

Mayor
Ray Bourque
mayorbourque@broussardla.com
www.cityofbroussard.com



Council:
Angel Racca - District I
David M. Bonin - District II
Jesse Regan - District III
Heather Girouard - District IV
David Forbes - District V
Kody Allen - District VI
Jeff Delahoussaye - At Large

**AGENDA FOR THE
REGULAR MEETING OF THE MAYOR AND CITY COUNCIL
OF THE CITY OF BROUSSARD, LA HELD ON
TUESDAY, November 26, 2024 AT 6:00 P.M. AT
414 EAST MAIN STREET, COUNCIL CHAMBERS**

**Meetings are streamed live. Please visit our website at
<https://www.cityofbroussard.com/government/city-council>
to obtain access to our live meetings.**

1. OPENING

Mayor Bourque

1.1 Pledge of Allegiance

1.2 Invocation

2. MINUTES

Mayor Bourque

2.1 Acceptance of Minutes of the November 12, 2024 Meeting

3. FINANCIAL REPORT

Mayor Bourque

3.1 Approval of the October 2024 financial report

4. RESOLUTIONS

Mayor Bourque/Ben Theriot

4.1 Resolution #817-24

A resolution approving an application be submitted to the Department of Environmental Quality for a project from the Clean Water State Revolving Fund

Mayor Bourque/Mel Bertrand

4.2 Resolution #818-24

A resolution approving the Act of Dedication of Streets and/or Servitudes for St. Etienne Development, LLC for the subdivision identified as "Ambassador Commons Phase II"

5. ORDINANCES TO BE INTRODUCED

Mayor Bourque/Daniel Hutchinson

5.1 Ordinance #24-816

An ordinance amending the 2024/2025 Operating Budget of Revenues and Expenditures to provide funding for Water Portion of Water Sector Program Phase 2 local match of 26% of the total project funding up to \$5,000,000. Local Match to be less than or equal to \$1,300,000.00.

Mayor Bourque/Daniel Hutchinson

5.2 Ordinance #24-817

An ordinance amending the 2024/2025 Operating Budget of Revenues and Expenditures to provide funding for Sewer Portion of Water Sector Program Phase 2 local match of 26% of the total project funding up to \$5,000,000. Local Match to be less than or equal to \$1,300,000.00.

6. ADJOURNMENT

Mayor Bourque

**MINUTES OF THE
REGULAR MEETING OF THE MAYOR AND CITY COUNCIL
OF THE CITY OF BROUSSARD, LA
on Tuesday, November 12, 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), 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), Mark Rigsby (Communications Coordinator), Millicent Norbert (Director of Tourism), Mel Bertrand (City Manager/Director of Public Works), Gerald deLaunay (City Attorney), Bryan Champagne (Fire Chief), Walter Comeaux (City Engineer), Ben Theriot (Code Enforcement Officer), Chief Vance Olivier (Police Chief), Tony Ashy (Assistant Police Chief)

Absent: Councilman Jesse Regan (District 3), Jamison Abshire (Director of Parks and Recreation)

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 October 22, 2024, Regular Meeting
 - Motion by Councilman Delahoussaye
 - Second by Councilman Allen
 - Discussion: No public comments.
 - Final Resolution: Motion Approved
 - YEAS:
 - District 1 - Angel Racca
 - District 2 - David Bonin
 - District 4 - Heather Girouard
 - District 5 - David Forbes
 - District 6 - Kody Allen
 - At Large - Jeff Delahoussaye
 - ABSENT:
 - District 3 - Jesse Regan

3. OTHER BUSINESS

3.1 Chief Olivier

Medal of Valor Award

Chief Olivier stated this is the highest award a police officer can get.

Chief Olivier announced Grant Burris and Cole Mouton as the recipients of the awards.

Chief Olivier explained the two officers were recognized for their selfless efforts in October when they rescued an elderly resident from her home after a tree fell on the home and it ended up having an active gas leak.

4. RESOLUTIONS

4.1 Resolution #815-24

A resolution authorizing the execution of a Cooperative Endeavor agreement with Lafayette Parish for Fire Fighting Services

Motion by Councilman Delahoussaye

Second by Councilman Bonin

Discussion: Chief Champagne stated this is for the yearly contract to protect the unincorporated areas of the parish. TWe will be paid \$133,101 which includes \$73,967 for fire protection, \$59,000 to assist with city payroll and \$7,000 to assist with the insurance paid by the city. Councilman Delahoussaye questioned, if it wasn't around \$40,000 they used to get. Chief Champagne stated yes, but it has gone up in the last couple of years. LCG has tried to come up with a number all departments will be comfortable with.

Final Resolution: Motion Approved

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

4.2 Resolution #816-24

A resolution requesting financial assistance from State of Louisiana under the fiscal year 2024-2025 LGAP and CWF

Motion by Councilman Bonin

Second by Councilman Delahoussaye

Discussion: Mayor Bourque stated when applying for these grants we are not required to declare which project this is for. They have been very successful in the past years

with getting these funds. Mel stated the last project they did was on Mary Street replacing the old line with a 6-inch line.

Final Resolution: Motion Approved

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

5. ORDINANCES FOR ADOPTION

5.1 Ordinance #24-814

An ordinance approving a Cooperative Endeavor Agreement with RR Company of America, LLC for Sewer Betterment along Ambassador Caffery, north to Morgan Avenue and south to St. Etienne Road and amending the 2024/2025 Operating Budget of Revenues and Expenditures up to \$250,000 for said project.

Motion by Councilman Delahoussaye

Second by Councilman Forbes

Discussion: No public comments

Final Resolution: Motion Approved


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

Mayor Bourque stated the Coffee in Broussard will be held on Friday from 7:30 a.m. – 8:00 am at Billeauds #3.

6 ADJOURNMENT



Mayor Ray Bourque



Tina Emert, City Clerk

RESOLUTION NO.: 817-24

**A RESOLUTION OF THE CITY COUNCIL AUTHORIZING AN
AGREEMENT WITH THE LOUISIANA DEPARTMENT OF ENVIRONMENTAL
QUALITY FOR THE CLEAN WATER STATE REVOLVING FUND**

WHEREAS the City council of the City of Broussard finds that it is in the best interest of the citizens of Broussard to extend the sewer system; and,

WHEREAS loans and/or grants for this project may be available through the Clean Water State Revolving Fund loan program operated by the Louisiana Department of Environmental Quality:

NOW, THEREFORE,

BE IT RESOLVED, by the City Council and the City of Broussard that the Mayor is hereby authorized to submit a pre-application, application, and issue debt in the amount of \$5,000,000.00 (Five Million Dollars and no cents) to the Department of Environmental Quality on behalf of the City of Broussard for the purpose of placing this project on the Project Priority List for funding through the Clean Water State Revolving Fund loan program; and,

RESOLVED FURTHER that the Mayor is further authorized to furnish such additional information as may reasonably be requested in connection with the pre-application; and,

RESOLVED FURTHER that the Mayor is hereby designated as the Official Project Representative for the City of Broussard for any project that may result from the submission of the pre-application.

And this Resolution was submitted to a vote on the 26th day of November, 2024, and the vote thereon was as follows:

YEAS:

NAYS:

ABSENT:

ABSTENTION:

And this Resolution was declared adopted this, the 26th day of November, 2024.

RAY BOURQUE, Mayor

TINA EMERT, City Clerk

CERTIFICATION

I, TINA EMERT, the duly qualified and appointed Clerk of the City of Broussard, State of Louisiana do hereby certify that the above and foregoing Resolution is a true and correct copy from the minutes of the regular meeting of the Mayor and City Council of the City of Broussard, Louisiana, held on the 26th day of November, 2024.

THUS DONE AND SIGNED in Broussard, Louisiana, on this the 26th day of _____,
2024.

TINA EMERT
City Clerk, City of Broussard

RESOLUTION NO. 818-24

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BROUSSARD,
LOUISIANA, ACCEPTING THAT CERTAIN
ACT OF DEDICATION FOR AMBASSADOR COMMONS II**

WHEREAS, the continued progress and development of the City of Broussard, Louisiana, requires the development of real estate and access for the citizens of the City of Broussard, Louisiana, to public streets, as well as the obtaining of utility servitudes to be provided in accordance with applicable regulations promulgated by the City of Broussard, Louisiana; and

WHEREAS, St. Etienne Development, LLC desires to dedicate for public use, and for perpetual public maintenance for the public in general, but, in particular, in favor of the City of Broussard, the streets and ways street as shown in that on the plat attached hereto; and

WHEREAS, an Act of Dedication has been proposed by St. Etienne Development, LLC dedicating streets and servitudes to the City for the ultimate benefit of the public, as reflected on the plat of survey referred to therein; and

THEREFORE, BE IT RESOLVED by the City of Broussard, Louisiana, that, the proposed Act of Dedication shall be accepted upon approval of the form of the dedication by the Mayor and compliance with other requirements of the City.

BE IT FURTHER RESOLVED that, conditioned on compliance with all City requirements, the Mayor is hereby authorized and directed to review the proposed dedication, and once approved as to form by him, is authorized to accept the dedication.

And this Resolution was submitted to a vote on the 26th day of November, 2024, and the vote thereon was as follows:

YEAS:

NAYS:

ABSENT:

ABSTENTIONS:

TINA EMERT, City Clerk

RAY BOURQUE, Mayor

CERTIFICATE

I, Tina Emert, Clerk of the City of Broussard, do hereby certify that the above is a true and exact copy of the Resolution adopted by the City Council of the City of Broussard, on the 26th day of November, 2024, at which time a quorum was present and voted.

TINA EMERT
CITY CLERK - CITY OF BROUSSARD

ORDINANCE NO: 24-816

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BROUSSARD,
LOUISIANA, TO AMEND THE 2024-2025 OPERATING BUDGET OF REVENUES
AND EXPENDITURES TO INCREASE AUTHORIZED
EXPENDITURES FOR WATER PORTION OF THE WATER SECTOR PROGRAM**

The City Council for the City of Broussard, Louisiana, meeting in regular session on the 10th day of December, 2024 with a quorum being present, adopted the following Ordinance.

WHEREAS, the Broussard City Council finds that it is in the best interests of the citizens of Broussard to participate in the Water Portion of the Water Sector Program Phase II; and

WHEREAS, the Broussard City Council desires to amend the 2024/2025 Operating Budget of Revenues and Expenditures to authorize expenditures for said program; and

WHEREAS, the Water Portion of the Water Sector Program Phase II requires local matching of 26% of total project funding up to Five Million Dollars (\$5,000,000.00).

THEREFORE, BE IT ORDAINED by the City Council of the City of Broussard, Louisiana, that the 2024/2025 Operating Budget of Revenues and Expenditures be amended to increase authorize expenditures for up to One Million Three Hundred Thousand Dollars (\$1,300,000.00) for the Water Portion of the Water Sector Program Phase II.

BE IT FURTHER ORDAINED that the Mayor is hereby authorized to take such further action as is necessary in his opinion to facilitate participation in the program.

And this matter was submitted to a vote, and the vote thereon was as follows:

YEAS:

NAYS:

ABSENT:

ABSTENTION:

And this Ordinance was adopted by the City Council for the City of Broussard on this, the 10th of December, 2024.

TINA EMERT, City Clerk

RAY BOURQUE, Mayor

ORDINANCE NO: 24-817

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BROUSSARD,
LOUISIANA, TO AMEND THE 2024-2025 OPERATING BUDGET OF REVENUES
AND EXPENDITURES TO INCREASE AUTHORIZED
EXPENDITURES FOR SEWER PORTION OF THE WATER SECTOR PROGRAM**

The City Council for the City of Broussard, Louisiana, meeting in regular session on the 10th day of December, 2024 with a quorum being present, adopted the following Ordinance.

WHEREAS, the Broussard City Council finds that it is in the best interests of the citizens of Broussard to participate in the Sewer Portion of the Water Sector Program Phase II; and

WHEREAS, the Broussard City Council desires to amend the 2024/2025 Operating Budget of Revenues and Expenditures to authorize expenditures for said program; and

WHEREAS, the Sewer Portion of the Water Sector Program Phase II requires local matching of 26% of total project funding up to Five Million Dollars (\$5,000,000.00).

THEREFORE, BE IT ORDAINED by the City Council of the City of Broussard, Louisiana, that the 2024/2025 Operating Budget of Revenues and Expenditures be amended to increase authorize expenditures for up to One Million Three Hundred Thousand Dollars (\$1,300,000.00) for the Sewer Portion of the Water Sector Program Phase II.

BE IT FURTHER ORDAINED that the Mayor is hereby authorized to take such further action as is necessary in his opinion to facilitate participation in the program.

And this matter was submitted to a vote, and the vote thereon was as follows:

YEAS:

NAYS:

ABSENT:

ABSTENTION:

And this Ordinance was adopted by the City Council for the City of Broussard on this, the 10th of December, 2024.

TINA EMERT, City Clerk

RAY BOURQUE, Mayor