

**MINUTES OF THE  
REGULAR MEETING OF THE MAYOR AND CITY COUNCIL  
OF THE CITY OF BROUSSARD, LA HELD ON  
TUESDAY, November 23, 2021, AT 6:00 P.M.**

**Present:** Mayor Ray Bourque, Councilman David Bonin (District 2), Councilman Michael Rabon (District 4), Councilman Kenny Higginbotham (District 5) , and Councilman Ray Gary (District 6)

**Staff:** Tina Emert (City Clerk), Karen Fontenot (CFO), Callie Laviolette (Executive Assistant), Holly Cope-Lynn (Director of Tourism and Communications), Andrea Fontenot (Community & Business Development Coordinator), Mel Bertrand (City Manager), Walter Comeaux (City Engineer), Chief Bryan Champagne (Fire Chief), Chief Vance Olivier (Police Chief), Ben Theriot (Code Enforcement), Oscar Reed (City Attorney)

**Absent:** Councilwoman Angel Racca (District 1), Councilman Jesse Regan (District 3), Daniel Hutchinson (City Engineer), Councilman Jeff Delahoussaye (At Large) Justin Denais (Deputy Fire Chief), Dennis Mouton (Assistant Fire Chief), Tony Ashy (Assistant Police Chief) and Gerald de Launay (City Attorney)

**1. OPENING**

1.1 Pledge of Allegiance

1.2 Invocation

**2. MINUTES**

2.1 Acceptance of Minutes of the November 9, 2021 Meeting Regular Meeting and November 11, 2021 Special Meeting

Motion by Councilman Higginbotham

Second by Councilman Gary

Discussion: No public comments.

Final Resolution: Motion Approved

YEAS: David Bonin  
Michael Rabon  
Kenny Higginbotham  
Ray Gary

Absent: Angel Racca  
Jesse Regan  
Jeff Delahoussaye

### 3. ORDINANCES FOR INTRODUCTION

#### 3.1 Ordinance #21-712

An ordinance amending and re-enacting Section 18-258 of the Broussard Municipal Code establishing Flood and Drainage Standards

Motion by Councilman Gary

Second by Councilman Higginbotham

Discussion: Walter explained this ordinance will clean up issues we ran into in the last couple of years. Nothing will change in the ordinance with the exception of the requirements. Walter stated there are a couple of things we are changing:

- 1) A house in a 100-year flood plain has to be built at base flood elevation. We have changed that when building it, it has to be built 12 inches above base flood elevation. We had another requirement that it had to be built 12 inches above the roadway or 12 inches above base flood elevation whichever is greater. We are cleaning up the wording. If the property owners come in to waive the 12 inches above the roadway because of extenuating circumstances, currently the council has to approve this. This will allow the City Engineer and the Public Works Director to approve this as long as a hold harmless is signed. If they do not approve it, then the homeowner can still bring it to the council for approval. The Federal regulations; however, cannot be waived. Mayor Bourque stated in the older part of town we are running into areas that houses are having to be built 2 feet above the home adjacent to them.
- 2) Regarding development in a flood way, by Federal law nothing can be built in a flood way, however there are some exceptions. There are certain mechanisms for a homeowner or developer to build in a flood way thru FEMA. If it is done without following the guidelines every permit with the city will be frozen that the builder/developer has with the city.
- 3) Property owners are asking to close in their ditches. It can be done, but it needs to be done the right way. The new way we would do analysis and charge the customer. It would be \$500 for a residential analysis. Regardless, if the request is approved or not it will still cost \$500 and it is non-refundable. Our engineer will do the analysis and decide what is necessary. The process we have right now is not working. This would cut out the 3rd party engineers. It will be clean, and it will work better. Mayor Bourque stated we are not encouraging anyone to close in ditches; we only want to continue doing it the right way should anyone ask to do it. We can do it and if it does not work, we can come up with something else. Walter stated there are certain circumstances everyone once in a while when someone has a steep ditch, and it is a safety issue. Mayor Bourque stated we definitely will not cross any boundaries on what FEMA requires from the city. Walter stated

we are ahead of other communities when it comes to drainage. We have the same standards as Lafayette, but we allow them to do things other do not allow; but we do have a certain criteria to meet.

Final Resolution: Motion Approved

YEAS: David Bonin  
Michael Rabon  
Kenny Higginbotham  
Ray Gary

Absent: Angel Racca  
Jesse Regan  
Jeff Delahoussaye

### 3.2 Ordinance #21-713

An ordinance of the City Council establishing and recognizing a Fire Prevention Bureau within the Broussard Fire Department

Motion by Councilman Rabon

Second by Councilman Gary

Discussion: Chief Champagne stated this is the start of a Fire Prevention Bureau within in the department. The Bureau will meet all the standards of the ordinance.

Final Resolution: Motion Approved

YEAS: David Bonin  
Michael Rabon  
Kenny Higginbotham  
Ray Gary

Absent: Angel Racca  
Jesse Regan  
Jeff Delahoussaye

## 4. RESOLUTIONS

### 4.1 Resolution #690-21

A resolution of the City of Broussard City Council assuming responsibility for those inspections performed by the Broussard Fire Prevention Bureau, or the consequences thereof, within the jurisdiction of the governing authority

Motion by Councilman Higginbotham

Second by Councilman Rabon

Discussion: Chief Champagne stated this is the last step the process requires. The city and the Fire Department will meet all standards to be State Certified. Chief Champagne stated the person who will be in charge of this has went thru

training and is certified. He also just finished zoom training classes. All of the resources are there, and Chief Champagne feels confident everything will go well.

Final Resolution: Motion Approved

YEAS: David Bonin  
Michael Rabon  
Kenny Higginbotham  
Ray Gary

Absent: Angel Racca  
Jesse Regan  
Jeff Delahoussaye

4.2 Resolution #691-21

A resolution of the Broussard City Council authorizing the acceptance of the contract for the turn lane on Marteau Road at Fairfield Intersection as being substantially complete

Motion by Councilman Higginbotham

Second by Councilman Rabon

Discussion: Walter stated the job is complete and came out great.

Final Resolution: Motion Approved

YEAS: David Bonin  
Michael Rabon  
Kenny Higginbotham  
Ray Gary

Absent: Angel Racca  
Jesse Regan  
Jeff Delahoussaye

Mayor Bourque stated Sacred Heart Catholic Church and St. Cecilia had a great Church Fair this weekend. It was beautiful weather.

5. ADJOURNMENT

5.1 Adjourn Meeting

  
MAYOR RAY BOURQUE

  
TINA EMERT, CITY CLERK