

**MINUTES OF THE
REGULAR MEETING OF THE MAYOR AND CITY COUNCIL
OF THE CITY OF BROUSSARD, LA HELD ON
TUESDAY, December 14, 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)

Staff: Tina Emert (City Clerk), Karen Fontenot (CFO), Callie Laviolette (Executive Assistant), Andrea Fontenot (Community & Business Development Coordinator), Mel Bertrand (City Manager), Walter Comeaux (City Engineer), Daniel Hutchinson (City Engineer), Chief Bryan Champagne (Fire Chief), Chief Vance Olivier (Police Chief), Ben Theriot (Code Enforcement), Gerald de Launay (City Attorney) and Tony Ashy (Assistant Police Chief)

Absent: Holly Cope-Lynn (Director of Tourism and Communications) and Councilman Jeff Delahoussaye (At Large)

1. OPENING

1.1 Pledge of Allegiance

1.2 Invocation

2. MINUTES

2.1 Acceptance of Minutes of the November 23, 2021 Meeting Regular Meeting

Motion by Councilman Higginbotham

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

Absent: Jeff Delahoussaye

3. KAREN FONTENOT. FINANCIAL OFFICER

3.1 Approval of October Financial Report

Motion by Councilman Gary

Second by Councilman Rabon

Discussion: Karen stated the monthly financials have been provided in their packets. We do have a spike in Intergovernmental Revenue which is from FEMA. We have been paid for the expenses from Hurricane Ida and all we are waiting for the expenses from Hurricane Laura. Sales Taxes are running 13% above overall. Councilman Higginbotham questioned if FEMA is a budgeted item? Karen stated it is an Intergovernmental Revenue. It is outstanding from last year. We are just collecting on what is owed. Mayor Bourque stated all of the FEMA paperwork is managed in house by Mel and his staff and they do a fantastic job doing it.

Final Resolution: Motion Approved

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

Absent: Jeff Delahoussaye

4. OTHER BUSINESS

4.1 Burton Kolder

2020/2021 Audit Report Review

Motion by Councilwoman Racca

Second by Councilman Regan

Discussion: Burton stated we had a great year. There were no findings with only 3 minor verbals that have been corrected. Burton did a re-cap of the report as follows:

Utility Fund: Garbage revenues have increased from 2020 by \$80,000 and so have the expenses. After all is said and done, we did have a profit last year in the garbage. In the sewer we are slowly closing the gap of where we were in the past when we were losing money. In the next 2 years the sewer should be at a positive cash flow. The water revenues have also increased. The biggest item is the water purchase. The old well behind City Hall was decommissioned to save expenses, because it would have cost us quite a bit of money to drill a new one. So, we currently buy from the City of Lafayette. Water next year could be at a break even stand-point. On page 2 of the hand-out, it shows the increase of customers versus revenues of customers. We are at a steady progress upwards. Sewer we have

increased 200 customers each year. We are slowly progressing to a positive flow. Garbage the loss is steadily going down. This is helping with the gradual rate increases.

Park and Recreation Fund:

The total expenses are close to last year with a 40% depreciation. The Sales Tax is generating enough to cover the loss. The park does have an impact on the city.

Handout:

Burton went over the re-cap with the handout showing a comparison of total fund revenues and expenditures to budget. Sales tax is up 22% from last year. Total revenues are \$26,872,825. The revenue variance from budget is 0.57%. The expenditures are up from last year which is a budget variance of -0.73%, which is exceptionally good. On page 3, the Sales Tax TIF Fund, Burton stated this is a 10-year payout. We have right at about 8 million collected. The TIF is re-paying the \$10,000,000 the city paid for the construction of Ambassador Caffery. The state is re-paying this back to the city.

Burton stated at a net position we can operate for 164 days without taking in a dime. That is 5 months which is exceptionally good. In just the General Fund we can operate 8.5 months with the available reserves we have.

Mayor Bourque stated our revenues are up, but our expenses did come down. Because of the explosive growth we are funding a lot of projects. In the meantime the cost of materials is rising. Burton thanked the mayor and council and the staff for working with him on this.

Final Resolution: Motion Approved

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

ABSENT: Jeff Delahoussaye

5. RESOLUTIONS

5.1 Resolution #692-21

A resolution authorizing the City to join with the State of Louisiana and other local governmental units as a participant in the Louisiana State- Local Government Opioid Litigation Memorandum of Understanding and any subsequent formal agreements necessary to implement the MOU

Motion by Councilman Gary

Second by Councilman Bonin

Discussion: Mayor Bourque stated that Josh Guillory reached out to him for this. The parish will get money as a whole and then the goal is to it will be disburse to all of the local police departments to combat opioid addiciton. Chief Olivier stated this will help with the Opioid addiction in this area. It is a plus. It will also allow us to use these funds for education and for supplies.

Final Resolution: Motion Approved

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

ABSENT: Jeff Delahoussaye

5.2 Resolution #693-21

A resolution authorizing the City to accept the land donation from Cliff Guidry d/b/a The Sax Condominiums, LLC, property location in Section 27, Township 10 South, Range 5 East, City of Broussard, LA containing .13 acres at the intersection of Second Street and Highway 182

Motion by Councilman Higginbotham

Second by Councilman Rabon

Discussion: Mayor Bourque stated the map is in the packet of the area being donated. Mr. Guidry had no use for the property, so he is donating it to the city.

We may need in that property in Phase 2 and 3 of Main Street Development.

Final Resolution: Motion Approved

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

Absent: Jeff Delahoussaye

6. ORDINANCES FOR INTRODUCTION

6.1 Ordinance #22-714

An ordinance amending the 2021/2022 Operating Budget of Revenues and Expenditures for an additional \$194,562.00 for South Bernard J-Turns Phase 1

Motion by Councilman Gary

Second by Councilman Regan

Discussion: Daniel stated this is for the J-Turns between Ambassador and Heart D Farm. The bids were opened on Nov. 17th. We received 3 bids and they all came in over budget. We did do 2 alternatives, asphalt, and concrete surface. The concrete was \$80,000 cheaper than the asphalt. At the Hebert driveway we will have a bump out and french drains will be put on. It will be a J-Turn and a turn around. We did adjust the storage length and add some curving.

Final Resolution: Motion Approved

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

ABSENT: Jeff Delahoussaye

6.2 Ordinance #22-715

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

Map F-8 Portion of Highway 90 and Map F-12 Portions of East Fairfield Drive

Motion by Councilwoman Racca

Second by Councilman Rabon

Discussion: This has already been approved thru zoning.

Final Resolution: Motion Approved

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

ABSENT: Jeff Delahoussaye

7. ORDINANCES FOR ADOPTION

7.1 Ordinance #21-712

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

Motion by Councilwoman Racca

Second by Councilman Gary

Discussion: Walter stated he tweaked this ordinance, whereas the engineer and the Director of Public Works can approve closing in of ditches. If the property owner is not satisfied, they can always come back to the council. This will tighten up doing work in a floodway also. In the past if someone wanted to put pipe in,

they were not getting the right amount of analysis. Now this will be done throughout the city at a base fee of \$500. We are the only jurisdiction that allows this and now we can move forward with this.

Final Resolution: Motion Approved

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

ABSENT: Jeff Delahoussaye

7.2 Ordinance #21-713

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

Motion by Councilman Bonin

Second by Councilman Gary

Discussion: Chief Champagne stated this is the ultimate step on putting the Fire Prevention Bureau together.

Final Resolution: Motion Approved

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

ABSENT: Jeff Delahoussaye

8. ADJOURNMENT

8.1 Adjourn Meeting



MAYOR RAY BOURQUE



TINA EMERT, CITY CLERK