44 CFR Chapter 1, Section 65.12, of the National Flood Insurance Program Regulations, a community may permit encroachments within the adopted regulatory floodway that would result in an increase in base flood elevations, provided that the community first completes all of the provisions required by Section 65.12 of the National Flood Insurance Program Regulations.

8.3.5.5. Coastal High Hazard Areas

Located within the areas of special flood hazard established in 8.3.3.2, are areas designated as Coastal High Hazard Areas (Zones V1-30, VE, and/or V). These areas have special flood hazards associated with high velocity waters from tidal surges and hurricane wave wash; therefore, in addition to meeting all provisions outlined in this ordinance, the following provisions must also apply:

1. Obtain the elevation (in relation to mean sea level) of the bottom of the lowest horizontal structural member of the lowest floor (excluding pilings and columns) of all new and substantially improved structures, and whether or not such structures contain a basement. The Floodplain Administrator shall maintain a record of all such information.
2. All new construction shall be located landward of the reach of mean high tide.
3. All new construction and substantial improvements shall be elevated on pilings and columns so that:
 - a. the bottom of the lowest horizontal structural member of the lowest floor (excluding the pilings or columns) is elevated to 24" inches above the base flood level;
 - b. the pile or column foundation and structure attached thereto is anchored to resist flotation, collapse and lateral movement due to the effects of wind and water loads acting simultaneously on all building components. Water loading values used shall be those associated with the base flood. Wind loading values used shall be those required by applicable State or local building standards. A registered professional engineer or architect shall develop or review the structural design, specifications and plans for the construction, and shall certify that the design and methods of construction to be used are in accordance with accepted standards of practice for meeting the provisions of (3)(A) and (B) of this section.
4. Provide that all new construction and substantial improvements have the space below the lowest floor either free of obstruction or constructed with nonsupporting breakaway walls, open wood lattice-work, or insect screening intended to collapse under wind and water loads without causing collapse, displacement, or other structural damage to the elevated portion of the building or supporting foundation system. For the purpose of this section, a breakaway wall shall have a design safe loading resistance of not less than 10 and no more than 20 pounds per square foot. Use of breakaway walls which exceed a design safe loading resistance of 20 pounds per square foot (either by design or when so required by local or State codes) may be permitted only if a registered professional engineer or architect certifies that the designs proposed meet the following conditions:
 - a. breakaway wall collapse shall result from a water load less than that which would occur during the base flood; and
 - b. the elevated portion of the building and supporting foundation system shall not be subject to collapse, displacement, or other structural damage due to the effects of wind and water loads acting simultaneously on all building components (structural and nonstructural). Water loading values used shall be those associated with the base flood. Wind loading values used shall be those required by applicable State or local building standards. Such enclosed space shall be useable solely for parking of vehicles, building access, or storage. Such space shall not be used for human habitation.
5. Prohibit the use of fill for structural support of buildings.
6. Prohibit man-made alteration of sand dunes and mangrove stands that increase potential flood damage.
7. Recreational Vehicles Require that recreational vehicles placed on sites within Zones V1-30, V, and VE on the community's FIRM either (i) be on the site for fewer than 180 consecutive days, or (ii) be fully licensed and ready for highway use, or (iii) meet the requirements in 8.3.3.3 of this ordinance and paragraphs (1) through (6) of this section. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions.

SECTION 5.7. SEVERABILITY

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If any section, clause, sentence, or phrase of this Flood Damage Prevention Ordinance are held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Flood Damage Prevention Ordinance.

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SECTION 5.9. PENALTIES FOR NON COMPLIANCE

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No structure or land shall hereafter be constructed, located, extended, converted, or altered without full compliance with the terms of this court order and other applicable regulations. Violation of the provisions of this court order by failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with conditions) shall constitute a misdemeanor. Any person who violates this court order or fails to comply with any of its requirements shall upon conviction thereof be fined in the amount set forth in Division 19 of Appendix C of the City of Mandeville Code of Ordinances not more than \$500.00 or imprisoned for not more than one (1) year, or both, for each violation, and in addition shall pay all costs and expenses involved in the case. Each day the violation continues shall be deemed a new violation. Nothing herein contained shall prevent the City of Mandeville (local community name) from taking such other lawful action as is necessary to prevent or remedy any violation.

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Change order #4



DIGITAL ENGINEERING & IMAGING, INC.

September 30, 2024

City of Mandeville
Department of Public Works
1100 Mandeville High Blvd.
Mandeville, LA 70471
Attn: Keith LaGrange, Director

Re: 2022 Striping Maintenance Contract
City Project No. 700.22.002
Change Order No. 4

Dear Mr. LaGrange,

Digital Engineering & Imaging, Inc. recommends Change Order No. 4 to the 2022 Striping Maintenance Contract project. Change Order No. 4 captures the below listed new pay items not included in the original contract to facilitate the planned restriping of Lakeshore Drive. The contractor agreed to reduce the unit pricing for these items of work due to the anticipated production efficiency based on the overall continuous length of work to be performed within the Lakeshore Drive jobsite limits.

- 10010(A) - REMOVAL OF EXISTING MARKING (LAKESHORE DRIVE) per LNFT @ \$1.15
- 10070(A) - YELLOW RAISED PAVEMENT MARKER (LAKESHORE DRIVE) per EACH @ \$15.00
- 10080(A) - BLUE RAISED PAVEMENT MARKER (LAKESHORE DRIVE) per EACH @ \$15.00
- 10090(A) - REMOVAL OF RAISED PAVEMENT MARKERS (LAKESHORE DRIVE) per EACH @ \$1.70
- 10210(A) - 4" SOLID YELLOW LONGITUDINAL PAVEMENT MARKING (CONCRETE) (90MIL) (LAKESHORE DRIVE) per LNFT @ \$1.75
- 10230(A) - 4" SOLID WHITE LONGITUDINAL PAVEMENT MARKING (CONCRETE) (90MIL) (LAKESHORE DRIVE) per LNFT @ \$1.75

In addition, the below item not included in the original contract will be added due to the type of equipment and associated increased material costs associated with the recently installed speed radar signs along W. Florida Extension. The contractor agreed to install the two (2) signs based on the direct cost of their subcontractor. A copy of the quote is attached.

- 10630(A) - RADAR ACTIVATED DRIVER SPEED FEEDBACK SIGNS (W. FLORIDA EXTENSION) per EACH @ \$17,225.00

Since the contract's inception, there have been three (3) task orders issued with a total Not to Exceed amount of \$285,000.00 out of the \$450,000.00. Approximately \$212,000.00 has been spent to date. There will be no change in maximum contract amount or contract time associated with this Change Order. The contract time is set to expire July 20, 2025.

If you have any questions or concerns, please do not hesitate to call.

Sincerely,

DIGITAL ENGINEERING AND IMAGING, INC.

Buster Lyons...

Buster Lyons P.E.
Project Manager

Attachments: Change Order #4
Speed Radar Signs Quote

**SECTION 00650
CHANGE ORDER**

No. 4

Date of Issuance: 09/30/2024 Effective Date: _____

| | |
|--|-------------------------------------|
| Owner: City of Mandeville | Owner's Project No.: 700.22.002 |
| Contract: 2022 Striping Maintenance Contract | Date of Contract: 07/20/2022 |
| Contractor: Pavement Markings, LLC | Engineer's Project No.: 576-2003.04 |

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

Description: Add the below indicated new pay items not included in the original contract to facilitate the planned restriping of Lakeshore Drive. The contractor agreed to reduce the unit pricing for these items of work due to the anticipated production efficiency based on the overall continuous length of work to be performed within the Lakeshore Drive jobsite limits.

- 10010(A) - REMOVAL OF EXISTING MARKING (LAKESHORE DRIVE) per LNFT @ \$1.15
- 10070(A) - YELLOW RAISED PAVEMENT MARKER (LAKESHORE DRIVE) per EACH @ \$15.00
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- 10090(A) - REMOVAL OF RAISED PAVEMENT MARKERS (LAKESHORE DRIVE) per EACH @ \$1.70
- 10210(A) - 4" SOLID YELLOW LONGITUDINAL PAVEMENT MARKING (CONCRETE) (90MIL) (LAKESHORE DRIVE) per LNFT @ \$1.75
- 10230(A) - 4" SOLID WHITE LONGITUDINAL PAVEMENT MARKING (CONCRETE) (90MIL) (LAKESHORE DRIVE) per LNFT @ \$1.75

The below item not included in the original contract will be added due to the type of equipment and associated increased material costs associated with the recently installed speed radar signs along W. Florida Extension. The contractor agreed to install the two (2) signs based on the direct cost of their subcontractor (see attached quote).

10630(A) - RADAR ACTIVATED DRIVER SPEED FEEDBACK SIGNS (W. FLORIDA EXTENSION) per EACH @ \$17,225.00

There will be no change in maximum contract amount or contract time associated with this Change Order.

Attachments (list documents supporting change):

Transmittal letter and Speed Radar Signs quote.

CHANGE IN CONTRACT PRICE:

Original Contract Aggregate Limit:

\$300,000.00

Increase from previously approved Change Orders:

\$150,000.00

CHANGE IN CONTRACT TIMES:

Original Contract Times:

Original Contract Expiration: 07/20/23

Duration: 1 calendar year with the option to renew annually, up to three years

Increase from previously approved Change Orders:

Increased contract time by 2 calendar years from 07/20/23 to 07/20/25.

Contract Price prior to this Change Order: **Contract Times prior to this Change Order:**

\$450,000.00

3 calendar years

Increase of this Change Order:

\$0.00

Increase of this Change Order:

N/A

Contract Price incorporating this Change Order:

\$450,000.00

Contract Times with all approved Change Orders:

3 calendar years total (with no further option to renew for additional calendar years)

RECOMMENDED:

By: _____

Engineer (Authorized Signature)

Date: _____

ACCEPTED:

By: _____

Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: _____

Contractor (Authorized Signature)

Date: _____



Traffic Control Products Co. of Louisiana, Inc.

2230 TOWER ST., DENHAM SPRINGS, LA 70726-4900 PHONE (225) 665-7950 - FAX (225) 665-7978

Pavement Markings

BID DATE: 2/21/2024

We are pleased to quote you on the following:

| Item | Description | QTY | PRICE PER LFT / EACH | EXTENDED |
|---|--|-------|-------------------------|---------------------|
| | Solar Radar Speed Sign Assembly includes: Carmanah SpeedCheck 15 Radar Speed Sign SpeedCheck-15 sign, 30 x 42" YOUR SPEED Solar cabinet, with powder coat Side of pole mount, banding to pole, band clamps to 4 - 5.5" OD round Battery, 55 Ahr. Solar panel, 50 W & harness Top of pole mount, 3.5 - 4.5" OD round, for 50, Software - Speedcheck Manager / Analyser | 2.000 | EACH \$ 17,225.00 | \$ 34,450.00 |
| | Pelco Pole Assembly (Included) PB-5349-1S-P33, Base Assy, Octagonal w/ alum Door, Alum PB-5326-P33, Collar Assy. Octagonal Base, Alum PB-5100-12-P33, Pole, 4"-8 NPT Toe, Sch 40x12', Spun w/ Pelican, Alum PB-5306 Anchor Bolts | 2.000 | | |
| TOTAL GUARD RAIL AND OBJECT MARKERS: | | | | \$ 34,450.00 |

Note:

1. Price includes tax.
2. Pricing for the above scope only, additional items/scope will require additional charges.
3. Sled installation includes a 7 day rental period - additional days will be charged rent at \$50.00 per day.
4. Please see attached for additional terms and conditions.
5. Three week notice required prior to installation of above items
6. Prices Exclude concrete or asphalt demolition
7. Contractor to SUPPLY WATER TRUCK AND WATER TO FILL SLED UNITS OR WATER FILLED BARRIERS
8. ABOVE QUOTE IS BASE ON FOUR (1) MOBILIZATIONS TO INSTALL OR REMOVE ITEMS, ADDITIONAL MOBS \$2500 EACH.

Ord 24-36

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

ORDINANCE NO. 24-36

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AMENDING THE JOB DESCRIPTION OF CULTURAL DEVELOPMENT CLERK II WITHIN THE CULTURAL DEVELOPMENT DEPARTMENT AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.

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

WHEREAS, the Administration recommends to the City Council that it reallocate duties and responsibilities of the Cultural Development Clerk II position to reflect a change in the Cultural Development Department that has had a permanent and substantial effect on the assignment and scope of duties and responsibilities therein; and,

WHEREAS, the Municipal Employees' Civil Service Board recommends to the City Council that it reallocate duties and responsibilities of the Cultural Development Clerk II position to reflect a change in the Cultural Development Department that has had a permanent and substantial effect on the assignment and scope of duties and responsibilities therein.

NOW, THEREFORE, BE IT ORDAINED that the City Council of the City of Mandeville hereby amends the job description for the position of Cultural Development Clerk II within the Cultural Development Department as set forth in Exhibit "A" and made a part of this ordinance; and,

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

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

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

AYES:

NAY:

ABSTENTIONS:

ABSENT:

and the ordinance was declared adopted this ____ Day of _____, 2024

Alicia Watts
Clerk of Council

Scott Discon
Council Chairman

SUBMITTAL TO MAYOR

The foregoing Ordinance was **SUBMITTED** by me to the Mayor of the City of Mandeville this ____ day of _____, 2024 at ____ o'clock __.m.

CLERK OF COUNCIL

APPROVAL OF ORDINANCE

The foregoing Ordinance is by me hereby **APPROVED**, this ____ day of _____, 2024 at ____ o'clock __.m.

L. Clay Madden, MAYOR

VETO OF ORDINANCE

The foregoing Ordinance is by me hereby **VETOED**, this ____ day of _____, 2024, at ____ o'clock __.m.

L. Clay Madden, MAYOR

RECEIPT FROM MAYOR

The foregoing Ordinance was **RECEIVED** by me from the Mayor of the City of Mandeville

this ____ day of _____, 2024 at ____ o'clock ____ .m.

CLERK OF COUNCIL

CERTIFICATE

I, THE UNDERSIGNED Clerk of the City Council of the City of Mandeville do hereby certify that the foregoing is a true and correct copy of an ordinance adopted by the City Council of the City of Mandeville at a duly noticed, called and convened meeting of said City Council held on the ____ day of _____, 2024 at which a quorum was present and voting. I do further certify that said Ordinance has not thereafter been altered, amended, rescinded, or repealed.

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

CLERK OF COUNCIL

Exhibit A for Ord 24-XX
POSITION DESCRIPTION



| | | | |
|-----------------------|--------------------------------------|-----------------|----------------|
| CLASS TITLE: | Clerk II | DATE COMPLETED: | PENDING |
| FUNCTIONAL TITLE: | Cultural Development Clerk | FLSA STATUS: | NE |
| DEPARTMENT: | Cultural Development | CLASS NUMBER: | 5 |
| IMMEDIATE SUPERVISOR: | Cultural Development Director | JOB CODE: | 0136 |

JOB FUNCTION:

The Cultural Development Clerk will perform routine clerical and administrative work in providing administrative support to the Cultural Development Director for the department’s day-to day operations and programs including typing, answering phones, filing, greeting Depot Museum guests and assisting with **City parks and** Trailhead events. These tasks are performed under the general supervision of the Cultural Development Director. Unusual situations or assignments may require detailed instructions and supervisory follow-up.

ESSENTIAL JOB FUNCTIONS:

- Performs routine clerical and administrative work in answering phones, receiving the public and providing customer assistance.
- Assists with Trailhead department events and communicates with other departments, when necessary, to fulfill requirements of cooperative endeavor agreements (i.e. Pelican Park, St. Tammany Art Association, etc.)
- **Maintains the schedule and assists with support at City recreational facilities.**
- Communicates with artists, collaborators, and other partners regarding department programs and initiatives.
- Composes, types, and edits a variety of correspondence, reports, databases, inventories, memoranda and press releases requiring judgment as to content, accuracy, and completeness.
- Assists with maintaining Mandeville Trailhead website, City’s Trailhead webpage and social media pages including email blasts and maintaining the email database.
- Maintains newspaper and magazine clippings, write-ups, pictures, etc.
- Receives, reviews, tracks and files special event applications.
- Responsible for the Trailhead meeting and field trip calendar.
- Performs other related duties as assigned.

MINIMUM REQUIRED KNOWLEDGE, SKILLS & ABILITIES:

- Skill in the operation of standard office machines, including personal computers, Microsoft Word, Excel and PowerPoint, calculator, telephone, copy and fax machine.
- Excellent writing, editing and communication skills.
- Ability to problem-solve, meet deadlines, manage multiple tasks simultaneously & prioritize.
- Extensive knowledge of office practices and procedures.
- Ability to maintain effective working relations with employees, other departments, officials and the public
- Ability to maintain accurate records
- Ability to type and enter data accurately.
- Ability to handle stressful situations in an appropriate and professional manner.
- **Ability to work flexible hours, including mornings, evenings, nights, and weekends.**

MINIMUM REQUIRED EDUCATION & EXPERIENCE:

- Graduation from high school or GED equivalent; bachelor's degree in business management, marketing or closely related field preferred, and
- Two (2) years of related experience; or
- Any equivalent combination of education and progressively responsible experience.

ESSENTIAL MENTAL & PHYSICAL REQUIREMENTS:

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

- Ability to operate a keyboard if required to perform the essential job functions.
- Ability to read and interpret a document.
- Ability to sit and talk and hear.
- Ability to use hands to finger, handle or operate objects, tools, or controls.
- Ability to reach with hands and arms.
- Ability to view objects at close vision and to adjust focus.
- Ability to lift/move/carry approximately 20 pounds if required to perform the essential job functions. If the employee is unable to lift/move/carry this weight and can be accommodated without causing the department/division an "undue hardship" then the employee must be accommodated; hence omitting lifting/moving/carrying as a physical requirement.

WORK ENVIRONMENT:

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

- While performing the duties of this job, the employee often works in outside weather conditions
- The noise level in the work environment is light to moderate in the office and moderate to loud in the field.

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

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

Ord 24-37

THE FOLLOWING RESOLUTION WAS INTRODUCED BY COUNCIL MEMBER ZUCKERMAN AND SECONDED FOR INTRODUCTION BY COUNCIL MEMBER _____.

ORDINANCE NO. 24-37

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE TO AMEND ORDINANCE NO. 24-23, THE CAPITAL BUDGET OF THE CITY OF MANDEVILLE AND FOR OTHER MATTERS IN CONNECTION THEREWITH.

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

WHEREAS, an amendment to the Capital Budget adopted for fiscal year 2024-2025, Ordinance Number 24-23, is required due to expenditures that will exceed the current authorized appropriated funds budgeted for 2024-2023 City of Mandeville Capital Budget; and

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Mandeville that the Capital Budget ordinance for fiscal year 2024-2025, Ordinance Number 24-23, is hereby amended to include the budget amendments as set forth on the attached Exhibit A – FY 2025 Budget Amendment #3, incorporated as a part hereof, and be adopted for the 2024-2025 Fiscal Year Capital Budget.

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

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

- AYES:
- NAYS:
- ABSTENTIONS:
- ABSENT:

and the resolution was declared adopted this _____ day of October, 2024.

Alicia Watts
Clerk of Council

Scott Discon
Council Chairman

FY 2025 Budget Amendment #2
Exhibit A

| | | Current Budget | Proposed Change | Revised Budget | Project Name | Project Number |
|---------------------|----------------|----------------|--------------------|----------------|-----------------|-------------------|
| <u>General Fund</u> | | | | | | |
| <i>Expenditures</i> | | | | | | |
| 10100-88000 | Capital Outlay | 8,375,000 | 2,860,000 | 11,235,000 | New Park Design | 100.25.001 |

Ord 24-38

THE FOLLOWING RESOLUTION WAS INTRODUCED BY COUNCIL MEMBER ZUCKERMAN AND SECONDED FOR INTRODUCTION BY COUNCIL MEMBER

_____.

ORDINANCE NO. 24-38

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE TO AMEND ORDINANCE NO. 24-22, THE OPERATING BUDGET OF THE CITY OF MANDEVILLE AND FOR OTHER MATTERS IN CONNECTION THEREWITH.

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

WHEREAS, an amendment to the Operating Budget adopted for fiscal year 2024-2025, Ordinance Number 24-22, is required due to expenditures that will exceed the current authorized appropriated funds budgeted for 2024-2023 City of Mandeville Capital Budget; and

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Mandeville that the Operating Budget ordinance for fiscal year 2024-2025, Ordinance Number 24-22, is hereby amended to include the budget amendments as set forth on the attached Exhibit A – FY 2025 Budget Amendment #2, incorporated as a part hereof, and be adopted for the 2024-2025 Fiscal Year Operating Budget.

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

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

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

and the resolution was declared adopted this _____ day of October, 2024.

Alicia Watts
Clerk of Council

Scott Discon
Council Chairman

FY 2025 Budget Amendment #3
Exhibit A

| | | Current Budget | Proposed Change | Revised Budget |
|---------------------|------------------|----------------|-----------------|----------------|
| <u>General Fund</u> | | | | |
| <i>Revenues</i> | | | | |
| 10000-30000 | Ad Valorem Taxes | (2,143,183) | 146,713 | (1,996,470) |

Res 24-61

THE FOLLOWING RESOLUTION WAS INTRODUCED BY COUNCIL MEMBER DISCON AND SECONDED FOR INTRODUCTION BY COUNCIL MEMBER _____.

RESOLUTION NO. 24-61

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE AUTHORIZING THE MAYOR OF THE CITY OF MANDEVILLE TO EXECUTE THE LAND AND WATER CONSERVATION FUND STATE PROJECT AGREEMENT BETWEEN THE CITY OF MANDEVILLE AND THE LOUISIANA DEPARTMENT OF CULTURE RECREATION AND TOURISM OFFICE OF STATE PARKS DIVISION OF OUTDOOR RECREATION AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, the City desires to enter into a Land and Water Conservation Fund State Project Agreement with the Office of State Parks' Division of Outdoor Recreation of the Louisiana Department of Culture Recreation and Tourism to carry out Project No. 22-00984, Region 01, St. Tammany Parish;

WHEREAS, the project title and description consists of proposed site improvements to a parking area, bathroom, bike area, and connection to the Trace that will enhance site resiliency and longevity by dedicating resources that will retain the intrinsic value of the present natural habitat. Any wiring covered in this project, or wiring done in the future on this site will be placed underground;

WHEREAS, the total estimated cost of said project is \$3,306,614.00. The Total estimated Federal share, is \$1,653,382, the total estimated Sponsor's share is \$1,653,382. The Sponsor's cost breakdown is \$1,653,382.

NOW, THEREFORE, BE IT RESOLVED that the City of Mandeville does agree to obligate the funds or services stipulated above to satisfactorily complete the following project and thus becomes eligible for Land and Water Conservation Fund financial aid of 50% of the estimated or actual allowable cost, at the completion of said project.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Mandeville, hereby authorizes and empowers the Mayor of the City to make application to the Louisiana Office of State Parks, Division of Outdoor Recreation, to seek federal financial assistance on this project for them, and is further authorized to take the necessary action to complete such project and sign such documents as required.

AND, BE IT FURTHER RESOLVED, that this resolution and plan approved by the City of Mandeville be forwarded to the Louisiana Office of State Parks for the purpose of obtaining such financial aid.

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

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

and the resolution was declared adopted this _____ day of October, 2024.

Alicia Watts
Clerk of Council

Scott Discon
Council Chairman

**U.S. DEPARTMENT OF THE INTERIOR
NATIONAL PARK SERVICE**

**LAND AND WATER CONSERVATION FUND
STATE ASSISTANCE PROGRAM**

FEDERAL FINANCIAL ASSISTANCE MANUAL

PREFACE

This manual sets forth the administrative procedures and requirements for Land and Water Conservation Fund (LWCF) federal assistance (Catalog of Federal Domestic Assistance #15.916) to the States by the U.S. Department of the Interior (DOI), National Park Service (NPS). It supersedes the program's existing administrative procedures as detailed in the LWCF State Assistance Program Federal Financial Assistance Manual (Volume 70) and is intended to serve as a basic reference for those who are engaged in the administrative, financial management and stewardship responsibilities of the LWCF State Assistance Program.

It is the responsibility of the State, as primary grant recipient, to comply with these requirements and all terms and conditions of the grant agreement. The State's responsibility cannot be delegated nor transferred.

Participation in the LWCF State Assistance Program is deemed to constitute a public trust. As such, participants are responsible for the efficient and effective management of funds in accordance with the approved budgets, for promptly completing grant assisted activities in a diligent and professional manner, and for monitoring and reporting performance.

The procedures and requirements contained herein are subject to applicable federal laws and regulations, and any changes made to these laws and regulations subsequent to the publication of this manual. Project sponsors should understand and adhere the most current implementing regulations and guidance at the time of application for LWCF funding as outlined in the grant agreement. In the event that these procedures and requirements conflict with applicable federal laws, regulations, and policies, the following order of precedence will prevail:

1. Federal Law
2. The Code of Federal Regulations
3. Terms and Conditions of Grant Award
4. Land and Water Conservation Fund State Assistance Program Manual

The State bears primary responsibility for the administration and success of each grant, including performance by third parties under subawards made by the State for accomplishing non-construction and construction project objectives. The provisions included herein shall also be applied by the State to subrecipients and contractors performing work under the LWCF State Assistance Program.

This edition of the LWCF State Assistance Program Manual supersedes all previous editions and amendments through Volume 70 (effective January 17, 2021). Subsequent updates shall be distinguished by the effective date denoted within the footer appearing at the bottom of each chapter page. The Manual in effect at the time a grant is awarded governs the project except for post-completion requirements. A current version of the Manual can be found at the LWCF Website: https://www.nps.gov/subjects/lwcf/upload/lwcf_manual.pdf.

A. Background

The LWCF State Assistance Program was established by the LWCF Act of 1965 (Public Law 88-578) and is enacted as positive law at 54 U.S.C. § 200301 et seq. (hereinafter, “the LWCF Act”). Its purpose is to stimulate a nationwide action program to assist in preserving, developing, and assuring accessibility to all citizens of the United States of present and future generations, and visitors who are lawfully present within the boundaries of the United States, such quality and quantity of outdoor recreation resources as may be available and are necessary and desirable for individual active participation in such recreation; and to strengthen the health and vitality of U.S. citizens. The program provides matching grants to States and through States to local units of government, for the acquisition and development of public outdoor recreation sites and facilities. Grant funds are also available, to States only, for fulfilling the comprehensive outdoor recreation planning requirements of the program.

The LWCF program was administered by the Bureau of Outdoor Recreation from its beginning in 1965 to 1978, when the Heritage Conservation and Recreation Service (HCRS) was created. HCRS then administered the program until 1981 when the program was transferred to the NPS.

From 1965 through Fiscal Year 2021, over \$5.1 billion has been apportioned to the 50 States, the District of Columbia, American Samoa, Guam, Northern Mariana Islands, Puerto Rico and the U.S. Virgin Islands for planning, acquisition, and development of outdoor recreation resources in the United States. More than 44,000 projects have been approved to assist State and local efforts to acquire land and develop facilities for public outdoor recreation purposes. The federal investment has been matched by State and local contributions for a total LWCF grant investment of over \$10.2 billion. An LWCF-assisted park is located in more than 98 percent of counties in the United States.

The income for the LWCF is provided largely from Outer Continental Shelf mineral receipts. In 2020, the Great American Outdoors Act (Public Law 116-152) made annual disbursement from the LWCF mandatory (i.e., not subject to further Congressional appropriation). Amounts for State Assistance from the LWCF are supplemented by a mandatory amount set aside each year in a special Treasury account from other qualified off-shore revenues pursuant to the Gulf of Mexico Energy Security Act of 2006 (Public Law 109-432).

B. Program Information

LWCF grants are provided to the States, and through the States to local governmental jurisdictions, on a matching basis for up to fifty percent (50%) of the total project-related allowable costs for the acquisition of land and the development of facilities for public outdoor

recreation and for fulfilling the program's planning requirements. Grants to eligible insular areas (American Samoa, Guam, the Northern Mariana Islands, and the U.S. Virgin Islands) shall be for 100% assistance. Allocations to the State Assistance Program from the LWCF may be made annually by Congress to the Secretary of the Interior, who apportions the funds to the States. Payments for all projects are made to the State agency that is authorized to accept and administer funds paid for approved projects. Local units of government participate in the program as subrecipients of the State with the State retaining primary grant compliance responsibility. Each State must have a "State Liaison Officer" (SLO) appointed by the governor or designated by the State legislature to administer the LWCF program at the State level.

Information about the LWCF State Assistance Program, including contact information for the NPS, can be found on the Web at www.nps.gov/lwcf or contact lwcf.grants@nps.gov

| LWCF Budget Narrative (Project Cost Estimate) | | | |
|--|--|-----------------------|---|
| Project Name: Mandeville Recreational Park | | | |
| Sponsor: City of Mandeville | | | |
| Parish: St. Tammany | Project Type: Development | | (click arrow for list) |
| LWCF #: 22- | DOR #: _____ | | |
| <i>(LWCF is a 50/50 Grant; Fed. Aid and Required Match should be equal.)</i> | | | |
| Project Budget: | Federal Share: | \$1,653,382.00 | Requested Federal Aid |
| | Local Share: | \$1,653,382.00 | Required Local Match |
| | Project Total: | \$3,306,764.00 | Total project cost |
| Person completing form: | John Kleinschmidt (Waggoner & Ball) | | Alt. Contact: Mitchell Aleshire |
| Email: | john@wbae.com | | Email: maleshire@crt.la.gov |
| Phone: | 314-601-1607 | | Phone: 225-342-8102 |
| SLO/ASLO Signature: | <i>Mitchell Aleshire</i> | | Date: 07/12/2024 |

Data should only be entered in non-colored "white" cells, colored cells contain formulas and should auto populate or are fixed data. Enter only grant assisted scope elements in sections "A" through "B2". Sections "C" through "D3" will auto populate. Use the "Special" column to identify element for which you are requesting Pre-Award costs and to identify when costs are Donations or In-Kind Services (select from pop-up list). Complete the Narrative boxes below the tables. Specifically for Pre-Award cost, Donations and In-Kind Services identified in table.

| A -Acquisition, Land | | | | | | | | |
|----------------------|---------------------------|------|-------|-----------|-------------|-------------|-------------|---------|
| | Element | Qty. | Units | Unit Cost | Total | Fed Share | Match Share | Special |
| 20 | Acquisition Total: | | | | 0.00 | 0.00 | 0.00 | |

(Complete the "L" narrative box below for land acquisitions.)

| B1 -Development, Design Fees | | | | | | | | |
|------------------------------|-----------------------------------|------|-------|---------------------------------|-------------------|-------------------|-------------------|----------------------|
| | Element | Qty. | Units | Unit Cost | Total | Fed Share | Match Share | Special |
| 1 | Designer fees | | | | | | | |
| 2 | <i>Design fees, Prelim. (P-A)</i> | 1 | LS | 100,000.00 | 100,000.00 | 50,000.00 | 50,000.00 | Pre-Award |
| 5 | <i>Design fees, Final</i> | 1 | LS | 205,000.00 | 205,000.00 | 102,500.00 | 102,500.00 | |
| 6 | Sub Total; Designer: | | | Design exceeds 10% Const | 305,000.00 | 152,500.00 | 152,500.00 | <i>(424C- line4)</i> |
| 7 | Other designer's costs | | | | | | | |
| 8 | <i>Cost estimates</i> | 1 | LS | 4,000.00 | 4,000.00 | 2,000.00 | 2,000.00 | Pre-Award |
| 9 | <i>Site investigation</i> | 1 | LS | 30,000.00 | 30,000.00 | 15,000.00 | 15,000.00 | Pre-Award |
| 10 | <i>Site planning</i> | 1 | LS | 20,000.00 | 20,000.00 | 10,000.00 | 10,000.00 | |
| 11 | <i>Feasibility studies</i> | 1 | LS | 15,000.00 | 15,000.00 | 7,500.00 | 7,500.00 | Pre-Award |
| 12 | <i>Environmental review</i> | 1 | LS | 20,000.00 | 20,000.00 | 10,000.00 | 10,000.00 | |
| 14 | <i>Lab test cost</i> | 1 | LS | 15,000.00 | 15,000.00 | 7,500.00 | 7,500.00 | |
| 15 | <i>Geo. & soil boring</i> | 1 | LS | 40,000.00 | 40,000.00 | 20,000.00 | 20,000.00 | Pre-Award |
| 16 | <i>Topo. Survey</i> | 1 | LS | 3,000.00 | 3,000.00 | 1,500.00 | 1,500.00 | Pre-Award |
| 22 | Sub Total; Other cost: | | | | 147,000.00 | 73,500.00 | 73,500.00 | <i>(424C- line5)</i> |
| 26 | Sub Total; Inspec.: | | | | 0.00 | 0.00 | 0.00 | <i>(424C- line6)</i> |
| 27 | Design Fee Total: | | | | 452,000.00 | 226,000.00 | 226,000.00 | |

(Complete the "G" narrative box below for Pre-Award Costs.)

| B2 -Development, Construction Costs | | | | | | | | |
|--|----------------------------------|-------|-------|------------|---------------------|---------------------|---------------------|----------------|
| | Element | Qty. | Units | Unit Cost | Total | Fed Share | Match Share | Special |
| 1 | Site Work | | | | | | | |
| 2 | Earthwork (rough/fine grad.) | 1600 | SY | 30.00 | 48,000.00 | 24,000.00 | 24,000.00 | |
| 3 | Top soil | 20000 | CY | 50.00 | 1,000,000.00 | 500,000.00 | 500,000.00 | |
| 4 | Erosion Control | 1 | LS | 20,000.00 | 20,000.00 | 10,000.00 | 10,000.00 | |
| 12 | Sub Total; Site Work: | | | | 1,068,000.00 | 534,000.00 | 534,000.00 | (424C- line7) |
| 13 | Demo/Removal | | | | | | | |
| 24 | Sub Total; Demo: | | | | 0.00 | 0.00 | 0.00 | (424C- line8) |
| 25 | Construction | | | | | | | |
| 26 | Restroom | 300 | SF | 400.00 | 120,000.00 | 60,000.00 | 60,000.00 | |
| 27 | Covered Pavilion | 200 | SF | 300.00 | 60,000.00 | 30,000.00 | 30,000.00 | |
| 28 | Natural Playgrnd | 1 | LS | 265,500.00 | 265,500.00 | 132,750.00 | 132,750.00 | |
| 29 | (stumps, struc., rub. surf.) | | | | 0.00 | 0.00 | 0.00 | |
| 30 | Play shade canopy | 1 | LS | 49,999.00 | 49,999.00 | 24,999.50 | 24,999.50 | |
| 31 | Adult fitness area | 1 | LS | 8,000.00 | 8,000.00 | 4,000.00 | 4,000.00 | |
| 32 | Eng. Wood Fiber | 4000 | SF | 12.00 | 48,000.00 | 24,000.00 | 24,000.00 | |
| 33 | Informal play field (seeding) | 2 | AC | 7,000.00 | 14,000.00 | 7,000.00 | 7,000.00 | |
| 34 | Sidewalk, concr. (GPI) | 14000 | SF | 15.00 | 210,000.00 | 105,000.00 | 105,000.00 | |
| 35 | Path, crushed stone (GPI) | 25 | CY | 65.00 | 1,625.00 | 812.50 | 812.50 | |
| 36 | Fence, 5' blk. Coated (GPI) | 1945 | LF | 32.00 | 62,240.00 | 31,120.00 | 31,120.00 | |
| 37 | Gate | 3 | EA | 600.00 | 1,800.00 | 900.00 | 900.00 | |
| 38 | Seatwall, Gabion basket | 125 | LF | 150.00 | 18,750.00 | 9,375.00 | 9,375.00 | |
| 39 | Lighting | 1 | LS | 80,000.00 | 80,000.00 | 40,000.00 | 40,000.00 | |
| 40 | Electrical | 1 | LS | 50,000.00 | 50,000.00 | 25,000.00 | 25,000.00 | |
| 41 | Water, (including NP spigot) | 1 | LS | 22,500.00 | 22,500.00 | 11,250.00 | 11,250.00 | |
| 42 | Parking lot | 1 | LS | 280,000.00 | 280,000.00 | 140,000.00 | 140,000.00 | |
| 43 | Bioswale | 1000 | LF | 150.00 | 150,000.00 | 75,000.00 | 75,000.00 | |
| 44 | Landscape | 1 | LS | 61,200.00 | 61,200.00 | 30,600.00 | 30,600.00 | |
| 45 | (20 Sm. Tree, 40 Med. Tree, | | | | 0.00 | 0.00 | 0.00 | |
| 46 | 200 shrub, 1ac lawn seed, | | | | 0.00 | 0.00 | 0.00 | |
| 47 | 12lbs native grass/perennial | | | | 0.00 | 0.00 | 0.00 | |
| 48 | seed, 2ac soil amend., | | | | 0.00 | 0.00 | 0.00 | |
| 49 | 40cy mulch) | | | | 0.00 | 0.00 | 0.00 | |
| 58 | Sub Total; Constr.: | | | | 1,503,614.00 | 751,807.00 | 751,807.00 | (424C- line9) |
| 59 | Equipment | | | | | | | |
| 60 | Water fountain (RR1, NP1) | 2 | EA | 3,000.00 | 6,000.00 | 3,000.00 | 3,000.00 | |
| 61 | Bench (RR2, NP3, GPI5) | 10 | EA | 5,000.00 | 50,000.00 | 25,000.00 | 25,000.00 | |
| 62 | Trash Recept. (RR1, NP1, GPI4) | 6 | EA | 1,725.00 | 10,350.00 | 5,175.00 | 5,175.00 | |
| 63 | Picnic table (NP3) | 3 | EA | 6,000.00 | 18,000.00 | 9,000.00 | 9,000.00 | |
| 64 | Picnic table (GPI5) | 5 | EA | 8,000.00 | 40,000.00 | 20,000.00 | 20,000.00 | |
| 65 | Bleachers (IPF) | 1 | EA | 8,000.00 | 8,000.00 | 4,000.00 | 4,000.00 | |
| 66 | Bike Rack (GPI) | 8 | EA | 1,800.00 | 14,400.00 | 7,200.00 | 7,200.00 | |
| 70 | Sub Total; Equip.: | | | | 146,750.00 | 73,375.00 | 73,375.00 | (424C- line10) |
| 71 | Miscellaneous | | | | | | | |
| 72 | Constr. Eq. Mobilization | 1 | LS | 125,000.00 | 125,000.00 | 62,500.00 | 62,500.00 | |
| 73 | Main entrance sign | 1 | EA | 5,000.00 | 5,000.00 | 2,500.00 | 2,500.00 | |
| 74 | Secondary, wayfinding sign | 2 | EA | 2,000.00 | 4,000.00 | 2,000.00 | 2,000.00 | |
| 75 | Informational sign | 3 | EA | 800.00 | 2,400.00 | 1,200.00 | 1,200.00 | |
| 82 | Sub Total; Mics.: | | | | 136,400.00 | 68,200.00 | 68,200.00 | (424C- line11) |
| 83 | Contingencies | | | | | | | |
| 94 | Sub Total; Conting.: | | | | 0.00 | 0.00 | 0.00 | (424C- line13) |
| 95 | Construction Costs Total: | | | | 2,854,764.00 | 1,427,382.00 | 1,427,382.00 | |

(Complete the "H" narrative box below for how estimated and unusual high/low costs.)

(Complete the "I" narrative box below if Contingency costs are included.)

| C -Budget Summary | | | | | |
|---|----------------------------------|---------------------|---------------------|---------------------|--|
| Total & Sub Total Source ID | | Total | Fed Share | Match Share | |
| A | Acquisition Total: | 0.00 | 0.00 | 0.00 | |
| B1 | <i>Design Fee Total:</i> | <i>452,000.00</i> | <i>226,000.00</i> | <i>226,000.00</i> | |
| B2 | <i>Construction Costs Total:</i> | <i>2,854,764.00</i> | <i>1,427,382.00</i> | <i>1,427,382.00</i> | |
| B | Development Total: | 3,306,764.00 | 1,653,382.00 | 1,653,382.00 | |
| Grant Grand Total: | | 3,306,764.00 | 1,653,382.00 | 1,653,382.00 | |
| Requested amount from top of document for reference: | | 3,306,764.00 | 1,653,382.00 | 1,653,382.00 | |

| D1 -Pre-award Costs Summary (from table above) | | | | | |
|---|----------------------------|-------------------|------------------|------------------|--|
| Element | | Total | Fed Share | Match Share | |
| | Design fees, Prelim. (P-A) | 100,000.00 | 50,000.00 | 50,000.00 | |
| | Cost estimates | 4,000.00 | 2,000.00 | 2,000.00 | |
| | Site investigation | 30,000.00 | 15,000.00 | 15,000.00 | |
| | Feasibility studies | 15,000.00 | 7,500.00 | 7,500.00 | |
| | Geo. & soil boring | 40,000.00 | 20,000.00 | 20,000.00 | |
| | Topo. Survey | 3,000.00 | 1,500.00 | 1,500.00 | |
| Pre-Award Total: | | 192,000.00 | 96,000.00 | 96,000.00 | |

(Complete the "G" narrative box below for Pre-award cost.)

| D2 -Donations Summary (from table above) | | | | | |
|---|--|-------------|-------------|-------------|--|
| Element | | Total | Fed Share | Match Share | |
| | | | | | |
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| | | | | | |
| | | | | | |
| | | | | | |
| Donations Total: | | 0.00 | 0.00 | 0.00 | |

(Complete the "J" narrative box below for Donations.)

| D3 -In-Kind Services Summary (from table above) | | | | | |
|--|--|-------------|-------------|-------------|--|
| Element | | Total | Fed Share | Match Share | |
| | | | | | |
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| | | | | | |
| | | | | | |
| | | | | | |
| In-Kind Total: | | 0.00 | 0.00 | 0.00 | |

(Complete the "K" narrative box below for In-Kind services.)

NARRATIVE SECTION

| | |
|----------|---|
| F | Brief project scope description (should match 10-904 A&R). |
| | Development of 5-ac of greenspace into a passive park for recreational biking with connectivity to the St. Tammany Trace Bike Trail equipped with public parking and restrooms. |

| | | | | |
|----------|---|---------------------|---|--------------------|
| G | Outline Pre-Award costs identified in budget above, include date of expense. | | | |
| | The Town of Mandeville entered into a contract with an engineering firm in 2022 for environmental services and a design firm in May 2024 for services related to preparing development plans for outdoor recreation. These services include continued site investigations, cost estimating, preliminary and final design. | | | |
| | Payments to date include: | | | |
| | <i>Service Type</i> | <i>Amount Paid</i> | <i>Date Paid</i> | <i>Other Notes</i> |
| | Design fees, Prelim. (P-A) | \$0.00 | | |
| | | \$0.00 | | |
| | | \$0.00 | | |
| | | \$0.00 | | |
| | | \$0.00 | | |
| | | \$0.00 | | |
| | Paid Sub-Total: | \$0.00 | | |
| | Payments pending, expected to be made prior to grant award include: | | | |
| | <i>Service Type</i> | <i>Amount</i> | <i>Pay Month</i> | <i>Other Notes</i> |
| | Design fees, Prelim. (P-A) | \$100,000.00 | July 2024 | |
| | Cost estimates | \$4,000.00 | July 2024 | |
| | Site investigation | \$30,000.00 | Mar. 2024 | |
| | Feasibility studies | \$15,000.00 | Nov. 2023 | |
| | Geo. & soil boring | \$40,000.00 | Aug. 2024 | |
| | Topo. Survey | \$3,000.00 | Aug. 2024 | |
| | Pending Paid Sub-Total: | \$192,000.00 | | |
| | Pre-Award Total: | \$192,000.00 | Reimb. Amt: | \$96,000.00 |
| | For DOR use | | Date Waiver of Retroactivity was requested: | |
| | For DOR use | | Date Waiver of Retroactivity was approved by NPS: | |

| | |
|----------|--|
| H | Note how budget was developed. Explain why cost(s) is lower or higher than might be expected for a typical type of scope element. |
| | This site presents unique technical challenges for building foundations and utilities because it is a capped landfill. Foundation design and utility connections must take into account the clay cap over the landfill. A significant amount of fill material will be needed to enable the planting of trees on top of the cap. Additionally, this budget was based on recent projects that prioritize durability in selection of site furnishings & equipment to reduce the maintenance burden for the City of Mandeville and accommodate expected heavy usage by area residents and regional visitors who will access the site from the Tammany Trace. |

| | |
|----------|---|
| I | Provide the methodology used for Contingency amount and explain to which cost categories (Elements) the contingency may apply. |
| | NA |

| | |
|----|--|
| J | Specifically call-out/list and identify source(s) for donations to the project. |
| NA | |

| | |
|----|--|
| K | Detail the position(s), the work they will perform, the amount of time involved, and actual or average salary as appropriate for people/labor that will be paid related to In-Kind (Force Account). |
| NA | |

| | |
|----|---|
| L | Explain how acquisition value was derived – from appraisal or some other method of estimating. |
| NA | |



State of Louisiana

BILLY NUNGESSER
LIEUTENANT GOVERNOR

OFFICE OF THE LIEUTENANT GOVERNOR
DEPARTMENT OF CULTURE, RECREATION & TOURISM
OFFICE OF STATE PARKS

BRANDON BURRIS
INTERIM ASSISTANT SECRETARY

The Honorable Clay Madden
Mayor of City of Mandeville
3101 E. Causeway Approach
Mandeville, LA 70448

RE: 22-00984 Mandeville Recreational Park Development

Dear Mr. Madden,

We are pleased to advise you that we have received official approval and obligation of federal funds for the referenced development project with federal matching assistance up to \$ 1,653,382.00

Attached are copies each of the State Project Agreement, Maintenance Agreement, Resolution, Certification of Understanding and Certification of Compliance Related Federal Acts. The Alternate State Liaison Officer for the State of Louisiana has signed the Agreement. Please sign and return the **originals** as soon as official adoption can be effected by your agency. You are to retain the copies for your files. The General Provisions are attached to your copy of the State Project Agreement, as it is a part of the legal document.

National Park Service regulations require this office to review and approve construction plans and specifications for each element outlined in the project proposal **prior** to commencement of work. Construction begun and costs incurred before approval of plans and specifications are not eligible for matching assistance. Plans and specifications must be submitted for **all** elements of work covered by the funds obligated as detailed in your project proposal and shown on the State Project Agreement. A copy of the Federal Requirements and EEO provisions concerning construction contract compliance are enclosed for your guidance and **are to be included in your plans and specifications.** Also, please note the uniform administrative requirements for political subdivisions concerning bonding and insurance.

In keeping with the terms of the agreement signed by you, complete plans and specifications should be submitted within **four** months of the date of approval of the State Agreement, and construction will begin on the site within **six** months of the date of approval. We look forward to receiving your plans and specs soon.

Please be reminded that federal regulations require **all wiring to be underground**. This regulation must be complied with whether or not Land and Water Conservation Funds are used to provide the electrical service during this project period or in the future.

Please note the provision in the Project Agreement that requires compliance with the Americans with Disabilities Act of 1990.

This agency is required to comply with the Historic Properties Preservation Act of 1966 on all federally funded projects. For this reason, we request your cooperation in notifying the State Historic Preservation Office at P. O. Box 44427, Baton Rouge, LA 70804-4247 225-342-8160) should cultural resources be discovered during construction of your project.

Compliance with Title VI of the Civil Rights Act of 1964 is required. The Act prohibits any discrimination based upon race, creed, or national origin. Please post the attached Complaint Procedure in a conspicuous place in your administrative offices, and make copies for display in appropriate locations in your recreation areas.

Please note in particular and comply with the requirements of Attachment #1 and Attachment #2 to the State Project Agreement and of the General Provisions. Copies of the attachments concerning EEO (Attachments A – D) and concerning Build America, Buy American **must be furnished to your consultant, and subsequently to the contractor**, to assure your compliance with federal regulations.

You are advised that the project proposal adopted by your official resolution is part of the above contractual agreement. **Any** deviations from the scope outlined in the project proposal, including deletion or addition of elements of work or within elements of work, will require an amendment to the agreement through this agency. Remember that approval must be obtained from this agency for plans and specifications before you advertise for bids or any expenditure for construction is made.

A permanent sign acknowledging assistance is required by the National Park Service. After the first billing, **this agency** will provide a sign at a cost of approximately \$50. Your share (50%) will be deducted from a check due you on one of your billings

At your earliest convenience, you are requested to contact our office to arrange a meeting concerning billing procedures, plans and specifications, and prosecution of the project to completion. It is preferred that this meeting includes the administrator of the project and the person responsible for day-to-day accounting of the project.

We are pleased to assist you and look forward to working with you in the coming year. To arrange the billing meeting and for any questions concerning this project, please contact Annette Cosme, Grants Administrator at (225) 342-8187 or toll free 1-888-677-1400.

Sincerely,



Mitchell Aleshire
Alternate State Liaison Officer

CH: AC

Enclosures:

State Project Agreement (Attachment 1 and 2)
Maintenance Agreement
Resolution
General Provisions
Certification of Understanding & Certification of
Compliance – Related Federal Acts
Federal Requirements
EEO Provisions
Title VI Complaint Procedure
Adm. Requirement for Bonding & Insurance
Procurement Procedures
Billing documentation required for development projects

LOUISIANA DEPARTMENT OF CULTURE, RECREATION AND TOURISM
OFFICE OF STATE PARKS
DIVISION OF OUTDOOR RECREATION

MAINTENANCE AGREEMENT

REGION 01 PARISH St Tammany
POLITICAL SUBDIVISION (Project)

Mandeville Recreation Park Development

City of Mandeville

PROJECT NUMBER 22-00984

DATE September 17,2024

WHEREAS it is desirable to provide maintenance of recreation facilities established under the provisions of the Land and Water Conservation Fund Act, Now be it resolved that (Government Unit-Project Sponsor) City of Mandeville will hereinafter provide the the necessary maintenance as follows:

The property shall be maintained so as to appear attractive and inviting to the public. Sanitation and sanitary facilities shall be maintained in accordance with applicable state and local public health standards. Properties shall be kept reasonably safe for public use. Fire prevention, lifeguard and similar activities shall be maintained at levels reasonable to prevent loss of the lives of users. Building, roads, trails, and other structures and improvements shall be kept in reasonable repair throughout their estimated lifetime so as to prevent undue deterioration and not to discourage public use on the following described project:

The proposed site improvements are a parking area, bathroom, bike area, and connection to the Trace that will enhance site resiliency and longevity by dedicating resources that will retain the intrinsic value of the present natural habitat.

AND, be it further provided that the (Government Unit-Project Sponsor) City of Mandeville will keep the facility open to the general public at reasonable hours and times of the year consistent with the type of facility and will further obtain approval in writing from the Louisiana Office of State Parks, Division of Outdoor Recreation, before any change from the original recreational use is effected on the above described project.

AND, be it further provided that the sponsoring unit of government (project sponsor) agrees that the benefit to be derived by the State from the full compliance by the project sponsor with the terms of this agreement is the preservation, protection, and the net increase in the quality of public outdoor recreation facilities and resources which are available to the people of the Government Unit of the State, as such benefit exceeds to any immeasurable and unascertainable extent the amount of money furnished by the State (through the Land and Water Conservation Fund) by way of assistance under the terms of this agreement. The project sponsor agrees that payment by the project sponsor to the State of an amount equal to the amount of assistance extended under this agreement by the State would be inadequate compensation to the State for any breach by the project sponsor of this agreement. The project sponsor agrees, therefore, that the appropriate remedy in the vent of a breach by the project sponsor of this agreement shall be the specific performance of this agreement.

DATED this _____ day of _____, 20____

Governmental Unit: _____
(Project Sponsor)

Governmental Unit: _____
(Co-Sponsor)

Chairman: _____

Chairman: _____

Clerk: _____

Clerk: _____

LOUISIANA DEPARTMENT OF CULTURE RECREATION AND TOURISM
OFFICE OF STATE PARKS
DIVISION OF OUTDOOR RECREATION

LAND AND WATER CONSERVATION FUND STATE PROJECT AGREEMENT

Project Sponsor City of Mandeville **Parish** St Tammany **Region** 01

Federal No. 22-00984 **Project Name** Mandeville Recreation Park Development

Project Cost \$ 3,306,764.00 **Approved Funds \$** 1,653,382.00 **Project Period** 09/05/2024 to 08/31/2027

The undersigned political subdivision of the State of Louisiana does hereby agree and accept the same responsibility and obligations as set out in the herein described project and to the same extent and in the same manner, including all federal requirements, as does the State of Louisiana.

PROJECT SCOPE (Description of Project)

The proposed site improvements are a parking area, bathroom, bike area, and connection to the Trace that will enhance site resiliency and longevity by dedicating resources that will retain the intrinsic value of the present natural habitat.

ALL UTILITY LINES WILL BE PLACED UNDERGROUND.

The State of Louisiana hereby promises to obtain federal monies for that portion of the project referred to as "federal funds", to accept such funds from the United States and disburse same to participant or its fiscal agent that portion of the total obligation that is the United States' share. It is understood by the parties hereto that this agreement shall not obligate State of Louisiana funds for the project costs described herein. It is further understood that in the event federal funds are not available for this project within a period of one year from the date of this agreement that this agreement is null and void. The participant hereby promises, in consideration of the promises made by the State herein, to execute the project stage described in accordance with the terms of this agreement, it being understood that incurred costs will not be reimbursed without written approval that such federal funds have been encumbered.

The following are hereby incorporated into this agreement: 1) General Provisions as set out in the L&WCF Manual; and 2) Project application and attachments.

The following special project terms and conditions were added to this agreement before it was signed by the parties hereto:

Compliance with Executive Order 12432 as described in Attachment #1

Compliance with OMB Circular A- 133 which requires annual audits while project is active and a final audit upon completion.

Compliance with the terms and intent of P.O. 93-234 the Flood Disaster Protection Act of 1973; P.L. 90-480, Architectural Barriers Act of 1968, P.L. 101-336, Uniform Relocation Assistance and Real Property Acquisition Polices Act of 1970 Historic Properties Preservation Act of 1966 (80 Stat. 915 16 U.S.C. 470;

National Environmental Policy Act of 1969 (P.L. 91-190); OMB Circulars A-133, A-87 and Executive Order 12378; Executive Order 1 1246 as amended (Equal Employment Opportunity) 41 CFR Part 60; Copeland Anti-Kickback Act (18 U.S.C. 874 DOL (29 CFR, Part 3); Clean Air Act of 1970 (construction contract of amounts in excess of \$10,000); Nondiscrimination on the Basis of Handicap Section 504 Rehabilitation Act of 1973, DOJ(43CFR, Part 17).

The State shall transfer to the participant or its fiscal agent all funds granted hereunder except that portion designated as state administrative cost and, as applicable, permanent acknowledgement sign, temporary sign, or review appraiser's fee, or all of them.

Since the burden and responsibility for financial administration of this program rests with the state, the participant or its fiscal agency agrees to refund to the state any funds disbursed to participant or its fiscal agent which are disallowed for elements of the project proposal on the same basis as required of the state by the federal government.

The project sponsor shall not at any time convert any property acquired or developed pursuant to this agreement to other than public outdoor recreation uses specified in the project proposal attached hereto without the prior approval of the Director, National Park Service.

In the event future support should not be forthcoming for subsequent phases or overruns, the participant agrees to bring the project to a state of usefulness so that funds invested shall not be lost. A determination of the state of usefulness will be the same basis as that required of the state by the federal government.

The participant agrees that complete plans and specifications will be submitted within four months of the date of approval on the federal level and that construction will begin on the site within six months of the grant approval and will demonstrate steady progress to project completion; the penalty for non-compliance will be withdrawal of the grant. It is agreed that billings will be submitted to the state within 45 days after completion of each element of work or payment on a contract expressing percentage of each element in accord with the project proposal. Further, the participant or its fiscal agent agrees to submit a final billing within 90 days after the end of the project period or completion of the project, whichever is sooner.

The project sponsor shall provide the Louisiana Office of State Parks, Division of Outdoor Recreation, quarterly progress reports to specifically identify the percentage of completion of each element identified in the Project Scope of this agreement. The quarterly progress reports will be due on February 1st, May 1st, August 1st and November 1st of each year through the duration of the project and until the project is formally closed out.

The project sponsor shall comply with applicable regulations, policies, guidelines and requirements as they relate to the use of Federal funds for this federally assisted project to include the Louisiana Audit Law (R.S. 24:513). Financial records, supporting documents, statistical records, and all other records pertinent to this grant shall be retained in accordance with 43 CFR Part 12 for a period of three years; except the records shall be retained beyond the three-year period if audit findings have not been resolved. The retention period starts from the date of the issuance of the final reimbursement for the project. The Secretary of the Interior, the Comptroller General of the United State, any of their duly authorized representatives, the Louisiana State Auditors Office, and representatives of the Department of Culture Recreation and Tourism Office of management and Budget shall have access to any books, documents, papers, and records of the project sponsor which are pertinent to this project for the purpose of making audit, examination, excerpts and transcripts

THUS DONE AND SIGNED AT _____, ON _____, (Date)
(Location)

Sponsor _____,

Name/Title

THUS DONE AND SIGNED AT Baton Rouge, Louisiana on _____

DEPARTMENT OF CULTURE, RECREATION, AND TOURISM



Brandon Burris, Assistance Secretary
Office of State Parks

THUS DONE AND SIGNED AT Baton Rouge, Louisiana, on September 17, 2024

DEPARTMENT OF CULTURE, RECREATION, AND TOURISM



NANCY WATINS, Undersecretary

Attachment #1

Minority Business Enterprise Development

The State or recipient shall comply with Executive Order #12432, Minority Business Enterprise Development as follows:

It is national policy to place a fair share of purchases with minority business firms. The Department of the Interior is strongly committed to the objectives of this policy and encourages all recipients of its grants and cooperative agreements to take affirmative steps to ensure fairness. In particular, recipients should:

1. Place minority business firms on bidder's mailing list.
2. Solicit these firms whenever they are potential sources of supplies, equipment, construction, or services.
3. Where feasible, divide total requirements into smaller needs, and set delivery's schedules that will encourage participation by these firms.
4. Use the assistance of the Minority Business Development Agency of the Department of Commerce, the small Business Administration, the Office of Small and Disadvantage Business Utilization, DOI, the Business Utilization and Development Specialists who reside in each DOI bureau and offices, and Office, similar state and local offices, where they exist.

ATTACHMENT #2

BUILD AMERICA, BUY AMERICA (BABA)

As required by Section 70914 of the Bipartisan Infrastructure Law (also known as the Infrastructure Investment and Jobs Act), P.L. 117-58, on or after May 14 2022, none of the funds under a federal award that are part of Federal financial assistance program for infrastructure may be obligated for a project unless all of the iron, steel, manufactured products, and construction materials used in the project are produced in the United States, unless subject to an approved waiver. The requirements of the section must be included in all subawards, including all contracts and purchase orders for the work or products under this program. Recipients of an award of Federal financial assistance are hereby notified that none of the funds provided under this award may be used for the project for infrastructure unless:

1. All iron and steel used in the project are produced in the United States- this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;
2. All manufactured products used in the project are produced in the United States- this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulations; and
3. All construction materials are manufactured in the United States- this means that all manufacturing processes for the construction material occurred in the United States.

The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project, but are not an integral part of the structure or permanently affixed to the infrastructure project.