

**MINUTES OF THE
REGULAR MEETING OF THE MAYOR AND CITY COUNCIL
OF THE CITY OF BROUSSARD, LA HELD ON
TUESDAY, December 8, 2020 AT 6:00 P.M.**

- Present:** Mayor Ray Bourque, Councilwoman Angel Racca (District 1), Councilman David Bonin (District 2), Councilman Jesse Regan (District 3), Councilman Michael Rabon (District 4), Councilman Kenny Higginbotham (District 5), Councilman Ray Gary (District 6) and Councilman Jeff Delahoussaye (At Large)
- Staff:** Tina Emert (City Clerk), Callie Laviolette (Executive Assistant), Karen Fontenot (CFO), Don Landry (City Attorney), Gerald de Launay (city Attorney), Jeremy Hidalgo (COO), Mel Bertrand (City Manager), Walter Comeaux V (City Engineer), Brannon Decou (Chief of Police) and Bryan Champagne (Fire Chief)
- Absent:** Holly Cope-Lynn (Director of Tourism and Communications),

1. OPENING

- 1.1 Pledge of Allegiance
- 1.2 Invocation

2. MINUTES

- 2.1 Acceptance of minutes of the November 24, 2020 regular meeting, subject to the following corrections: Item #2.1, Jeff Delahoussaye was present. Mr. Michael Rabon was absent and Item #6.3, the motion seconded by Council Bonin not Councilman Bourque
Motion by Councilman Gary
Second by Councilman Delahoussaye
Discussion: Councilwoman Racca supplied the corrections stated above in the motion.
Final Resolution: Motion Approved
YEAS: Angel Racca
 David Bonin
 Jesse Regan
 Michael Rabon
 Kenny Higginbotham
 Ray Gary
 Jeff Delahoussaye

3. OTHER BUSINESS

3.1 Mr. Tracy Johnson

Request a variance for slab elevation for a shed @ 506 West Main Street in District I

Motion by Councilwoman Racca

Second by Councilman Gary

Discussion: Councilwoman Racca stated that she and Councilman Gary along with Ben Theriot met with Mr. Johnson regarding his request. The city's current ordinance requires a one-foot elevation above the base elevation. This is only a shed he plans on building and he is asking for a 6-inch variance. Mr. Johnson had agreed to sign a hold harmless with the city. Councilman Bonin stated as a rule of thumb in the past, we would have the property owner get signed approvals from his adjoining neighbors. In this case there was no objection from his neighbor, Mr. Gary's son and there is no neighbor close to him on the other side. This is not in the books, but only a courtesy. Walter stated this is only a shed, not a home. The one-foot extra is a city requirement not the feds.

Final Resolution: Motion Approved

YEAS: Angel Racca
 David Bonin
 Jesse Regan
 Michael Rabon
 Kenny Higginbotham
 Ray Gary
 Jeff Delahoussaye

3.2 Burton Kolder

June 30, 2020 Financial Audit Report

Motion by Councilman Higginbotham

Second by Councilman Bonin

Discussion: Burton Kolder stated there are 3 verbal comments in the reports, that have been corrected. This report has no findings whatsoever. Brad Kolder went over the audit report. Compared to last year garbage, sewer and water revenues increased. He pointed out that the engineering fees increased, but that is only because we have \$88,000 in old projects that were expensed in this year. Mayor Bourque stated one project was the Cote' Gelee project off of Albertson Parkway; it was evaluated and we have come up with a better solution. Water expenses were down from last year, sewer expenses were up and so was garbage. Total utilities revenues were up ¼ million and the expenses were almost identical to last year. Brad stated that Karen did give them a

projection of when the operations of the water would be positive and that would be in about 2024 and cash would be 2021. Sewer will be cash positive in 2023, but not operation positive even when projecting out to 2026. Other municipalities have adjusted towards higher rates. Sewer is more of a need than water. Mayor Bourque stated from several years back we did a plan to do smaller increases not to burden the citizens. If the council is comfortable, we do not need to do anything but stay on this plan. Brad stated from an operating standpoint, even in 2026 we would still be at a loss, not at a break even point. Councilman Higginbotham questioned about the water well depreciation amount. Karen stated this year it was put in the audit as a small increase. Brad stated in the handout, the utility income and loss has gotten smaller. We are low on water rates compared to other towns in the parish. Sewer in other cities range \$30-\$40 compared to our \$16.37. Brad stated we may want to go up gradually or maybe a boost to get back to a break- even standpoint. The garbage is okay. On to page 70 Sport Complex Fund. Unfortunately, because of COVID we did see less revenues. If the revenues would go up, we would be in a better position. Burton added it is hard to know how much we will generate, but we also need to factor in the sales tax revenues that generate in town from people using the park. Mayor Bourque stated because of COVID there was a number of tournaments that were put on hold. Burton then gave the council a handout covering all funds. In tax revenues which includes Sales and Franchise, we ended up \$300,000 below budget. In reference to the Sales Tax some of those taxes were paid to the city in error from the School Board Sales office in the estimated amount of \$840,000; therefore, when the audit was done it was recorded as an amount owed. The \$15.2 million is after the \$840,000 is deducted. Other than that, we would have been above the budgeted amount for licenses, permits, intergovernmental, fines and misc. The sport complex is only \$12,000 below what was anticipated. Total revenues budgeted was \$22,831,301 and actual is \$22,681,147. Regarding the expenditures, admin was close to budget, economic development was also close, police was \$24,000 over, fire was \$46,000 less, streets and drainage was \$50 less, parks and recreation was \$37,207 over and utilities was discussed earlier. Total expenditures budgeted was \$26,299,541 and we ended up at \$26,613,972. Overall, we are 2% above budget which is within the guidelines. Page 52 was discussed about the Net Position. Total current assets we are at \$14,813,591 and last year we were at \$16,909,432. Total restricted assets we are at \$3,722,663 and last year we were at \$3,622,603. Capital assets are \$13,703,622 and last year we were at \$13,818,660. Burton stated the number of days the city can stay in operation assuming no revenues coming in, is 139 days. That is very good especially during COVID. The city is in healthy financial shape. Burton also added that right now the city is 21% above the projected budgeted amount in Sales Tax. When the budget was done in

June, we cut the estimated Sales Tax revenues by 15%, so we are still 6% above. This has all been done without cutting any services to the residences and businesses of Broussard. Burton thanked the Mayor, the council, and the Staff with the help on this.

Final Resolution: Motion Approved

YEAS: Angel Racca
 David Bonin
 Jesse Regan
 Michael Rabon
 Kenny Higginbotham
 Ray Gary
 Jeff Delahoussaye

4. ORDINANCES FOR ADOPTION

4.1 Ordinance #20-669

An ordinance amending Section 6-20, Section 6-21, Section 6-23 and Section 24 of Chapter 6, Alcoholic Beverages of the Code of Ordinances of the City of Broussard

Motion by Councilman Regan

Second by Councilman Rabon

Discussion: Don stated the Chief has also reviewed this ordinance and they are fine with it.

Final Resolution: Motion Approved

YEAS: Angel Racca
 David Bonin
 Jesse Regan
 Michael Rabon
 Kenny Higginbotham
 Ray Gary
 Jeff Delahoussaye

4.2 Ordinance #20-670

Amending the 2020/2021 Operating Budget of Revenues and Expenditures for the Recreation Department up to \$88,160 for Arceneaux Park equipment and a Tennis Restroom for St. Julien Sports Complex

Motion by Councilman Regan

Second by Councilman Higginbotham

Discussion: No public comments

Final Resolution: Motion Approved

YEAS: Angel Racca
 David Bonin

Jesse Regan
Michael Rabon
Kenny Higginbotham
Ray Gary
Jeff Delahoussaye

4.3 Ordinance #20-671

Amending the 2020/2021 Operating Budget of Revenues and Expenditures for Merit Pay Raises for City Employees including the Mayor and Police Chief for a total of \$46,994 effective January 1, 2021

Motion by Councilman Rabon

Second by Councilman Gary

Discussion: Mayor Bourque stated it has been 18 months since the employees have received any raise. In June we asked the employees to wait and we would re-visit this. They have worked thru 2 hurricanes and COVID and kept moving forward and running, always willing to accommodate everyone. Mayor Bourque stated he is grateful that the council has offered the raise, but he and Chief Decou have requested to be excluded from receiving the raise. Chief Decou stated the Mayor is 100% correct. He appreciates Councilman Gary for bringing this forward, but he stands with the Mayor. Councilman Bonin stated this is the first time we give raises to the employees and not to the Mayor and Chief. He questioned if we could give it to them, even though they do not want them. Mayor Bourque thanked Councilman Bonin, but he declined from receiving it. Councilman Delahoussaye stated he has respect for all employees, but we are going thru tough times right now. People are losing their jobs every day and businesses are shutting down. He will not support a pay raise at this time. We may be financially good today, but we do not know about the future.

Final Resolution: No one called for the question, therefore the motion was defeated. The following amended motion was voted on.

Moved by Councilman Gary

Second by Councilman Bonin

To amend the Amending the 2020/2021 Operating Budget of Revenues and Expenditures for Merit Pay Raises for City Employees (not including the Mayor and Police Chief) for a total of \$42,194 effective January 1, 2021

Final Resolution: Motion Approved

YEAS: Angel Racca
David Bonin
Jesse Regan
Michael Rabon
Kenny Higginbotham
Ray Gary

Nays: Jeff Delahoussaye

Mayor Bourque stated this is Don's last meeting. He has been the City Attorney for 38 years. He thanked him for his service to the city. Don stated he will be back to visit for meetings.

5. ADJOURNMENT

- 5.1 Motion to adjourn meeting
Motion by Councilman Bonin
Second by Councilman Gary
To adjourn the meeting
Final Resolution: Motion Approved
YEAS: Angel Racca
David Bonin
Jesse Regan
Michael Rabon
Kenny Higginbotham
Ray Gary
Jeff Delahoussaye



Mayor Ray Bourque



Tina Emert, City Clerk