

The Mayor and Council of the City of Abbeville met for a committee meeting on October 16, 2018 at 5:00 P.M., at the regular meeting place, the Council Meeting Room located at 101 North State Street, with the Honorable Mark Piazza, Mayor presiding.

Members Present: Council Members Francis Plaisance, Terry Broussard, Brady Broussard, Jr., Francis Touchet, Jr., Mayor Pro-Tem and Roslyn White

Members Absent: None

Also Present: Ike Funderburk, City Attorney
Jude Mire, Fire Chief
Steve Moosa, CPA
Richard Primeaux, Engineer
Gene Seller, Engineer
T. J. Savoy, Airport Engineer

Mayor Piazza stated we are here for our Committee meetings. We have two committees tonight. One is the Finance Committee and the other is the Airport Committee both chaired by Councilman Touchet. He turned the floor over to Councilman Touchet.

Councilman Touchet stated we have two items on the agenda for the Finance Committee. The first item is the quarterly update of the budget and expenses for the third quarter. He asked Mr. Steve Moosa to provide the update. Mr. Moosa presented the revenue analysis for the first nine months. Sales tax revenue is ahead of budget 5.6%, water revenue is ahead of budget 7.6%, sewer revenue is ahead of budget 7.4% and electrical revenue is ahead of budget 5.8%. KWH sold is also more than last year at this time. The departmental payroll budget analysis shows that we are ahead of payroll expense for all departments by 1.8%. All other expenses for all other departments are right in line with budget.

Councilman Touchet stated the other item on the agenda for the Finance Committee meeting is review and discussion to adopt policies used for the annual audit of agreed upon procedures. He asked Mr. Moosa to explain these. Mr. Moosa stated last year when we did the audit report, the Legislative Auditor required the CPA to come in and not only look at the financial records but also specific internal controls, policies and procedures that were in place. One of the areas we needed were written policies in place. The City has always had good policies and procedures for accountability but they were not necessarily in writing. What we did is we updated those procedures this year and we worked to get ten different policies and procedures written. We are only formalizing what we have been doing for years. Now we will have a handbook when personnel changes happen. These procedures need to be passed by the Council and then can be updated as needed.

-01 introduced by Mr. Brady Broussard, Jr. and seconded by Mr. Francis Plaisance to recommend to the City Council at their next meeting scheduled for November 6, 2018 to adopt the written policies and procedures as discussed. The motion carried unanimously.

The next committee scheduled to meet was the Airport Committee which is also chaired by Councilman Touchet. Councilman Touchet stated the item on this committee is review and discussion of airport capital outlay program proposal. He asked Ms. T. J. Savoy, Airport engineer with Sellers and Associates, Inc., to discuss the proposal. Ms. Savoy discussed the proposed projects at the airport for the next six years (2019-2024). These projects are funded by the airport entitlement, additional AIP grant funds, DOTD grant funding and City matching funds. The projects listed are construct hangar development, rehabilitation of runway and taxiway & relocation of Stub TW C, rehabilitation of T-hangar area & portion of main apron, approach lighting, rehabilitation of aprons and taxilanes and construct concrete agricultural loading area. Mayor Piazza stated the list of projects are developed as part of the annual FAA inspection. FAA prioritizes the projects for us. We are fortunate to continue to receive grant funding for our airport. It is very well utilized and the increase traffic helps us to get FAA funding.

-02 introduced by Mr. Francis Touchet, Jr. and seconded by Mr. Francis Plaisance to recommend to the City Council at their next scheduled meeting on November 6, 2018 to accept the six-year capital improvement program proposal for the airport. The motion carried unanimously.

There being no further business to discuss, Mayor Piazza declared this meeting adjourned.

ATTEST:

APPROVE:

Kathleen S. Faulk
Secretary-Treasurer

Mark Piazza
Mayor