

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 December 9, 2025 AT 6:00 P.M. AT
416 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 done by Deacon Jules Breaux with Sacred Heart Church

2. MINUTES

Mayor Bourque

- 2.1 Acceptance of Minutes of the November 11, 2025 Meeting

3. FINANCIAL REPORT

Mayor Bourque

3.1 Approval of the October 2025 financial report

4. RESOLUTIONS

Mayor Bourque

4.1 Resolution #869-25

A resolution approving the Louisiana Systems Compliance Questionnaire for the period covering July 1, 2024 through June 30, 2025

Mel Bertrand

4.2 Resolution #870-25

A resolution to amend the 2025/2026 Operating Budget of Revenues and Expenditures to replace the bridge on North St. Jean Street

Mayor Bourque

4.3 Resolution #872-25

A resolution to reclassify funds within the 2025-2026 Operating Budget of Revenue and Expenditures from the Recreation, Police, Fire and Public works Department to the Administration Department for the Facilities Maintenance projects

5. ORDINANCES FOR INTRODUCTION

Grayson Simon

5.1 Ordinance #25-837

An ordinance annexing property along Fabre Road

6. ORDINANCES FOR ADOPTION

Mayor Bourque

6.1 Ordinance #25-836

An ordinance to adopt a policy for the use of the official City Seal

7. ADJOURNMENT

In accordance with Louisiana Revised Statute (R.S.) 42:14, persons with an ADA recognized disability who needs accommodations to participate in this meeting must submit a request online at www.cityofbroussard.com via "Address the Council" form or contact the City Clerk by phone at 337-837-6681 before 8:00 a.m. of the designated day of the meeting.

**MINUTES OF THE
REGULAR MEETING OF THE MAYOR AND CITY COUNCIL
OF THE CITY OF BROUSSARD, LA
on Tuesday, November 11, 2025
AT 6:00 P.M. AT 416 EAST MAIN STREET, COUNCIL CHAMBERS**

- Present:** Mayor Ray Bourque, Councilwoman Angel Racca (District 1), 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 (Finance 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), 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:** Gerald deLaunay (City Attorney)

1. OPENING

- 1.1 Pledge of Allegiance led by Mr. Jim Weber with the Acadiana Veterans Honor Guard in honor of Veteran's Day
- 1.2 Invocation done by Pastor Gabe Smith with Our Savior's Church

2. MINUTES

- 2.1 Acceptance of Minutes of the October 28, 2025 Meeting
 - Motion by Councilman Delahoussaye
 - Second by Councilman Regan
 - Discussion: No public comment
 - Final Resolution: Motion approved
 - YEAS: District 1 - Angel Racca
 - District 2 - David Bonin
 - District 3 - Jesse Regan
 - District 4 - Heather Girouard
 - District 5 - David Forbes
 - District 6 - Kody Allen
 - At Large - Jeff Delahoussaye

3. OTHER BUSINESS

3.1 Parish Council District 3 update

Councilman Ken Stansbury shared information about two millage renewals on the upcoming November 15th ballot for Lafayette Parish. These are not new taxes or increases, they simply continue the current property tax rates that fund essential public services. One millage supports road and bridge maintenance, generating \$12.7 million annually for repairs, widening, and upkeep. The other one funds public health and safety, bringing in \$10.8 million for drainage, mosquito control, animal shelters, fire departments, and health programs. Both millages have already delivered significant benefits, including bridge replacements, road repairs, and improved drainage and fire protection.

3.2 Variance request by Phillip Cripps at 301 & 303 Masters Drive

Motion by Councilman Delahoussaye

Second by Councilman Bonin

Discussion: Mayor Bourque explained that Mr. Cripps is requesting a two-part variance to build a shed that encroaches on both the setback and drainage easements. Although variances are typically hard to support due to city standards, the mayor noted that Mr. Cripps had already installed a bulkhead. At Councilman Bonin's request, Mel inspected the property and confirmed it would not interfere with the city's ability to maintain the drainage canal. Given the inspection results and a letter of no objection, the mayor recommended the council approve the variance. City Attorney Randy Lasseigne recommended approving the variance, contingent upon the signing of a hold harmless agreement.

Final Resolution: Motion approved.

YEAS:

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

3.3 Louisiana Certified Local Government Program / Final Accreditation

Mr. Ray Scriber addressed the council with gratitude, thanking the mayor and council for the opportunity to speak and expressing his excitement about welcoming Broussard as a Certified Local Government and into the state's newest designated Main Street program. He highlighted that this achievement means Broussard has established a local historic district ordinance and a historic commission, which will help preserve the city's historic character and oversee its historic resources. This designation supports a vibrant and thriving downtown. He commended Millicent for her hard work throughout the application process and assured the council that ongoing support will include training, networking, and conferences to help the Main Street Board succeed. He noted the visible improvements along Main Street, such as new street lights, banners, and sidewalks, which enhance the area's appeal. Mayor Bourque added that being a Main Street-accredited community opens doors to grants and tax credits, which help offset the costs of maintaining historic properties and encourage new investment. Mr. Scriber agreed, emphasizing the availability of historic rehabilitation tax credits and the importance of appropriate new development in the historic downtown. Mayor Bourque concluded by praising Millicent and the Main Street board for their hard work and dedication, acknowledging the long and challenging process, and thanking the council for their continued support in achieving this milestone. In conclusion, Mr. Scriber presented the city with a certificate recognizing Broussard's final accreditation as a Louisiana Certified Local Government.

4. RESOLUTIONS

4.1 Resolution #856-25

A resolution to amend the 2025-2026 Operating Budget of Revenues and Expenditures for buyout of vehicle leases

Motion by Councilman Delahoussaye

Second by Councilwoman Girouard

Discussion: Mayor Bourque explained that the city currently leases many vehicles through a program with a leasing agency and has been evaluating interest rates and financial strategies to optimize the use of public funds. With several vehicles included in this year's budget, the city now has an opportunity to purchase them outright from the lease, which would result in notable financial savings. After reviewing the figures, the city's CPA recommended pursuing this option. Cristen supported the recommendation during the council meeting, pointing out that the supporting documents show a projected savings of approximately \$23,000 in interest alone over the lease term for six vehicles this year.

Final Resolution: Motion approved

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

4.2 Resolution #863-25

A resolution accepting the act of transfer of Amy Place Development waterline

Motion by Councilman Delahoussaye

Second by Councilman Regan

Discussion: Mel has been collaborating with Mr. Andre Montagnet and his team for some time on a water line extension project. The new line runs from Highway 90 through the development along Amy Road and connects to Dairy Lane, effectively creating a loop that enhances the city's water system. The city has received certification confirming the line was constructed to Louisiana Department of Health (LDH) standards, along with a test package verifying that all bacteriological tests have passed. Based on this, Mel recommended the city accept the line for dedication. Mayor Bourque asked whether the area is industrial and if the new line loops into the existing

system, which Mel confirmed. He clarified that the proposed action involves the city formally accepting the transfer of the waterline infrastructure.

Final Resolution: Motion approved

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

4.3 Resolution #864-25

A resolution to amend the 2025-2026 Operating Budget of Revenue and Expenditures to increase expenditures in the streets and water department for vehicle purchases

Motion by Councilman Delahoussaye

Second by Councilman Allen

Discussion: Mayor Bourque announced that the city has recently hired a new water operator who requires a vehicle to effectively manage water meter operations. Additionally, as the city progresses with establishing a facilities maintenance department, one of the maintenance staff members will need a small van to support his responsibilities in conducting maintenance tasks.

Final Resolution: Motion approved

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

4.4 Resolution #865-25

A resolution to amend the 2025-2026 Operating Budget of Revenues and Expenditures for the relocation of administration offices to 406 E Madison Street

Motion by Councilman Delahoussaye

Second by Councilman Regan

Discussion: Mayor Bourque explained that the city administration office is currently preparing to relocate to the newly acquired building designated as

the future site of City Hall. He noted that several expenses are anticipated as part of this transition, including construction work to accommodate customer service needs and the installation of a generator. Additionally, there is a list of other necessary items that will require funding to ensure a successful move to the new location.

Final Resolution: Motion approved

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

4.5 Resolution #866-25

A resolution declaring the contract for Broussard Main Street Project Phase 2C to be substantially complete

Motion by Councilman Regan

Second by Councilman Forbes

Discussion: Bailey from DDG reported that Phase 2C of the Broussard Main Street project is substantially complete and recommended that the council formally accept this segment. He noted that a letter of recommendation, a punch list, and all required documents have been submitted to the city for review. Mel also reviewed the punch list and confirmed to the council that the items are substantially completed.

Final Resolution: Motion approved

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

4.6 Resolution #867-25

A resolution to appoint a member to the Broussard Police and Fire Civil Service board

Motion by Councilman Delahoussaye

Second by Councilman Bonin

Discussion: Mayor Bourque acknowledged the presence of Mr. John Anthony Bernard at the meeting and recommended his appointment to the civil

service board to fill a recent vacancy. He noted that Mr. Bernard meets the necessary criteria for the position and expressed appreciation for his willingness to volunteer. Mayor Bourque then requested the council's approval to proceed with the appointment. Following the passage of the resolution, City Attorney Randy Lasseigne administered the official oath of office to Mr. John Anthony Bernard, who formally accepted his appointment to the civil service board.

Final Resolution: Motion approved

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

4.7 Resolution #868-25

A resolution requesting financial assistance from the State of Louisiana under the FYI 2025-2026 for the Local Government Assistance program and Community Water Enrichment Fund program

Motion by Councilman Delahoussaye

Second by Councilwoman Girouard

Discussion: Mayor Bourque explained that the resolution is a routine annual measure that enables the city to apply for financial assistance grants from the state through programs such as LGAP and CWEF. These grants are typically allocated for improvements to the city's water lines.

Final Resolution: Motion approved

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

5. ORDINANCES FOR INTRODUCTION

5.1 Ordinance #25-836

An ordinance to adopt a policy for the Use of the official City Seal

Motion by Councilman Delahoussaye

Second by Councilwoman Girouard

Discussion: Mayor Bourque explained that the state provides the city with guidance regarding the appropriate use of the official city seal, including restrictions on certain uses. In response to this, the city is introducing this ordinance to formally establish a policy outlining the rules and regulations governing the use of the official city seal.

Final Resolution: Motion approved

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

6. ORDINANCES FOR ADOPTION

6.1 Ordinance #25-835

An ordinance to amend the schedule for the Regular Council Meetings to one meeting a month on the second Tuesday of each month

Motion by Councilman Delahoussaye

Second by Councilman Allen

Discussion: No public comment

Final Resolution: Motion approved

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

7. ADJOURNMENT


MAYOR RAY BOURQUE


TINA EMERT, CITY CLERK


KELLI MIGUES, DEPUTY CITY CLERK

In accordance with Louisiana Revised Statute (R.S.) 42:14, persons with an ADA recognized disability who needs accommodations to participate in this meeting must submit a request online at www.cityofbroussard.com via "Address the Council" form or contact the City Clerk by phone at 337-837-6681 before 8:00 a.m. of the designated day of the meeting.

RESOLUTION NUMBER #869-25

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BROUSSARD, LOUISIANA APPROVING THE
LOUISIANA SYSTEMS COMPLIANCE QUESTIONNAIRE FOR THE PERIOD COVERING
JULY 1, 2024 THROUGH JUNE 30, 2025**

The City Council of the City of Broussard, Louisiana, meeting in regular session, on the 9th day December 2025, with a quorum being present, adopted the following Resolution:

WHEREAS, the City Council of the City of Broussard, Louisiana adopts, on a yearly basis, the Louisiana Compliance Questionnaire (for audit engagements of government agencies); and

WHEREAS, the City Council of the City of Broussard, Louisiana, and upon recommendation of its administration and its auditors approve the information provided by the Louisiana Compliance Questionnaire, a copy of said questionnaire is attached hereto; and

THEREFORE, IT BE RESOLVED that the City Council of City of Broussard, Louisiana hereby adopts and approves the Louisiana Compliance Questionnaire.

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

YEAS:

NAYS:

ABSENT:

ABSTENTION:

And this Resolution was declared adopted on the 9th day of December 2025 at Broussard, Louisiana.

TINA EMERT, City Clerk

RAY BOURQUE, Mayor

CERTIFICATE

I, TINA EMERT, hereby certify that I am duly selected and qualified Clerk for the City of Broussard, Louisiana and that the above and foregoing constitutes a full, true and correct copy of the Resolution adopted by the City Council of Broussard, Louisiana, on the 9th day of December 2025, at which time a quorum was present and voting.

TINA EMERT, City Clerk

RESOLUTION NO: 870-25

**A RESOLUTION OF THE CITY COUNCIL
TO AMEND THE 2025-2026 OPERATING BUDGET OF REVENUES AND
EXPENDITURES TO INCREASE AUTHORIZED EXPENDITURES
TO REPLACE BRIDGE ON N. ST. JEAN**

WHEREAS, the City of Broussard believes it is in the best interests of the citizens of Broussard to provide for and maintain transportation infrastructure within the City; and

WHEREAS, the City administration has requested that the City Council allocate funds in the amount of \$300,000.00 for the anticipated expenses to replace the bridge on North St. Jean St. in the City of Broussard; and

WHEREAS, the City Council of the City of Broussard finds that the request should be granted.

THEREFORE, BE IT RESOLVED by the City Council of the City of Broussard, Louisiana, that the 2025/2026 Operating Budget of Revenues and Expenditures be amended to increase authorized expenditures by Three Hundred Thousand Dollars (\$300,000.00) for the anticipated expenses to replace the bridge on North St. Jean St. in the City of Broussard; and

BE IT FURTHER ORDAINED by the City Council of the City of Broussard, Louisiana that the Mayor is authorized to take or direct such further action as may be necessary or desirable to carry out the foregoing.

And this Resolution was submitted to a vote on the 9th day of December, 2025, and the vote thereon was as follows:

YEAS:

NAYS:

ABSENT:

ABSTENTION:

And this Resolution was declared adopted this 9th day of December, 2025.

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 this, the 9th day of December, 2025.

TINA EMERT
City Clerk, City of Broussard

RESOLUTION NO: 872-25

A RESOLUTION OF THE CITY COUNCIL
TO AMEND THE 2025-2026 OPERATING BUDGET OF REVENUES AND
EXPENDITURES TO REALLOCATE FUNDS

WHEREAS, the City of Broussard created a Facilities Management Department within the Administrative Division of the City to manage and oversee the building facilities of the City; and

WHEREAS, the City administration has requested that funds previously budgeted for management of buildings within the Fire Department, Police Department, Public Works Department, and Recreation Department be reclassified and be placed within the budget of the Administrative Division to fund the Facilities Management Department; and

WHEREAS, the City Accounting Manager has advised that the funds budgeted for maintenance of City facilities in those departments for the remainder of this year and for the entire fiscal year are as follows:

Remaining this year

Administrative Department:	68,200
Fire Department:	85,500
Police Department:	8,300
Public Works Department:	91,934
Recreation Department:	<u>17,600</u>
Total	271,534

Entire fiscal year

Admin Department:	119,100
Fire Department:	143,500
Police Department:	23,750
Public Works Department:	122,500
Recreation Department	<u>29,400</u>
Total	438,250

WHEREAS, the City Council finds that the 2025/2026 Operating Budget of Revenues and Expenditures should be amended to reclassify all the above funds to the Administrative Division to fund the Facilities Management Department.

THEREFORE, BE IT RESOLVED by the City Council of the City of Broussard, Louisiana, that the 2025/2026 Operating Budget of Revenues and Expenditures be amended to reclassify funds previously budgeted for maintenance of City buildings and facilities from the individual departments to the Administrative Division to fund the Facilities Management Department, to wit:

Remaining this year

Administrative Department:	68,200
Fire Department:	85,500
Police Department:	8,300
Public Works Department:	91,934
Recreation Department:	<u>17,600</u>
Total	271,534

Entire fiscal year

Admin Department:	119,100
Fire Department:	143,500
Police Department:	23,750
Public Works Department:	122,500
Recreation Department:	<u>29,400</u>
Total	438,250

and

BE IT FURTHER ORDAINED by the City Council of the City of Broussard, Louisiana that the Mayor is authorized to take or direct such further action as may be necessary or desirable to carry out the foregoing.

And this Resolution was submitted to a vote on the 9th day of December, 2025, and the vote thereon was as follows:

YEAS:

NAYS:

ABSENT:

ABSTENTION:

And this Resolution was declared adopted this 9th day of December, 2025.

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 this, the 9th day of December, 2025.

TINA EMERT
City Clerk, City of Broussard

ORDINANCE NO.: 25-837

**AN ORDINANCE OF THE CITY OF BROUSSARD FOR THE
ANNEXATION OF CERTAIN PROPERTY LOCATED ALONG GARBER ROAD IN
SECTION 9, TOWNSHIP 11 SOUTH RANGE 5 EAST
LAFAYETTE PARISH, LOUISIANA**

BE IT ORDAINED by the Broussard City Council:

Section 1: The Broussard Code of Ordinances is hereby amended to add the following ordinances, which ordinances shall read as follows:

"Paragraph I. Compliance With All Requirements of Law.

BE IT ORDAINED that the City Council of the City of Broussard finds and determines that all of the requirements of La. R.S. 33:172 with regard to the annexation of property have been met, including but not limited to the proper petition by the required number of resident property owners and registered voters requesting annexation, including the issuance of the necessary certificates by the Assessor of Lafayette Parish, as well as the publishing of the notice of annexation in the Lafayette Daily Advertiser.

"Paragraph II. Annexation.

BE IT ORDAINED that the following lands are annexed and incorporated into the city limits of the City of Broussard:

SEE EXHIBITS 1 and 2

"Paragraph III. Voting District No. 5

BE IT ORDAINED that the property described on Exhibits 1 and 2 which is being annexed, is hereby placed in City Councilman District No. 5.

Section 2: After this Ordinance has been adopted by the Broussard City Council, it shall become effective as provided by law.

Section 3: All ordinances or resolutions or parts thereof in conflict are herewith and hereby repealed.

And this ordinance being submitted to a vote, the vote thereon was as follows:

YEAS:

NAYS:

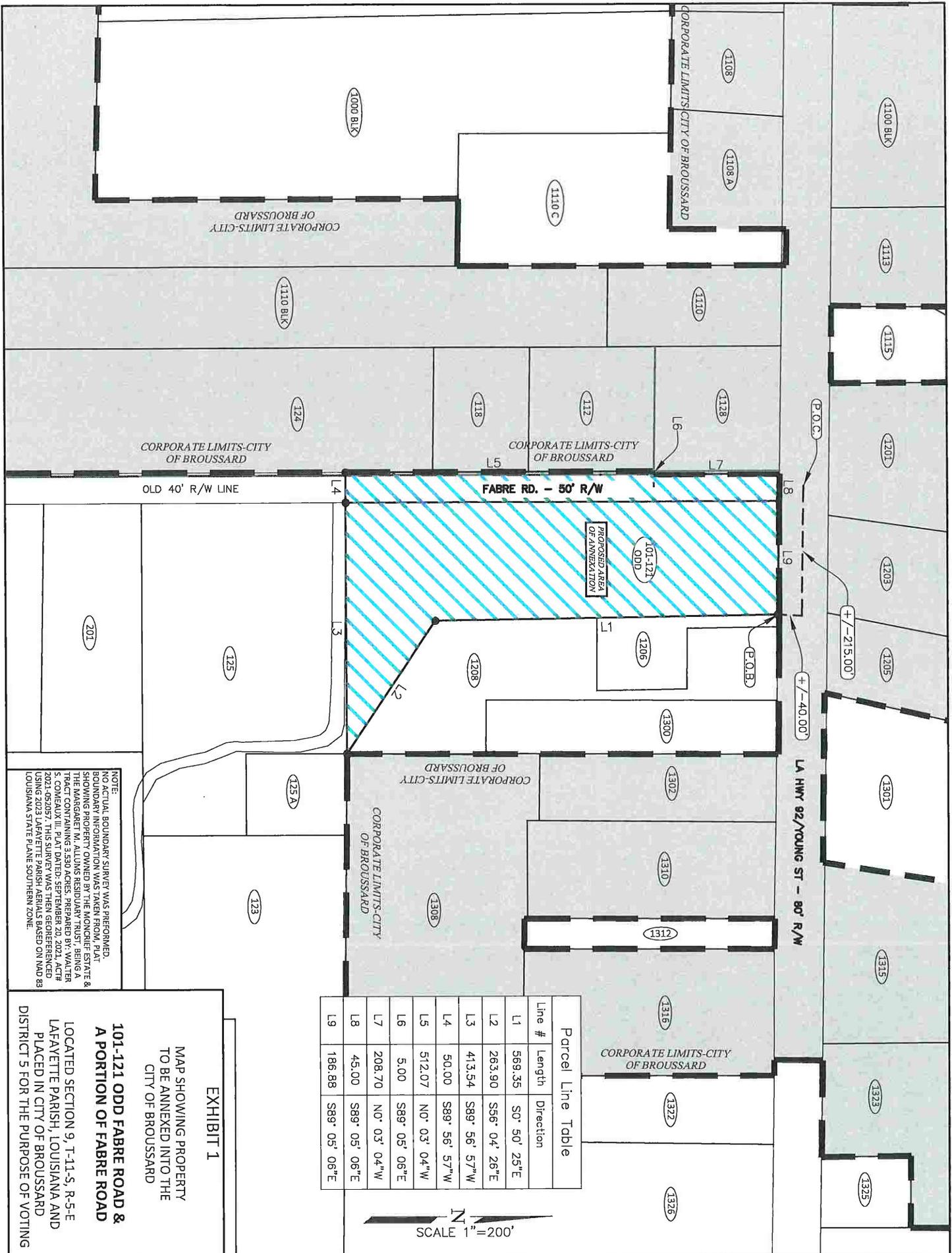
ABSENT:

ABSTENTION:

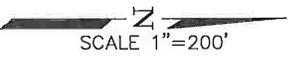
And this Ordinance was declared adopted on the 9th day of December, 2025.

TINA EMERT, City Clerk

RAY BOURQUE, Mayor



Line #	Length	Direction
L1	569.35	S0° 50' 25"E
L2	263.90	S56° 04' 26"E
L3	413.54	S89° 56' 57"W
L4	50.00	S89° 56' 57"W
L5	512.07	N0° 03' 04"W
L6	5.00	S89° 05' 06"E
L7	208.70	N0° 03' 04"W
L8	45.00	S89° 05' 06"E
L9	186.88	S89° 05' 08"E



NOTE:
 NO ACTUAL BOUNDARY SURVEY WAS PERFORMED.
 BOUNDARY INFORMATION WAS TAKEN FROM PLAT
 SHOWING PROPERTY OWNED BY THE MCKEE ESTATE &
 THE MARGARET M. ALDINS REDEVELOPMENT AREA, 1/2 ACRES
 S. COMEADY III PLAT DATED SEPTEMBER 20, 2021, ACT#
 2021-052057. THIS SURVEY WAS THEN GEOREFERENCED
 USING 2023 LAFAYETTE PARISH AERIALS BASED ON NAD 83
 LOUISIANA STATE PLANE SOUTHERN ZONE.

EXHIBIT 1
 MAP SHOWING PROPERTY
 TO BE ANNEXED INTO THE
 CITY OF BROUSSARD

**101-121 ODD FABRE ROAD &
 A PORTION OF FABRE ROAD**

LOCATED SECTION 9, T-11-S, R-5-E
 LAFAYETTE PARISH, LOUISIANA AND
 PLACED IN CITY OF BROUSSARD
 DISTRICT 5 FOR THE PURPOSE OF VOTING

EXHIBIT 2

Description of property
to be annexed into the
City of Broussard

101-121 ODD FABRE ROAD & A PORTION OF FABRE ROAD

Located on and along the southern right-of-way of LA HWY 92 (Young St.) and the eastern right-of-way of Fabre Rd. in Section 9, T-11-S, R-5-E, Lafayette Parish, Louisiana and placed in City of Broussard District 5 for the purpose of voting:

Commencing at the centerline intersection of Fabre Rd. and LA HWY 92 (Young St.), thence proceed in an eastern direction on the centerline of LA HWY 92 (Young St.) for a distance of 215.00 feet more or less to a point on the centerline of LA HWY 92 (Young St.);

Thence proceed in a southern direction for a distance of 40.00 feet more or less to a point on the Corporate Limits of the City of Broussard, the southern right-of-way of LA HWY 92 (Young St.), the northwestern property corner of Christine Dahlhauser, and the northeastern property corner of Ryan Foster, said point hereinafter to be known as the Point of Beginning;

Thence proceed in a southern direction along the western property line of Christine Dahlhauser, the western property line of Thomas Derouen and Margie Derouen, and the eastern property line of Ryan Foster on a bearing of South 00° 50' 25" East for a distance of 569.35 feet more or less to a southwestern property corner of Thomas Derouen and Margie

Derouen, and an eastern property corner of Ryan Foster;

Thence proceed in a southeastern direction along a southwestern property line of Thomas Derouen and Margie Derouen, and an eastern property line of Ryan Foster on a bearing of South 56° 04' 26" East for a distance of 263.90 feet more or less to a point on the Corporate Limits of the City of Broussard, southeastern property corner of Thomas Derouen and Margie Derouen, the southwest property corner of Jace Lopez and Vaness Lopez, the northwestern property corner of Beach Management LLC., the northeastern property corner of James Gallet and Cathy Gallet, and the southeastern property corner of Ryan Foster;

Thence proceed in a western direction along the northern property line of James Gallet and Cathy Gallet, and the southern property line of Ryan Foster on a bearing of South 89° 56' 57" West for a distance of 413.54 feet more or less to a point on the eastern right-of-way of Fabre Rd., the northwestern property corner of James Gallet and Cathy Gallet, the southwestern property corner of Ryan Foster;

Thence proceed in a southwestern direction on a bearing of South 89° 56' 57" West for a distance of 50 feet more or less to a point on the Corporate Limits of the City of Broussard, a point on the western right-of-way of Fabre Rd., and a point on the eastern property line of James Thomas Desormeaux Jr. and Jeanene Desormeaux;

Thence proceed in a northern direction along the Corporate Limits of the City of Broussard, and the western right-of-way of Fabre Rd., and eastern property line of James Thomas Desormeaux Jr. and Jeanene Desormeaux, and eastern property line of David Young and

Barbarann Young, and eastern property line of Aleen Prados II and Jonna Prados on a bearing of North 00° 03' 04'' West for a distance of 512.07 feet more or less to a point on the Corporate Limits of the City of Broussard, a point of the western right-of-way of Fabre Rd., the southeast property corner of Sherry Stakes, the northeast property corner of Allen Prados II and Jonna Prados;

Thence proceed in an eastern direction along the Corporate Limits of the City of Broussard, the extension of the northern property line of Allen Prados II and Jonna Prados, and the extension of the southern property line of Sherry Stakes on a bearing of South 89° 05' 06'' East for a distance of 5.00 feet more or less to a point on the Corporate Limits of the City of Broussard, and a point on the old original 40 foot western right-of-way line of Fabre Rd.;

Thence proceed in a northern direction along the Corporate Limits of the City of Broussard, and the old original 40 foot western right-of-way line of Fabre Rd. on a bearing of North 00° 03' 04'' East for a distance of 208.70 feet more or less to a point on the Corporate Limits of the City of Broussard, the intersection of the southern right-of-way of LA HWY 92 (Young St.) and the old original 40 foot western right-of-way of Fabre Rd.;

Thence proceed in an eastern direction along the Corporate Limits of the City of Broussard, the southern right-of-way of LA HWY 92 (Young St.) on a bearing of South 89° 05' 06'' East for a distance of 45.00 feet more or less to a point on the Corporate Limits of the City of Broussard, a point on the intersection of the southern right-of-way of LA HWY 92 (Young St.) and the eastern right-of-way of Fabre Rd., and the northwestern property corner of Ryan Foster.;

Thence proceed in an eastern direction along the Corporate Limits of the City of Broussard, the southern right-of-way of LA HWY 92 (Young St.), and the northern property line of Ryan Foster on a bearing of South 89° 05' 06'' East for a distance of 186.88 feet more or less to a point on the Corporate Limits of the City of Broussard, a point on the southern right-of-way of LA HWY 92 (Young St.), the northwestern property corner of Christine Dahlhauser, and the northeastern property corner of Ryan Foster, said point also known as the Point of Beginning.

ORDINANCE NO: 25-836

**AN ORDINANCE AMENDING THE BROUSSARD MUNICIPAL CODE
TO ADD CHAPTER 2 ADMINISTRATION ARTICLE 1 GENERAL**

WHEREAS, the City Council for the City of Broussard desires to amend the Broussard Municipal Codes to add Chapter 2 Administration Article 1 General in the municipal code, as hereinafter set forth;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council for the City of Broussard, in regular session assembled, that Chapter 2 Administration Article 1 General is added to read as follows:

Chapter 2 Administration Article 1 General

Sec. 2-3 - Definitions

City seal, when used in this Code, means the official seal of the City of Broussard, including any physical or electronic cut, facsimile or reproduction thereof (including an electronic reproduction, electronic form or electronic image), which consists of a circular seal having a rope pattern contour with a design of an adult pelican with three small juvenile pelicans, and the wording A CITY OF BROUSSARD LOUISIANA@ within the seal and a star on each side of the term A CITY OF BROUSSARD@ and the face of which is substantially as set forth below:

***See attached* A**

Sec. 2-4 - Custodian.

(a) The mayor or city clerk or designee is the custodian of the city seal.

Sec. 2-5 - Use of city seal for official use.

- (a) The city seal is the property of the City of Broussard
- (b) The city seal may be used by city employees and elected or appointed city officials in connection with the performance of official city business or city sanctioned events, including but not limited to placement of the city seal on city vehicles, equipment, stationery, the city flag, department websites, handouts for city training sessions, city brochures, city presentations, city uniforms and city issued articles of clothing,

department news releases, HTV programs and bulletins, city sponsored events, and city memorabilia used to promote the city.

(c) The city clerk or designee is authorized to use the city seal on any ordinance, resolution, proclamation, commendation, certificate or other instrument approved by the city council or executed by the mayor or other city officials and to use the city seal to authenticate official documents in the conduct of official city business.

Sec. 2-6 - Other approved uses.

(a) The mayor may approve other uses of the city seal by any person for the following purposes provided that such use promotes the interests of the city and is not detrimental to the image of the city:

(1) In an encyclopedia, dictionary, book, journal, pamphlet, periodical, magazine or newspaper incident to a description or history of the city seal;

(2) In a library, museum or educational facility incident to descriptions or exhibits relating to the city seal or the city;

(3) In a theatrical, motion-picture, television, or similar production exhibited for a historical, educational or other non-commercial purpose.

(b) Before any person is allowed to use the city seal pursuant to this section, the person must:

(1) Agree that the proposed use of the city seal shall conform to the permitted uses set forth in the preceding subsection.

(2) Submit samples of all documents, goods, and other materials upon which the city seal is to be used sufficient to demonstrate that the proposed use of the city seal is a faithful reproduction and has not been altered in any manner.

(3) Acknowledge the right of the city, at all reasonable times, to inspect any item upon which the city seal is used to ensure that the city seal is being used appropriately in an unadulterated form.

(4) Execute an agreement approved by the city attorney containing such terms as he may require.

(c) Approval to use the city seal shall not be assignable or transferable.

(d) The approval to use the city seal under this section shall be limited to only the event or item for which the approval is granted for.

(e) If a person who is authorized to use the city seal pursuant to his section breaches any provisions of the agreement for its use, the city attorney shall serve written notice of such breach upon the person with a demand to take appropriate and immediate affirmative action to cure such breach. Any failure to cure the breach to the city's satisfaction shall be grounds for the city's termination of permission to use the seal and the city attorney shall pursue all steps reasonably necessary to restrain the improper use of the city seal.

(f) The city may revoke a person's previously authorized use of the city seal upon finding false or inaccurate information was submitted by the person to the city or that he violated any provision of this division.

Sec. 2-7 - Prohibited uses.

The use of the city seal by any person for the following uses is specifically prohibited:

- (1) In support or opposition of any candidate for elective office, referendum, initiative, or ballot measure or in any candidate or committee campaign literature.
- (2) Except as provided in section 2-5, in connection with any advertisement or promotion for any product, business, organization or service whether offered for sale, profit, or without charge.
- (3) On any written or printed material designed, calculated, intended or likely to confuse, deceive or mislead the public or cause the reader of such written or printed material to believe it to be an official city publication, including circulating or distributing any such written or printed material or to suggest or assert any city support or endorsement of any product, goods or services.

Sec. 2-8 - Offense.

It shall be unlawful for any person to use the city seal in violation of this article.

Sec. 2-9 - Penalties.

- (1) Every person who uses or allows to be used any reproduction of facsimile of the city seal in violation of this chapter is guilty of a misdemeanor charge, and punishable by a fine not to exceed \$500.00.

Sec. 2-10 - Application of article.

This article shall apply to all currently approved and all future seals and branding elements approved by the mayor and city council.

This ordinance shall become effective immediately upon its adoption. Any provisions of the code of ordinances which are in conflict herewith are hereby repealed.

This ordinance having been submitted to a vote in regular session assembled of the Mayor and City Council of the City of Broussard, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

ABSTAIN:

And this Ordinance was adopted by the City Council for the City of Broussard on this, the 9th of December 2025.

TINA EMERT, City Clerk

RAY BOURQUE, Mayor





City of Broussard Policy on Use of the Official City Seal

In accordance with Louisiana Revised Statute (R.S.) 33:21, the City of Broussard wishes to establish clear guideline for appropriate use of the Official "City Seal" under the following conditions:

Purpose

The purpose of this policy is to establish clear guidelines for the appropriate use of the Official Seal of the City of Broussard, Louisiana; ensuring its use maintains the dignity, integrity, and official status of the municipal government.

Scope

This policy applies to all departments, employees, elected officials, contractors, external organizations, and members of the public who may request or intend to use the official City Seal.

Definition:

City Seal: The official emblem or insignia adopted by the City Council, used to authenticate documents and represent the authority of the municipal government.

1. Authorized Use:

The Official City Seal may only be used for the following purposes:

- Official City documents (e.g., ordinances, resolutions, proclamations, contracts, permits).
- City letterhead, business cards, and communication materials of elected officials and city departments.
- Signage and uniforms identifying official city property, vehicles, or employees.
- City-sponsored events or programs, where the City is the primary organizer or official partner.

2. Prohibited Use:

The City Seal shall not be used:

- For commercial purposes, advertising, or endorsements.
- On political campaign materials.
- By private individuals, organizations, or businesses without express written permission.
- In any way that misrepresents, defames, or undermines the authority or image of the City.

3. Enforcement:

Unauthorized use of the City Seal may result in:

- Being Fined, not more than five hundred dollars (\$500) for each violation.
- Cease and desist orders.
- Revocation of permission for future use.
- Legal action if misuse violates applicable state or federal laws.

4. Adoption of the Seal:

The City of Broussard hereby formally adopts an official seal, insignia, symbol, emblem, coat of arms, or logo that represents the city's identity and authority.

5. Protection of the Seal:

Once adopted, the official seal is protected under Louisiana Revised Statute (R.S.) 33:21 and is considered the exclusive property of the City of Broussard and may not be used without written authorization.

6. Public Awareness:

This policy shall be made publicly available on the City of Broussard's office website and included in the City's Code of Ordinances.

7. Amendments:

This policy may be amended any time by resolution of the City Council.