

**MINUTES OF THE
REGULAR MEETING OF THE MAYOR AND CITY COUNCIL
OF THE CITY OF BROUSSARD, LA
on Tuesday, April 14, 2026
AT 6:00 P.M. AT 416 EAST MAIN STREET, COUNCIL CHAMBERS**

Present: Mayor Ray Bourque, 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 (Accounting Manager), Kelli Miguez (Deputy City Clerk/Administrator of Utility Operations), April Aguilar (Manager to the Mayor's office), Graham Beduze (Director of Economic Development), Mark Rigsby (Communications Coordinator), Millicent Norbert (Director of Tourism), Mel Bertrand (City Manager/Director of Public Works), Jamison Abshire (Director of Parks and Recreation), Gerald Delaunay (City Attorney), Randy Lasseigne (City Attorney), Walter Comeaux (Engineer), Daniel Hutchinson (Engineer), Chief Vance Olivier (Police Chief), Tony Ashy (Assistant Police Chief), Bryan Champagne (Fire Chief), Ben Theriot (Code Enforcement Officer)

Absent: Councilwoman Angel Racca (District 1)

1. OPENING

- 1.1 Pledge of Allegiance
- 1.2 Invocation done by Pastor Whitney with First Baptist Church and Mayor Bourque asked that during our prayer to remember former Councilwoman Gertrude Batiste.
- 1.3 Amend the agenda to add item 5.8 Resolution #891-26
Motion by Councilman Delahoussaye
Second by Councilman Forbes
Discussion: No public comment
Final Resolution: Motion Approved
YEAS: District 2 - David Bonin
 District 3 - Jesse Regan
 District 4 - Heather Girouard
 District 5 - David Forbes
 District 6 - Kody Allen
 At Large - Jeff Delahoussaye
ABSENT: District 1 - Angel Racca

2. MINUTES

2.1 Acceptance of Minutes of the March 10, 2026 Regular Meeting

Motion by Councilman Delahoussaye

Second by Councilman Regan

Discussion: No public comment

Final Resolution: Motion Approved

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

3. FINANCIAL REPORT

3.1 Approval of the February 2026 Financial Report

Motion by Councilman Delahoussaye

Second by Councilman Allen

Discussion: Mayor Bourque stated that February was 3 percent lower than 2025 and 8 percent lower than 2024. The February sales tax was 14 percent lower than budget which puts the sales tax coming in at 2 percent below budget for the year.

Final Resolution: Motion Approved

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

4. OTHER BUSINESS

4.1 Francis Touchet with LPSS was unable to attend the meeting.

4.2 Variance request #1 for Adley James and Aurie Grace Modern Living

Motion by Councilman Delahoussaye

Second by Councilwoman Girouard

Discussion: Mark Ste. Marie opened by thanking the mayor and council for the opportunity to speak. He explained that he hopes to build homes on his property to add value and support the growth of the downtown area. He described why he believes standalone tiny homes are the best fit for the site and noted that the project would require three variances. Although he stated that, in his opinion, the development would not negatively affect drainage, he also made clear that he did not want to obtain the drainage analysis from an engineer that is required under the city's ordinance. Trevor Ducote, owner of Passion Home Designs and the project's designer, told the council he was available to answer any questions. Mayor Bourque noted that the request included three variances. City Attorney Gerald advised the council that each variance would need to be considered and voted on individually. Mayor Bourque explained that the first variance request involved reducing the required right-of-way width from 60 feet to 40 feet. He noted that while historic Broussard typically has 40-foot right-of-way easements, the city's subdivision standards call for 60 feet, largely to accommodate modern needs such as safe open-ditch drainage. Walter added that the 60-foot standard helps prevent steep drop-offs along ditches. However, Mayor Bourque said that after discussing the matter with Mel and Walter, it appeared reasonable to consider a 40-foot easement in this case because the city has no plans to widen the road in that area, making the larger right-of-way unnecessary. Councilman Bonin asked Walter whether the right-of-way requirement would still apply if Mr. Ste. Marie were building only a single home on the property, and Walter confirmed that the requirement would remain the same. Trevor expressed that if only a single-family home were being built on the property, he believed that many of the current requirements would not apply, and that the need for variances arose solely because subdividing the land caused it to be classified as a subdivision under city regulations. Walter clarified that the property is indeed considered a subdivision but emphasized that the additional requirements being triggered are not solely subdivision rules and stated that several of the standards they must follow come from the Old Town Overlay District regulations, which apply regardless of the subdivision classification. Mayor Bourque asked the council if they would want to enforce the standard 60-foot requirement. Councilman Delahoussaye responded that he did not anticipate the city ever widening the road in this area and therefore moved to approve the variance, allowing the right-of-way to remain at 40 feet.

Final Resolution: Motion Approved

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

Variance request #2 for Adley James and Aurie Grace Modern Living

Motion by Councilman Delahoussaye

Second by Councilman

Discussion: Mayor Bourque explained that the second variance request involved reducing the required 15-foot sidewalk easement. He noted that Mr. Ste. Marie was asking to use the standard 10-foot easement instead of the 15-foot requirement on both streets of the corner lot. Walter clarified that the easement being discussed is not an enhanced or special requirement but rather the city's standard easement. He noted that while the regulations are written to apply citywide, some areas in the older parts of town may require different considerations due to their historic layout and existing conditions. Trevor noted that the expanded easement would only be necessary along the sides of the property. Councilman Delahoussaye moved to approve the variance and allow the 10-foot sidewalk easement.

Final Resolution: Motion Approved

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

Variance request #3 for Adley James and Aurie Grace Modern Living

Motion by Councilman Delahoussaye

Second by Councilwoman Girouard

Discussion: The third variance request was to waive the required drainage analysis. Trevor explained that the construction plan includes a 10-foot separation between each property so the land can be graded to direct water toward the ditches. Walter responded that Trevor must demonstrate this with an engineer's drainage analysis, which is required by Broussard's city ordinance. Walter also noted that he has never seen a variance granted on drainage requirements and he cannot recommend the waiver on a drainage analysis. Walter clarified that he is not requesting a full subdivision drainage analysis. Instead, he emphasized that this is a high-density area where homes will sit close to neighboring properties, and raising the building pads could create drainage challenges. He wants a licensed engineer to explain how water will move from the back of each lot to the front without causing problems. He also stated that the engineer's report must confirm that the proposed drainage plan will not negatively impact surrounding properties. Trevor raised concerns about the cost of obtaining the required drainage analysis. Councilman Delahoussaye then asked whether the homes would be equipped with gutters, and Mr. Ste. Marie responded that he would be willing to consider installing gutters on the houses. Councilman Bonin asked Mr. Ste. Marie to confirm that he had already added dirt and built up the lots, noting that this work has already altered drainage in the area. Councilman Bonin explained that once the houses

are built, runoff from the roofs will cause water to drain even faster, increasing the potential impact on neighboring properties. Because of this, he said he could not support waiving the drainage analysis. He agreed with Walter that a licensed engineer must provide a stamped report verifying that the project will not negatively affect the surrounding areas. Walter clarified that his only request is for a site grading plan along with a letter from a licensed engineer. He emphasized that these documents should explain how drainage will be handled and confirm that the proposed work will not negatively impact surrounding properties. Councilman Bonin noted that the city is currently working on a drainage project in this area to address existing problems, and he does not want to approve anything that could worsen the situation before those issues are resolved. Councilman Delahoussaye moved to approve the variance request to waive the drainage analysis.

Final Resolution: Motion Denied

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

4.3 Variance request for 306 Sunshine Rise Drive

Motion by Councilman Regan

Second by Councilman Forbes

Discussion: Gerald explained that, to his understanding, the easement in the area is not currently being used and would not interfere with any current utilities. He added that if the city ever needed to place utilities there in the future, they could be routed below the pool. Gerald stated if an agreement is in place to protect the city, he supports the waiver request. Mel noted that the only potential future need in that area might be a sewer force main, though he does not expect that to happen, and even if it did, there is enough space to accommodate it. Mayor Bourque added that the supporting documents show about a six-foot encroachment, but because the city has an enhanced easement in that location, there is still plenty of room to work around the issue. Mrs. Desormeaux clarified that her request involves only a five-foot encroachment into the easement.

Final Resolution: Motion Approved

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

4.4 Condemnation update of 107 Loul Street

Emma Lee Washington & Kirk James Washington (Estate)

Ben reported that Ms. Washington has picked up her plan review and is now moving forward with obtaining her plumbing and electrical permits. He explained that she and her team are using a material supply list and have begun ordering what they need to complete the cosmetic upgrades required to bring the home back into compliance. He also noted that she contacted him earlier today with an update, and they are both continuing to stay in regular communication as the project progresses.

4.5 Condemnation update of 205 Saint De Porres Street

Lewis Jacqueline Marie Smith (Estate)

Ben explained that he has encountered difficulties notifying the property owner and the family members listed on record. He noted that the owner, Ms. Dorothy, had passed away, but he was able to speak with her son, who indicated there are conflicting ownership issues. Ben is currently working with the city attorney, Gerald, to resolve these matters. Because proper notification has not yet been completed, he requested that the council delay moving forward with the condemnation process until everything is clarified.

4.6 Condemnation update of 219 Loul Street

Lorena Washington, Patricia and Lafair Hebert

Ben reported that the house has already been remodeled and brought back into compliance. He recommended that the item be removed from the list and marked as complete.

5. RESOLUTIONS

5.1 Resolution #889-26

A resolution declaring two police vehicles as surplus

Motion by Councilman Regan

Second by Councilman Delahoussaye

Discussion: Mayor Bourque explained that the city currently owns two police vehicles, and Chief Olivier has recommended declaring them as surplus so they can be sold to other police departments that may have a greater need and tighter budgets. When Councilman Bonin asked whether the vehicles were being donated, Chief Olivier clarified that the intention is to sell them. Mayor Bourque added that the vehicles have blue book values ranging from about \$6,500 to \$12,000, making a sale the most practical option. He also noted that other police departments have already expressed interest,

but the council must officially declare the vehicles as surplus before any sale can proceed.

Final Resolution: Motion Approved

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

5.2 Resolution #890-26

A resolution to move the regular council meeting from June 9, 2026 to June 17, 2026

Motion by Councilman Delahoussaye

Second by Councilwoman Girouard

Discussion: Mayor Bourque announced that city auditor Burton Kolder will be unable to attend the meeting scheduled for June 9, 2026. To ensure he can be able to attend and deliver the city budget presentation to the council, the mayor requested that the meeting be rescheduled to June 17, 2026. Mayor Bourque also reminded the council that this meeting also has a Budget Hearing scheduled that night at 5:15 pm.

Final Resolution: Motion Approved

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

5.3 Resolution #892-26

A resolution approving and authorizing the encroachment of the utility easement and execution of a consent to encroachment at 306 Sunshine Rise Drive on lot 451 of Cypress Meadows Subdivision Phase III-B

Motion by Councilman Bonin

Second by Councilman Forbes

Discussion: Mayor Bourque explained that this item was on the agenda earlier pertaining to the pool variance request for 306 Sunshine Rise Drive, which the council has now approved. He noted that this resolution is the formal step required to move forward with this process.

Final Resolution: Motion Approved

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

5.4 Resolution #893-26

A resolution to amend the 2025/2026 Operating Budget of Revenues and Expenditures to increase authorized expenditures for Water Sector Projects

Motion by Councilman Delahoussaye

Second by Councilman Regan

Discussion: Daniel provided an overview of the three projects included in the city's water sector grant. The first project involves installing a 12-inch water line along North Girouard Road that will connect to an existing line on Bayou Tortue Road, extend to the nearby industrial park, and tie into Highway 90, creating an additional loop for the Garber Road water facility. The second project focuses on adding generators to the booster pump station on Burgess Drive and to the Highway 90 water tower to support the wells located there. The third project consists of major improvements to the Garber Road water well, including constructing a new well, a ground water storage tank, and a booster pump station. Mayor Bourque asked for clarification on the total funding for the water sector grant, and Daniel confirmed that the grant provides \$3,710,000 with the city contributing \$1,735,550, bringing the total project funding to \$5,445,550. With this information, the mayor noted that the city is working under tight deadlines associated with grant requirements. Daniel explained that after the grant was approved, Comeaux Engineering had to design the projects, submit updated cost estimates to LDH for approval, then wait for the water sector's approval. Once that approval was received, the city had only 30 days to advertise the projects for bids. Walter noted that the projects will add roughly half a million gallons of additional water storage, which will greatly benefit the city during freezing events when residents leave faucets dripping. He explained that the goal is to have two days' worth of storage available in the tanks to better manage emergency situations. Councilman Bonin asked Daniel whether the planned improvements would help resolve the past issues with the Garber Road well. Daniel explained that the earlier problems occurred because water was being drawn from a lower zone. He said the city will drill a test well to sample water from all three zones including the upper zone, which hydrologists believe contains good-quality water similar to what is produced at the Polk Tower and may not require treatment. Mel added that the city has already reworked the existing well to address some issues, and the new project will allow the well to operate at a lower pumping rate, something they've learned maintains better water quality and prevents chlorides from surfacing. He noted that the improvements will also allow the city to blend water from both wells to produce

a higher-quality supply. Mayor Bourque explained that this resolution is necessary for the city to continue moving forward with the grant funding process.

Final Resolution: Motion Approved

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

5.5 Resolution #894-26

A resolution approving and authorizing execution of Act of Abandonment of a portion of North Jefferson Street

Motion by Councilman Bonin

Second by Councilman Delahoussaye

Discussion: Glenn Angelle thanked the council and explained that he has spent the past year working with St. Cecilia Church on a master plan to support the school's continued growth. As part of that expansion, they have been purchasing property along North Jefferson Street, and the first phase of the project involves constructing a new gymnasium. To move forward, he requested that the city abandon a portion of North Jefferson Street. He clarified that although a utility easement runs through the area, they are not asking for that easement to be abandoned. Mayor Bourque noted that the city's standard procedure is for an abandoned road to become the property of the adjacent landowners; in this case, St. Cecilia Church owns all surrounding property, so the entire section would revert to them. The city would still maintain the utility easement and waterline. Mel expressed agreement with the mayor's explanation.

Final Resolution: Motion Approved

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

5.6 Resolution #895-26

A resolution approving and authorizing execution of Intergovernmental Agreement concerning roadway improvements at S. Larriviere Rd. and LA Hwy 92

Motion by Councilman Delahoussaye

Second by Councilman Regan

Discussion: Mayor Bourque explained that while the improvement project is being led by the City of Youngsville, the City of Broussard owns one corner of the intersection involved. The Billeaud Companies are also participating, and DDG is assisting all parties in pursuing a grant to fund the project, which serves as a major route for Broussard families traveling to Southside High School. Broussard's role is to enter into an intergovernmental agreement with Youngsville so the project can be funded and constructed. The city's financial responsibility would be to cover 25% of the required 20% local match. Gerald added that some property is being donated toward the match, reducing the amount the cities must contribute, and he also suggested that Broussard include a cap amount in the agreement to limit the city's maximum financial obligation.

Final Resolution: Motion Approved

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

5.7 Resolution #896-26

A resolution authorizing a Settlement Agreement with West Bend Mutual Insurance Company

Motion by Councilman Delahoussaye

Second by Councilwoman Girouard

Discussion: Gerald explained that the contractor on the project defaulted, leading the city to terminate the contract and notify the bonding company. The bonding company has been cooperative and now wants to enter into a settlement agreement, which Gerald also recommends. The agreement will outline the next steps, including the bonding company's responsibilities if they select a replacement contractor, and several terms still need to be finalized. The bonding company is requesting a waiver of liquidated damages, which Gerald noted is common in situations like this. His priority is to ensure that every extra cost the city incurred because of the default will be paid by the bonding company, and he emphasized that they understand this. The proposed agreement is designed to secure that outcome.

Final Resolution: Motion Approved

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

5.8 Resolution #891-26

A resolution accepting the lowest responsive bid for FY 2025-2026 Street Improvement Phase 1 project

Motion by Councilman Delahoussaye

Second by Councilman Forbes

Discussion: Daniel reported that bids were opened on April 8, 2026, for the Street Improvement Phase 1 project, which is part of the broader road study completed earlier in the year. After reviewing the submissions, he recommended awarding the contract to E & L Construction Group LLC, whose bid totaled \$649,850.00. He noted that the necessary funding for this project is already included in the city's budget.

Final Resolution: Motion Approved

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

6. ORDINANCES FOR INTRODUCTION

6.1 Ordinance #26-841

An ordinance to amend the zoning ordinance of the City of Broussard by adding Map F-14 of property to be zoned R-1 Single Family Residential and CC-Community Commercial Portions of LA Hwy 92 (Young St) and Fabre Rd

Motion by Councilman Delahoussaye

Second by Councilman Forbes

Discussion: No public comment

Final Resolution: Motion Approved

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

6.2 Ordinance #26-842

An ordinance to amend the Code of Ordinances regulating and governing the subdivision of land in the City of Broussard

Motion by Councilman Forbes

Second by Councilman Delahoussaye

Discussion: No public comment

Final Resolution: Motion Approved

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

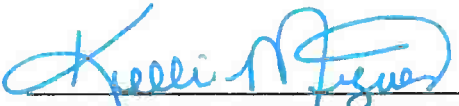
7. ANNOUNCEMENTS

- 7.1 Mayor Bourque announced several upcoming community events. The grand reopening of the Broussard Fire Department's Station 3 will take place on Thursday, April 16 at 5:30 p.m. He also noted that a Parish Proud cleanup event is scheduled for Friday, April 17 at 10:00 a.m. at Arceneaux Park, thanking Parish Proud for its continued efforts to keep the community clean. Additionally, he shared that Coffee with Mayors and Chiefs will be held on Friday, April 24 from 7:00 to 8:30 a.m. at Ton's, inviting everyone to attend these events.

8. ADJOURNMENT


MAYOR RAY BOURQUE


TINA EMERT, CITY CLERK


KELLI MIGUES, DEPUTY CITY CLERK