



**TOWN COUNCIL MEETING
TUESDAY, MAY 7, 2024, 6:00PM
ABITA SPRINGS TOWN HALL
22161 LEVEL ST., ABITA SPRINGS, LA 70420**

Posted: May 6, 2024 4pm

CALL TO ORDER: Mayor Curtis
INVOCATION: Alderman Saussy
PLEDGE OF ALLEGIANCE: Alderman Contois

PUBLIC HEARING: PUBLIC DISCUSSION OF AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE TOWN OF ABITA SPRINGS TO AMEND THE 2024 BUDGET (INSTRUMENT 2023-005, SECTION IV, LINES 21 TO 24)

MAYOR'S ANNOUNCEMENTS: 1.) Alderman Templet Letter 2.) Marshal Report

ROLL CALL:

Call for Agenda Modifications
Accept March 19, 2024, Town Council Meeting Minutes

OLD BUSINESS:

1.) Consideration of an amendment and action relative to the introduced ORDINANCE OF THE BOARD OF ALDERMEN OF THE TOWN OF ABITA SPRINGS TO AMEND THE 2024 BUDGET (INSTRUMENT 2023-005, SECTION IV, LINES 21 TO 24)

NEW BUSINESS:

1.) Introduction of INSTRUMENT 2024-004 AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE TOWN OF ABITA SPRINGS TO EXTEND AND ESTABLISH A TIME PERIOD FOR THE MORATORIUM ON THE ZONING OF ANY NEW LANDS AS PLANNED UNIT DEVELOPMENT; AND TO PROVIDE FOR RELATED MATTERS

OPEN/ADJOURNMENT:

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE, PLEASE CONTACT US AT (985) 892-0711.
PLEASE CONTACT TOWN HALL AT THE SAME NUMBER FOR ADDITIONAL INFORMATION REGARDING THIS AGENDA.



AMEND INSTRUMENT RELATED TO BUDGET TRANSFERS
Original Ordinance Authored By Alderman Boudreaux
Introduced April 2, 2024

1 **AMENDMENT #1**

2 Assign Instrument Number 2024-003 to the document.

3

4 **AMENDMENT #2**

5 Change formatting to insert continuous numbering.

6

7 **AMENDMENT #3**

8 Delete the title of the ordinance and in lieu thereof replace with the following title “AN ORDINANCE OF THE
9 BOARD OF ALDERMEN OF THE TOWN OF ABITA SPRINGS TO AMEND ORDINANCE #540 RELATIVE TO THE
10 MAYOR’S AUTHORITY TO TRANSFER FUNDS, AND TO PROVIDE FOR RELATED MATTERS.”

11

12 **AMENDMENT #4**

13 Delete the paragraph beginning with the word “Be” and ending with the word “budget” and in lieu thereof
14 insert the following paragraph “Amend Section IV. Of Ordinance #540 by deleting the paragraph following
15 the words “Section IV.” on lines 21 through 24 on page 1 and replacing with the following language “*The*
16 *Mayor may authorize transfer between line items of expenditures within a function (item) or department,*
17 *provided that such transfers shall not exceed 5% of that item’s total sub-classification budget within the*
18 *department as shown on the 2024 Budget Worksheet. Such request shall be in writing setting out the*
19 *amount of the transfer, which budget items would be affected and an explanation of the reason of the*
20 *request. The request shall be signed by the mayor and dated. The requested transfer funds may not be*
21 *done, unless approved by a majority of the board of aldermen as shown by their signature on the request.*
22 *The approved request shall be attached to the budget ordinance by the clerk.”*

23

24 **AMENDMENT #5**

25 Delete the following closing “This resolution was adopted on a motion of ----- seconded by----
26 -----on this ---- day of April 2024. And in lieu thereof insert the following “*This ordinance was*
27 *introduced on a motion of Alderman Saussy seconded by Alderman Contois on this 2nd day of April 2024*
28 *and _____ on a motion of _____ seconded by _____ on this _____ day of _____ 2024.”*

29

30 This amendment was adopted on a motion of _____ seconded by _____ on this ____ day of 2024.

31

32 The vote was:

33 Ayes:

34 Nays:

35 Abstentions:

36 Absent:

37

38

39 _____
Janet Dufrene, Town Clerk

Daniel J. Curtis, Mayor



Instrument number-----

An Ordinance of the Board of Aldermen of the Town of Abita Springs

To Amend the 2024 Budget (Instrument 2023-005, Section IV, Lines 21 to 24)

Whereas the Town of Abita Springs financial status has been brought into question by the large theft of funds and

Whereas the unnoticed misuse of the town finances has occurred for a for lengthy period of time and

Whereas current wording allows for movement of large sums allowing for questionable need should be adjusted to allow closer attention to expenditures.

Be it resolved that the wording of Instrument 2023-005, Section IV stating: “The Mayor may authorize transfer between line items of expenditures within the function or department, provided that such transfers shall not exceed 10% of the total department budget. Other budget adjustments shall only be authorized by the Mayor and the Council as a whole provided that such transfers shall not exceed 10% of the total department budget.” **Should read**, The Mayor may authorize transfer between line items of expenditures within a function (item) or department, provided that such transfers shall not exceed 10% of the total department budget. The Council shall be notified in writing by the Mayor for approval of the Council of aforesaid transfers exceeding 5% of the total department budget.

Ordinance was introduced by Alderman Boudreaux .

This resolution was adopted on a motion of ----- seconded by-----on this ---- day of April 2024.

Vote was:

Yeas:

Nays:

Absent:

Abstain:



ORDINANCE #540

AN ORDINANCE ADOPTING AN OPERATING BUDGET OF
REVENUE AND EXPENDITURES FOR THE YEAR BEGINNING
JANUARY 1, 2024, AND ENDING DECEMBER 31, 2024.

BE IT ORDAINED, by the Mayor and Board of Aldermen of the Town of Abita Springs, State of Louisiana, in general session convened that:

Section I. The attached estimate of revenues for the year beginning January 1, 2024 and ending December 31, 2024, be and the same is hereby adopted to serve as an operating budget of revenues for the Town of Abita Springs during the same period.

Section II. The attached estimates of the expenditures for the year beginning January 1, 2024 and ending December 31, 2024, serve as a budget of expenditures for the Town of Abita Springs during the same period.

Section III. The adoption of this operating budget of expenditures be and this hereby to operate as an appropriation of the amount therein set forth within the terms of the budget classification.

Section IV. The Mayor may authorize transfers between line items of expenditures within the function or department, provided that such transfers shall not exceed 10% of the total department budget. Other budget adjustments shall only be authorized by the Mayor and the Council as a whole provided that such transfers shall not exceed 10% of the total department budget.

Section V. General Fund	2024
General Fund Revenue	\$2,095,900.00
Grant Income	\$1,390,200.00
General Obligation Bond Fund Balance	<u>\$250,000.00</u>
Total General Fund Income	\$3,736,100.00

Section VI. General Fund	
General Fund Expenditures	\$1,179,200.00
Grant Expenditures	\$1,633,900.00
Special Projects	\$500,000.00
ARP Fund Balance	<u>\$423,000.00</u>
Total General Fund Expenditures	\$3,736,100.00

Section VII. Utility Fund	
Utility Fund Revenue	\$2,217,700.00
Transfer Revenue from General Fund	\$423,000.00
DEQ Loan Proceeds	\$500,000.00
ARP Fund Balance	<u>\$995,000.00</u>
Utility Fund Income	\$4,135,700.00

Section VIII. Utility Fund	
Utility Fund Expenditures	\$1,625,700.00
Sewer Plant Connection Project	\$1,495,000.00
Utility Fund Debt Service Expenditures	\$821,600.00
Depreciation	<u>\$193,400.00</u>
Total Utility Expenditures	\$4,135,700.00

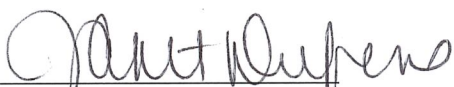
Section IX. Cemetery Fund	
Cemetery Revenue	<u>\$40,000.00</u>
Total Cemetery Income	\$40,000.00

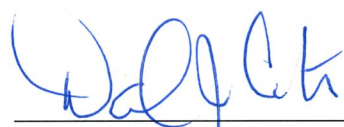
57	Section X. Cemetery Fund	
58	Cemetery Expenditures	<u>\$40,000.00</u>
59	Total Cemetery Expenditures	\$40,000.00
60		
61	Section XI. Parks & Recreation	
62	Parks & Recreation Fund Revenue	\$132,100.00
63	2 mil Ad Valorem Revenue	<u>\$ 47,500.00</u>
64	Total Parks and Recreation Income	\$179,600.00
65		
66	Section XII. Parks & Recreation	
67	Parks and Recreation Expenditures	<u>\$179,600.00</u>
68	Total Parks and Recreation Expenditures	\$179,600.00
69		
70	Section XIII. Lighting Fund	
71	1 mil Ad Valorem Revenue	\$26,300.00
72	Transfer from General Fund	<u>\$7,200.00</u>
73	Total Lighting Income	\$33,500.00
74		
75	Section XIV. Lighting Fund	
76	Lighting Fund Expenditures	<u>\$33,500.00</u>
77	Total Lighting Expenditures	\$33,500.00
78		
79	Section XV. Shared Sales Tax Fund	
80	Shared Sales Tax Revenue	\$400,000.00
81	STP Burvant Funds	\$300,000.00
82	GOB Fund Balance	\$250,000.00
83	SST Revenue	<u>\$209,000.00</u>
84	Total Shared Sales Tax Income	\$1,159,000.00
85		
86	Section XVI. Shared Sales Tax Fund	
87	Shared Sales Tax Expenditures	\$271,500.00
88	Level & Burvant Project	\$840,000.00
89	Shared Sales Tax Debt Service	<u>\$47,500.00</u>
90	Total Shared Sales Tax Expenditures	\$1,159,000.00
91		
92	Section VII. Public Works Fund	
93	Public Works Sales Tax Revenue	\$560,000.00
94	Public Works Revenue Other	<u>\$31,800.00</u>
95	Total Public Work Expenditures	\$591,800.00
96		
97	Section VIII. Public Works Fund	
98	Public Works Expenditures	\$583,300.00
99	Public Works Debt Service	<u>\$8,500.00</u>
100	Total Public Work Expenditures	\$591,800.00

101
102 **THIS ORDINANCE was introduced by Alderman Patterson, seconded by Alderman Saussy, on**
103 **this 21st day of November 2023.**

104
105 **THIS ORDINANCE was adopted on motion of Alderman Patterson, seconded by Alderman**
106 **Saussy on this 21st day of December 2023.**

107
108 AYES:3, Aldermen Patterson Saussy, and Templet
109 NAYS: 1, Alderman Boudreaux
110 ABSTENTIONS: 0
111 ABSENT: 1, Alderman Congemi

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113
114
115 
116 Janet Dufrene, Town Clerk

117

Honorable Daniel J. Curtis, Mayor



Staff Memo

May 6, 2024

To: Abita Springs Town Council

From: Kristin Tortorich, Director of Planning and Zoning Commission

Subject: PUD Moratorium

At our April 25, 2024, Planning and Zoning Meeting the Commissioners voted to forward the moratorium extension to Town Council favorably with a vote of 4 yeas and 1 nay.

The motion was made by Commissioner Claire Guidry seconded by Commissioner Chad Hall, on the 25th day of April 2024.

VOTE: YEAS: 4 NAYS: 1 ABSENT: 0 ABSTAIN: 0

Yeas: John Pierce, Chad Hall, Mike Lanoux, and Claire Guidry

Nay: Lex LeBlanc

Absent: 0

Abstain: 0



INSTRUMENT 2024-004

AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE TOWN OF ABITA SPRINGS TO EXTEND THE MORATORIUM ON THE ZONING OF ANY LANDS AS PLANNED UNIT DEVELOPMENT; TO ESTABLISH A TIME PERIOD FOR SUCH MORATORIUM, AND TO PROVIDE FOR RELATED MATTERS.

WHEREAS the Town of Abita Springs has availed itself of the provisions of R.S. 9:4722 which allow municipalities to create zoning districts; and,

WHEREAS pursuant to that authority, the Town of Abita Springs has created the zoning classification of a Planned Unit Development (PUD); and,

WHEREAS the Town of Abita Springs engaged Dover, Kohl & Partners, a town planning firm, to develop a Comprehensive Land Use Plan and prepare development standards to guide future growth in the Town, which was adopted by the Planning Commission on March 28, 2024; and,

WHEREAS additionally, the Town has engaged and received commissioned reports from the Town Engineer concluding that the Town’s Wastewater Treatment System is lacking in capacity to accommodate new substantial development projects at this time; and,

WHEREAS a joint meeting of the Town’s Board of Aldermen and the Planning Commission resulted in an expression of the opinion that the Board should consider a repeal of the “PUD” ordinance; and,

WHEREAS the Mayor and the Board of Aldermen desire that no large tracts of land be reclassified as a PUD and that the Town conduct a thorough considerate review to either repeal or amend the “PUD” ordinance; and,

WHEREAS the Planning Commission has favorably recommended adoption of an ordinance by the Town’s Board of Alderman to extend the moratorium on any new Planned Unit Developments; and,

WHEREAS it is therefore necessary to affect a temporary moratorium on the classification of additional lands in the corporate limits of Abita Springs as Planned Unit Development.

THEREFORE, BE IT ORDAINED by the Town of Abita Springs that there is hereby established an extension of the existing moratorium (Ordinance #543) involving the reclassification of any land situated in the municipal corporate limits of the Town of Abita Springs as a Planned Unit Development Zoning District.

BE IT FURTHER ORDAINED that this moratorium shall remain in effect and no land shall be reclassified as PLANNED UNIT DEVELOPMENT for six months from the effective date of this ordinance.

BE IT FURTHER ORDAINED that this ordinance shall be posted on the Town website and remain so until the moratorium’s expiration.

Introduced by Alderman Member _____, seconded by Alderman Member _____ on the ___ day of _____ 2024. Adopted on motion of Alderman Member _____ and seconded by Alderman Member _____ on the ___ day of _____ 2024.

This ordinance becomes effective upon signature of the mayor.

Vote was:
YEAS:
NAYS:
ABSENT:
ABSTAIN:

ATTEST

Janet Dufrene, Town Clerk

Honorable Daniel J. Curtis, Mayor



ORDINANCE #543

AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE TOWN OF ABITA SPRINGS TO EXTEND THE MORATORIUM ON THE ZONING OF ANY LANDS AS PLANNED UNIT DEVELOPMENT; TO ESTABLISH A TIME PERIOD FOR SUCH MORATORIUM, AND TO PROVIDE FOR RELATED MATTERS.

WHEREAS the Town of Abita Springs has availed itself of the provisions of R.S. 9:4722 which allow municipalities to create zoning districts; and,

WHEREAS pursuant to that authority, the Town of Abita Springs has created the zoning classification of a Planned Unit Development (PUD); and,

WHEREAS the Town of Abita Springs engaged Dover, Kohl & Partners, a town planning firm, to develop a Comprehensive Land Use Plan and prepare development standards to guide future growth in the Town, which is scheduled to be presented to the Planning Commission on January 26, 2024; and,

WHEREAS additionally, the Town has engaged and received commissioned reports from the Town Engineer concluding that the Town’s Wastewater Treatment System is lacking in capacity to accommodate new substantial development projects at this time; and,

WHEREAS the Town’s PUD Ordinance warrants evaluation and amendment to provide for the inclusion of a Planned Unit Development Flow Chart to assist in clarification of the PUD process; and,

WHEREAS the Mayor and the Board of Aldermen desire that no large tracts of land be reclassified as a PUD until adoption of the new Comprehensive Land Use Plan and resolution of current sewer capacity inadequacies; and,

WHEREAS it is therefore necessary to affect a temporary moratorium on the classification of additional lands in the corporate limits of Abita Springs as Planned Unit Development.

THEREFORE, BE IT ORDAINED by the Town of Abita Springs that there is hereby established an extension of the existing moratorium (Ordinance #526) involving the reclassification of any land situated in the municipal corporate limits of the Town of Abita Springs as a Planned Unit Development Zoning District.

BE IT FURTHER ORDAINED that this moratorium shall remain in effect and no land shall be reclassified as PLANNED Unit Development for six months from the effective date of this ordinance.

BE IT FURTHER ORDAINED that this ordinance shall be posted on the Town website and remain so until the moratorium’s expiration.

Introduced by Alderman Member Saussy, seconded by Alderman Member Templet on the 9th day of January 2024. Adopted on motion of Alderman Member Patterson and seconded by Alderman Member Saussy on the 6th day of February 2024.

This ordinance becomes effective upon signature of the Mayor.

Vote was:
YEAS: 5, Aldermen Boudreaux, Contois, Patterson, Saussy, and Templet
NAYS: 0
ABSENT: 0
ABSTAIN: 0

ATTEST

Janet Dufrene, Town Clerk

Honorable Daniel J. Curtis, Mayor