

**MINUTES OF THE  
REGULAR MEETING OF THE MAYOR AND CITY COUNCIL  
OF THE CITY OF BROUSSARD, LA HELD ON  
TUESDAY, March 9, 2021 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) and Councilman Ray Gary (District 6), Councilman Jeff Delahoussaye (At Large)

**Staff:** Tina Emert (City Clerk), Callie Laviolette (Executive Assistant), Karen Fontenot (CFO), Gerald de Launay (City Attorney), Holly Cope-Lynn (Director of Tourism and Communications), Mel Bertrand (City Manager), Walter Comeaux V (City Engineer), Brannon Decou (Chief of Police) Bryan Champagne (Fire Chief)

**1. OPENING**

1.1 Pledge of Allegiance

1.2 Invocation

**2. MINUTES**

2.1 Acceptance of Minutes of the February 23, 2021 Meeting

Motion by Councilman Gary

Second by Councilwoman Racca

Discussion: No public comments

Final Resolution: Motion Approved

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

**3. KAREN FONTENOT, FINANCIAL OFFICER**

3.1 Approval of January 2021 Financial Report

Motion by Councilman Regan

Second by Councilman Higginbotham

Discussion: Karen updated the council on the re-funding of the bonds. It seems the amount of savings has gone down. We are down to \$400,000 in savings, which is not really good on a refunding. The bonding attorney is in contact with her weekly about this. We will not refund them now, perhaps in the future. She stated she will be sending out the Sales Tax report next week. We are currently 25% above budget. If this keeps on, we will have 2.3 million additional in sales tax and \$586,000 in rec sales tax.

Final Resolution: Motion Approved

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

#### 4. OTHER BUSINESS

##### 4.1 Broussard Fire Department 2020 Annual Report

Deputy Chief Denais addressed the council about their 2020 Annual Report.

- Some of the accomplishments of 2020 were the purchase of 2 fire engines with the help of the council.
- Purchase of 53 new air paks and 106 replacement bottles
- Implemented a Birthday drive-by program to help our citizens celebrate birthdays despite the COVID-19 pandemic.
- Purchase of property by the city for future development of a Police/Fire Complex
- Acquisition of Ember
- Focus on water throughout the city with the looping of current lines with the additional infrastructure in areas.
- Increased volunteer staffing to provide a higher level of service.

In 2020 they had 790 calls, which were:

- 351 Medical Calls
- 81 Fires
- 63 Hazardous
- 43 Service
- 96 False alarms
- 15 Assisting for tree removal

They are also seeing more in training with the new personnel that have joined. In reference to the incidents by district they have had:

- 589 in the city limits
- 87 in the un-incorporated areas
- 106 out of the district
- 8 out of district in St. Martin Parish

Their response time has also decreased.

- 2018 it was 5.12 minutes.
- 2019 it was 5.04 minutes.
- 2020 it was 4.03 minutes.

The pay per call breakdown is as follows:

- 790 Incidents
- 46 Trainings

Denais thanked the council for all their help. They are the reason the Fire Department is such a huge success, also the water supply is a key factor.

Councilman Higginbotham questioned the cost per call in October compared to December. They had more calls in October and the cost is cheaper than December.

Denais stated it all depends on what type of call they had. Councilman Bonin questioned if this is all volunteer? Denais stated they have 38 – 40 people working daily, and the rest of the time is covered by the volunteers.

Mayor Bourque stated the Mayor and Police Chief of Duson were very thankful for the air paks that were donated to their department.

#### 4.2 Variance request for 503 South Morgan/Brett Denais

Request to build at road height instead of one foot above road height.

Motion by Councilwoman Racca

Second by Councilman Gary

Discussion: Councilman Gary stated our ordinance states the new construction needs to be 1 foot above the road. However, if Mr. Denais does this, then his home will be higher than the neighbors. He would like to leave it as is, which would put him 5 inches above the road. Councilman Bonin questioned if we should get him to sign a hold harmless? Gerald stated, yes, we need to get a hold harmless done in the event the structure does flood.

Final Resolution: Motion Approved

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

## 5. RESOLUTIONS:

5.1 Resolution #660-21

A resolution declaring the contract for the Main Street Parking Project as being substantially complete.

Motion by Councilman Gary

Second by Councilman Rabon

Discussion: Daniel Hutchinson stated everything has been done and there are no outstanding items. Both he and Mel are satisfied with the project.

Final Resolution: Motion Approved

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

5.2 Resolution #661-21

A resolution amending the Cooperative Endeavor Agreement for Firefighting Services by and between the Parish of Lafayette and Broussard Fire Department, paying the City \$29,134.00 to offset the fire department's payroll expense.

Motion by Councilman Bonin

Second by Councilwoman Racca

Discussion: Chief Champagne stated this funding is a result of the Create Funding that was presented to the voters last year. The Parish is trying to get their Fire rating back to down to a 5 and this will help. They have revised the previous agreement to give each city \$29,134.00 to offset payroll expenses.

Final Resolution: Motion Approved

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

5.3 Resolution #662-21

A resolution awarding the Broussard Main Street Improvements—Phase I project to Elliott Construction for the amount of \$1,468,054.00.

Motion by Councilman Gary

Second by Councilman Bonin

Discussion: Walter stated that Joseph Marino provided the council with the award letter for the project. They are recommending the project be awarded to the low bidder Elliott Construction.

Final Resolution: Motion Approved

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

## 6. ORDINANCES FOR INTRODUCTION

### 6.1 Ordinance #21-683

An ordinance amending the 202/2021 Operating Budget of Revenues for \$12,000.00 extend a waterline on Albertson Parkway from the Toy Box Storage across BNSF Railroad to PSC Supply

Motion by Councilman Higginbotham

Second by Councilman Regan

Discussion: Mel stated previously we amended the budget for \$57,940 to connect the waterline from under Albertson Parkway to loop the lines. This will be paid by the State Grant. This remaining amount will be paid from the Act 45 Grant. This will be at no additional cost to the city.

Final Resolution: Motion Approved

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

### 6.2 Ordinance #21-684

An ordinance amending the 2020/2021 Operating Budget of Revenues and Expenditures up to \$ 48,000 for the Fire Department Used Office Building Project  
Motion by Councilwoman Racca

Second by Councilman Rabon

Discussion: Chief Champagne stated this purchase will allow them to move the administration building and move the guys from upstairs to down-stairs. The insurance does not like the idea of the personnel sleeping upstairs. After meeting

with the Fire Committee, they have decided to wait for the Police and Council Chambers to be built. They found a used building and it has been inspected with the help of Councilman Gary. They want to put the building where it will be utilized by another department after they move out and the best place will be at Arceneaux Park. The property has been cleaned by the Fire Department and the City.

Final Resolution: Motion Approved

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

6.3. Ordinance #21-685

An ordinance amending the 2020/2021 Operating Budget of Revenues and Expenditures for \$29,134.00 in the Fire Dept. Payroll Expense to add a Training Coordinator funded thru Lafayette City-Parish Consolidated Government Firefighting Services Contract

Motion by Councilman Rabon

Second by Councilwoman Racca

Discussion: Chief Champagne stated this is in direct coalition with the amended contract the council previously adopted in the meeting. They feel it would be best to put the funding into a training coordinator position. This will help bring the PILAL rating up tremendously. It will at no cost to the city. Councilman Bonin questioned if they had someone qualified for that position? Chief said yes, they do, and the pay will be right under that total. Councilman Regan questioned if they anticipate the funding to grow? Chief Champagne stated it is dedicated from the Parish and the only way it can go away is if the voters vote against it. He does feel it will grow in the future.

Final Resolution: Motion Approved

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

**7. ORDINANCES FOR ADOPTION**

7.1 Ordinance #21-678

An ordinance of the City Council enacting ordinances and sections to provide for the annexation of certain properties located on and along the northern side of Bayou Tortue Road in Section 93, Township 10 South, Range 5 East, Lafayette Parish, Louisiana being known as the Douglas and Willa Dean Chesson Family, LLC – 2 Annexation and place in City of Broussard District 5

Motion by Councilman Higginbotham

Second by Councilman Gary

Discussion: Gerald stated all public notices have been issued and it has been advertised for adoption. All petitions are also in order.

Final Resolution: Motion Approved

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

7.2 Ordinance #21-679

An ordinance of the City Council enacting ordinances and sections to provide for the annexation of certain properties located on and along the western side of Youngsville Highway 89 in Section 19, township 10 South, range 5 East, Lafayette Parish, Louisiana being known as Delahoussaye Investments, LLC Annexation and placed in City of Broussard District 6

Motion by Councilman Gary

Second by Councilwoman Racca

Discussion: Gerald stated all public notices have been issued and it has been advertised for adoption. All petitions are also in order.

Final Resolution: Motion Approved

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

7.3 Ordinance #21-680

An ordinance amending the 2020/2021 Operating Budget of Revenues and Expenditures for up to \$145,000 for the Ground Storage Tank

Motion by Councilman Bonin  
Second by Councilman Rabon  
Discussion: No public comments  
Final Resolution: Motion Approved  
YEAS: Angel Racca  
David Bonin  
Jesse Regan  
Michael Rabon  
Kenny Higginbotham  
Ray Gary  
Jeff Delahoussaye

7.4 Ordinance #21-681

An ordinance amending the 2020/2021 Operating Budget of Revenues and Expenditures for up to \$87,000 for the Hernandez Heights Waterline

Motion by Councilman Gary  
Second by Councilman Rabon  
Discussion: No public comments  
Final Resolution: Motion Approved

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

7.5 Ordinance #21-682

An ordinance amending the 2020/2021 Operating Budget of Revenues and Expenditures for \$40,000 for Fire Department Allocation for paid on-call.

Motion by Councilwoman Racca  
Second by Councilman Rabon  
Discussion: Deputy Chief Denais stated as of March 1, they have \$1,617.00 remaining to cover the paid on-call budget. This amount will cover the on-call allocation until June 30, 2021.

Final Resolution: Motion Approved  
YEAS: Angel Racca  
David Bonin  
Jesse Regan  
Michael Rabon  
Kenny Higginbotham



Ray Gary  
Jeff Delahoussaye

**B. ADJOURNMENT**

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



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Mayor Ray Bourque



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Tina Emert, City Clerk