



**TOWN COUNCIL MEETING
TUESDAY, MARCH 25 2025 AT 6PM
ABITA SPRINGS TOWN HALL
22161 LEVEL ST., ABITA SPRINGS, LA 70420**

Posted: March 19, 2025 4pm

CALL TO ORDER: Mayor Curtis
INVOCATION: Alderman Patterson
PLEDGE OF ALLEGIANCE: Alderman Boudreaux

MAYOR'S ANNOUNCEMENTS: (1) Abita Fall Fest (2) Overview of Administrative Activities

ROLL CALL:

Call for Agenda Modifications
Accept February 18, 2025 Town Council Meeting Minutes

NEW BUSINESS:

1. Review and Discussion of LLA/LMA Meeting

OLD BUSINESS:

1. Discussion Only:
 - INSTRUMENT 2025-003 AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE TOWN OF ABITA SPRINGS TO CREATE A STANDARD OF PROCEDURE FOR THE FINANCE COMMITTEE CHAIRPERSON'S ACCESSIBILITY TO ALL FINANCIAL RECORDS.
 - DISCUSSION OF COUNCIL RULES OF PROCEDURE AND INSTRUMENT 2025-004 AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE TOWN OF ABITA SPRINGS TO ALLOW A PUBLICLY ELECTED ALDERMAN, TO ADD TO THE AGENDA OF A PUBLIC MEETING AN INTRODUCTION OF AN ORDINANCE.
2. Discussion: Clarification and review of points made by the LLA relative to passing a 2024 budget amendment subsequent to the close of the fiscal year; and consideration of tabling Instrument 2025-006, AN ORDINANCE AMENDING THE TOWN OF ABITA SPRINGS ORDINANCE #540, ESTABLISHING AN OPERATING BUDGET OF REVENUE AND EXPENDITURES FOR THE YEAR BEGINNING JANUARY 01, 2024 AND ENDING DECEMBER 31, 2024, ADJUSTMENT TO SECTIONS V., VII., IX., XI., XII., XV., AND ADDING SECTIONS XIX., AND XX. 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.



Instrument 2025 003

An Ordinance of the Board of Aldermen of the Town of Abita Springs to create a standard of procedure for the Finance Committee Chairperson's accessibility to all financial records.

WHERE AS, the Chairman of the Finance Committee, Board of Alderman, Town of Abita Springs, has full access to ALL financial accounts, WITHOUT the ability to manipulate the data (read only access).

WHERE AS, the Chairman of the Finance Committee, Board of Alderman, Town of Abita Springs, has read only access to any and all software used by the Town of Abita Springs.

WHERE AS, the Chairman of the Finance Committee, Board of Alderman, Town of Abita Springs has direct access to any third party firm that the Town of Abita Springs is currently or in the future contracts with on behalf of the Town of Abita Springs.

WHERE AS, the Chairman of Finance Committee of the Board of Alderman, Town of Abita Springs has uninhibited access to any and all Third-Party Accounting/Audit Firm in the tabulation of all financial records/activities.

WHERE AS, the Chairman of the Finance Committee, of the Board of Alderman, Town of Abita Springs, is granted remote electronic access to all financial data, either through a Virtual Private Network (VPN) connection or accessible through the internet without VPN.

WHERE AS, the Chairman of the Finance Committee, of the Board of Alderman, Town of Abita Springs, is electronically copied on all correspondence between the Town of Abita Springs and all financial institutions, accounting firms and, auditing firms.

THEREFORE, LET IT BE ORDAINED, by the Board of Alderman of the Town of Abita Springs, at its regular session convened, that the Finance Chairman of the Board of Alderman, Town of Abita Springs, is granted full access to all financial records for the Town of Abita Springs to include but not limited to: Bank Records, Savings accounts, General Ledger and worksheets and any and all other financial records involving the Town of Abita Springs, whenever such communication takes place.

Introduced on a motion of _____ and second by _____, on the _____ day of _____ 2025.

Adoption on a motion of _____, seconded by _____, on this _____ day of _____, 2025.

Vote was:

Yeas:

Nays:

Absent:

Abstain:

DRAFTED & SUBMITTED BY S. SAUSSY
NOT REVIEWED BY TOWN ATTORNEY



Instrument 2025 004

An Ordinance of the Board of Aldermen of the Town of Abita Springs to allow a publicly elected Alderman, to add to the agenda of a public meeting an introduction of an ordinance.

WHERE AS, any elected Alderman, Town of Abita Springs, may submit to the Mayor an ordinance to be added to the next publicly schedule meeting, so long as the ordinance is submitted within seven calender days (including weekend and holidays) prior to the publicly scheduled meeting.

WHERE AS, the ordincance being submitted is for introduction to be discussed with considerations of amedning by a majority vote of the Alderman in attendnce.

WHERE AS, the ordinance is to be submitted within seven calender days to include weekends and holidays, in advance of the scheduled public meeting, to the Towns Admnistration, specifically the Mayor, via the Town of Abita Springs email.

WHERE AS, the proposed ordinance introduced by any alderman at any board meeting within seven calendar days before the scheduled public meeting date, shall be in writing, contain only one subject which shall be indicated in its title except for ordinances involving the annual operating budget, a capital improvements budget, or a codification of municipal ordinances.

WHERE AS, a proposed ordinance has been introduced, copies of it shall be provided to all members of the board and the mayor. The title of a proposed ordinance, shall be published once in the municipality's official journal or agenda. The notice shall indicate the time and place where the board will consider its adoption. No ordinance, shall be adopted until a public hearing on it has been held. No ordinance, can be adopted at the meeting at which it is introduced.

WHERE AS, each proposed amendment to an ordinance shall be presented in writing or reduced to writing before its final consideration. An amendment to a proposed ordinance shall not nullify the purpose of the proposed ordinance nor, except for ordinances involving the annual operating budget, a capital improvements budget, or a codification of municipal ordinances.

WHERE AS, a proposed ordinance shall be read by the title when called for final passage. The vote on an ordinance at final passage shall be taken by "yeas" and "nays", and the municipal clerk shall enter the names of the aldermen voting for and against each proposed ordinance or amendment on the municipal minutes.

THEREFORE, LET IT BE ORDAINED, by the Board of Alderman of the Town of Abita Springs, at its regular session convened, that An Ordinance of the Board of Aldermen of the Town of Abita Springs to allow a publicly elected Alderman, to add to the agenda of a public meeting an introduction of an ordinance.

Introduced on a motion of _____ and second by _____, on the _____ day of _____ 2025.

Adoption on a motion of _____, seconded by _____, on this _____ day of _____, 2025.

Vote was:

Yeas:

Nays:

Absent:

Abstain:



INSTRUMENT 2025-006

1 AN ORDINANCE AMENDING THE TOWN OF ABITA SPRINGS ORDINANCE #540, ESTABLISHING AN OPERATING
2 BUDGET OF REVENUE AND EXPENDITURES FOR THE YEAR BEGINNING JANUARY 01, 2024 AND ENDING
3 DECEMBER 31, 2024, ADJUSTMENT TO SECTIONS V., VII., IX., XI., XII., XV., AND ADDING SECTIONS XIX., AND
4 XX. AND TO PROVIDE FOR RELATED MATTERS.

5
6 **BE IT ORDAINED** by the Board of Aldermen of the Town of Abita Springs that Budget Ordinance No. 540, for
7 fiscal year 2024 is hereby amended in that budget adjustment regarding the Sections as set forth hereinafter be
8 amended for the 2024 Fiscal Year Budget.

9
10 **IT IS FURTHER ORDAINED**, that in Section V. that the figures be changed to read as follows:

- 11
- 12 • On page 1, line 27, delete the dollar amount “\$2,095,900.00” and in lieu thereof insert “\$1,483,246.00.”
- 13 • On page 1, line 28, delete the dollar amount “\$1,390,200.00” and in lieu thereof insert “\$639,737.00.”
- 14 • On page 1, delete line 29.
- 15 • On page 1, line 30, delete the dollar amount “\$3,736,100.00” and in lieu thereof insert “\$2,122.983.00.”
- 16

17 **IT IS FURTHER ORDAINED**, that in Section VII. that the figures be changed to read as follows:

- 18
- 19 • On page 1, line 39, delete the dollar amount “\$2,217,700.00” and in lieu thereof insert “\$2,895,045.00.”
- 20 • On page 1, delete line 40.
- 21 • On page 1, delete line 41.
- 22 • On page 1, delete line 42.
- 23 • On page 1, line 43, delete the dollar amount “\$4,135,700.00” and in lieu thereof insert “\$2,895,045.00.”
- 24

25 **IT IS FURTHER ORDAINED**, that in Section IX. that the figures be changed to read as follows:

- 26
- 27 • On page 1 line 53, delete the dollar amount “\$40,000.00” and in lieu thereof insert “\$29,864.00.”
- 28 • On page 1 line 54, delete the dollar amount “\$40,000.00” and in lieu thereof insert “\$29,864.00.”
- 29 •

30 **IT IS FURTHER ORDAINED**, that in Section XI. that the figures be changed to read as follows:

- 31
- 32 • On page 2 line 62, delete the dollar amount “\$132,100.00” and in lieu thereof insert “\$99,585.00.”
- 33 • On page 2 line 63, delete the dollar amount “\$47,500.00” and in lieu thereof insert “\$48,505.00.”
- 34 • On page 2 line 64, delete the dollar amount “\$179,600.00” and in lieu thereof insert “\$148,090.00.”
- 35

36 **IT IS FURTHER ORDAINED**, that in Section XII. that the figures be changed to read as follows:

- 37
- 38 • On page 2 line 67, delete the dollar amount “\$206,421.00” and in lieu thereof insert “\$206,421.00.”
- 39 • On page 2 line 68, delete the dollar amount “\$206,421.00” and in lieu thereof insert “\$206,421.00.”
- 40

41 **IT IS FURTHER ORDAINED**, that in Section XV. that the figures be changed to read as follows:

- 42
- 43 • On page 2 line 80, delete the dollar amount “\$400,000.00” and in lieu thereof insert “\$423,364.00.”
- 44 • On page 2, delete line 82.
- 45 • On page 2, delete line 83.
- 46 • On page 2 line 84, delete the dollar amount “\$1,159,000.00” and in lieu thereof insert “\$723,364.00.”
- 47

48 **IT IS FURTHER ORDAINED**, that in Section VII. (line 92) be changed to read as follows:

- 49
- 50 • On page 2 line 92, delete Roman Numeral “VII.” and in lieu thereof insert Roman Numeral “XVII.”
- 51

52 **IT IS FURTHER ORDAINED**, that in Section VIII. (line 97) be changed to read as follows:

- 53
- 54 • On page 2 line 97, delete Roman Numeral “VIII.” and in lieu thereof insert Roman Numeral “XVIII.”
- 55

56 **IT IS FURTHER ORDAINED**, that Section XIX. and XX. be added as follows:

- 57
- 58 • On page 2 beginning on line 101 add the following words and numbers,
- 59

60 **Section XIX. Debt Service Revenue**

61 Debt Service Revenue \$136,843.00



62 **Total Debt Service Revenue** **\$136,843.00**

63

64 **Section XX. Debt Service Expense**

65 Debt Service Expense \$46,937.00

66 **Total Debt Service Expense** **\$46,937.00**

67

68

69 The Ordinance was introduced by _____ and seconded by _____ on the ____ day of ____ 2025. Adopted on
70 a motion of _____ and seconded by _____ on the ____ day of ____ 2025..

71

72 The vote was:

73

74 AYES:

75 NAYS:

76 ABSENT:

77 ABSTENTIONS:

78

79 And this Ordinance was declared adopted this ____, day of ____, 202__.

80

81

82

83 _____
Janet Dufrene, Town Clerk

84

Honorable Daniel J. Curtis, Mayor