



**TOWN COUNCIL MEETING
TUESDAY, NOVEMBER 21, 2023, 6:00PM
ABITA SPRINGS TOWN HALL
22161 LEVEL ST., ABITA SPRINGS, LA 70420**

Posted: November 20, 2023, 4pm

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

MAYOR'S ANNOUNCEMENTS:

ROLL CALL:
Call for Agenda Modifications
Accept October 17, 2023, Minutes

OLD BUSINESS:

- 1.) Final Discussion prior to introduction of Instrument 2023-006 An Ordinance by the Board of Aldermen the Town of Abita Springs Code of Ordinances to Amend Sec. 9-231 Related to the Regulating of Short-Term Rentals.

NEW BUSINESS:

- 1.) Introduction of Instrument 2023-005, An Ordinance to Establish the Town of Abita Springs Operating Budget of Revenue and Expenditures for the Fiscal Year Beginning January 1, 2024 and Ending December 31, 2024.
- 2.) Discussion regarding the approval and regulatory process related to uses not specifically listed or enumerated as allowable in Sec. 9-218.2. C-2 highway commercial district.

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.

PUBLIC HEARING

The proposed new language is shown blue, bold, and underlined. Language proposed for deletion is shown struck-thru.

Sec. 9-231. Short term rentals.

- (1) ***Applicability.*** No person shall use or maintain, nor shall any person advertise the use of any residential dwelling unit on any parcel in this town for short-term rental without a short-term rental permit. Short-term rentals may only be allowed in the following districts:
- a. Residential district, as described in section 9-215 of the Abita Springs Code of Ordinances.
 - b. Historic district, as described in section 9-222 of the Abita Springs Code of Ordinances.
 - c. Commercial districts as defined in section 9-218, 9-218.1, and 9-218.2.
 - d. Low Density Residential as defined in section 9-215.1.
 - e. **Midtown Cultural District as defined in Sec. 9-218.3.**
 - f. **Residential-Commercial Overlay as defined in Sec. 9-229**
- (2) ***Regulations.***
- a. The short-term rental permit shall be in the name of the owner, who shall be an owner of the real property upon which the short-term rental use is to be permitted. **The owner shall provide a real property document, translative of title, recorded in the St. Tammany Parish Clerk of Court's Office.**
 1. ~~For permits issued in residential districts, the Owner shall provide a real property document, translative of title, recorded in the St. Tammany Parish Clerk of Court's Office. and proof of homestead exemption.~~
 2. ~~For permits issued in all remaining eligible districts, the Owner shall provide verification of ownership evidenced by a real property document, translative of title, recorded in the St. Tammany Parish Clerk of Court's Office.~~
 - b. The owner shall keep on file with the town the name, **address**, telephone number, cell phone number, and e-mail address of a local ~~contact person~~ **agent** who shall be responsible for responding to questions or concerns regarding the operation of the short-term rental. This information shall be posted in a conspicuous location within the short-term rental dwelling. The local contact person shall be available 24 hours a day to accept telephone calls and respond physically to the short-term rental within 60 minutes when the short-term rental is rented and occupied.
 - c. One person may hold no more than one short-term rental permit. The permit shall not be transferable. **On property zoned residential, with more than one livable structure, only one will be allowed to be a short-term rental.**
 - d. Short-term rentals shall not be operated outdoors or in a recreational vehicle.
 - e. Short-term rentals use shall be limited to residential dwelling units existing and constructed as of the date of application for the short-term rental permit.
 - f. Short-term rental dwellings shall meet all applicable building, health, fire, and related safety codes at all times and shall be inspected by the fire department before any short-term rental activity can occur. Each bedroom shall contain a smoke detector and a carbon monoxide detector.

PUBLIC HEARING

- g. A minimum of one on-site parking space shall be provided for use per bedroom used by the short-term rental occupants. Vehicles shall be parked in the designated area onsite and shall not be parked on the street.
- h. The short-term rental shall appear outwardly to be a residential dwelling. No exterior signage or other exterior evidence that the property is used for short-term rental shall be permitted except for a sign not more than four square feet showing the name of the house.
- i. Use of the short-term rentals for commercial functions, ceremonies, and/or other special events shall be prohibited.
- j. The owner shall ensure that the occupants and/or guests of the short-term rental use do not create unreasonable noise or disturbances, engage in disorderly conduct or violate provisions of this Code or any state law pertaining to noise, disorderly conduct, the consumption of alcohol, or the use of illegal drugs or be subject to fines and penalties levied by the city up to and including revocation of the short-term rental permit.
- k. The owner, upon notification that occupants and/or guests of his or her short-term rental use have created unreasonable noise or disturbances, engaged in disorderly conduct or committed violations of this Code or state law pertaining to noise, disorderly conduct, the excessive consumption of alcohol or the use of illegal drugs, shall prevent a recurrence of such conduct by those occupants or guests or be subject to fines and penalties levied by the town up to and including revocation of the short-term rental permit.
- l. The owner shall maintain an occupational license and pay all occupancy taxes required by law, including but not limited to state sales tax and hotel/motel occupancy tax.
- m. No food service shall be provided by the owner or anyone on his behalf.
- n. In zones that allow multi-family, for properties with more than 1 dwelling unit, only 50% of dwelling units on the property can be used for short-term rentals- up to a maximum of 4. However, all remaining units of owner-occupied multi-family dwelling can be rented as short-term rentals. (If the property owner lives in the four-plex, 3 units can be short term rental. If none of the 4 units are owner occupied, then only 2 can be STR.
- o. The following “welcome information” shall be posted in a conspicuous location on an interior wall inside the short-term rental for the safety and convenience of the occupants. As an alternative to posting, the information may be provided in a “welcome binder” placed on a coffee table, kitchen table, or other prominent location in the short-term rental.
- The address of the short-term rental
 - The location of the nearest hospital
 - The Emergency Number is 911
 - The non-emergency police telephone number is 985-893-3100
 - The dates and approximate times of trash and recycling pick up and procedure.
 - The Emergency Contact: Name and phone number of the designated responsible party
 - Emergency evacuation instructions
 - Floor plan showing emergency exits and shutoff valves
 - Statement of presence of natural gas in the residence if applicable.
 - Any short-term rental located in a residential district requires notice of the need to respect the peace and quiet of the neighborhood residents which shall state as follows: “Please be a good neighbor by not making excessive noise or engaging in

PUBLIC HEARING

boisterous behavior, especially after 10:00pm. Such behavior can deprive your neighbors of the peaceful enjoyment of their homes”.

- (3) **Permits.** Prospective owner-applicants of short-term rental use shall apply for an annual permit with the Planning Director in accordance with the provisions of this section and on a form provided by the town. The application must be approved by the Zoning Commission. A short-term rental permit is a privilege, not a right, and may be revoked or not renewed based on non-compliance with the requirements provided herein.
 - a. The application shall be accompanied by the short-term rental permit application fee as set forth herein to cover the administrative costs of issuing a short-term rental permit and, but not limited to, inspecting the following information:
 - 1. The name, address, and phone number of the applicant, and verification that the applicant is the owner of the property. ~~including proof of homestead exemption for all properties located in eligible residential districts;~~
 - 2. The assessor's parcel number of the lot on which the short-term rental use is proposed;
 - 3. A site and floor plan identifying the location of parking on the site and the location of any bedrooms to be used for short-term rental use;
 - 4. Evidence that the property has current, valid liability insurance of \$500,000.00 or more with proof that such coverage includes use as a short-term rental property; and
 - 5. Acknowledgment of compliance with all regulations pertaining to the operation of a short-term rental.
 - 6. Occupational License
 - 7. Fire Marshal Inspection Report
 - 8. Copy of the required “Welcome Information”
 - b. The permit term for all short-term rental permits shall run from ~~January 15 to January 14~~ April 1 to March 31 of each year, regardless of when issued. All permits must be renewed annually.
 - c. There shall be no more than ~~ten~~ fifteen short-term rental permits issued by the town annually. Those in the residential zones are not allowed to be closer than 300’. Buffer will be determined using Town GIS calculation tool. If the property is partially inside the buffer area, permission will be granted if the rentable structure is fully outside of the buffer.
 - d. The application fee shall be \$25.00. The annual permit fee for a short-term rental permit shall be \$250.00.
 - e. Any fraud, material misrepresentations, or false statements contained in the attestations, required documentation, or correlating application materials shall be grounds for immediate revocation of a short-term rental permit. Furthermore, all requirements herein shall be continuously maintained throughout the duration of the permit.
 - f. In the instance that a property with a Short-Term Rental permit is sold, the issued permit will remain active for 60 days to allow the new property owner to apply for a Short-Term Rental permit.

PUBLIC HEARING

g. If an application is a renewal, it must be submitted by March 1st, and will be reviewed administratively. The Planning and Zoning Director will issue a permit after an application is processed and the permit fee is paid.

A permit is ineligible for renewal if:

- The completed permit packet is submitted after the March 1st deadline.
- There are complaint affidavits on file in the permit office in the previous two years.
- There are changes in floorplan, occupancy, zoning, or ownership.

- (4) **Violations.** Any violation of this section and the correlating provisions in this chapter may subject a violator to any remedy, legal or equitable, available to the town. Violations include but are not limited to: advertisement or rental of a short-term rental without proper permitting, operation outside the scope of any of the applicable short-term rental regulations provided by law and advertising a short-term rental outside the permitted scope of a short-term rental permit. The planning director may suspend, revoke or not renew any permit issued pursuant to this section if the planning director determines that the permit holder has violated any provision of this section, two or more times. Remedies include but are not limited to: revocation of a short-term rental permit, daily fines, and property liens, as more fully provided in section 1-108 of this chapter. Each day of violation shall be considered a separate offense. Nothing contained herein shall be construed to limit the legal remedies available to any other person for the correction of violations of this section.

(Ord. No. 504, 9-17-2019; Ord. No. 522, 7-20-2021)



October 2, 2023

To: Town Council

From: Kristin Tortorich

Subject: Proposed amendments to Code of Ordinances Sec. 9-231 regarding short term rentals

At the September 28, 2023, Planning & Zoning Commission meeting, the Commission unanimously voted to recommend amendments to Code of Ordinances Sec. 9-231 to move forward to the Town Council for consideration. The amendments are shown below.

PROPOSED AMENDMENTS TO CODE OF ORDINANCES SEC. 9-231:

The proposed new language is shown blue, bold, and underlined. Language proposed for deletion is shown struck-thru.

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(Ord. No. 504, 9-17-2019; Ord. No. 522, 7-20-2021)

WELCOME TO Abita Springs

YOU ARE HERE:

22500 MAIN STREET, ABITA SPRINGS, LA 70420

NEAREST HOSPITAL(S):

St. Tammany Parish Hospital
1202 S. Tyler St. Covington, LA 70433
(985) 898-4000

Covington Trace ER & Hospital
4107 Hwy. 59, Mandeville, LA 70471
(985) 951-3650

EMERGENCY NUMBER IS 911

Non-emergency police telephone number is **(985) 893-3100**

TRASH AND RECYCLING

Recycling Pick-Up is Monday morning, please put recycling cans out Sunday night
Garbage Pick-Up is Tuesday morning, please put garbage cans out Monday night.

EMERGENCY CONTACTS

Jane Doe, (985) 892-0711 and Mark Doe (985) 892-0712

EMERGENCY INFORMATION

This house has Natural Gas. Please read the Gas notice below/in the binder.

THE FOLLOWING ARE AVAILABLE FOR LOCAL NEWS:



www.wwltv.com
Local Channel 4



www.wdsu.com
Local Channel 6



www.fox8live.com
Local Channel 8



www.wgno.com
Local Channel 26

Notice: Please be a good neighbor by not making excessive noise or engaging in boisterous behavior, especially after 10:00pm. Such behavior can deprive your neighbors of the peaceful enjoyment of their homes.

Sample



WELCOME TO Abita Springs

YOU ARE HERE:

22500 MAIN STREET, ABITA SPRINGS, LA 70420

NEAREST HOSPITAL(S):

St. Tammany Parish Hospital
1202 S. Tyler St. Covington, LA 70433
(985) 898-4000

Covington Trace ER & Hospital
4107 Hwy. 59, Mandeville, LA 70471
(985) 951-3650

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UTILITY INFORMATION

This house has Natural Gas. Please read the Gas notice below/in the binder.

Notice: Please be a good neighbor by not making excessive noise or engaging in boisterous behavior, especially after 10:00pm. Such behavior can deprive your neighbors of the peaceful enjoyment of their homes.



Sample

DETECTING A NATURAL GAS LEAK USING YOUR SENSES

(985) 892-0711

SMELL

NATURAL GAS DOESN'T HAVE AN ODOR, SO YOU CAN'T RELY ON YOUR SENSE OF SMELL ALONE TO DETECT IT.

The Town of Abita Springs Gas Department has taken steps to protect customers from natural gas leaks by adding an **odorant**, called **mercaptan**, that smells like **rotting eggs or an unpleasant skunk smell**.



SIGHT

Natural gas may blow dirt, make bubbles, kill vegetation or create an area of frost on the ground in warm weather when it leaks from an underground pipe.



SOUND

A natural gas leak can be a quiet hiss or a loud roar.



3 STEPS TO TAKE IF YOU SUSPECT A GAS LEAK

- Do not attempt to locate the leak. Leave the area immediately and do not touch anything that could cause a spark.
- Call the Town of Abita Springs (985) 892-0711 and 911 from another location at a safe distance.
- The Town of Abita Springs Gas Department will investigate the situation at no cost. Do not re-enter the area until you have been advised that it is safe.

HEALTH

Symptoms of a natural gas leak include headache, dizziness, loss of coordination, irritation, drowsiness, or unconsciousness. Extremely high concentrations of natural gas can cause suffocation from a lack of oxygen.



Instrument 2023-005

**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	\$2,057,800.00
Grant Income	\$1,453,200.00
General Obligation Bond Fund Balance	<u>\$250,000.00</u>
Total General Fund Income	\$3,761,000.00

Section VI. General Fund	
General Fund Expenditures	\$1,244,100.00
Grant Expenditures	\$1,633,900.00
Special Projects	\$460,000.00
Transfer Revenue for Utility Fund	<u>\$423,000.00</u>
Total General Fund Expenditures	\$3,761,000.00

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		
58	Section X. Cemetery Fund	
59	Cemetery Expenditures	<u>\$40,000.00</u>
60	Total Cemetery Expenditures	\$40,000.00
61		
62	Section XI. Parks & Recreation	
63	Parks & Recreation Fund Revenue	\$127,100.00
64	2 mil Ad Valorem Revenue	<u>\$49,800.00</u>
65	Total Parks and Recreation Income	\$176,900.00
66		
67	Section XII. Parks & Recreation	
68	Parks and Recreation Expenditures	<u>\$176,900.00</u>
69	Total Parks and Recreation Expenditures	\$176,900.00
70		
71	Section XIII. Lighting Fund	
72	1 mil Ad Valorem Revenue	\$26,300.00
73	Transfer from General Fund	<u>\$7,200.00</u>
74	Total Lighting Income	\$33,500.00
75		
76	Section XIV. Lighting Fund	
77	Lighting Fund Expenditures	<u>\$33,500.00</u>
78	Total Lighting Expenditures	\$33,500.00
79		
80	Section XV. Shared Sales Tax Fund	
81	Shared Sales Tax Revenue	\$400,000.00
82	STP Burvant Funds	\$300,000.00
83	GOB Fund Balance	\$250,000.00
84	SST Revenue	<u>\$209,000.00</u>
85	Total Shared Sales Tax Income	\$1,159,000.00
86		
87	Section XVI. Shared Sales Tax Fund	
88	Shared Sales Tax Expenditures	\$271,500.00
89	Level & Burvant Project	\$840,000.00
90	Shared Sales Tax Debt Service	<u>\$47,500.00</u>
91	Total Shared Sales Tax Expenditures	\$1,159,000.00
92		
93	Section VII. Public Works Fund	
94	Public Works Expenditures	\$583,300.00
95	Public Works Debt Service	<u>\$8,500.00</u>
96	Total Public Work Expenditures	\$591,800.00
97		
98	Section VIII. Public Works Fund	
99	Public Works Expenditures	\$583,300.00
100	Public Works Debt Service	<u>\$8,500.00</u>
101	Total Public Work Expenditures	\$591,800.00

102
103 **THIS ORDINANCE was introduced by Alderperson _____, seconded by Alderperson**
104 **_____, on this ___ day of _____, 2023.**

105
106 **THIS ORDINANCE was adopted on motion of Alderperson _____, seconded by Alderperson**
107 **_____ on this _____ day of _____ 202_.**

108
109 AYES:
110 NAYS:
111 ABSTENTIONS:
112 ABSENT:

113
114
115
116 _____
117 Janet Dufrene, Town Clerk

Honorable Daniel J. Curtis, Mayor

118

WHAT TO DO IF YOU SMELL NATURAL GAS

IMMEDIATE RESPONSE TO GAS LEAKS IS ESSENTIAL TO ENSURE THAT PUBLIC SAFETY IS MAINTAINED.

DO NOT DELAY. DO NOT IGNORE GAS ODORS. USING THE GUIDELINES BELOW CAN HELP YOU DEAL WITH ANY POTENTIAL GAS LEAKS. CALL THE GAS COMPANY (985) 892-0711 OR 911 FOR HELP.

WHO TO CALL IN AN EMERGENCY

CALL THE GAS COMPANY (985) 892-0711 OR 911 FOR HELP

Natural gas has no odor. Gas companies add a harmless chemical called mercaptan to give it its distinctive “rotten egg” smell. All natural gas and propane pipeline gas in Louisiana is odorized.

IF YOU SMELL GAS INSIDE:

- Go to a phone that is not near the smell and call the local gas company right away. (If the smell is strong or you are unsure, leave the house and then call.) They will come and make the area safe at no charge to you.
- Keep everyone away from the area of the odor.
- Don't smoke or strike any matches.
- Don't light any candles.
- Don't flip light switches on or off.
- Don't use a telephone.
- Don't use any electrical equipment or lights that might create a spark in the area of the odor.
- Don't use the doorbell.
- Don't adjust thermostats or appliance controls.
- Put out all open flames.
- If the odor is strong, leave the premises immediately and tell others to leave. Then, call your local gas company from a neighbor's home.

OUTSIDE GAS ODORS SHOULD BE REPORTED RIGHT AWAY - DO NOT TRY TO LOCATE THE SOURCE YOURSELF, IF YOU SMELL OR HEAR ESCAPING GAS:

- Telephone your local gas company immediately from a neighbor's phone.
- Don't go back inside your home until your local gas company says it is safe.
- Keep others away from the area.

The Town of Abita Springs provides 24-hour emergency service every day of the year to provide immediate response to emergencies such as natural gas leaks.

There is no charge to stop gas leaks. (985) 892-0711

(AFTER HOURS EMERGENCY SERVICE COMPANY WILL ANSWER)

All repairs to gas lines on your premises must be made in accordance with local regulations, by a licensed plumber where required or by your local gas company.

General Fund	2023	2023	2024
REVENUES	Budget	Est. Actual	Budget
Permits & Licenses			
Alcohol	\$ 5.0	\$ 2.9	\$ 3.0
Building Inspections	\$ 20.0	\$ 22.4	\$ 25.0
Building Permits	\$ 20.0	\$ 21.2	\$ 25.0
Building Plan Reviews	\$ 5.0	\$ 6.0	\$ 5.6
Contractor	\$ 8.2	\$ 12.2	\$ 10.0
Drainage Permits/Inspects	\$ 2.3	\$ 4.8	\$ 5.0
Insurance Co.	\$ 100.2	\$ 62.0	\$ 62.0
Occupational	\$ 40.7	\$ 40.5	\$ 40.0
Short Term Rental	\$ 1.4	\$ 1.8	\$ 1.9
TTL P&L	\$ 202.8	\$ 173.8	\$ 177.5
	7.60%	8.21%	4.72%
TAXES			
Ad Valorem	\$ 400.9	\$ 404.4	\$ 400.9
Beer Dist	\$ 5.5	\$ 4.2	\$ 5.0
Franchise	\$ 125.0	\$ 132.7	\$ 130.0
Sales Tax	\$ 400.0	\$ 430.5	\$ 400.0
Sales Tax-Police	\$ 133.3	\$ 146.2	\$ 150.0
TTL TAXES	\$ 1,064.7	\$ 1,118.0	\$ 1,085.9
	39.88%	52.78%	28.87%
FEES			
Citation Fines&Fees	\$ 40.0	\$ 14.0	\$ 40.0
Instrument Recording Fees	\$ 1.0	\$ 1.0	\$ 1.0
State Court Fees	\$ 1.5	\$ 1.9	\$ 1.1
TTL FEES	\$ 42.5	\$ 16.9	\$ 42.1
	1.59%	0.80%	1.12%
SVCS & RENT			
Town Hall Rental	\$ 25.0	\$ 15.0	\$ 25.0
TTL Svc&Rent	\$ 25.0	\$ 15.0	\$ 25.0
	0.94%	0.71%	0.66%
GRANTS/DON			

Notes:

Cleco= 16,500/Charter = 7,000/ Directv= 1,200, WSTE = 8,000

Law Enforcement Income	
Sales Tax:	\$150,000
Citation Fines:	\$ 40,000
0	
Law Enforcement Expense	
Payroll Expenses:	\$151,500
General Expenses:	\$ 29,000
-	

Grants - Records Room			\$ -	
Grant - Sidewalk	\$ 180.0	\$ 180.0	\$ -	Grant Funding
Grant - Trace Lighting	\$ 401.5		\$ 534.2	Grant Funding
LA Outdoors Grant			\$ 604.0	Grant Funding
SS4A			\$ 315.0	
Donation Income				
Sub-Total Grants/Donations	\$ 581.5	\$ 180.0	\$ 1,453.2	
	21.8%	8.5%	38.6%	
OTHER INC				
Advertisement	\$ 0.3	\$ 1.5	\$ 1.5	
Christmas (See P&R)		\$ 4.1	\$ 2.0	
Insurance Claim	\$ -		\$ -	
Interest Income	\$ 10.0	\$ 112.5	\$ 110.0	
Garage Sale		\$ 5.2	\$ 5.0	
Push Mow Parade	\$ 2.0	\$ 4.1	\$ 4.0	
Miscellaneous	\$ 3.0		\$ 2.0	Dedicated Bond Funds
LTR Bond Bal-Town Hall	\$ 250.0	\$ -	\$ 250.0	Emergency Reimbursement Funds
Town Hall FEMA Reimbursement			\$ 40.0	
FEMA Reimbursement	\$ 485.0	\$ 485.0	\$ 136.8	
STMA Donation	\$ 3.0	\$ 2.0	\$ 3.0	
Cares Act Reimbursement				
UF Debt Service Fund Balance			\$ 423.0	
TTL OTHER	\$ 753.3	\$ 614.4	\$ 977.3	
TOTAL REV	\$ 2,669.8	\$ 2,118.1	\$ 3,761.0	
EXPENSES				
SAL & BENS				
Salary - Office	\$ 266.5	\$ 200.0	\$ 300.0	
Salary - Council	\$ 37.7	\$ 37.4	\$ 38.0	
1099 Clerical Pay	\$ 16.0			
Bens& Ins - Ofc	\$ 59.1	\$ 60.0	\$ 65.0	
Retire - Gen Govt	\$ 48.0	\$ 52.1	\$ 53.0	
Payroll Taxes - Ofc	\$ 11.2	\$ 11.6	\$ 12.0	
SUB-TTL S&B	\$ 438.5	\$ 361.1	\$ 468.0	

% of Total Expenses	16.43%	25.48%	12.44%
Law Enforcement			
Salary - Marshal/Deputy	\$ 66.7	\$ 67.0	\$ 120.8
Benefits & Ins	\$ 13.2	\$ 12.7	\$ 20.0
Retirement	\$ 15.5	\$ 15.4	\$ 15.5
Payroll Taxes	\$ 2.0	\$ 2.6	\$ 2.0
Ttl Law Enforcement	\$ 97.4	\$ 97.7	\$ 158.3
% of Total Expenses	3.7%	6.9%	4.2%
CONTRACTS			
SUB TTL-Contr	\$ -		\$ -
% of Total Expenses	0.00%		0.00%
GRANT&Don'n			
Grant - Record Rm& Match	\$ -		\$ -
Cares Act #604 Exp			
Grant - Sidewalk	\$ 180.0	\$ 193.5	\$ -
Grant - Sidewalk Match	\$ 45.0		\$ -
Grant - Trace Lighting	\$ 401.5		\$ 534.2
Grant- Trace Lighting Town Match	\$ 70.9		\$ 133.6
LA Outdoors Grant			\$ 604.0
LA Outdoors Grant- Town Match			\$ 47.1
SS4A Grant Expenses			\$ 252.0
SS4A Grant Match			\$ 63.0
SUB-TTL- G&D	\$ 697.4	\$ 193.5	\$ 1,633.9
% of Total Expenses	26.14%	13.65%	43.44%
SVCS & RENT			
Building Inspection	\$ 16.4	\$ 15.8	\$ 25.0
Drainage Inspection	\$ 2.3	\$ 2.7	\$ 7.5
Christmas Exp (See P&R)			
Halloween	\$ 1.0	\$ 1.0	\$ 1.0
Push Mow	\$ 2.0	\$ 0.5	\$ 1.0
Recycle Event	\$ 2.2	\$ 2.2	\$ -
Sr Citizen Ben	\$ 0.9	\$ 0.9	\$ 2.0
STMA Exp	\$ 3.1	\$ 3.1	\$ 3.0

Volunteer Party	\$ -		\$ 2.0
TTL SVC/RENT	\$ 27.9	\$ 26.2	\$ 41.5
% of Total Expenses	1.05%	1.85%	1.10%
GEN & ADMIN			
Acctng/Auditing	\$ 12.4	\$ 14.4	\$ 15.0
Advert. & Publicat.	\$ 5.3	\$ 14.3	\$ 15.0
Annex Routine Maint & Rep	\$ 3.2		\$ 1.0
Auto Gas	\$ 1.2	\$ 1.2	\$ 0.7
Auto-Rep&Maint	\$ 1.3	\$ 0.6	\$ 0.5
Bank Fees	\$ 0.3	\$ 0.1	\$ 0.3
Computer/Network Expense		\$ 13.2	\$ 14.0
Computer Exp/Software	\$ 100.0	\$ 100.0	\$ 60.0
Dues & Subcrption	\$ 1.3	\$ 1.9	\$ 3.0
nstrument Recording	\$ 0.8	\$ 3.5	\$ 1.5
Insurance - Gen	\$ 32.5	\$ 35.2	\$ 32.5
Ins License Exp			
Janitorial Exp - Ofc/Tn Hall	\$ 14.6	\$ 19.8	\$ 14.6
Legal & Profess'l	\$ 75.0	\$ 116.4	\$ 50.0
Municode & Website	\$ 10.0	\$ 9.2	\$ 4.5
Occupat'l Lic Fee	\$ -		\$ -
Ofc Equip - M&R	\$ 3.1	\$ 1.0	\$ 3.1
Ofc Supplies	\$ 16.5	\$ 20.4	\$ 15.0
Pay't Processing - VENMO	\$ 1.4	\$ 0.2	\$ 1.0
Payroll Proc Fee	\$ 5.4	\$ 5.9	\$ 5.0
Phone/Internet	\$ 4.4	\$ 3.6	\$ 6.0
Postage	\$ 0.5	\$ 0.5	\$ 0.5
Pest Control			\$ 1.5
Structure Repair (Non-Reno)			
St. Tammany Parish Assessor	\$ 6.0	\$ 6.3	\$ 5.0
Town Hall Maint & Repair	\$ 10.0	\$ 0.7	\$ 10.0
Travel/Conventions/Mtgs	\$ 0.1	\$ 0.2	\$ 0.1
Utilities	\$ 11.5	\$ 18.0	\$ 10.0
Equip R & M/Cap Outlay	\$ 9.2		

SUB-TTL G&A	\$ 326.0	\$ 386.6	\$ 269.8
% of Total Expenses	12.22%	27.28%	7.17%
Law Enforcement G&A			
Auto Fuel	\$ 5.2	\$ 5.2	\$ 3.5
Auto Repair & Maintenance	\$ 1.9	\$ 1.7	\$ 3.0
Capital Outlay (Vehicle Cost)	\$ 12.1		
Computer Network	\$ 3.3	\$ 1.4	\$ 5.0
Equipment & Supplies	\$ 1.3	\$ -	\$ 2.0
Insurance	\$ 6.3	\$ 4.1	\$ 3.0
Legal & Professional	\$ -		\$ -
Office Expense	\$ 1.8	\$ 1.8	\$ 2.0
Radios & Comm/Phone	\$ 4.0		\$ 3.0
Uniforms	\$ -	\$ 0.1	\$ -
SUB TTL MARSHAL G&A	\$ 35.9	\$ 14.3	\$ 21.5
% of Total Expenses	1.3%	1.0%	0.6%
OTHER			
Annex Remodel	\$ 50.0	\$ 2.5	
Annex Bathroom Renovation			
Town Hall Remodel-LTRB			
Town Hall Remodel Added	\$ 250.0		\$ 250.0
Town Hall Storm Damage Repairs			\$ 40.0
Master Plan	\$ 240.0	\$ 40.9	\$ 90.0
Property Acquisition Fund			\$ 25.0
Abita Traffic Circle			\$ 30.0
Abita Public Parking Lot Rehab			\$ 15.0
Town Technology/Security Project			\$ 50.0
Hurricane Exp	\$ 253.8	\$ 29.4	
TTL OTHER	\$ 793.8	\$ 72.8	\$ 500.0
% of Total Expenses	29.75%	5.14%	13.29%
CLERK of CT			
Salary	\$ 14.7	\$ 14.1	\$ 8.0
Bens & Ins	\$ 7.4	\$ 7.1	\$ 5.0
Retirement	\$ 4.3	\$ 4.0	\$ 2.0
Payroll Taxes	\$ 0.2	\$ 0.2	\$ 0.1

Special Projects

Special Projects

Special Projects

Special Projects

Special Projects

Mayor Court Exp	\$ 1.5	\$ 0.3	\$ 1.5
Ofc Supplies	\$ 1.5	\$ 1.0	\$ 1.0
State Court Fees	\$ 1.5	\$ 1.9	\$ 1.1
TTL C OF C	\$ 31.1	\$ 28.6	\$ 18.7
% of Total Expenses	1.17%	2.02%	0.50%
Ad Valorem Tx - LF (6.56%)	\$ 26.3	\$ 26.5	\$ 26.3
Franchise Fee- Light Fund	\$ 7.2	\$ 8.6	\$ 7.2
Ad Valorem Tx- P&R (12.0%)	\$ 52.5	\$ 53.0	\$ 48.1
Ad Val Tx-LTRB Snkg Fund	\$ 121.1	132.6	\$ 131.5
LT Interest - 25%	\$ 13.2	15.7	\$ 13.2
Transfer of Revenues to UF			\$ 423.0
TTL - Cap Exp & Tax Disburse	\$ 220.3	\$ 236.4	\$ 649.3
TTL EXPENSES	\$ 2,668.3	\$ 1,417.2	\$ 3,761.0
% of Total Expenses			
Gross Surplus(Deficit)	\$ 1.5	\$ 700.9	\$ (0.0)

Utility Fund	2023	2023	2024
Revenues	Budget	Est. Actual	Budget
Gas Sales-Residential	\$ 525.0	\$ 420.0	\$ 465.0
Gas Sales-Comm'l	\$ 225.0	\$ 175.0	\$ 155.0
Gas Service Fee	\$ 12.1	\$ 14.9	\$ 15.5
Gas Connect Fee	\$ 14.4	\$ 15.2	\$ 12.0
Install Fees - Gas	\$ -		\$ 4.6
Infrastructure Cap'y Fee			
Gas Late Fees	\$ 5.8	\$ 3.0	\$ 3.0
Impact Fees			
Sub-Ttl - Gas	\$ 782.3	\$ 628.1	\$ 655.1
Water Sales	\$ 275.0	\$ 280.0	\$ 275.0
Water Sls-Comm'l	\$ 55.0	\$ 55.0	\$ 55.0
Water Service Fee	\$ 14.6	\$ 15.2	\$ 15.8
Install'n Fees- Water			
Water Connect Fee	\$ 15.0	\$ 14.0	\$ 15.0
Water Tower Rental	\$ 15.5	\$ 15.5	\$ 17.9
Water Late Fees	\$ 5.8	\$ 5.1	\$ 5.0
Grant Income	\$ 14.4	\$ 48.2	
Meter Bond Rev			
Infrastructure Cap'y Fee			
Impact Fees			
Well Repair			\$ 100.0
Water Well Proj - GOB	\$ 73.0		\$ -
Safe Drink Water	\$ 15.3	\$ 15.4	\$ 15.3
Sub-Ttl Water	\$ 483.6	\$ 448.4	\$ 499.0
Sewer Service Chgs	\$ 480.0	\$ 480.0	\$ 462.0
Sewer Svc-Comm'l	\$ 60.0	\$ 52.7	\$ 60.0
Sewer Service Fee	\$ 13.3	\$ 14.0	\$ 14.5
Sewer Connect Fee	\$ 13.9	\$ 9.4	\$ 10.7
Infrastructure Cap'y Fee			
Sewer UIL DEQ Loan	\$ 600.0		\$ 500.0
Sewer Plant Upgrade	\$ 1,700.0	\$ 302.2	
ARP Fund Balance			\$ 995.0
Sewer Inspection Fees			
Fund Bal Sewer Plant			
Sewer Plant - ARA Funds			
Lift Station Rehab			
DEQ Sewer Rehab Rev			

Sewer Late Fees	\$ 5.8	\$ 4.7	\$ 5.0
Install'n Fees-Sewer			
Sub-Ttl Sewer	\$ 2,873.0	\$ 863.0	\$ 2,047.2
Garbage Fees	\$ 410.0	\$ 392.2	\$ 400.0
Garb Fee-Comm'l	\$ 10.0	\$ 3.8	\$ 5.0
Garbage Svc Fee	\$ 15.6	\$ 14.8	\$ 15.6
Garbage Late Fee	\$ 2.6	\$ 2.2	\$ 2.5
Garb Connect Fee	\$ 2.3	\$ 1.8	\$ 2.0
Sub Ttl - Garbage	\$ 440.5	\$ 414.8	\$ 425.1
OTHER REVENUE			
Grant Income - UF			
Misc Income	\$ 1.8		\$ 1.0
Interest Income - UF	\$ 5.0	\$ 82.0	\$ 80.0
Util Assist Fund Inc	\$ 0.3		\$ 0.3
Late Fees			
Transfers of Revenues from GF			\$ 423.0
Infrastructure Capacity Fees			
Impact Fees	\$ 18.0	\$ 4.0	\$ 5.0
Sub Ttl - Other Rev	\$ 25.1	\$ 86.0	\$ 509.3
Total Revenue	\$ 4,604.5	\$ 2,440.3	\$ 4,135.7
	2023	2023	2024
EXPENSES	Budget	Est. Actual	Budget
Salaries - Gas	\$ 84.0	\$ 82.4	\$ 84.0
Emp Ben&Ins Gas	\$ 19.5	\$ 15.7	\$ 19.5
Retirement Exp-Gas	\$ 22.6	\$ 21.8	\$ 22.6
Payroll Taxes - Gas	\$ 1.6	\$ 1.3	\$ 1.6
Gas Safety Rpts & Fees	\$ 18.0	\$ 22.1	\$ 18.0
Utilities - Gas	\$ 3.0	\$ 1.3	\$ 3.0
Nat'l Gas Purch	\$ 410.0	\$ 235.0	\$ 285.0
Materials - Gas			
Maint & Materials	\$ 40.0	\$ 65.0	\$ 60.0
Sub-Ttl Nat Gas	\$ 598.7	\$ 444.6	\$ 493.7
Water - Salaries	\$ 84.4	\$ 82.4	\$ 84.4
Emp B&I Water	\$ 19.5	\$ 15.2	\$ 19.5
Retire't Exp-Water	\$ 22.7	\$ 22.1	\$ 22.7
Pay'l Tax-Water	\$ 1.6	\$ 1.2	\$ 1.6
Contr Labor-Water			
Utilities - Water	\$ 15.0	\$ 11.6	\$ 15.0
Grant Expense		\$ 48.2	

Water Meter Upgrade			
Well Upgrade & Rep	\$ 20.0	\$ 41.7	\$ 25.0
Materials - Water			
Maint & Materials	\$ 60.0	\$ 67.0	\$ 60.0
Water Testing	\$ 55.0	\$ 56.0	\$ 55.0
Safe DrinkWater Fee	\$ 14.0	\$ 14.3	\$ 14.0
Water - Sub-Total	\$ 292.2	\$ 359.7	\$ 297.2
Salaries- Sewer	\$ 84.4	\$ 82.5	\$ 84.4
Emp B&I - Sewer	\$ 19.5	\$ 15.5	\$ 19.5
Retire't Exp - Sewer	\$ 22.7	\$ 22.1	\$ 22.7
Pay'l Tax-Sewer	\$ 1.6	\$ 1.2	\$ 1.6
Contr Labor-Sewer			
Sewer Inspection Exp			
Sewer Lines Rep/Maint	\$ -		\$ -
Utilities - Sewerage	\$ 30.0	\$ 56.3	\$ 60.0
Grant Expense			
DEQ Sewer Rehab Fees			
Materials - Sewer			
Lift Station Rehab	\$ -		\$ -
DEQ Sewer Rehab			\$ 165.7
Maint - Sewer Lines	\$ 25.0	\$ 33.9	\$ 30.0
Maint-Sewer Plant	\$ 25.0	\$ 23.1	\$ 25.0
UIL Connection	\$ 480.0	\$ -	\$ 600.0
UIL Connection Engineer	\$ 120.0	\$ 30.0	\$ 90.0
Sewer Plant Rehab	\$ 1,700.0	\$ 302.2	\$ 600.0
UIL Sewerage Service	\$ 79.8	\$ -	\$ 54.0
Coding			
Sub-Ttl Sewer	\$ 2,588.0	\$ 566.8	\$ 1,752.9
Garbage Pick Up	\$ 363.0	\$ 338.5	\$ 339.6
Comm'l Pick Up	\$ 1.0	\$ 1.3	\$ 1.3
Sub-Ttl Garbage	\$ 364.0	\$ 339.8	\$ 340.9
Operating Exps			
Auto Gas	\$ 40.0	\$ 16.7	\$ 25.0
Auto Rep&Maint-UF	\$ 25.2	\$ 23.4	\$ 25.2
Contr Labor - Gen'l			
Sml Tools&Equip	\$ 6.0	\$ 8.6	\$ 6.0
Equip Purch/Maint	\$ 5.0	\$ 7.8	\$ 7.5
Util Maint/Rep Struct			

Barn Maint/Rep Equip	\$ 15.0	\$ 19.4	\$ 5.0
Operational Acct			
Capital Outlay-Software	\$ 75.0	\$ 60.0	\$ 15.0
Sub-Ttl Oper Exp	\$ 166.2	\$ 135.9	\$ 83.7
Gen & Admin Exps			
Accting & Audit	\$ 7.5	\$ 10.2	\$ 10.0
Advertising			
Assistance Program			
Billing Expense	\$ 9.8	\$ 11.8	\$ 15.0
Computer Exp UF	\$ 5.0	\$ 10.9	\$ 20.0
Convtns,Mtg&Travel			\$ -
Dues & Subs-UF	\$ 0.5	\$ 1.5	\$ 1.5
General Insurance	\$ 68.0	\$ 65.3	\$ 68.0
Interest Exp			
Legal & Prof'l			\$ 10.0
Ofc Supply&Exp UF	\$ 5.0	\$ 6.7	\$ 5.0
Postage UF	\$ 2.0	\$ 0.6	\$ 1.5
Telephone UF	\$ 9.0	\$ 5.3	\$ 7.0
Physicals/Drug Test	\$ 1.0	\$ 5.4	\$ 5.4
Safety Reports			
Training	\$ 3.0	\$ -	\$ 3.0
Uniforms UF	\$ 5.5	\$ 3.6	\$ 5.5
Utility Grant Exp			
Util Fund Assist Exp	\$ 0.4	\$ 0.2	\$ 0.4
Depreciation	\$ 118.7	\$ 118.7	\$ 193.4
Sub-Ttl G & A Exp	\$ 235.4	\$ 240.2	\$ 345.7
Debt Service			
Series 2004 P & I	\$ -	\$ 24.2	\$ 23.8
Series 2012 P & I			
DEQ Loan Sinking Fund Transfer			\$ 423.0
DEQ Loan Reserve Fund Transfer			\$ 34.8
LDEQ Loan Admin Fees	\$ 24.0	\$ 17.3	\$ 10.0
LDEQ Loan Prin & Int Pymt Transfer	\$ 336.0	\$ 300.5	\$ 330.0
Total Debt Service	\$ 360.0	\$ 342.0	\$ 821.6
Ttl Expenses	\$4,604.5	\$2,429.0	\$4,135.7
Net Rev/Loss	\$ -	\$ 11.3	\$ -
Net Rev/Loss+Depr	\$ 118.7	\$ 130.0	\$ 193.4

Public Works

	2023	2023	2024
	Budget	Est. Actual	Budget
Sales Tx Rev	\$ 533.3	\$ 560.0	\$ 560.0
Culvert Revenue	\$ 10.0	\$ 14.0	\$ 10.0
Infrastructure Cap'y Fees	\$ 6.0	\$ 12.0	\$ 15.0
Mowing Revenue	\$ 6.0	\$ 6.0	\$ 6.0
Tree Inspection	\$ 0.8	\$ 1.5	\$ 0.8
Gen Obl Bond Streets			
Equipment Sale			
Interest			
TOTAL INC	\$ 556.1	\$ 593.5	\$ 591.8
Expenses			
Salaries & Ben.			
Salaries	\$ 179.6	\$ 173.0	\$ 179.6
Empl Ben/Ins	\$ 33.9	\$ 28.0	\$ 33.9
Retirement	\$ 45.0	\$ 38.0	\$ 45.0
Payroll Tx	\$ 3.1	\$ 3.1	\$ 3.1
Ttl Sal & Ben	\$ 261.6	\$ 242.1	\$ 261.6
Operating Exp			
Auto - Gas	\$ 15.0	\$ 10.0	\$ 15.0
Vehicle/Equip - Maint	\$ 28.0	\$ 12.0	\$ 28.0
Barn Maintenance	\$ 32.3	\$ 16.0	\$ 14.2
Capital Outlay	\$ 25.0	\$ 42.1	\$ 50.0
Culvert Install & Repair	\$ 10.0	\$ 14.0	\$ 10.0
Dumpster Disp	\$ 5.0	\$ 4.6	\$ 5.0
Equip Repair	\$ 13.0	\$ 16.0	\$ 13.0
Haz Trees Removal	\$ 20.0	\$ 14.0	\$ 20.0
Haz Trees Insp	\$ 4.5	\$ 0.3	\$ 4.5
Small Tools & Supplies	\$ 7.0	\$ 4.0	\$ 7.0
Storage Unit Rental	\$ 4.0	\$ 2.0	\$ 2.5
Street & Drainage Repair			
Town Structure R/M	\$ 10.2	\$ 66.3	\$ 10.2
Training	\$ 0.5	\$ -	\$ 0.5
Uniforms	\$ 4.0	\$ 1.2	\$ 4.0
Street Repairs- GO Bond			
TTL Oper Expense	\$ 178.5	\$ 202.5	\$ 183.9
Gen & Admin Exp			
Acctg & Audit	\$ 5.0	\$ 4.9	\$ 6.7
Insurance	\$ 50.0	\$ 50.0	\$ 50.0
Land Lease	\$ 15.0	\$ 18.1	\$ 18.1
Legal & Prof	\$ 2.0	\$ -	
Office Supplies	\$ 5.0	\$ 3.4	\$ 5.0
Telephone/Internet	\$ 2.0	\$ 4.3	\$ 4.5
Physicals & Drug Test	\$ 1.5	\$ 0.5	\$ 1.5
Utilities	\$ 2.0	\$ 1.5	\$ 2.0
Capital Exp - Software	\$ 25.0		\$ 50.0

TTL Gen & Admin	\$ 107.5	\$ 82.7	\$ 137.8
Debt Svc - Series 2020(25%)	\$ 8.5	\$ 8.5	\$ 8.5
TTL Expenditures	\$ 556.1	\$ 535.8	\$ 591.8
Surplus(Deficit)	\$ -	\$ 57.7	\$ -

Shared Sales Tax

	2023	2023	2024
	Budget	Est. Actual	Budget
Special Rev	\$ 450.0	\$ 440.0	\$ 400.0
GOB Bond Revenue	\$ 250.0		\$ 250.0
STP Burvant St. Funding	\$ 300.0		\$ 300.0
School Dist Funding	\$ 135.7		\$ -
Fund Balance	\$ 150.0		\$ 200.0
Grant Drainage		\$ 9.9	
Interest	\$ 0.4	\$ 8.6	\$ 9.0
Misc			
TOTAL INC	\$ 1,286.1	\$ 458.5	\$ 1,159.0
Expenses			
Materials & Equip Exp.			
Traffic Circle	\$ 7.5	\$ 6.0	\$ 7.5
Street Repair	\$ 73.6	\$ 154.0	\$ 200.0
Level-Burvant Project	\$ 840.2		\$ 840.0
Grant Drainage		\$ 9.9	
Ditch Repairs			
Equip R&M	\$ 15.0	\$ 22.0	\$ 15.0
Capital Outlay			\$ 46.8
Equip & tools	\$ 2.0		\$ 2.0
Tax Permit Fee	\$ 0.2	\$ 0.2	\$ 0.2
Harrison Ext.			
TTL Oper Exp	\$ 938.5	\$ 192.1	\$ 1,111.5
Debt Service			
Principal-Series 2014	\$ 40.0	\$ 35.0	\$ 44.0
Interest- Series 2014	\$ 8.0	\$ 8.4	\$ 3.5
Payts - Vacuum Truck	\$ 49.6	\$ 49.6	\$ -
Bank Fee			
TTL Debt Svc	\$ 97.6	\$ 93.0	\$ 47.5
TTL Expenses	\$ 1,036.1	\$ 285.1	\$ 1,159.0
Surplus(Deficit)	\$ 250.0	\$ 173.4	\$ -

For Road Repairs

Paid Off

Cemetery Fund

	2023	2023	2024
	Budget	Est. Actual	Budget
Revenue			
From Fund Balance	\$ 21.0	\$ -	
Plot Sales	\$ 30.0	\$ 26.4	\$ 30.0
Interest	\$ 2.4	\$ 10.0	\$ 10.0
TOTAL INC	\$ 53.4	\$ 36.4	\$ 40.0
Expenses			
Salaries	\$ 9.4	\$ 11.3	\$ 9.4
Benefits & Ins	\$ 3.5	\$ 3.3	\$ 3.5
Retirement	\$ 2.8	\$ 2.2	\$ 2.8
Payroll Taxes	\$ 0.2	\$ 0.1	\$ 0.2
Contract Labor			
TOTAL P. E.	\$ 15.9	\$ 16.9	\$ 15.9
Operating Exp			
Legal/Ins	\$ 1.5	\$ 1.8	\$ 1.5
Future Expense			\$ 7.6
Cemetery R/M	\$ 15.0	\$ 17.4	\$ 15.0
Misc - CF# 2			
TTL Oper Exp	\$ 16.5	\$ 19.2	\$ 24.1
Capital Outlay	\$ 21.0	\$ -	
TTL G & A	\$ 21.0		\$ -
TTL Expense	\$ 53.4	\$ 36.1	\$ 40.0
Surplus(Deficit)	\$ -	\$ 0.3	\$ -

Parks & Recreation Fund

	2023	2023	2024
	Budget	Est. Actual	Budget
REVENUE			
Special Rev - 2.0 Mil	\$ 49.8	\$ 53.5	\$ 49.8
Trailhead Park Rental - Fall Fest	\$ 10.0	\$ 10.0	\$ 10.0
Pavilion Rental	\$ 10.0	\$ 6.0	\$ 15.0
Water Festival	\$ 5.0	\$ -	\$ -
July 4 Donation	\$ 5.0	\$ 12.9	\$ 10.0
Christmas	\$ 5.0	\$ 5.0	\$ 5.0
Interest			\$ 0.1
Park & Recreation Fund Balance	\$ 29.8	\$ -	
Farmer's Market Rev	\$ 35.0	\$ 42.1	\$ 50.0
Museum	\$ 26.0	\$ 42.0	\$ 30.0
Other Event Income: Busker			\$ 7.0
Museum Grant/Fund Balance	\$ 7.0		
TOTAL REVENUE	\$ 182.6	\$ 171.5	\$ 176.9
EXPENSES			
Park & Rec- Salaries & Benefits			
Salaries	\$ 21.0	\$ 23.0	\$ 21.0
Benefits & Insurance	\$ 5.2	\$ 4.4	\$ 5.2
Retirement	\$ 6.0	\$ 4.5	\$ 2.0
Payroll Taxes	\$ 0.3	\$ 1.1	\$ 1.0
Ttl P&R Salaries & Benefits	\$ 32.5	\$ 33.0	\$ 29.2
Park & Rec General Operating Exp			
Lawn&Garden			
Contract Labor	\$ -		\$ -
Clng & Janitorial	\$ 8.0	\$ 6.6	\$ 4.0
Supplies			
Maint& Repair/Supplies	\$ 5.0	\$ 36.7	\$ 50.0
Ttl Gen Operating Exp.	\$ 13.0	\$ 43.3	\$ 54.0
Gen & Admin Exp			
Insurance	\$ 7.5	\$ 9.2	\$ 11.0
St. Tammany Assessor	\$ 0.9	\$ 0.9	\$ 1.0
Comp/Network	\$ 2.5	\$ 0.8	\$ 2.5
Electricity	\$ 7.5	\$ 5.1	\$ 7.0
Ttl Gen & Admin Exp	\$ 18.4	\$ 16.0	\$ 21.5
Special Events Exp.			
Water Festival Expense	\$ 3.5	\$ 0.8	\$ 3.5
July 4 Expense	\$ 13.5	\$ 12.9	\$ 15.0
Busker Fest			\$ 1.0
Christmas Celebration	\$ 5.0	\$ 5.0	\$ 5.0

Other			\$ 2.0
Fall Fest	\$ -		\$ -
Ttl Special Event Exp.	\$ 22.0	\$ 18.7	\$ 26.5
Park & Rec Capital Outlay	\$ 50.0	\$ -	
Farmers Mkt- Salaries & Benefits			
Salary			\$ 3.0
Benefits & Ins			
Retirement			
Payroll Tax			
Ttl F. Mkt Sal & Benefits	\$ -		\$ 3.0
Farmer's Market-Gen & Admin			
Administrative Expense/Manager	\$ 12.0	\$ 12.0	\$ 12.0
Maintenance Fee	\$ 1.0	\$ -	\$ 1.0
Education/Event	\$ 2.0	\$ 5.2	\$ 5.0
Advertising	\$ 1.7	\$ -	\$ 1.7
Operating Expense/Supplies	\$ 1.7	\$ 0.7	\$ 3.0
Ttl Farmer's Mkt Gen & Admin	\$ 18.4	\$ 17.9	\$ 22.7
Museum			
Administrative Expense	\$ 0.4	\$ -	\$ 0.2
Maintenance Fee/Computer	\$ -	\$ 5.1	\$ 0.9
Education/Event	\$ -		\$ -
Capital Outlay- Display Boxes	\$ 7.0	\$ 4.5	\$ -
Event Expenses	\$ 16.9	\$ 19.5	\$ 16.2
Operating Exp	\$ 3.1	\$ 5.0	\$ 0.9
Archiving Project	\$ 3.6	\$ 2.4	\$ 1.8
Ttl Museum Exp.	\$ 31.0	\$ 36.5	\$ 20.0
Total Expenses	\$ 185.3	\$ 165.4	\$ 176.9
Surplus(Deficit)	\$ (2.7)	\$ 6.1	\$ -

Lighting Fund	2023	2023	2024
	Budget	Est. Actual	Budget
Revenue			
Ad Valorem - 1 mil	\$ 26.3	\$ 26.5	\$ 26.3
Transfer From General Fund	\$ 7.2	\$ 8.6	\$ 7.2
Interest			
TOTAL INC	\$ 33.5	\$ 35.1	\$ 33.5
Expenses			
Lighting	\$ 33.0	\$ 34.6	\$ 33.0
Repair & Maint.	\$ 0.5	\$ 0.5	\$ 0.5
TTL Oper Exp	\$ 33.5	\$ 35.1	\$ 33.5
TTL Surplus (Deficit)	\$ (0.0)	\$ 0.0	\$ (0.0)



November 15, 2023

To: Town Council

From: Kristin Tortorich

Subject: Proposed amendments to Code of Ordinances Sec. 9-218.2 C-2 Highway Commercial District

At the October 26, 2023, Planning & Zoning Commission meeting, the Commission unanimously voted to recommend amendments to Code of Ordinances Sec. 9-218.2 to move forward to the Town Council for consideration. The amendments are shown below.

Proposed amendments to Code of Ordinances Sec. 9-218.2:

The proposed new language is shown blue, bold, and underlined.

Sec. 9-218.2. C-2 highway commercial district.

- (a) In the C-2 highway commercial district, no building or premises shall be used and no building shall be hereinafter erected or structurally altered, unless otherwise provided in this chapter, except for one or more of the following uses;
- (1) Any use permitted in residential district.
 - (2) Funeral homes.
 - (3) Interior decorators.
 - (4) Radio and television repair shop.
 - (5) Health spa.
 - (6) Letter shops and printing establishments.
 - (7) Auditoriums, convention centers and community centers.
 - (8) Union hall.
 - (9) Banks and financial institutions.
 - (10) Government buildings such as city halls, police stations, fire stations.
 - (11) Wholesale plant nursery (retail).
 - (12) Antiques.
 - (13) Appliance store.
 - (14) Art supplies.
 - (15) Bakeries.
 - (16) Camera and photographic supplies.

- (17) Convenience stores.
- (18) Grocery stores.
- (19) Hobby shops.
- (20) Hardware.
- (21) Florist or gifts.
- (22) Jewelry.
- (23) Leather goods and luggage.
- (24) Musical instruments.
- (25) Pharmaceuticals.
- (26) Sporting goods.
- (27) Toys.
- (28) Wearing apparel (clothes).
- (29) Barber and beauty shops.
- (30) Catering.
- (31) Dance and musical studios.
- (32) Delicatessens.
- (33) Dry cleaning.
- (34) Photographic studio.
- (35) Restaurants.
- (36) Shoe repair.
- (37) Small loan agencies, travel agencies, employment offices, newspaper offices (but not printing or circulation).
- (38) Professional/business offices, medical/dental clinics including real estate.
- (39) Private clubs and lodges.
- (40) Schools, libraries.
- (41) House of worship.
- (42) Cluster developments consisting of individual retail stores or other planned unit developments.
- (43) U.S. Post Office substation.
- (44) Child day care facilities.
- (45) Auto parts and accessories.
- (46) Feed.
- (47) Seasonal produce.
- (48) Pest control.
- (49) Public and semi-public utilities offices.
- (50) Art galleries.

- (51) Utility collection offices.
 - (52) Ice cream shops.
 - (53) Law offices.
 - (54) Architecture of engineering offices.
 - (55) Accountant offices.
 - (56) Insurance offices.
 - (57) Other professional offices.
 - (58) Inn or guest houses of ten guestrooms or less.
 - (59) Dwelling units located above the first floor designed for business use.
 - (60) Farmers market.
 - (61) Parks and playgrounds.
 - (62) Sports and gymnasium.
 - (63) Athletic fields.
 - (64) Medical clinics.
 - (65) Business college or business schools operated as a business enterprise.
 - (66) Department store.
 - (67) Indoor recreation establishments (bowling alleys, skating rinks and movie theaters, performing theaters).
 - (68) Instruction of fine arts.
 - (69) Physical culture and health establishments.
 - (70) Enclosed plumbing, electrical and home building supply, showrooms and sales centers with associated assembly progress.
 - (71) Radio and television studios.
 - (72) Snowball stands.
 - (73) Mixed-use centers, including residential uses provided they do not exceed 20 percent of the developed floor area of all structures located in the district.
 - (74) Automotive service stations, provided there are not more than two pump islands and provided open spaces are not used for storage, display or sale or used or wrecked automobiles or equipment.
- (b) **Commercial enterprises not specifically listed or enumerated in the C-2 highway commercial district, must apply for a public hearing before the zoning commission to be held not earlier than the next scheduled zoning commission meeting. The non-listed enterprises must submit information required by the zoning commission and answer questions for the public and the zoning commission relating to the proposed enterprise. The zoning commission shall decide if the use is appropriate within 90 days of the public hearing.**
- (c) Approval of the Abita Springs Historical Commission shall be required as provided by the ordinance of the Town of Abita Springs as to compliance with the following:
- (1) All architectural requirements, rules, regulations and/or ordinances of the residential historical district which shall apply to this district.

(2) All landscape requirements as required by the residential commercial overlay ordinance shall also apply to this district.

(d) The setback requirements provided for in the commercial/residential overlay ordinances shall apply to this district. These requirements may be mitigated by the designation of other green spaces subject to the approval of the Abita Springs Planning Commission.

(e) No multifamily allowed.

(f) No mobile home, modular home or trailer shall be located within the C-2 commercial district.

(g) Drainage study. Property owner/developer may be required by the town engineer, if he determines the volume or velocity of water flow is increased onto adjacent private or town property or a development, to provide a drainage study on property to be developed and present this study for review to the town engineer at the expense of the owner/developer.

(h) The minimum lot size shall be 90 feet front on a public street by 120 feet deep.

(i) No building shall be constructed in a commercial area of a height in excess of 35 feet.

(j) Parking lot areas and landscape requirements.

(1) *Parking.*

One space for each 300 square feet of building.

Handicap spaces are located for convenience near the entrance or handicap ramp. Signs are to be posted for restricted parking.

(2) Entrance and parking facility

i. Entrance from highway or streets must be asphalt or concrete;

ii. Parking lots eight spaces or less may be loose aggregate with asphalt or concrete driveways;

iii. Parking lots with over eight spaces must be asphalt or concrete;

iv. In that portion of the C-2 district which is described as being 300 feet in depth on each side along the right-of-way line of Harrison Street from its intersection with Abita Louisiana Highway 59 to its intersection with St. Tammany Trace parking shall only be allowed in the rear of the primary commercial building and along each side thereof. Such parking shall not extend on the sides of the building past the front of the building facing the street. This limitation on parking shall not affect those properties on Harrison Street which are on the corners of either Louisiana Highway 59 or Louisiana Highway 36. An exception of this parking requirement maybe granted by the zoning commission on property situated on the corner of any street and Harrison Street upon a finding that such exception will:

a. Enhance the safety of traffic at the intersection; or

b. Improve the health of trees protected under the ordinances of Abita Springs; or

c. Improve the flow of traffic in the area.

d. setbacks in front and side will be at ten feet unless adjacent to residential district then 20 feet.

v. In the instance of commercial buildings with a minimum of three individual units, the planning and zoning commission may permit those building to front a common area, rather than directly on the street. Such may be permitted based on a finding that such development:

a. Conforms to the aesthetics of the surrounding area; and,

b. Does not otherwise cause a detrimental impact on parking safety, drainage or traffic flow; and,

c. Improves the health of trees protected under the ordinances of the city.

(3) *Drainage.* Permanent storm drainage must be provided according to construction specifications, and approved by the town, as not to free-flow onto adjacent properties or public streets.

(4) *Safety features.*

Buffers are required at all points which abut or adjoin properties, highway intersections or streets.

Barriers, protective bumpers, curbing and directional markers are required in lots with more than 20 parking spaces.

Lighting shall provide for the safety, comfort and convenience of patrons.

Lighting shall be designed to minimize light spill-over onto adjacent spaces.

Lights shall be hooded or shielded so the light source is not visible to adjacent, more restrictive, residential districts.

Lights must dim to half power a maximum of two hours after close of business.

Fencing between C-2 and residential districts is required and must be wooden fencing at least six feet high, to run the entire length of the property dividing the zones.

(5) *Maintenance.* All parking and loading facilities shall be maintained to be free of refuse, debris and other accumulated matter.

(6) *Landscaping.*

- a. *Trees (protected trees).* No base prep within the drip line of the tree. The tree shall be surrounded by curbing. Curbing shall not sever roots greater than two inches in diameter or penetrate natural grade of drip line of tree.

Type "A" trees include all hard woods indigenous to the area such as oak, maple, cedar, cypress, birch, pine, pecan, etc.

Type "B" trees include ornamental species such as crepe myrtle, dogwood, redbud, laurel, magnolia, sweet olive, gardenia, lasianthus, native fringe, etc.

- b. *Buffers; greenbelts.* Buffers or green belt areas (between highway and parking lot, and sideline setbacks) shall require one class "A" tree every 25 feet as well as groundcover such as turf or other vegetative cover. All trees six inches in diameter or larger must be preserved at time of clearing. Also, class "B" trees are to be planted every 25 feet in this area.
- c. *Interior planting.* Interior planting parking areas containing more than eight spaces are required to provide for ground water recharge, water run-off, irrigation, shade, and to reduce heat and glare reflected from paved areas. Also, to help purify the air. These areas must be planted with a minimum of one tree per 2,000 square feet (approx. five spaces) along with vegetative ground cover as well as shrubs and ornamentals.

(Ord. No. 250, 4-14-03; Ord. No. 255, 8-19-03; Ord. No. 318, 3-26-07; Ord. No. 433, 10-16-2012)