

**MINUTES OF THE
REGULAR MEETING OF THE MAYOR AND CITY COUNCIL
OF THE CITY OF BROUSSARD, LA
ON Tuesday, January 9, 2024
AT 6:00 P.M. AT 414 EAST MAIN STREET, COUNCIL CHAMBERS**

Present: Mayor Ray Bourque, Councilwoman Angel Racca (District 1), Councilman David Bonin (District 2), Councilman Jesse Regan (District 3), Councilwoman Heather Girouard (District 4), Councilman David Forbes (District 5), Councilman Kody Allen (District 6), Councilman Jeff Delahoussaye (At Large)

Staff: Tina Emert (City Clerk/Director of Administrative Services), Cristen Thibodeaux (Finance Manager), Callie Laviolette (Chief Administrative Officer), Susie Richard (Executive Assistant to the Mayor), Millicent Norbert (Director of Tourism), Mel Bertrand (City Manager/Director of Public Works), Ben Theriot (Code Enforcement Officer), Jamison Abshire (Director of Parks and Recreation), Gerald deLaunay (Attorney at Law), Chief Vance Olivier (Police Chief), Tony Ashy (Assistant Police Chief), Walter Comeaux (City Engineer), Daniel Hutchinson (City Engineer), Bryan Champagne (Fire Chief)

1. OPENING

- 1.1 Pledge of Allegiance
- 1.2 Invocation done by Pastor Adam Whitney with First Baptist Church

2. MINUTES

- 2.1 Acceptance of Minutes of the December 12, 2023, Regular Meeting

Motion by Councilwoman Racca

Second by Councilman Allen

Discussion: No public comments.

Final Resolution: Motion Approved

YEAS:

District 1 -	Angel Racca
District 2 -	David Bonin
District 3 -	Jesse Regan
District 4 -	Heather Girouard
District 5 -	David Forbes
District 6 -	Kody Allen
At Large -	Jeff Delahoussaye

3. OTHER BUSONESS

3.1 Approval of the 2022/2023 Audit Report

Motion by Councilman Bonin

Second by Councilwoman Girouard

Discussion: Burton and Brad Kolder presented the audit report. There were no findings in the report. They went over the report as follows:

Utility Fund: For the garbage, we had more expenses than revenues. Karen stated this is because the CPI increased in April, and we could not adjust the rates until July. For the sewer we had a ¼ million dollar increase in expenses. We are trying to get at a cash neutral which we are only falling short by \$120,000. The plan the city has put in place is working, it will just take a little more time. For the water we are cash positive. This is the first year this has happened in the history of the city. The utility fund as a whole revenues were 6.1 million compared to last year's revenues of 5.2 million. Burton referenced the handout which gave the utility income per customer per month for four years. As a whole we, are only experiencing a 2.45% loss. Brad stated if the garbage would have been where it needed to be we would be cash positive. In the history of Broussard, this is the best report given for the utility fund.

Recreation Fund: Sponsorships are down because some large sponsors did not resign. We are operating at a loss in this fund, but we do transfer from the Recreation Sales Tax to fund the operations at the park, which is what it is for.

TOTAL AMENDED BUDGET AND REVENUES vs EXPENDITURES: The Sales Tax is up 15.3 % from 2022. We are the top city of Sales Tax Revenues in the Parish. Right now, we are still above last year's totals. The revenues variance from budget is 0.72%. The expense variance is 1.19%. We ended up with a surplus of \$8,996,078, which is \$731,618 more than budget.

NET OPERATING SURPLUS: The net operating surplus is \$6.7 million for the year. It has been an average of \$3,625,732 for the last 5 years.

FUND BALANCES—RESERVES AVAILABLE: In the General Fund we have 10.8 months of reserve which is 323 days. Last year we had 7.5 months, which is 225 days.

Burton stated we need to keep doing what we are doing. We are on the right track and in incredibly good shape. He thanked the Mayor and Council and the staff for their help with this audit. Councilman Bonin congratulated all department heads and the Mayor and council.

Final Resolution: Motion Approved

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 District 6 - Kody Allen

At Large - Jeff Delahoussaye

3.2 Condemnation of 400 East Third Street.....REPORT ONLY

Janson and Angela Richard

Ben stated Mrs. Richard had previously come to the council. At that time, she requested more time. We gave her till January 2024. She does have a contract to demo the trailer by the end of the month. Ben requested no action be taken at this time and the council agreed.

3.3 Condemnation of 411 Avenue.....REPORT ONLY

Gery Marcombe

Ben stated they have cleaned the property up and the mobile home has been remodeled. An inspection will be done tomorrow because they have a few electrical repairs. Councilwoman Racca stated the door was un-boarded and a new door was put up last week. Ben will keep monitoring this property.

3.4 Cancellation of the Feb. 13th and Feb 27th Meeting and reschedule both meetings for February 20th

Motion by Councilman Regan

Second by Councilman Forbes

Discussion: The meeting is being rescheduled because Feb. 13th is Mardi Gras and Feb. 27th is the LMA Mid-Winter Convention.

Final Resolution: Motion Approved

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4. RESOLUTIONS

4.1 Resolution #773-24

A resolution approving the change of authorized signatures at the city primary banking institutions

Motion by Councilman Regan

Second by Councilwoman Girouard

Discussion: The reason for this resolution is because Karen is being removed as a signer, being she resigned and Cristen is being added as the Accounting Manager.

Final Resolution: Motion Approved

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5. ORDINANCES FOR INTRODUCTION

5.1 Ordinance #24-788

An ordinance amending the Zoning Ordinance by adding the following maps:

- a) MAP E-5...Portions of Garber Rd;
- b) MAP E-13...Areas known as Cypress Meadows Ph. III-C-1 & Cypress Meadows Phase III-C-2;
- c) MAP F-13....Areas known as Cypress Meadows Ph. III-C-1;
- d) MAP D-9.....Areas known as The Sanctuary;
- e) MAP E-8.....Areas known as The Sanctuary;
- f) MAP E-9.....Areas known as The Sanctuary;

Motion by Councilman Forbes

Second by Councilwoman Girouard

Discussion: The maps have been supplied in everyone's packets.

Final Resolution: Motion Approved

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6. ORDINANCES FOR ADOPTION

6.1 Ordinance #23-786

An ordinance amending the 2023/2024 Budget of Operating Revenues and Expenditures for the Utility Kiosk

Motion by Councilman Bonin

Second by Councilman Allen

Discussion: Public comment was received from Mr. Robert Singleton. Mr. Singleton was under the impression the Utility Kiosk would be mandatory for all customers to use.

Mayor Bourque stated it will only replace the outside drop box. The drive thru will remain. Singleton questioned what if someone has problems with their debit card and needs help? The Mayor stated there will be a 1-800 number on the Kiosk that can be called 24 hours a day for assistance. Councilman Delahoussaye stated it is not mandatory, it is just an extra way to pay your utility bill.

Final Resolution: Motion Approved

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6.2 Ordinance #23-787

An ordinance amending the 2023/2024 Budget of Operating Revenues and Expenditures for Building Renovations at 102, 106 and 110 Bercegeay Drive

Motion by Councilman Bonin

Second by Councilman Forbes

Discussion: No public comments.

Final Resolution: Motion Approved

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7. ADJOURNMENT

7.1 Adjourn Meeting



MAYOR RAY BOURQUE



TINA EMERT, CITY CLERK