

**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 March 10, 2026 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 David Tilley with First Baptist Church

**2. MINUTES**

**Mayor Bourque**

- 2.1 Acceptance of the Minutes of February 10, 2026 Audit Hearing
- 2.2 Acceptance of the Minutes of February 10, 2026 Regular Meeting
- 2.3 Acceptance of the Minutes of February 18, 2026 Special Meeting

**3. FINANCIAL REPORT**

**Mayor Bourque**

- 3.1 Approval of the January 2026 financial report

#### 4. OTHER BUSINESS

- |     |  |                   |
|-----|--|-------------------|
| 4.1 | Robert Singleton bus stop discussion   | Robert Singleton  |
| 4.2 | Drainage System Master Plan  | Mayor Bourque     |
| 4.3 | Attorney General Opinion #25-0139 discussion update  | Gerald deLaunay   |
| 4.4 | Acadiana Ambulance Regional Station  | Acadian Ambulance |
| 4.5 | Condemnation update of 107 Loul Street<br>Emma Lee Washington & Kirk James Washington (Estate) | Ben Theriot       |
| 4.6 | Condemnation update of 205 Saint De Porres Street<br>Lewis Jacqueline Marie Smith (Estate)     | Ben Theriot       |
| 4.7 | Condemnation update of 219 Loul Street<br>Lorena Washington, Patricia and Lafair Hebert        | Ben Theriot       |
| 4.8 | Condemnation update of 313 Gustave Street<br>Dorothy Flugeance                                 | Ben Theriot       |

#### 5. RESOLUTIONS

- |     |   |                               |
|-----|---|-------------------------------|
| 5.1 | <b>Resolution #883-26</b><br>A resolution to amend the 2025/2026 Operating Budget of Revenues and Expenditures to increase the expenditures for the East Madison Street District 2 Drainage Project | <b>Councilman David Bonin</b> |
| 5.2 | <b>Resolution #884-26</b><br>A resolution pertaining to the Municipal Water Pollution Prevention (MWPP) Environmental Audit Report  | <b>Melvin Bertrand</b>        |
| 5.3 | <b>Resolution #885-26</b><br>A resolution declaring the contract for Main Street Phase 3B Part II be substantially complete   | <b>Joseph Marino</b>          |

- 5.4 **Resolution #886-26** **Russel Trahan/Jamison Abshire**  
A resolution accepting the lowest responsive bid for a new racket center & observation deck at St. Julien Park
- 5.5 **Resolution #887-26** **Gerald deLaunay**  
A resolution approving and authorizing execution of Act of Abandonment and Acceptance of Donation along Ambassador Caffery Road
- 5.6 **Resolution #888-26** **Grayson Simon**  
A resolution declaring the contract for the Reserve Lift Station and Force Main relocation project be substantially complete

## **6. ORDINANCES FOR ADOPTION**

- 6.1 **Ordinance #26-838** **Walter Comeaux/Gerald deLaunay**  
An ordinance amending the Code of Ordinances regulating and governing the subdivision of land in the City of Broussard
- 6.2 **Ordinance #26-839** **Grayson Simon/Daniel Hutchinson**  
An ordinance to amend the zoning ordinance of the City of Broussard by adding Map E-5, E-6, property along Garber Rd to be zoned NC-Neighborhood Commercial; Map E-9 property along S. Bernard Rd and Albertson Pkwy to be rezoned from CC-Community Commercial to RA-Residential Accessory & R1-Single Family Residential; Map E-13, E-14, F-13 property along N. Larriviere Rd to be rezoned from NC-Neighborhood Commercial to RA Residential Accessory & R1-Single Family Residential; Map G-8, G-9 property along S. Girouard Rd and U.S. Hwy 90 to be zoned CC-Community Commercial
- 6.3 **Ordinance #26-840** **Gerald deLaunay**  
An ordinance to amend the zoning ordinance on gas station restrictions in residential areas

## **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](http://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  
PUBLIC WORKSHOP OF THE MAYOR AND CITY COUNCIL  
OF THE CITY OF BROUSSARD, LA  
on Tuesday, February 10, 2026  
AT 5:15 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 (Tourism and Main Street Director), 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:**

**1. OPENING**

- 1.1 Pledge of Allegiance
- 1.2 A moment of silence was led by Mayor Bourque

**2. AUDIT REPORT**

- 2.1 Year ending of 2025 Audit  
Mayor announced that with us tonight to present the Audit report for the year ending 2025 is Burton & Brad Kolder with Kolder Slaven & Co. Brad opened his presentation to the council by outlining key points from the audit report for the fiscal year ending in 2025. He focused on the utility and park funds, noting that garbage service revenues had increased. This rise was driven both by a growing number of customers and by the fact that the garbage rate is tied to the Consumer Price Index (CPI). Mayor Bourque added that the council's decision in the previous budget cycle to adjust the CPI rate as soon as the updated index was received played an important role in stabilizing the fund. In earlier years, a three-month delay in applying the CPI adjustment created financial strain and eliminating that lag helped ensure the fund operated more smoothly. Brad continued by reporting that water and sewer revenues had also increased. He explained

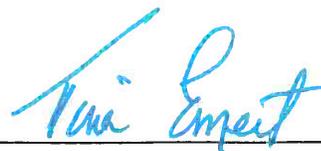
that this growth resulted from both the rate adjustments implemented by the city and an overall rise in the number of customers using these services. Brad also noted that this year marked a significant milestone for the City of Broussard. For the first time, the water department achieved an operating profit. He emphasized that the city has been working toward this goal for more than a decade, and reaching this point reflects years of sustained effort and financial adjustments. Mayor Bourque asked the auditor how capital projects appear in the audit report, including whether they show up as depreciation and whether they are listed separately. Brad explained that when the city invests in new systems or infrastructure, those assets are depreciated over time, and that depreciation is reflected in the audit report. He added that any new project will also generate additional operating costs, which would appear in categories such as maintenance, repairs, supplies, or whatever expenses are necessary to keep the project functioning. Brad went on to discuss the park fund in more detail. He explained that when reviewing the operating revenues and expenses for St. Julien Park, there was a slight decrease compared to the previous year. The primary reason for the change was an increase in several personnel-related expenses. Salaries, payroll taxes and retirement, and group insurance, the first four expense categories listed, were the main drivers of the increase, resulting in roughly \$57,000 more in expenses than the prior year. In contrast, Brad noted that Arceneaux Park showed very little change from the previous year. The comparison between the two years remained consistent, with no significant fluctuations in revenues or expenses. Burton began by reviewing the City of Broussard's total revenues and expenses, noting that the figures presented reflected the final amended budget adopted for the fiscal year ending June 30, 2025. The handout compared these budgeted amounts to the actual results, including sales taxes, general expenses, and other revenue categories, along with the variances that show how the city performed relative to expectations. He also pointed out that actual numbers from 2024, 2023, and 2022 were included to help identify trends over time. For the current year, total sales tax revenue was budgeted at \$23.8 million but came in slightly higher at \$23.9 million, exceeding expectations by \$127,000. Licenses and permits were nearly on target, missing the budget by only \$22,000. Intergovernmental revenues, which include state grants, exceeded the budget by \$196,000. Parks and recreation revenues were very close to projections, falling short by just \$1,900. Fines and forfeitures came in \$94,000 below budget, while interest income significantly outperformed expectations by \$191,000. Overall, the city budgeted \$41,761,916 in total revenues, but actual revenues reached \$42,480,996—about \$719,000 more than anticipated, a positive variance of 1.72 percent. Burton then shifted to expenditures, explaining how the city's revenue was spent. Administrative expenses were \$90,000 over budget, though this was influenced by bond issuance costs related to the city's \$7.5 million bond issue. Economic development spending was \$5,000 over budget, the police department came in \$7,000 over, and the fire department was \$89,000 over. The utility fund showed a larger expense over budget by \$765,516 largely due to extensive repairs in the sewer department. Parks and recreation expenses were also over budget by \$161,000. Capital outlay was the most variable category. The city budgeted \$17,212,019 but spent \$14,370,171. Burton explained that this category is difficult to predict because many

projects are ongoing and budgets must be forecast months before year-end, leading to a \$2.8 million difference. In total, the city budgeted \$47,920,605 in expenditures but ultimately spent \$46,508,417 which is about \$1,412,188 less than expected, primarily due to capital outlay timing. The handout showed that overall expenditures were 2.95 percent below budget. Burton continued by reviewing the city's statement of net position, which outlines all municipal assets alongside outstanding debts. He explained that recent major purchases, specifically the new city hall building and the public safety facilities complex, reduced the city's cash position. He then discussed the analysis of fund balance and the reserves available to support city operations. As the city grows, operational expenditures have increased, but Broussard currently maintains 188 days of unrestricted assets, equivalent to about 6.3 months of operating reserves. Since best practice recommends at least two months of reserves, the city remains in a strong financial position. Burton concluded by reviewing the city's net operating surplus, presenting five years of actual results along with the amended 2025 budget and the 2026 budget. He explained the city's operational performance and noted that it was exceptionally strong. For 2025, the city began with a reported surplus of \$3.7 million. However, to determine the true operating surplus, Burton clarified that certain items must be removed from revenues, specifically \$4.9 million in grants and \$8.6 million related to debt refunding, totaling \$13.6 million that should not be counted as operational income. After subtracting those items and adding back the \$14.3 million in capital outlay, the city's true operating surplus for the year amounted to \$4.5 million. Burton emphasized that this reflects excellent financial health and that the City of Broussard is in very good shape. The mayor explained that the city is in a fortunate financial position, allowing it to cash-flow major projects such as the purchase of the new city hall and the public safety facilities. Burton noted that the city had a significant amount of activity underway in its capital outlay program, highlighting the Main Street project as a major example. Mayor Bourque added that the Main Street project is expected to be completed within the year and that most of the associated expenses are behind us. Burton asked the council if they had any comments or questions regarding the audit report he had just presented, and none were offered. He thanked the council for the opportunity to work with the City of Broussard again, noting that it is always a pleasure and that he and his team remain available for any future questions. Mayor Bourque then thanked both Burton and Brad for their work, and no public comments were made.

3. ADJOURNMENT



MAYOR RAY BOURQUE



TINA EMERT, CITY CLERK



KELLI MIGUES, DEPUTY CITY CLERK

**MINUTES OF THE  
REGULAR MEETING OF THE MAYOR AND CITY COUNCIL  
OF THE CITY OF BROUSSARD, LA  
on Tuesday, February 10, 2026  
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 (Tourism and Main Street Director), 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:**

**1. OPENING**

- 1.1 Pledge of Allegiance
- 1.2 Invocation done by Pastor Gabe Smith with Our Savior's Church

**2. MINUTES**

- 2.1 Acceptance of Minutes of the January 13, 2026 Regular Meeting
  - Motion by Councilwoman Racca
  - Second by Councilman Bonin
  - 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. FINANCIAL REPORT

#### 3.1 Approval of the December 2025 Financial Report

Motion by Councilman Delahoussaye

Second by Councilwoman Girouard

Discussion: Mayor Bourque stated that the most recent deposit came in 12 percent below budget, which brings us to 1 percent below budget so far this year and these totals also put our YTD budget 3 percent below 2024 and 11 percent below 2023

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. OTHER BUSINESS

#### 4.1 Approval of the 2024/2025 Audit Report

Motion by Councilman Delahoussaye

Second by Councilman Forbes

Discussion: Mayor Bourque stated the Audit Report was presented before this meeting and there is 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

4.2 Condemnation of 107 Loul Street

Emma Lee Washington & Kirk James Washington (Estate)

Ben Theriot reported on complaints from neighboring residents, after which the city issued a notice that was signed by the property owner, who was present at the meeting. Ms. Naomi Washington addressed the council, stating her intention to restore electricity and begin repairs on the home, which has been vacant for two to three years. She confirmed that all property owners are aware of the city's notice. Councilwoman Girouard requested that the property owner agree to a full inspection of the home, and Ms. Washington agreed. A motion by Councilman Delahoussaye, seconded by Councilman Regan, was approved to conduct a full inspection, prepare a complete report, and present it to the council within 30 days.

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 Condemnation of 205 Saint De Porres Street

Lewis Jacqueline Marie Smith (Estate)

Ben Theriot reported that the property has been without running water since 2020 and is visibly in poor condition from the outside. A notice was sent to the property owners, but no delivery receipt was received. The city also posted the notice on the home's door, which was later removed, and no one has contacted the city since. During the meeting, the mayor asked whether anyone was present to represent the property, but no one came forward. Based on the reports, Ben confirmed that the structure should be condemned and demolished. Councilman Delahoussaye asked whether the city inspector had been able to inspect the interior, and Ben confirmed that only the exterior was inspected, which alone was sufficient to deem the property condemned. The city attempted notification through regular mail, certified mail, and the posted notice, all without response. Gerald recommended moving the item to the next meeting to ensure all technical notice requirements were properly met. The council approved a motion by Councilman Delahoussaye, seconded by Councilman Bonin, to defer the item to the next regular council meeting in order to ensure that all proper notice requirements were met.

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 Condemnation of 219 Loul Street

Lorena Washington, Patricia and Lafair Hebert

Ben Theriot explained that the police told him the house was in bad shape, so he had it inspected inside and out. The owner, Mr. LaFair, said the tenant was evicted and that he turned the water on to start fixing the place, but leaks forced him to shut it off again. Since he lives out of state, he plans to turn the water back on and make repairs when he's in town. He has already hired a cleanup crew, and much of the trash shown in the photos has been removed. Councilwoman Girouard said that because Mr. LaFair is responding and working on the property, the council should give him more time. Mayor Bourque said he appreciates the owner's effort and communication but stressed that the city expects landlords to be responsible, no matter where they live, especially since the house had been in terrible condition and caused incidents involving the police. When the mayor asked if anyone was present to speak for the property, no one came forward. The council approved a motion, made by Councilman Delahoussaye and seconded by Councilwoman Girouard, to have Ben provide another progress report on the property in 30 days.

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 Condemnation of 313 Gustave Street

Dorothy Flugeance

Ben Theriot reported that the property is a trailer home that has become filled with rubbish and is currently unlivable, as confirmed by inspection photos. A condemnation notice was issued, which the property owner received and signed, and he contacted Ben immediately afterward. The owner has since purchased a demolition permit and plans to tear down the existing structure and place a new trailer on the lot once demolition is complete. Ben confirmed that some items have already been removed from the home,

though demolition has not yet begun, and the permit remains valid for six months. When the mayor asked whether anyone was present at the meeting to represent the property, no one appeared. Ben explained that he has full contact information for the owner and can continue communicating with him and provide any messages from the council moving forward. The council approved a motion, made by Councilman Delahoussaye and seconded by Councilwoman Girouard, to have Ben provide another progress report on the property in 30 days.

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. RESOLUTIONS

### 5.1 Resolution #876-26

A resolution approving and authorizing execution of an Act of Exchange with Comeaux Planting LLC along W. Fairfield Drive

Motion by Councilman Regan

Second by Councilman Forbes

Discussion: Gerald stated that when West Fairfield Road was rerouted, part of the old road on city property stopped being used, and the city doesn't plan to use it again. The reroute also left the city with a long, skinny piece of land that isn't useful to them. He talked with Comeaux Planting, and they worked out a deal that the city will give up its rights to the unused road section and give Comeaux Planting the 0.9 acre strip of land. In return, Comeaux Planting will give the city full ownership of about 6.2 acres of the remaining Fairfield Road area, so the city will own it outright instead of just having a servitude. Everything has already been negotiated, and Mayor Bourque added that this is the final stretch of the Fairfield Road extension that connects to Youngsville.

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

5.2 Resolution #877-26

A resolution accepting the lowest responsive bid for Main Street Beautification Project

Motion by Councilman Delahoussaye

Second by Councilman Regan

Discussion: Joseph Marino with DDG presented the item to the council, explaining that the slideshow included images of the gateway sign at Celebrity Drive as well as examples of the signage planned for Arceneaux Park. He requested that the council accept and award the bid to Southern Constructors for \$188,500. Marino also described the decorative elements included in this phase of the project, such as cement-padded areas designed to anchor holiday décor throughout the year, a fence running along the coulee, and electrical outlets for seasonal decorations. Mayor Bourque clarified that the city owns the Main Street property at the Celebrity Drive location, formerly known as the tourism kiosk area in the triangular parking lot, where the fence and signage will be installed. Mayor Bourque noted that the project is already funded and represents the beautification phase that follows major construction, submitted as a separate bid.

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

5.3 Resolution #878-26

A resolution to amend the 2025/2026 Operating Budget of Revenues and Expenditures to increase authorized expenditures for the Architect Contract for Fire Station 2 Phase 2

Motion by Councilman Allen

Second by Councilman Bonin

Discussion: Fire Chief Bryan Champagne explained that he and Melvin have been working with an architect on the Phase 2 construction project for Fire Station 2, and the requested funds would allow the architect to move forward with designing the project and preparing bid-ready plans. Mayor Bourque noted that the fire department still has money remaining from last year's budget, but not enough to cover this phase, and the additional funds are necessary to complete the full design. Councilman Delahoussaye asked how much remained in the budget, and Chief Champagne stated that \$50,000 was left, but an additional \$43,000 was required to finish the design phase. The mayor then asked whether all contracts had been submitted to the city attorney and Chief Champagne confirmed they had been reviewed by Gerald, who recommended moving

forward, and that all work would comply with city standards. He also noted that Melvin, the city manager, has been involved in all communications regarding the project.

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

5.4     Resolution #879-26

A resolution declaring the contract for Tract 1 Main Street Parking Lot project to be Substantially Complete

Motion by Councilman Regan

Second by Councilman Delahoussaye

Discussion: Mr. Daniel Hutchinson explained that the parking lot is located on Main Street near the entrance of the Village at Broussard subdivision and was constructed by Glenn Lege. An inspection conducted on January 28, 2026 identified only minor punch-list items, and the resulting report recommended that the project be considered substantially complete.

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

5.5     Resolution #881-26

A resolution authorizing execution of an Intergovernmental Agreement with the City of Abbeville for transfer of a surplus Fire Department Trailer to the City of Broussard

Motion by Councilman Bonin

Second by Councilman Allen

Discussion: Fire Chief Bryan Champagne explained that the City of Abbeville is donating a fire prevention safety house trailer that remains in decent condition and only needs minor repairs. The trailer is typically used to teach children and community members about fire safety, and once Broussard takes possession of it, the department plans to update and restore it for local use at our schools. Chief Champagne noted that these trailers usually cost around \$90,000 and that previous attempts to secure a grant for one had been unsuccessful, making this donation a valuable opportunity for Broussard at

minimal cost. When Councilman Delahoussaye asked about repair expenses, the Chief said the work would be done mostly by volunteers within the department, keeping costs low and limited mainly to materials.

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

#### 5.6 Resolution #882-26

A resolution to amend the 2025/2026 Operating Budget of Revenues and Expenditures for the Lafayette Street Connection project

Motion by Councilman Delahoussaye

Second by Councilman Forbes

Discussion: Walter Comeaux explained that the project involves reconnecting Lafayette Street to Main Street and disconnecting East Madison Street. Now that the city owns the former school building, which is now the new City Hall, the roadway between the council chambers and the new City Hall will no longer function as a through-street and will instead be converted into parking related uses. The plan is to rebuild the Lafayette Street connection and create additional, safer parking in front of the new City Hall. When Councilwoman Girouard asked about a timeline, Mr. Comeaux stated that work would begin as soon as funding is approved and would take about three months to complete. Mayor Bourque clarified for the record that Lafayette Street will reconnect to Main Street while East Madison Street will be disconnected from Lafayette Street, and he added that members of the public have already expressed concerns about limited parking. He also noted that he hopes the entire area from Main Street to the new building can eventually be dedicated to parking.

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 INTRODUCTION

### 6.1 Ordinance #26-838

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

Motion by Councilman Delahoussaye

Second by Councilman Allen

Discussion: Walter Comeaux explained that the proposed amendments to the subdivision regulations mainly update previously approved language, rather than introducing entirely new concepts. However, two new changes are included. The first concerns how stub streets intended for future extensions are handled. Developers will now be required to install a permanent aluminum sign indicating the future connection, which the maintenance department will remove once the connection is completed. The second change applies to single-family residential development by establishing a minimum lot size of 40 feet in width and 110 feet in depth for standalone homes. Additionally, for any new lots less than 70 feet wide, the regulations would limit how much lot widths can be reduced within 300 feet of existing lots under 70 feet wide. Under this rule, a 70-foot lot could only be reduced by up to 10 percent, meaning a new adjacent lot could be no smaller than 63 feet, ensuring consistent lot sizes near existing subdivisions.

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

### 6.2 Ordinance #26-839

An ordinance to amend the zoning ordinance of the City of Broussard by adding Map E-5, E-6, property along Garber Rd to be zoned NC-Neighborhood Commercial; Map E-9 property along S. Bernard Rd and Albertson Pkwy to be rezoned from CC-Community Commercial to RA-Residential Accessory & R1-Single Family Residential; Map E-13, E-14, F-13 property along N. Larriviere Rd to be rezoned from NC-Neighborhood Commercial to RA Residential Accessory & R1-Single Family Residential; Map G-8, G-9 property along S. Girouard Rd and U.S. Hwy 90 to be zoned CC-Community Commercial

Motion by Councilman Delahoussaye

Second by Councilman Girouard

Discussion: Mayor Bourque explained that the item had already been approved by the city planning commission and was now before the council for introduction and then final approval. During the discussion, Councilman Bonin asked for clarification on the term

“residential accessory.” Mayor Bourque responded that it refers to features such as sewer lift stations, ponds, or common areas that support a neighborhood but cannot be used for building a house. He then asked Daniel to confirm this explanation, and Daniel agreed.

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

### 6.3 Ordinance #26-840

An ordinance to amend the zoning ordinance on gas station restrictions in residential areas

Motion by Councilman Allen

Second by Councilman Delahoussaye

Discussion: Gerald Delaunay explained that recent complaints over a proposed convenience-store gas station near a residential subdivision prompted the creation of a new ordinance. The ordinance would require any such development located within 300 feet of a subdivision’s public road entrance to obtain specific approval from the city council. It does not ban these projects outright but adds an extra step so the council can gather feedback from nearby residents before making a decision. Councilman Forbes confirmed that the distance is measured from the subdivision’s public entrances, not from back areas without access. When Councilman Bonin asked how this applies to the older part of town, Gerald and Walter clarified that the entire city, old areas included, was historically platted into lots and therefore is technically considered subdivided, meaning the rule applies there as well. Mayor Bourque added that, regardless of the ordinance, a gas station could only be built if the property is zoned for commercial use and if the land is zoned residential, such a development would not be permitted.

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. ANNOUNCEMENTS

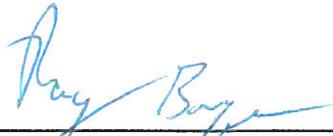
### 7.1 Special Meeting

Mayor Bourque announced a Special Meeting will be held on February 18, 2026 at 6:00 pm at the City Council Chambers located at 416 East Main Street.

### 7.2 Coffee with the Mayor and Chief's event

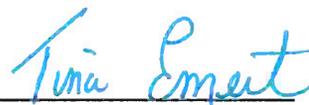
Mayor Bourque announced that Coffee in Broussard with the mayor and chief's will be located at Chop's in Broussard on Friday, February 20<sup>th</sup> from 7:00 am til 8:30 am

## 8. ADJOURNMENT



---

MAYOR RAY BOURQUE



---

TINA EMERT, CITY CLERK



---

KELLI MIGUES, DEPUTY CITY CLERK

**MINUTES OF THE  
SPECIAL MEETING OF THE MAYOR AND CITY COUNCIL  
OF THE CITY OF BROUSSARD, LA  
on Wednesday, February 18, 2026  
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), Mark Rigsby (Communications Coordinator), Mel Bertrand (City manager /Director of Public Works), Jamison Abshire (Director of Parks and Recreation), Randy Lasseigne (City Attorney), Walter Comeaux (Engineer), Walter Comeaux IV (Engineer), Chief Vance Olivier (Police Chief), Tony Ashy (Assistant Police Chief), Bryan Champagne (Fire Chief)
- Absent:** Graham Beduze (Director of Economic Development), Ben Theriot (Code Enforcement Officer), Millicent Norbert (Tourism and Main Street Director)

**1. OPENING**

- 1.1 Pledge of Allegiance
- 1.2 Mayor Bourque called for a moment of silence in prayer

**2. RESOLUTIONS**

- 2.1 Resolution #880-26  
A resolution accepting the lowest responsive bid for Historic Broussard Drainage project A-1 in District 2  
Motion by Councilwoman Racca  
Second by Councilman Delahoussaye  
Discussion: Walter Comeaux IV explained that Drainage Project A-1 is the first phase of the broader drainage master plan and serves as the kickoff effort for the overall improvements. The project includes two road crossings and nine driveway replacements, three concrete and six limestone and spans from the intersection of

East Monroe and South Lee to the intersection of Wilkie Street and East Roosevelt Street. Its purpose is to properly size and replace existing culverts while cleaning and improving the roadside ditches throughout the area. Bids for the project were opened on February 4, 2026, and the lowest bid came from Reliant Industrial Solutions, LLC at \$284,222.50, which is \$40,700 below the engineer's estimate. Based on the compliance with state bid law, the recommendation is to award the project to Reliant Industrial Solutions, LLC.

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

2.2     Resolution #883-26

A resolution to amend the 2025/2026 Operating Budget of Revenues and Expenditures to increase authorized expenditures in the amount of \$125,000 for drainage project in District 2

Motion by Councilman Bonin to table this item

Second by Councilman Regan to table this item

Discussion: Councilman Bonin thanked the council for approving the earlier resolution in his District 2 that authorized the start of drainage project A-1. He asked each council member to call him this week to arrange a visit so he could show them his plans related to the agenda item involving drainage work along E. Madison in his district. The resolution before them would be asking for funding in the amount of \$125,000 for a separate project and he then made a motion to table the item.

Final Resolution: Motion approved to table the item

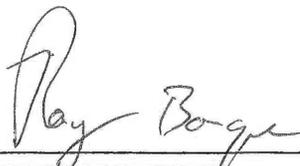
YEAS:            District 1 -     Angel Racca  
                     District 2 -     David Bonin  
                     District 3 -     Jesse Regan  
                     District 4 -     Heather Girouard  
                     District 5 -     David Forbes  
                     District 6 -     Kody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

**3. ANNOUNCEMENTS**

3.1 Coffee with the Mayor and Chief's event

Mayor Bourque announced that Coffee with the Mayor and Chief's will be located at Chop's in Brossard on Friday, February 20<sup>th</sup> from 7:00 am til 8:30 am.

4. ADJOURNMENT

  
MAYOR RAY BOURQUE

  
TINA EMERT, CITY CLERK

  
KELLI MIGUES, DEPUTY CITY CLERK

# BROUSSARD DRAINAGE IMPROVEMENT MASTER PLAN

## Broussard Drainage Improvement Master Plan – Council Update

The City of Broussard continues to prioritize drainage improvements to reduce flooding risks and support the city's rapid growth. Since 2016, the city has \$25 million in completed and future drainage infrastructure projects.

Following the 2016 flood, Broussard adopted a proactive approach to drainage by improving major outfalls, upgrading aging infrastructure, and strengthening drainage standards for new development. Major completed projects include improvements to Cypress Bayou drainage systems, the Ridgeview Outfall, Garber Road bridge replacement, and drainage improvements associated with Main Street and South Bernard Road projects.

The city has also increased maintenance efforts through Public Works crews, who have cleaned major coulees and completed more than 50 miles of roadside ditch cleaning and maintenance since 2023, improving neighborhood drainage across Broussard.

The next phase of the plan focuses on Historic Broussard, where many culverts and roadside ditches are more than 50 years old. Engineers have identified five separate drainage systems in this area, and the city is designing improvements to move rainwater more efficiently toward major outfalls such as Cypress Bayou and Coulee Fortune.

Current and upcoming projects include clearing and upgrading Coulee Fortune, stormwater pond construction at St. Julien Park and Arceneaux Park, bridge and culvert replacements, and continued drainage improvements tied to roadway projects.

Mayor Bourque and the Broussard City Council remain committed to investing in infrastructure and taking a systematic approach to drainage improvements so that our city remains resilient, prepared for future storms, and ready for continued growth.

To view the 2026 Drainage System Master Plan, please visit <https://www.cityofbroussard.com>.



Ray Bourque  
Mayor of the City of Broussard



# CITY OF BROUSSARD

DISTRICT 1  
ANGEL RACCA

DISTRICT 2  
DAVID BONIN

DISTRICT 3  
JESSE REGAN

DISTRICT 4  
HEATHER GIROUARD



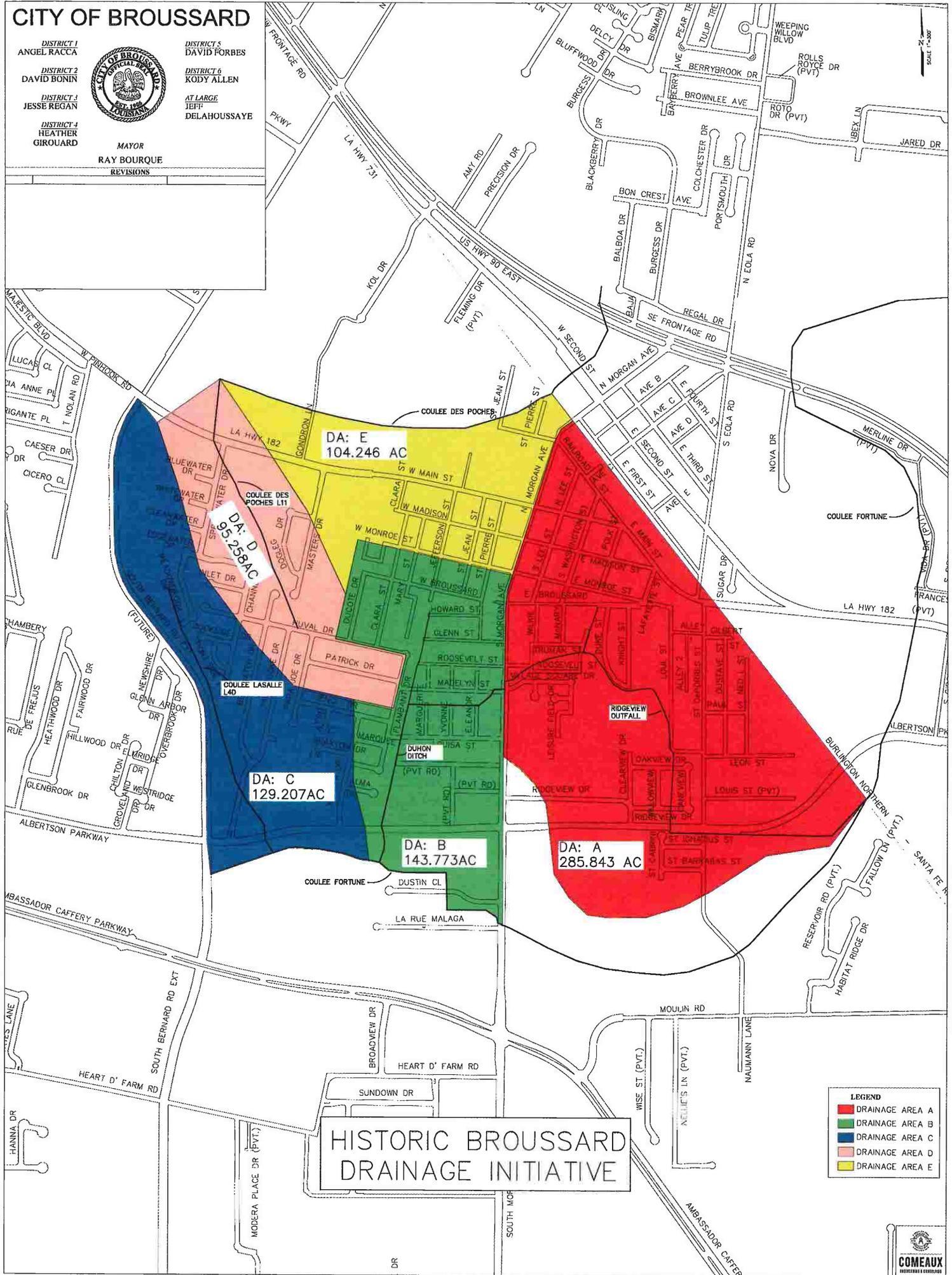
MAYOR  
RAY BOURQUE  
REVISIONS

DISTRICT 5  
DAVID FORBES

DISTRICT 6  
KODY ALLEN

AT LARGE  
JEFF  
DELAHOUSAYE

SCALE 1"=400'





LIZ MURRILL  
ATTORNEY GENERAL

STATE OF LOUISIANA

DEPARTMENT OF JUSTICE  
OFFICE OF THE ATTORNEY GENERAL  
P.O. BOX 94005  
BATON ROUGE, LA  
70804-9005

November 5, 2025  
Opinion 25-0139

The Honorable Ray Bourque  
Mayor of Broussard  
310 E. Main Street  
Broussard, LA 70518

90-A-1 Public Funds & Public Contracts

La. Const. art. VII, § 14(A)  
La. R.S. 33:381  
La. C.C. art. 1910

The City of Broussard may enter into an amended agreement with a developer if it determines that the City will receive something real and substantial in exchange for the amended agreement.

Dear Mayor Bourque:

On behalf of the City of Broussard ("City"), you have requested an opinion regarding whether a proposed transaction by the City violates La. Const. art. VII, § 14's prohibition against the gratuitous transfer of public property.

As background, you advise that on June 27, 2023, the City entered into an agreement with an unnamed developer ("Developer") to construct a market-rate, single-family, built-to-rent development ("Development") within the City's corporate limits. Under that agreement, the Developer was responsible for all traffic-related matters required by the City, including an express obligation to pay the full cost of constructing a third lane as recommended by the City's traffic engineer. Based on this agreement, the City issued the necessary permits for the Developer to record the plat and commence construction.

You further advise that on February 20, 2024, the City Council considered the Developer's request to amend the contract to remove the original traffic requirements and provide that the Developer would be responsible for only 10% of the cost of constructing a turn lane.<sup>1</sup> The total anticipated cost of the turn lane is approximately \$700,000. On March 12, 2024, the City Council gave final approval to the Amended Agreement, subject to a determination by this office as to whether the Amended Agreement violates Louisiana law, including the constitutional prohibition against gratuitous transfers.

**Question 1: Does the Amended Agreement which relieves the Developer of the obligation to pay the full cost of constructing a turn lane, constitute the transfer of "property or things of value" as contemplated by La. Const. art. VII, § 14(A)?**

<sup>1</sup> The original agreement refers to "a third lane," while the Amended Agreement refers to "a turn lane." It is this office's understanding that the "third lane" and "turn lane" are one and the same.

**Conclusion: Yes. It is the opinion of this office that, by relieving the Developer of the obligation to pay the full cost of constructing a turn lane, the Amended Agreement constitutes a transfer of "property or things of value" as contemplated by La. Const. art. VII, §14(A).**

Louisiana Constitution Article VII, § 14(A) generally prohibits the state or its political subdivisions from loaning, pledging, or donating public funds, credit, or property to any person, association, or corporation. Here, the Developer was originally obligated to bear the full cost of constructing the turn lane. The Amended Agreement, however, reduces the Developer's responsibility to 10% of that cost, thereby shifting 90% of the expense—or approximately \$630,000—to the City. The amended agreement eliminates a significant financial benefit the City would have otherwise received as well as shifting this cost to the City.

Thus, it is the opinion of this office that by relieving the Developer of the original obligation to pay the full construction cost of the turn lane, the Amended Agreement constitutes a transfer of "property or a thing of value" within the meaning of La. Const. art. VII, § 14(A).

**Question 2: By transferring the bulk of the Developer's obligation to pay the costs of constructing the turn lane to the City, does the Amended Agreement constitute a gratuitous alienation in violation of La. Const. art. VII §14?**

**Conclusion: The Amended Agreement may constitute a prohibited gratuitous alienation under La. Const. art. VII, § 14(A) unless the City can reasonably demonstrate that in exchange for assuming the bulk of the Developer's obligation to pay the turn lane construction costs the City will receive a real and substantial benefit.**

The Louisiana Supreme Court has held that La. Const. art. VII, § 14(A) is violated "when public funds or property are gratuitously alienated." *Bd. of Directors of Indus. Dev. Bd. of City of Gonzales, Louisiana, Inc. v. All Taxpayers, Prop. Owners, Citizens of City of Gonzales*, 2005-2298, p. 20 (La. 9/6/06), 938 So.2d 11 ("*Cabela's*"). For the alienation of public funds to be permissible under the Constitution, the public entity must have the legal authority to make the expenditure and must show: (i) a public purpose for the expenditure or transfer that comports with the governmental purpose the public entity has the legal authority to pursue; (ii) that the expenditure or transfer, taken as a whole, does not appear to be gratuitous; and (iii) that the public entity has a demonstrable, objective, and reasonable expectation of receiving something real and substantial in exchange for the expenditure or transfer of public funds. *Id.*

Regarding the first prong of the *Cabela's* analysis, the City is authorized to construct and improve roads within its corporate limits, and the construction of a turn lane comports with the City's governmental purpose. La. R.S. 33:361. Based on the information provided, the turn lane will be located on a pre-existing public roadway wholly within the City. Thus, it

appears that the City has the legal authority to enter into the Amended Agreement, which would be for a public purpose.

Turning to the second prong, the City must show that shifting the bulk of the costs of constructing the turn lane from the Developer to the City is not gratuitous when taken as a whole. The term "donation" in La. Const. art. VII, § 14(A) can be equated to a gratuitous contract under the Civil Code, with an emphasis on the gratuitous intent of the parties. *Cabela's*, 938 So.2d at 22. In determining whether a transaction is gratuitous, the Louisiana Supreme Court focused on the presence of "counter-performance" and "reciprocity of obligations." *Id.* This office has consistently concluded that a transaction is non-gratuitous where both parties derive some advantage or benefit in return for their performance.<sup>2</sup> Here, however, your request does not identify what reciprocal benefit the City anticipates in exchange for relieving the Developer of 90% of its original obligation. But it is ultimately for the City to determine and document whether such advantages exist.

Finally, Whether the third prong is satisfied depends on the facts and circumstances surrounding the proposed expenditure or transfer, and this office generally leaves this fact-intensive analysis and determination to the public entity. If the City cannot reasonably expect to receive such a substantial benefit, then the Amended Agreement may constitute a donation of public funds or property prohibited by La. Const. art. VII, § 14(A). Ultimately, the City must make this factual determination.

**Question 3: Does the transfer violate any other provision of Louisiana law?**

**Conclusion: This transfer does not appear to violate any other provision of Louisiana law.**

Based solely on the information provided in your request, it is the opinion of this office that the transfer does not appear to violate any other provision of Louisiana law.

We hope that this opinion has adequately addressed the legal issues you have raised. If our office can be of any further assistance, please do not hesitate to contact us.

Yours very truly,

LIZ MURRILL  
ATTORNEY GENERAL

BY:

  
Jason O. Decker  
Assistant Attorney General

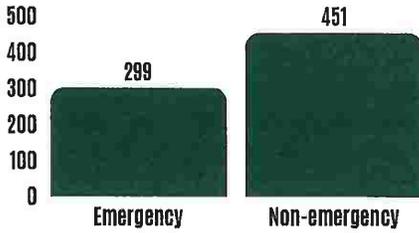
LM/JOD

<sup>2</sup> La. Atty. Gen. Op. Nos. 22-0027, 21-0125, and 20-0074.

# CITY OF BROUSSARD OPERATIONS REPORT



## RESPONSES - Q4



Average emergency response time  
**00:08:36**

Avg. patients per day  
**8.15**



## COMMUNITY OUTREACH

- **AED donation** to Broussard Police Department
- **4<sup>th</sup> of July festival** standby with Gator, ambulance, and Explorers
- **Christmas parade** standby
- **National Night Out** participation with Acadian Ambulance and Air Med



## CITY RESOURCES

### Workforce

- **40** paramedics and EMTs

### Fleet

- **1** ambulance

### Available Assets

- **1 sprint truck**
- **1 primary + 1 backup** Air Med helicopter, **1** ambulance bus

### EMS Training

- **7** Broussard residents trained at National EMS Academy in 2025

### Explorers

- **2** Explorers reside in Broussard, including the Hub City Post President

## IMPACT

### Economic

- **40** Acadian employees residing in Broussard
- Annual **\$2.52 million** in payroll

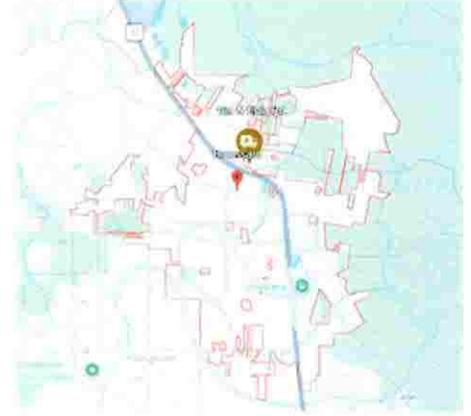
### Training

- Trained Broussard Police Department in **CPR** in 2024; **recertifying** in 2026 Q1

## CLINICAL OUTLOOK

CBG with Stroke	
January 2026	98.68%
December 2025	98.44%
CBG with Seizure	
January 2026	93.08%
December 2025	95.95%
IO Compliance	
January 2026	83.33%
December 2025	96.43%
IGEL Compliance	
January 2026	95.12%
December 2025	94.12%

## STATION



## ACADIAN HIGHLIGHTS

- **100%** employee-owned
- Accredited by Commission on Accreditation of Ambulance Services (**CAAS**) and Commission on Accreditation of Medical Transport Systems (**CAMTS**)
- 2026 marks our **55<sup>th</sup> anniversary**

## CONTACT US

**Rebekah Cummings, Operations Manager**

rebekah.cummings@acadian.com  
337-291-4105

**Trent Tarbutton, Operations Supervisor**

trent.tarbutton@acadian.com  
337-577-2825

**Mary Pham, Community Relations Supervisor**

mary.pham@acadian.com  
337-356-9613

**Taylor Richard, Regional Vice President**

taylor.richard@acadian.com  
337-210-1809





January 15, 2026

Mayor Ray Bourque  
1200 Broussard-St. Martin Road  
Broussard, LA 70518

Dear Mayor Bourque,

Thank you for the opportunity to present our proposal for the former fire station located on Main Street. We appreciate your consideration and the City of Broussard's willingness to explore a partnership that supports public safety and continued community growth.

Acadian Ambulance proposes to lease the former fire station and utilize the facility as a regional operations hub to serve the City of Broussard and the surrounding areas. This location would enable us to strategically position emergency medical resources, improving response times and enhancing service delivery within Broussard.

Specifically, we would plan to house approximately five to six ambulances at this location, along with a dedicated field supervisor stationed on-site. Establishing the hub would result in multiple ambulances regularly operating in and out of Broussard, strengthening emergency medical coverage for the community and neighboring areas.

We view this opportunity as the beginning of a long-term partnership between the City of Broussard and Acadian Ambulance. Our shared goal would be to support the city's public safety infrastructure while contributing positively to the ongoing development and revitalization of the Main Street corridor.

As part of this partnership, Acadian Ambulance would complete several building improvements at our own expense, including:

- Updating the front of the building with an awning and a refreshed exterior to align with the City's Main Street revitalization project
- Installing a large exterior sign to clearly identify the building as an Acadian Ambulance location and reinforce our presence within the community
- Updating the interior bay area with fresh paint on the walls and new flooring

---

*Knowing life matters.*

---

WWW.ACADIANAMBULANCE.COM

130 E. KALISTE SALOOM RD.  
LAFAYETTE, LA 70508

(337) 291-3333  
1 (800) 259-3333



- Making additional interior improvements, including repairing or replacing flooring, doorways, and updating paint throughout the building

We believe these enhancements would not only support our operational needs but also contribute to the overall appearance and functionality of the property.

We appreciate your leadership and the Council's consideration of this proposal. Acadian Ambulance is committed to being a strong community partner, and we look forward to the opportunity to work together to better serve the residents of Broussard.

Please do not hesitate to contact me if you have any questions or require further information.

Respectfully,

Taylor Richard  
Regional Vice President

---

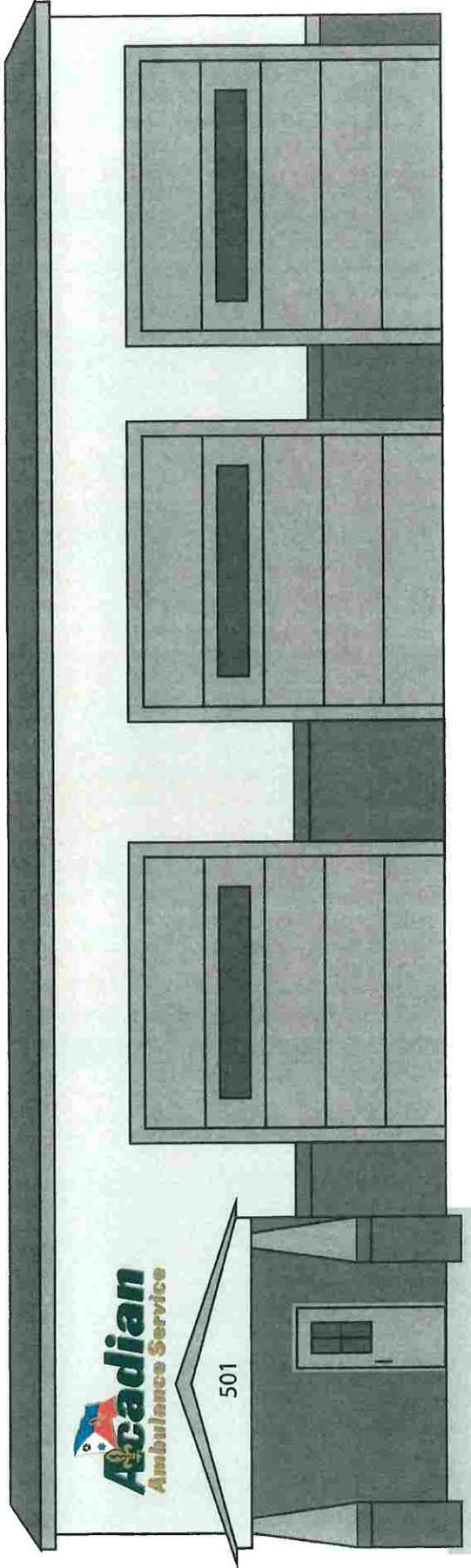
*Knowing life matters.*

---

WWW.ACADIANAMBULANCE.COM

130 E. KALISTE SALOOM RD.  
LAFAYETTE, LA 70508

(337) 291-3333  
1 (800) 259-3333



**Rodney L. Richard**  
**Building Code Inspection Service L.L.C.**  
ICC Certified Building Official  
Certification Number 5253431-CB  
Louisiana State Uniform Construction Code  
Certified Third Party Provider  
Registration Number U00437  
Rodney@bcisla.com  
337-886-6069

To: Mayor Ray Bourque  
Broussard City Council

CC: Attorney Att. Law  
Tina Emert, City Clerk

DATE: September 4, 2025

Re: Inspection of Property at: 107 Loul St. Broussard, LA 70518  
Parcel: #6071845

Property owner: WASHINGTON EMMA LEE (ESTATE), WASHINGTON LILLIE MAE SAVOY, WASHINGTON NAOMI DENISE, WASHINGTON YVONNE MARY, WASHINGTON GLEN CHARLES, WASHINGTON AMOS JOHN, WASHINGTON ROBERT EARL, WASHINGTON KIRK JAMES (ESTATE)  
Mailing Address: P.O. BOX 1213 Broussard, LA 70518-1213

Pursuant to my appointment as inspector of properties for potential condemnation and demolition, Building Code Inspection Services made an inspection of the property stated above on September 4, 2025 after having received a number of complaints from the citizens of the City of Broussard Community. The property is in need of major repair and has been found to be in a dilapidated and dangerous condition, which endangers the public welfare. Based on these observations, I recommend that this property be condemned and demolished.

Sincerely,



Rodney L. Richard, C.B.O.  
Building Code Inspection Service L.L.C.

**Rodney L. Richard**  
**Building Code Inspection Service L.L.C.**  
ICC Certified Building Official  
Certification Number 5253431-CB  
Louisiana State Uniform Construction Code  
Certified Third Party Provider  
Registration Number U00437  
Rodney@bcisla.com  
337-886-6069

To: Mayor Ray Bourque  
Broussard City Council

CC: Attorney Att. Law  
Tina Emert, City Clerk

DATE: September 4, 2025

Re: Inspection of Property at: 205 Saint De Porres St. Broussard, LA 70518-4847  
Parcel: #6065467  
Property owner: SMITH MARY DOROTHY, EDMOND LINDA GALE SMITH, SMITH  
JOHN LOUIS JR, LEWIS JACQUELINE MARIE SMITH (ESTATE), SMITH CARL  
JAMES, PARISH ADJUDICATION 2023  
Mailing Address: 205 Saint De Porres St. Broussard, LA 70518-4847

Pursuant to my appointment as inspector of properties for potential condemnation and demolition, Building Code Inspection Services made an inspection of the property stated above on September 4, 2025 after having received a number of complaints from the citizens of the City of Broussard Community. The property is in need of major repair and has been found to be in a dilapidated and dangerous condition, which endangers the public welfare. Based on these observations, I recommend that this property be condemned and demolished.

Sincerely,



Rodney L. Richard, C.B.O.  
Building Code Inspection Service L.L.C.

**Rodney L. Richard**  
**Building Code Inspection Service L.L.C.**  
ICC Certified Building Official  
Certification Number 5253431-CB  
Louisiana State Uniform Construction Code  
Certified Third Party Provider  
Registration Number U00437  
Rodney@bcisla.com  
337-886-6069

To: Mayor Ray Bourque  
Broussard City Council

CC: Attorney Att. Law  
Tina Emert, City Clerk

DATE: December 16, 2025

Re: Inspection of Property at 219 Loul St. Broussard, La  
Parcel: #6071866  
Property owner: Lorena Washington, Patricia Hebert, Hebert Lafair  
Mailing address: P.O. Box 70 Broussard, LA 70518-0070

Pursuant to my appointment as inspector of properties for potential condemnation and demolition, I made an inspection of the property stated above on December 16, 2025 after having received a number of complaints from the citizens of the City of Broussard Community. The property is in need of major repair and has been found to be in a dilapidated and dangerous condition, which endangers the public welfare. Based on these observations, I recommend that this property be renovated to the standards of the 2021 International Property Maintenance Code or be condemned and demolished.

Sincerely,



Rodney L. Richard, C.B.O.  
Building Code Inspection Service L.L.C.

**Rodney L. Richard**  
**Building Code Inspection Service L.L.C.**  
ICC Certified Building Official  
Certification Number 5253431-CB  
Louisiana State Uniform Construction Code  
Certified Third Party Provider  
Registration Number U00437  
Rodney@bcisla.com  
337-886-6069

To: Mayor Ray Bourque  
Broussard City Council

CC: Attorney Att. Law  
Tina Emert, City Clerk

DATE: September 4, 2025

Re: Inspection of Property at: 313 Gustave St. Broussard, LA 70518-4861  
Parcel: #6032037  
Property owner: Dorothy Flugeance  
Mailing Address: 313 Gustave St. Broussard, LA 70518-4861

Pursuant to my appointment as inspector of properties for potential condemnation and demolition, Building Code Inspection Services made an inspection of the property stated above on September 4, 2025 after having received a number of complaints from the citizens of the City of Broussard Community. The property is in need of major repair and has been found to be in a dilapidated and dangerous condition, which endangers the public welfare. Based on these observations, I recommend that this property be condemned and demolished.

Sincerely,



Rodney L. Richard, C.B.O.  
Building Code Inspection Service L.L.C.

**RESOLUTION NO: 883-26**

**A RESOLUTION OF THE CITY COUNCIL  
TO AMEND THE 2025-2026 OPERATING BUDGET OF REVENUES AND  
EXPENDITURES TO INCREASE AUTHORIZED  
EXPENDITURES FOR THE EAST MADISON STREET DISTRICT 2 DRAINAGE  
PROJECT**

**WHEREAS**, the City administration, in consultation with Councilman David Bonin, has determined that it is in the best interest of the citizens of Broussard to complete what is known as the East Madison Street District 2 Drainage Project; and

**WHEREAS**, the City administration has requested funding and authority to carry out said project; and

**WHEREAS**, the City Council 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 One Hundred Twenty-Five Thousand Dollars (\$125,000.00) for The East Madison Street District 2 Drainage Project; and

**BE IT FURTHER ORDAINED** by the City Council of the City of Broussard, Louisiana that the Mayor is authorized to take such further action as he deems reasonably necessary to carry out the above and foregoing.

And this Resolution was submitted to a vote on the 18<sup>th</sup> day of February, 2026, and the vote thereon was as follows:

YEAS:

NAYS:

ABSENT:

ABSTENTION:

And this Resolution was declared adopted this 18<sup>th</sup> day of February, 2026.

---

RAY BOURQUE, Mayor

---

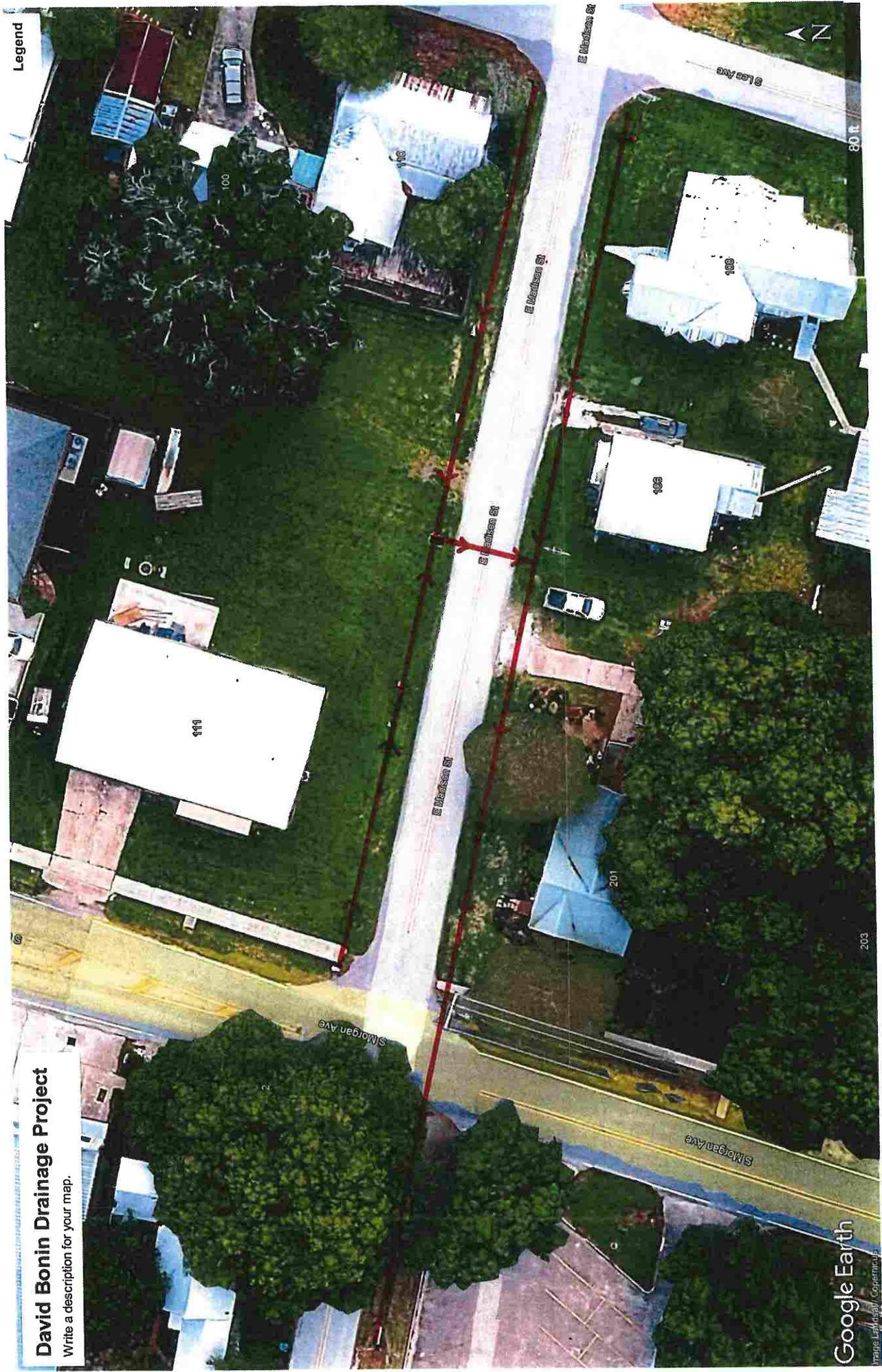
TINA EMERT, City Clerk

**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 18<sup>th</sup> day of February, 2026.

---

TINA EMERT  
City Clerk, City of Broussard



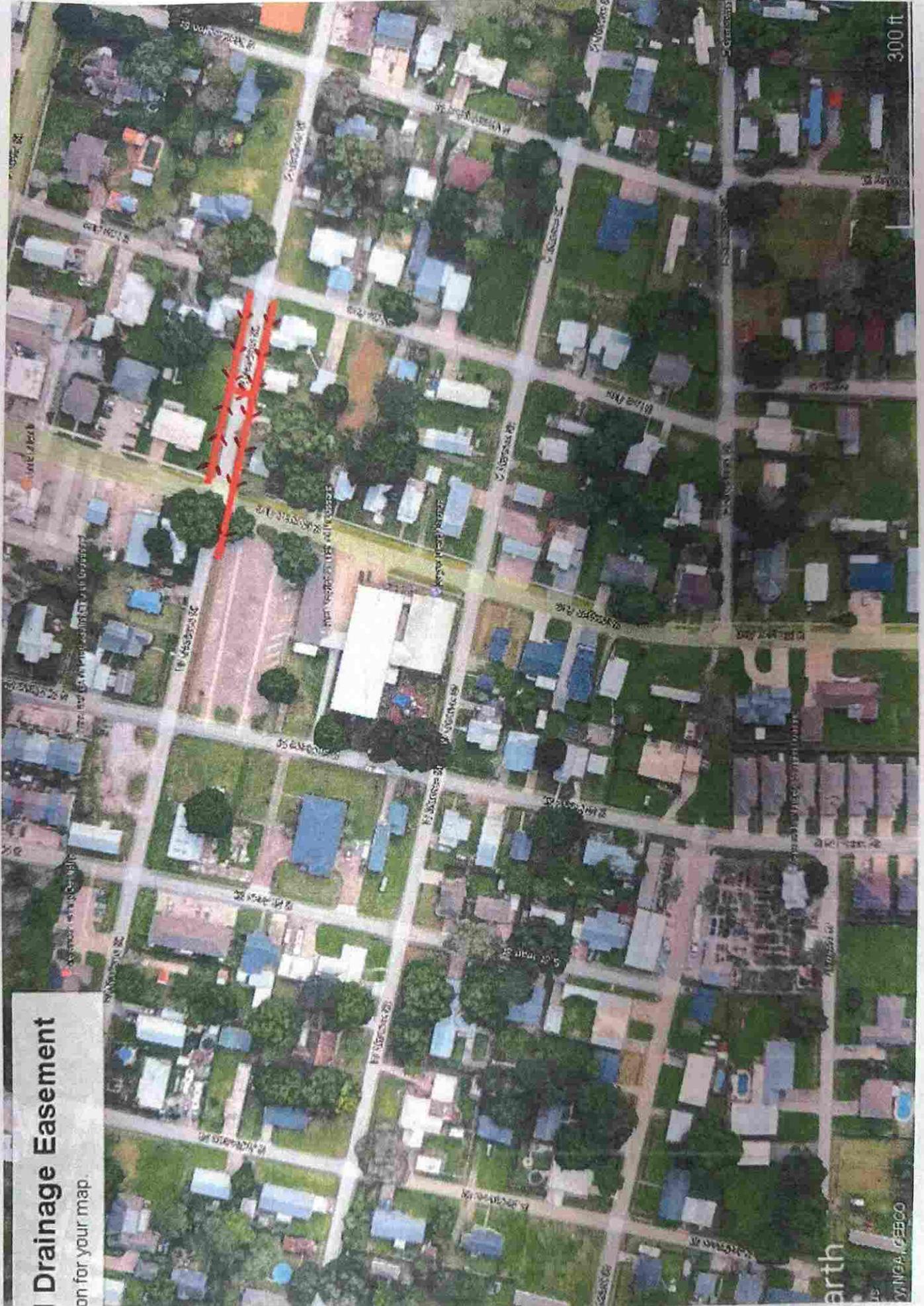
Legend

### David Bonin Drainage Project

Write a description for your map.

Google Earth

TM 2012 Google



300 ft

**Drainage Easement**  
on for your map.

earth  
SYNCA/CEBCO

**RESOLUTION #884-26**

**A RESOLUTION PERTAINING TO THE MUNICIPAL WATER POLLUTION PREVENTION (MWPP) ENVIRONMENTAL AUDIT REPORT, REQUIRED FOR LOUISIANA POLLUTION DISCHARGE ELIMINATION SYSTEM (LPDES) PERMIT NUMBER LA0020613**

**WHEREAS**, the City of Broussard owns and operates a Wastewater Collection and Treatment System; and

**WHEREAS**, the Louisiana Department of Environmental Quality (LDEQ) requires that the City complete an annual Environmental Audit Report for the City's Wastewater Collection and Treatment System.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Broussard informs LDEQ that the following actions were taken by the City Council:

1. Reviewed the City's MWPP Environmental Audit Report for the period of January 2025 through December 2025, which is attached to this Resolution.
2. Set forth the following Actions necessary to maintain compliance with requirements contained in the City's LPDES Permit (Number LA0020613):
  - a. Operate and maintain the City's Wastewater Treatment Facility and make repairs thereto, as necessary to comply with discharge limits listed in the City's LPDES Permit

And this Resolution was submitted to a vote on the 10th day of March 2026, and the vote thereon was as follows:

YEAS:

NAYS:

ABSENT:

ABSTENTION:

And this Resolution was declared adopted this, the 10th day of March, 2026.

---

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 10<sup>th</sup> day of March, 2026.

THUS DONE AND SIGNED in Broussard, Louisiana on this 10th day of March 2026.

\_\_\_\_\_  
TINA EMERT  
City Clerk, City of Broussard

**RESOLUTION NO 885-26**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BROUSSARD,  
LOUISIANA, DECLARING THE CONTRACT FOR  
BROUSSARD MAIN STREET PHASE 3B PART 2  
TO BE SUBSTANTIALLY COMPLETE**

**WHEREAS**, the City of Broussard, Louisiana awarded a contract to Southern Constructors, LLC for Phase 3B part 2 of the Broussard Main St. Project; and

**WHEREAS**, the project engineer for said project has recommended that the contract be declared substantially complete as of January 20, 2026.

**THEREFORE, BE IT RESOLVED** by the City Council of the City of Broussard, Louisiana that the contract for Phase 3B part 2 of the Main Street Improvements be and is hereby declared to be substantially complete subject to completion of punch list items, and the Certificate of Substantial Completion issued by the project engineer be and is hereby approved.

And this Resolution was submitted to a vote on the 10<sup>th</sup> day of March, 2026, and the vote thereon was as follows:

YEAS:

NAYS:

ABSENT:

ABSTENTION:

And this Resolution was declared adopted this, the 10<sup>th</sup> day of March, 2026.

\_\_\_\_\_  
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 10<sup>th</sup> day of March, 2026.

THUS DONE AND SIGNED on this the 10<sup>th</sup> day of March, 2026.

---

TINA EMERT  
City Clerk, City of Broussard



BROAD VISION. EXPERT FOCUS.



January 25, 2026

Mayor Ray Bourque  
City of Broussard  
310 E. Main St.  
Broussard, LA 70518

**City of Broussard Main St. Improvements – Phase 3B – Part 2  
Recommendation to Accept the Projects as Substantially Complete**

**DDG Project #18-907**

Dear Mayor Ray,

As required by project specifications we performed a substantial completion walkthrough on January 20, 2026 for the project referenced above. A punch list was subsequently prepared and issued to the contractor. As a reminder the substantially completion for this project was split into two parts due to the major lag in material delivery for the 40' street lights. The associated street lights are now installed and functioning as intended therefore can be deemed as substantially complete. In conjunction with the walkthrough, a 'Final Review' of the project for compliance with the City of Broussard regulations was performed. Said review included the following:

1. Periodic Site Visits
2. Review of Pay Applications and Change Order Requests
3. Final Inspection

Based upon our observations and review of all project documentation to date, the construction meets minimum standards and requirements to the best of our knowledge except for the items noted in the attached punch list. To date the bulk of the punch list items have been completed. We will monitor the outstanding items closely and track until completion or hold retainage. Now that the project is ready for its intended use, Duplantis Design Group, PC recommends the City of Broussard accept the project as substantially complete pursuant to the punch list items being complete.

Should you have any questions regarding this matter, please let me know.

Best,



Joseph Marino, P. E.  
Civil Engineering Regional Manager + Partner  
Duplantis Design Group

Att: Punch Lists

Certificate of Substantial Completion



# Certificate of Substantial Completion

Project: Main Street Improvements – Phase IIIB (Part 2), Broussard, LA	
Owner: City of Broussard	Owner's Contract No.:
Contractor: Southern Constructors, LLC	Engineer's Project No.: 18-907
Engineer: Duplantis Design Group	

**This [tentative] [definitive] Certificate of Substantial Completion applies to:**

All Work under the Contract Documents:       The following specified portions of the Work:

---

---

---

---

January 20, 2026

Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Project or portion thereof designated above is hereby declared and is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below.

A [tentative] [definitive] list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

**The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as provided in the Contract Documents except as amended as follows:**

Amended Responsibilities                       Not Amended

Owner's Amended Responsibilities:

N/A

Contractor's Amended Responsibilities:

N/A

The following documents are attached to and made part of this Certificate:

---

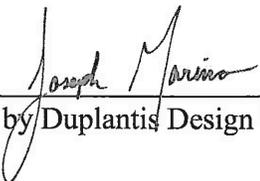
Civil Punch List items (Dated 2026-02-05)

---

Electric Punch List items (Dated 2026-01-21)

---

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

  
Executed by Duplantis Design Group

---

2/25/2026

Date

Accepted by Southern Constructors, LLC

---

Date

Accepted by City of Broussard

---

Date

**RESOLUTION NO: 887-26**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BROUSSARD,  
LOUISIANA, APPROVING AND AUTHORIZING EXECUTION OF  
ACT OF ABANDONMENT AND ACCEPTANCE OF DONATION**

The City Council of the City of Broussard, Louisiana, meeting in regular session on March 10, 2026, and, after due deliberation and discussion, and finding that it would be in the best interest of the City of Broussard, Louisiana, and its citizens, adopted the following Resolution:

**WHEREAS**, the City no longer uses or needs a portion of a servitude previously granted to it by the Anna Louise St. Julien Children's Trust a/k/a Anna Louise St. Julien Children's Trust No. 1, which is recorded under File Number 2009-00047388 of the conveyance records of the Clerk of Court for Lafayette Parish, LA; and

**WHEREAS**, the Anna Louise St. Julien Children's Trust No. 1 has agreed to donate to the City of Broussard a utility servitude along Ambassador Caffery Parkway, subject to certain conditions to be set forth in the Donation of Utility Servitude; and

**WHEREAS**, the City Council finds that it is in the best interest of the citizens of Broussard to abandon that portion of the existing servitude which is no longer needed, and to accept the donation of the utility servitude.

**BE IT RESOLVED** that the City of Broussard shall accept the Donation of Utility Servitude offered by the Anna Louise St. Julien Children's Trust No. 1; and

**BE IT FURTHER RESOLVED** that the City of Broussard shall abandon that portion of the servitude granted to it under the instrument filed under File Number 2009-00047388 of the conveyance records of the Clerk of Court for Lafayette Parish, LA which is no longer needed; and

**BE IT FURTHER RESOLVED** that the Mayor be and is hereby authorized and directed to approve and execute an Act of Abandonment for the unneeded portion of the servitude granted to it under the instrument filed under File Number 2009-00047388 of the conveyance records of the Clerk of Court for Lafayette Parish, LA.;

**BE IT FURTHER RESOLVED** that the Mayor be and is hereby authorized and directed to approve and execute the Donation of Utility Servitude for the new servitude along Ambassador Caffery Parkway to be donated to City.

And this resolution was submitted to a vote on the 10<sup>th</sup> day of March, 2026, and the vote thereon was as follows:

YEAS:

NAYS:

ABSENT:

ABSTENTION:

And this Resolution was declared adopted this 10<sup>th</sup> day of March, 2026.

---

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 10<sup>th</sup> day of March, 2026.

---

TINA EMERT  
City Clerk, City of Broussard

NOTE:  
BASIS OF BEARINGS  
OBTAINED FROM GPS OBSERVATION  
LOUISIANA STATE PLANE COORDINATE SYSTEM  
NAD 83 (2011), LA SOUTH ZONE (1702)  
CLASS "D" SURVEY

REFERENCE PLATS:  
RIGHT OF WAY MAP STATE PROJECT NO. 828-39-0023,  
F.A.P. NO. DPR-2803(501) AMBASSADOR CAFEFFERY PARKWAY  
(LA 339 - US 90), LAFAYETTE PARISH, LA 3073  
PREPARED BY: TODD A. VINCENT & WILL T. GUDRY  
PLAT DATED: AUGUST 11, 2003  
REVISED: NOVEMBER 12, 2003  
REVISED: DECEMBER 28, 2004

\*SERVITUDES TO BE ACQUIRED BY CITY OF BROUSSARD  
ALONG AMBASSADOR CAFEFFERY PARKWAY (LA 89 - US 90)\*  
PREPARED BY: LARRY GRAMER  
PLAT DATED: AUGUST 11, 2003  
F.A.P. NO. DPR-2803(501) AMBASSADOR CAFEFFERY PARKWAY  
STATE PROJECT NO. 828-39-0023, F.A.P. NO.  
DPR-2803(501) AMBASSADOR CAFEFFERY PARKWAY (LA 339  
- US 90), LAFAYETTE PARISH, LA 3073\*

REFERENCE:  
DONATION OF UTILITY SERVITUDE - (ACT#2009-047388)  
I CERTIFY THAT THIS PLAT REPRESENTS AN ACTUAL  
GROUND SURVEY, PERFORMED BY MYSELF AND/OR UNDER  
MY DIRECT SUPERVISION AND CONTROL, IN ACCORDANCE  
WITH THE APPLICABLE MINIMUM STANDARDS OF PRACTICE  
AND ETHICS OF THE PROFESSION OF SURVEYING IN THE  
STATE OF LOUISIANA, CHAPTER 24, §2004 FOR ROUTE  
SURVEYS AND MEETS THE ACCURACY STANDARDS FOR A  
CLASS "D" SURVEY, AS ADOPTED BY THE LOUISIANA STATE  
BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS  
AND LAND SURVEYORS.

NO ATTEMPT HAS BEEN MADE BY THE SURVEYOR OR  
COMEAUX ENGINEERING & CONSULTING TO VERIFY  
TITLE, ACTUAL LEGAL OWNERSHIP, SERVITUDES,  
EASEMENTS, RIGHTS OF WAY OR OTHER BURDENS ON  
THE PROPERTY OTHER THAN THAT FURNISHED BY  
THE OWNER OR HIS/HER REPRESENTATIVE.

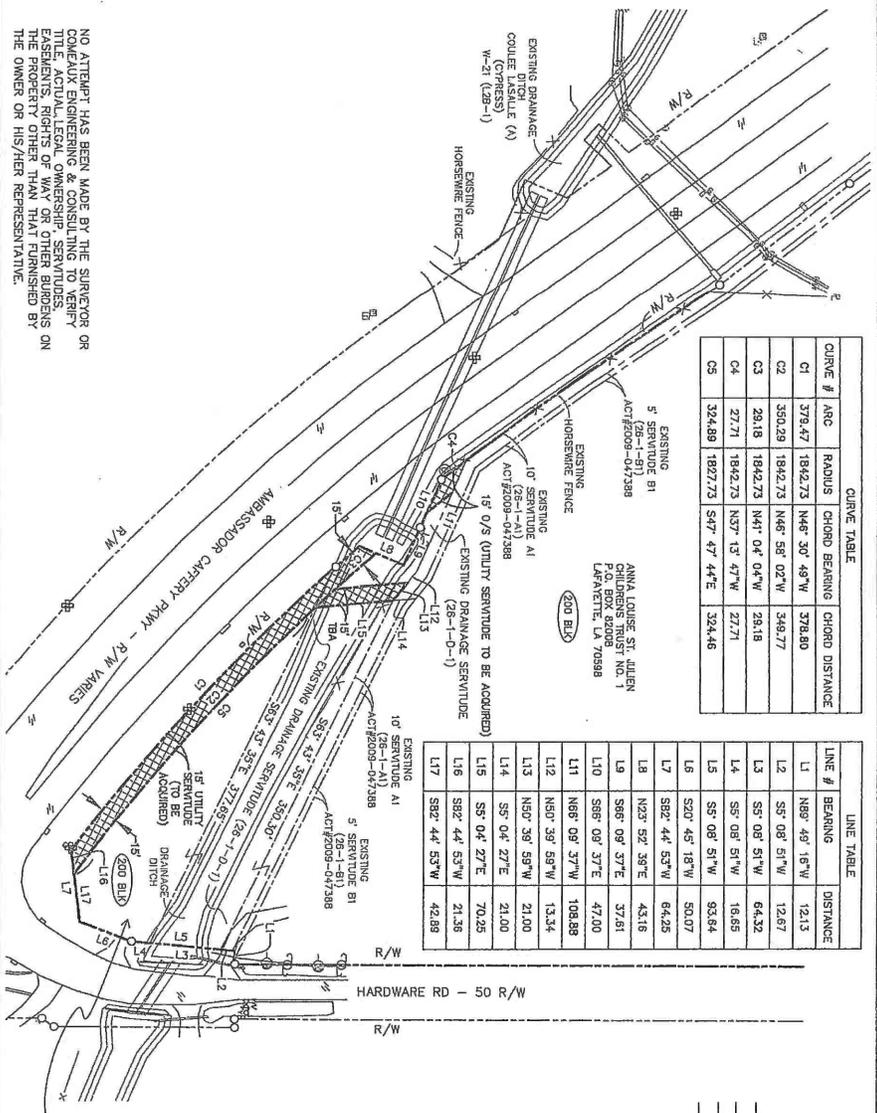
PLAT OF SURVEY SHOWING SERVITUDES  
TO BE ACQUIRED BY THE  
CITY OF BROUSSARD  
WITHIN PROPERTY OWNED BY ANNA LOUISE ST. JULIEN  
CHILDRENS TRUST NO. 1  
LOCATED IN SECTION 3, T-11-S, R-5-E  
CITY OF BROUSSARD  
LAFAYETTE PARISH, LOUISIANA  
SCALE 1"=100' DATE: FEBRUARY 3, 2026

CURVE TABLE

CURVE #	ARC	RADIUS	CHORD BEARING	CHORD DISTANCE
C1	379.47	1842.73	N46° 30' 43"W	379.80
C2	350.29	1842.73	N46° 58' 02"W	349.77
C3	29.18	1842.73	N41° 04' 04"W	29.18
C4	27.71	1842.73	N37° 13' 47"W	27.71
C5	324.89	1827.73	S47° 47' 44"E	324.46

LINE TABLE

LINE #	BEARING	DISTANCE
L1	N89° 49' 16"W	12.13
L2	S5° 08' 51"W	12.87
L3	S5° 08' 51"W	64.32
L4	S5° 08' 51"W	16.85
L5	S5° 08' 51"W	93.64
L6	S20° 45' 18"W	50.07
L7	S82° 44' 53"W	64.25
L8	N23° 52' 30"E	43.16
L9	S86° 09' 37"E	37.61
L10	S86° 09' 37"E	47.00
L11	N68° 09' 37"W	108.88
L12	N50° 39' 59"W	13.34
L13	N50° 39' 59"W	21.00
L14	S5° 04' 27"E	21.00
L15	S5° 04' 27"E	70.25
L16	S82° 44' 53"W	21.35
L17	S82° 44' 53"W	42.89



**EXHIBIT "A"**

LEGEND

- R/W LINE
- - - EASEMENT LINE
- - - FENCE LINE
- - - GAS LINE
- MUNICIPAL NUMBER
- PROPERTY LINE
- LIGHT POLE
- POWER POLE
- GUY WIRE
- SEWER MANHOLE
- DRAIN MANHOLE
- ELECTRIC METER
- WATER METER
- GAS METER
- GAS SERVICE
- GAS VALVE
- SEWER VALVE
- WATER VALVE
- TELEPHONE PEDESTAL
- FIRE HYDRANT
- PIPELINE MARKER
- DRAINAGE PILES
- SERVITUDE TO BE ACQUIRED
- PROPERTY TO BE ACQUIRED
- FOUND RIGHT OF WAY PIN

ANNA LOUISE ST. JULIEN  
CHILDRENS TRUST NO. 1  
P.O. BOX 82008  
LAFAYETTE, LA 70598

0 50 100 200

SCALE 1"=100'

COMEAUX ENGINEERING & CONSULTING  
A PROFESSIONAL CORPORATION  
PO BOX 452  
BROUSSARD, LOUISIANA  
PHONE 337-837-2210

JOB NUMBER  
2025051  
2025051\_Anderson\_Acquisition\_Plat.dwg

STATE OF LOUISIANA  
LAND SURVEYORS  
LICENSE NO. 5915  
2/3/26  
COMEAUX  
ENGINEERING & CONSULTING

**RESOLUTION NO 888-26**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BROUSSARD,  
LOUISIANA, DECLARING THE CONTRACT FOR  
RESERVE LIFT STATION AND FORCE MAIN RELOCATION  
TO BE SUBSTANTIALLY COMPLETE**

**WHEREAS**, the City of Broussard, Louisiana awarded a contract to Elliot Construction, LLC for Reserve Lift Station and Force Main Relocation Project; and

**WHEREAS**, the project engineer for said project has recommended that the contract be declared substantially complete as of March 3, 2026.

**THEREFORE, BE IT RESOLVED** by the City Council of the City of Broussard, Louisiana that the contract for the Reserve Lift Station and Force Main Relocation be and is hereby declared to be substantially complete subject to completion of punch list items, and the Certificate of Substantial Completion issued by the project engineer be and is hereby approved.

And this Resolution was submitted to a vote on the 10<sup>th</sup> day of March 2026, and the vote thereon was as follows:

YEAS:

NAYS:

ABSENT:

ABSTENTION:

And this Resolution was declared adopted this, the 10<sup>th</sup> day of March 2026.

\_\_\_\_\_  
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 10<sup>th</sup> day of March, 2026.

THUS DONE AND SIGNED on this the 10<sup>th</sup> day of March 2026.

---

TINA EMERT  
City Clerk, City of Broussard

**CERTIFICATE OF SUBSTANTIAL COMPLETION**

---

---

DATE OF ISSUANCE \_\_\_\_\_

---

---

OWNER City of Broussard

CONTRACTOR Elliott Construction, LLC

Contract: Reserve Lift Station & Force Main Relocation for the City of Broussard

Project: Reserve Lift Station & Force Main Relocation

---

---

OWNER's Contract No. N/A

ENGINEER's Project No. 2025045

---

---

This Certificate of Substantial Completion applies to all Work under the Contract Documents or to the following specified parts thereof:

To City of Broussard \_\_\_\_\_  
OWNER

And To Elliott Construction, LLC. \_\_\_\_\_  
CONTRACTOR

---

---

The Work to which this Certificate applies has been inspected by authorized representatives of OWNER, CONTRACTOR and ENGINEER, and that Work is hereby declared to be substantially complete in accordance with the Contract Documents on

March 3, 2026  
DATE OF SUBSTANTIAL COMPLETION

A tentative list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include an item in it does not alter the responsibility of CONTRACTOR to complete all the Work in accordance with the Contract Documents. The items in the tentative list shall be completed or corrected by CONTRACTOR within 30 days of the above date of Substantial Completion.

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties and guarantees shall be as follows:

OWNER: \_\_\_\_\_  
\_\_\_\_\_

CONTRACTOR: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The following documents are attached to and made a part of this Certificate:

One (1) Report of Final Inspection Dated \_\_\_\_\_

This certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of CONTRACTOR's obligation to complete the Work in accordance with the Contract Documents.

Executed by ENGINEER on \_\_\_\_\_  
Date

Comeaux Engineering & Consulting, APC  
ENGINEER

By: \_\_\_\_\_  
(Authorized Signature)

CONTRACTOR accepts this Certificate of Substantial Completion on \_\_\_\_\_  
Date

Elliott Construction, LLC.  
CONTRACTOR

By: \_\_\_\_\_  
(Authorized Signature)

OWNER accepts this Certificate of Substantial Completion on \_\_\_\_\_  
Date

City of Broussard  
OWNER

By: \_\_\_\_\_  
(Authorized Signature)



**COME AUX**  
ENGINEERING & CONSULTING

P. O. Box 452  
601 East Second Street  
Broussard, Louisiana 70518

Phone: (337) 837-2210  
Fax: (337) 837-2217

Email: [cec@comeauxengineering.com](mailto:cec@comeauxengineering.com)

Walter S. Comeaux, III, P.E., P.L.S.  
Mallory Comeaux Hutchinson, P.E.  
Daniel Hutchinson, P.E.  
Walter S. Comeaux, IV, P.E.  
Trevor Evans, P.L.S.

## REPORT OF FINAL INSPECTION

DATE: March 3, 2026

TIME: 9:00 AM

PROJECT NAME: RESERVE LIFT STATION & FORCE MAIN RELOCATION

PROJECT NUMBER: 2025045

### ATTENDEES:

NAME	AFFILIATION
Daniel Hutchinson	Comeaux Engineering & Consulting, APC
Grayson Simon	Comeaux Engineering & Consulting, APC
Mel Bertrand	City of Broussard
Chris Scallan	Elliott Construction, LLC

### PUNCH LIST ITEMS:

1. Clean & Dress Site
2. Grout Tie-in to Manhole
3. Offset Air Release Valve and Dog-house manhole away from centerline of ditch

Report by: Grayson Simon

**ORDINANCE NO.: 26-838**

**ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BROUSSARD,  
LOUISIANA, AMENDING THE SUBDIVISION REGULATIONS OF  
THE CITY OF BROUSSARD**

The City Council of the City of Broussard, Louisiana, meeting in regular session with a quorum being present on the 10<sup>th</sup> day of March, 2026 and, after having considered that it would be in the best interest and welfare of the citizens of Broussard, Louisiana, does hereby amend its existing Subdivision Regulations.

**WHEEREAS**, the City Administration, in consultation with planning officials, has determined that amendment to the City's subdivision regulations to provide specific restrictions relating to lot sizes and street frontage, to provide for signage requirements on certain streets, and to provide for buffer zones between residential subdivisions and property zoned for industrial or light industrial use.

**THEREFORE,**

**BE IT ORDAINED** that the Subdivision Regulations of the City of Broussard, Louisiana, be and are hereby amended as shown on the attached amended and restated Regulations Governing Subdivision of Land, and that the said amended and restated Regulations Governing Subdivision of Land are confirmed and adopted.

**BE IT FURTHER ORDAINED** that all Ordinances or Resolutions, or parts thereof, in conflict are herewith and hereby repealed.

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

YEAS:

NAYS:

ABSENT:

ABSTENTION:

And this Ordinance was adopted by the City Council for the City of Broussard on this, the 10<sup>th</sup> day of March, 2026.

\_\_\_\_\_  
TINA EMERT, City Clerk

\_\_\_\_\_  
RAY BOURQUE, Mayor

**REGULATIONS GOVERNING  
THE SUBDIVISION OF LAND  
IN THE  
CITY OF BROUSSARD,  
LOUISIANA**

~~**OFFICALLY ADOPTED  
BY THE  
CITY OF BROUSSARD COUNCIL**~~

**Proposed Revisions Jan 2026 v1**

**Sections Amended:**

<b>*Definitions</b>	<b>pg. 6</b>
<b>*401.2</b>	<b>pg. 18</b>
<b>507.5</b>	<b>pg. 36</b>
<b>514.1</b>	<b>pg. 45 &amp; 46</b>
<b>514.3</b>	<b>pg. 46</b>
<b>514.8.B</b>	<b>pg. 47</b>
<b>*519</b>	<b>pg. 51</b>

**\*Approved previously by ordinance.**

Federal Emergency Management Agency, the local Floodplain Administrator prior to development, and other applicable regulatory agencies.

**FRONTAGE:** That portion of any tract of land which abuts a public street right-of-way and where the primary access to said tract is derived.

**IMPROVEMENTS:** Street pavement or resurfacing, curbs, gutters, sidewalks, water lines, sewer lines, flood control and drainage facilities, utility lines, landscaping, and other related matters normally associated with the development of raw land into building sites.

**INDUSTRIAL BUFFER ZONE:** Industrial Buffer Zone shall mean an area that divides areas zoned for industrial or light industrial use from areas zoned for residential use.

**BROUSSARD CITY COUNCIL:** The legislative power of the City of Broussard.

**LIVING UNIT:** A living unit consists of one (1) or more rooms, including a bathroom and complete kitchen facilities, which are arranged, designed, or used as living quarters for one (1) family.

**LOT:** An undivided tract, parcel or plot of land contained within a block and designated on a subdivision plat by numerical identification, commonly used for a building site.

**LOT, MINIMUM AREA OF:** The area of a lot is computed as that property within property or lot lines exclusive of any portion of the right-of-way of any public or private street.

**LOT TYPES:**

- A. CORNER LOT: a lot abutting upon two (2) or more streets at their intersections.
- B. DOUBLE FRONTAGE LOT OR THROUGH LOT: a lot which runs the depth of the block with frontage on more than one (1) street.
- C. INTERIOR LOT: a lot other than a corner lot with frontage on a single street.
- D. REVERSED FRONTAGE LOT: a lot on which frontage is at right angles to the general pattern in the area. A reversed frontage lot may also be a corner lot.

**MONUMENTS:** Permanent concrete or iron markers used to establish definitely, all lines of the plat of a subdivision, including all lot corners, boundary line corners, and points of change in street alignment.

**OPEN SPACE:** Any area of a lot, site, tract or plat exclusive of structures, streets (public and private), driveways, parking or open storage area, which is open to the sky. Open space also includes areas used for recreational activities.

**PERFORMANCE BOND AND/OR LETTER OF CREDIT:** An agreement by a subdivider or developer with the City of Broussard for 125% of the amount of the estimated construction cost guaranteeing the completion of physical improvements according to plans and specifications within the time prescribed by the agreement.

direction as the detailed subdivision drawing.

401.12 Plat boundaries must be drawn with heavy lines to indicate the subdivided area with overall survey dimensions and bearings. Lines outside the plat boundary should be drawn as dashed lines.

401.13 Adjacent areas outside the plat boundaries must be identified indicating the name of adjacent subdivisions, churches, schools, parks, bayous, and drainage ways, acreage, and all existing streets, easements, pipelines or other restricted areas. Names and mailing addresses of all adjacent property owners must also be included.

401.14 The location and approximate width of existing and proposed water courses, ravines, and drainage easements should be included.

401.15 The location and identification of all tracts not to be designated as lots within the boundaries of the plat should be included.

401.16 The location of all streets, roads, alleys, and easements, either existing or proposed, within the plat boundaries or immediately adjacent thereto must be included.

401.17 The names of all existing and proposed streets located within the plat boundaries or immediately adjacent thereto must be included.

401.18 The location of all lots and blocks with approximate dimensions must be included.

401.18 Approximate engineering data may be provided for curves along the center line of streets and for interior lots, reserves and other features within the plat boundaries.

401.20 Industrial Buffer Zones must be marked on the subdivision plat, and the following notice must be placed on the plat:

**NOTICE: THIS SUBDIVISION IS LOCATED ADJACENT TO PROPERTY WHICH IS ZONED FOR INDUSTRIAL OR LIGHT INDUSTRIAL USE**

This notice shall be prominently shown in a manner as reasonably required by the City Engineer.

#### SECTION 402 PLATS CONTAINING PRIVATE STREETS

Any plat submitted to the Planning Commission containing private streets must include the following additional information, (if the density of the proposed development exceeds five (5) lots or units per acre):

- A. Number of separate buildings which contain residential dwelling units.
- B. Total number of dwelling units.
- C. Number of off-street parking spaces required.
- D. Number of off-street parking spaces provided.
- E. Location of existing and proposed fire hydrants where applicable.

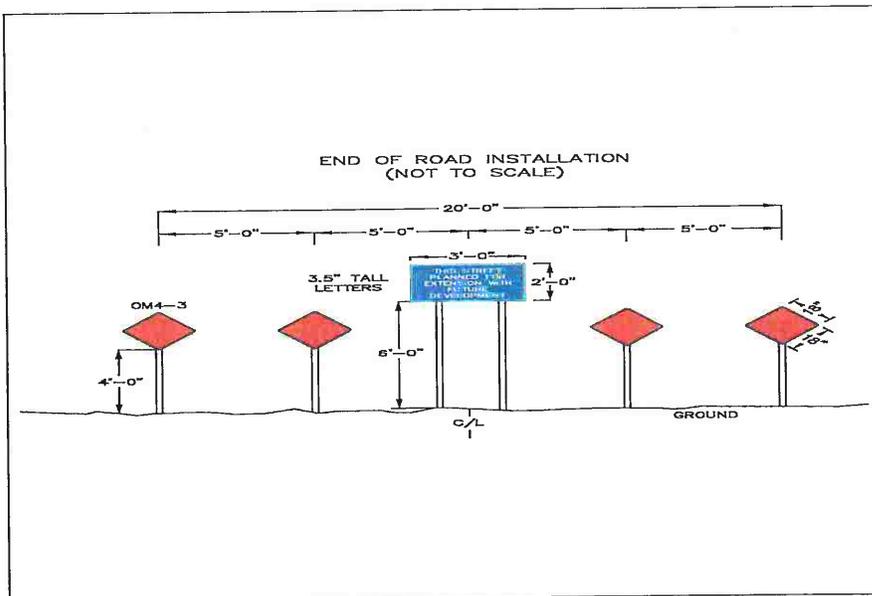
- B. Cul-de-sacs may have a block length of not more than eight hundred (800') feet, measured from the intersection with the right-of-way of another street along the center line of the cul-de-sac street to the center of the circular turnaround at the end of the cul-de-sac.
- C. Stub streets or dead-ends may have a block length of not more than eight hundred (800') feet unless terminated with a circular turnaround and if deemed necessary by the Planning Commission suitably modified to accommodate future extension of the street into adjacent property.

507.4 Block Lengths for Private Streets

Dead-end private streets must not extend further than eight hundred (800') feet from the nearest right-of-way line of the intersecting public or private street measured along the center line of said private street to the center of the circular turnaround (cul-de-sac) or the outer limit of the paving in the T-type turnaround configuration.

507.5 End Treatment for Stub Streets or Other Streets Planned for Future Extension

1. Developers shall be required to prominently mark all stub streets or other streets planned for future extension prior to final plat approval.
2. The sign shall measure 2' X 3' and contain the following, "THIS STREET PLANNED FOR EXTENSION WITH FUTURE DEVELOPMENT." The sign shall be blue in color with white lettering. The sign and method of installation shall be acceptable to the City Engineer/Director of Public Works.
3. The developer shall also be required to install end treatment markings in accordance with the Manual of Uniform Traffic Control Devices.



- A. That the lot is of sufficient size and shape to allow the construction of a residential dwelling unit which can meet the requirements of established building or construction codes, housing and public health codes, ordinances and accepted family living standards.
- B. That the lot is of sufficient size and shape to accommodate easement for all public and private utility services and facilities to adequately serve any residential dwelling unit constructed thereon.
- C. That the lot is of sufficient size and shape and is so located that direct vehicular access is provided from a public street or through an approved permanent access easement and that the required number of vehicles can be parked on the lot without encroachment within any adjacent public street right-of-way.
- D. That the lot, if not served by a public or off-lot sanitary sewage system be of sufficient size and shape to accommodate the construction and operation of an on-site sewage disposal system meeting the requirements of established public health codes and ordinances.

**E. Minimum Lot Size for Single Family Residential Lots**

- 1. The minimum lot frontage for single family residential lots shall be no less than 40' for rectangular lots. The minimum depth shall be no less than 110'.
- 2. Cul de sac lots shall have a minimum frontage of 30' and a minimum square footage of 4,400 sq. ft.
- 3. The frontage of flag lots shall be no less than 30'. Flag lots shall have a minimum square footage of 4,400 sq. ft. not counting the square footage of the staff portion of the lot.
- 4. Lots fronting open ditch streets shall be required to provide for parking for 4 passenger vehicles.

**F. Minimum Lots Size for Developments Adjoining Existing Single Family Residential**

- 1. This provision shall only apply to proposed lots having a frontage of less than 70' or to proposed lots having square footage of less than 8,400 sq. ft.
- 2. This provision shall only apply to proposed lots having a frontage of less than 70' or to proposed lots having square footage of less than 8,400 sq. ft.
- 3. Rectangular lots within 300' of existing single family use shall have a frontage of no less than 90% of the smallest existing (rectangular) lot adjoining the proposed subdivision. Depths of these lots shall be no less than the depth of the adjoining rectangular lots.
- 4. Rectangular lots within 300' of existing single family use shall have a frontage of no less than 90% of the smallest existing (rectangular) lot adjoining the proposed subdivision. Depths of these lots shall be no less than

- the depth of the adjoining rectangular lots.
5. Cul de sac lots within this area shall have a frontage of no less than 30'. The minimum square footage of cul de sac lots shall be no less than the minimum square footage of the smallest rectangular lot within the proposed development and within the 300' area of interest.
  6. This section does not supersede the minimum lot size provisions contained herein.

#### 514.2 Lot Shapes

Lots should be designed, so far as possible, with side lot lines being at right angles or radial to any adjacent street right-of-way line. Where all lots are either perpendicular and at right angles or radial to adjacent street rights-of-way, a suitable notation may be placed upon the plat in lieu of lot line bearings.

#### 514.3 Key or Flag Lots

Key or flag lots are permitted, however, the narrowest part of such a lot, being the staff portion of the flag lot, must not be less than thirty (30') feet in width or have a length of more than two hundred (200') feet. Such lot must also be restricted to prevent the construction of any building, structure, wall or fence within the staff portion of such lot and that the staff portion of such lot will be restricted for access to such lot only. Such restrictions must be shown on the face of the subdivision plat in the form of a notation or a part of the dedicatory language on the plat.

#### 514.4 Double-front Lots

Double frontage and reverse frontage lots should be avoided except where essential to provide separation of residential development from traffic arterials or to overcome specific disadvantage of topography and orientation. A one (1') foot reserve strip across which there shall be no right of access may be required along the line of lots abutting such a traffic artery or other disadvantageous use.

#### 514.5 Street Access Limitations

Rear and side vehicular driveway access from lots restricted for residential dwelling units will not be approved under the following conditions:

514.5(a) When such lots are adjacent to streets designed as:

- A. Major Thoroughfares
- B. Freeways
- C. Highways

- D. Any other public street which carries a traffic volume where additional vehicular driveways would create a traffic hazard or impede the flow of traffic.

514.5(b) Such access restriction as specified above shall be noted directly upon the plat and adjacent to the lots in question.

#### 514.6 Unsewered Lots

Lots established in any plat or subdivision designed not to be served by a public or off-site sanitary sewer system shall meet the requirements of the State Board of Health and Human Resources relative to sewerage disposal and potable water facilities and shall otherwise meet the requirements of the Federal Flood Insurance Program as specified in Section 520 of these regulations.

#### 514.7 Lot Identification

Lots established within a subdivision shall be numbered with said numbers being consecutive within each block and throughout the subdivision. In no case shall two lots in a given subdivision or an extension thereof bear the same identification number.

#### 514.8 Minimum Lot Sizes - General Provisions

##### A. Non-Residential Uses

Lots to be established in any subdivision plat which are designed or intended for non-residential uses or are intended to be unrestricted, must have a minimum lot area of not less than 5,000 square feet and must have frontage along and adjacent to at least one (1) public street having a right-of-way width of not less than sixty (60') feet. If such lots or tracts proposed to be established have an average depth of more than three hundred (300') feet from said adjacent public street right-of-way, such tracts may not be established and designated as lots, but must be established and designated as reserves and subject to those provisions of these regulations pertaining to reserves. (See Section 513)

##### B. Residential Uses

1. Radial lots, being those lots adjacent to curved streets or circular cul-de-sacs, must have a width at the front property line of at least thirty (30') feet.
2. When lots are backing on a natural drainage way or open drainage facility, that require a twenty (20') foot drainage easement as provided for herein, permanent improvements on such lots shall be set back at least ten (10') feet from said drainage easement.
3. When lots are facing or backing on a designated major thoroughfare such lots must have a depth at least ten (10') feet deeper than the average depth of lots within the interior of the subdivision having frontage on local streets.

### SECTION 515 OPEN SPACE REQUIREMENTS

In the case of all residential developments, including but not limited to, single and multi-family

foregoing provisions of this section, a requirement of one (1) parking space per dwelling unit will apply to residential structures owned or contracted to be owned by a local housing authority. Provided, however, that such exception will not apply unless the plat shall restrict all lots and building sites and certified by the Board of Directors of the Housing Authority containing a covenant to the effect that leases will be made with all tenants of the residential structure that will include a provision that the occupancy of the dwelling unit may continue only so long as the family occupying the same owns or operates no more than one (1) motor vehicle. Provided, further, that in the case of residential structures sponsored or constructed by such housing authority under an arrangement between the authority and the Department of Housing and Urban Development, the occupancy of which structures is to be limited to low-income, handicapped or elderly people, a requirement of one (1) parking space for each three (3) dwelling units shall apply.

### 519 INDUSTRIAL BUFFER ZONE

1. An Industrial Buffer Zone shall be established within the (residential) subdivision along any boundary with property zoned for industrial or light industrial use. The Industrial Buffer Zone shall be a minimum of fifty feet (50') and a maximum of three hundred feet (300') deep along the entire common boundary as determined by the Broussard Planning Commission in its discretion.
2. Land use within an Industrial Buffer Zone shall be restricted. No residential buildings or buildings intended for personal use by residents may be placed in an Industrial Buffer Zone. Buildings or other structure not intended for residential use and not intended for personal use by residents must be specifically approved by the Broussard Planning and Zoning Commission.

### 520 DEDICATION

#### A. HOW ESTABLISHED

A public and/or private street, utility or other easement, right-of-way or other right granted to the public, shall be established through the provisions of this section.

A public and/or private street, utility or other easement, right-of-way or other right granted to the public, is established when designated on a Final Plat. This does not establish an obligation of perpetual maintenance by the Governing Body.

#### B. SUBMISSION CONTENTS

When property is to be dedicated at the time of plat approval, the dedicated property shall be shown on the plat submitted for recordation. The plat shall contain the information required for Final Plats generally, and, with regard to the areas dedicated, shall contain the following additional data:

1. The names, locations, dimensions, boundaries, courses and other geographic data for each street, alley, easement, right-of-way, square, park or other right or property granted or dedicated to the public;
2. The name and number of each lot, square, park or other parcel dedicated to public use;
3. The purpose or use for which the dedication is made (e.g., drainage servitude);

**ORDINANCE NO.: 26-839**

**ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BROUSSARD,  
LOUISIANA, AMENDING THE ZONING ORDINANCE OF THE CITY OF  
BROUSSARD, LOUISIANA**

The City Council of the City of Broussard, Louisiana, meeting in regular session with a quorum being present on the 10<sup>th</sup> day of March, 2026 and, after having considered that it would be in the best interest and welfare of the citizens of Broussard, Louisiana, does hereby amend its existing Zoning Ordinance.

**BE IT ORDAINED** that the Zoning Ordinance of the City of Broussard, Louisiana, be amended by adding to “Appendix C – Zoning Maps” the following maps:

**MAP E-5**

of property to be zoned NC- Neighborhood Commercial.  
Portions of Garber Road;

**MAP E-6**

of property to be zoned NC- Neighborhood Commercial.  
Portions of Garber Road;

**MAP E-9**

of property to be rezoned from CC- Community Commercial to RA- Residential Accessory & R1- Single Family Residential.  
Portions of South Bernard Road and Albertson Parkway;

**MAP E-13**

of property to be rezoned from NC- Neighborhood Commercial to RA- Residential Accessory & R1- Single Family Residential.  
Portions of N Larriviere Road;

**MAP E-14**

of property to be rezoned from NC- Neighborhood Commercial to RA- Residential Accessory & R1- Single Family Residential.  
Portions of N Larriviere Road;

**MAP F-13**

of property to be rezoned from NC- Neighborhood Commercial to RA- Residential Accessory & R1- Single Family Residential.  
Portions of N Larriviere Road;

**MAP G-8**

of property to be zoned CC- Community Commercial.  
Portions of South Girouard Road and U.S. Hwy 90;

**MAP G-9**

of property to be zoned CC-Community Commercial.  
Portions of South Girouard Road and U.S. Hwy 90;

**BE IT FURTHER ORDAINED** that all Ordinances or Resolutions, or parts thereof, in conflict are herewith and hereby repealed.

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

YEAS:

NAYS:

ABSENT:

ABSTENTION:

And this Ordinance was adopted by the City Council for the City of Broussard on this, the 10<sup>th</sup> day of March, 2026.

\_\_\_\_\_  
TINA EMERT, City Clerk

\_\_\_\_\_  
RAY BOURQUE, Mayor

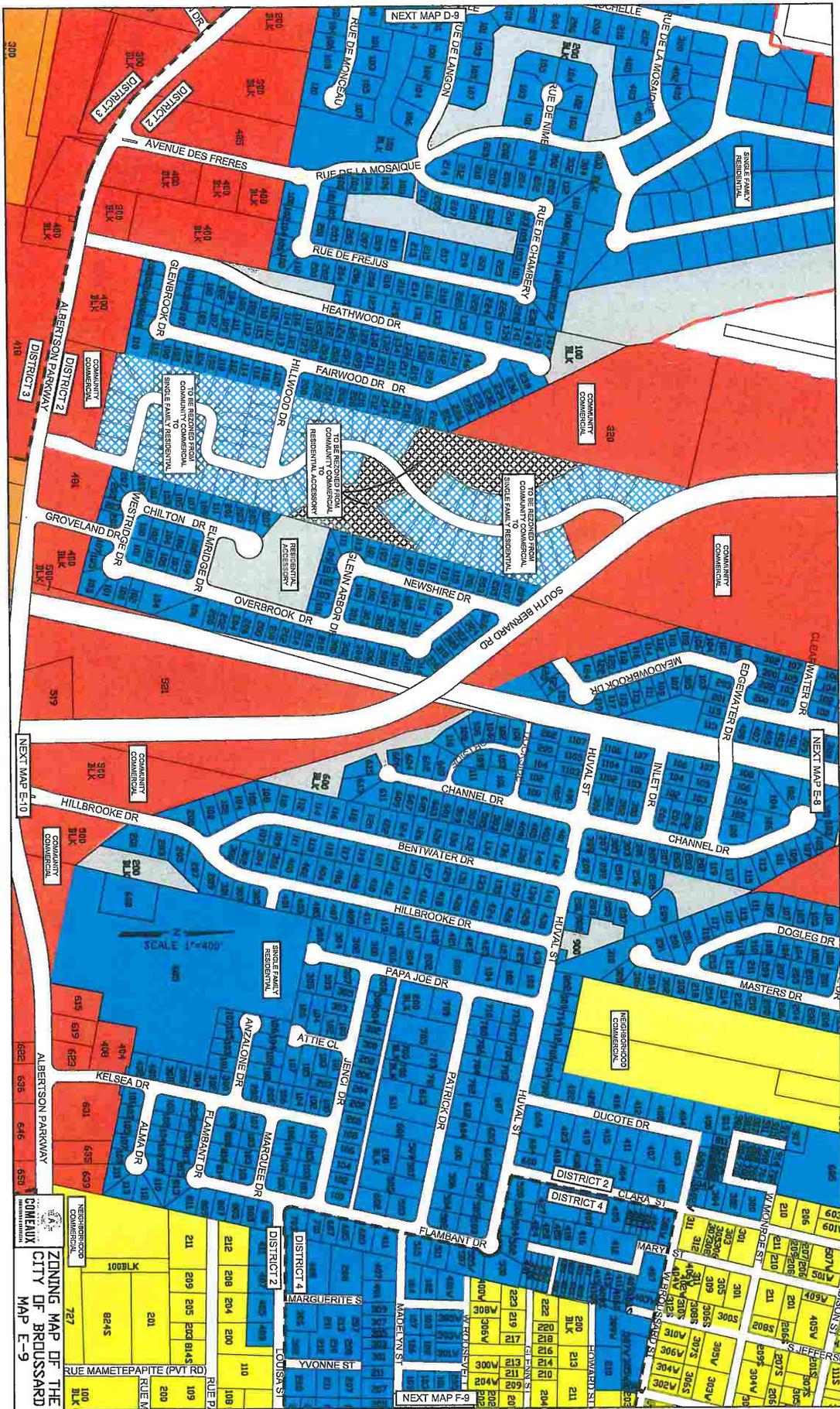




ZONING MAP OF THE  
CITY OF BROUSSARD  
MAP E-6

COMEAUX  
CONSULTANTS

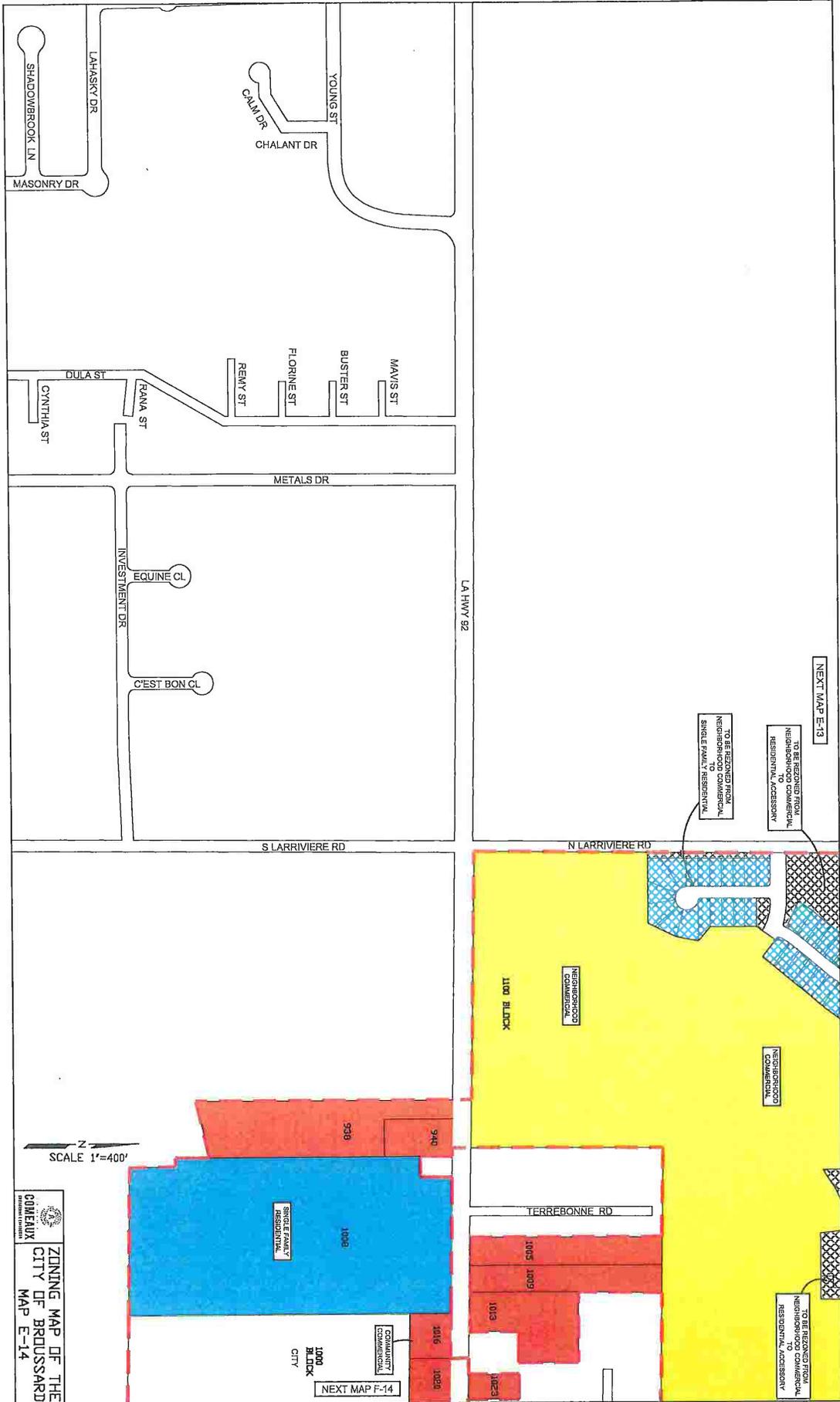
SCALE 1"=400'



**ZONING MAP OF THE CITY OF BRUSSARD MAP E-9**

100BLK	211	212	218	219	220
824S	209	205	202	204S	200
722	201	200	110	108	109
RUE MAMETEPAPITE (PVT RD)	100	200	100	108	109
RUE M	109	200	108	109	109





NEXT MAP E-13

TO BE REZONED FROM  
NEIGHBORHOOD COMMERCIAL  
TO  
RESIDENTIAL ACCESSORY

TO BE REZONED FROM  
NEIGHBORHOOD COMMERCIAL  
TO  
SINGLE FAMILY RESIDENTIAL

NEIGHBORHOOD  
COMMERCIAL

1100 BLOCK  
NEIGHBORHOOD  
COMMERCIAL

TO BE REZONED FROM  
NEIGHBORHOOD COMMERCIAL  
TO  
RESIDENTIAL ACCESSORY

SINGLE FAMILY  
RESIDENTIAL

COMMUNITY  
COMMERCIAL

1000  
BLOCK  
CITY

NEXT MAP F-14

SCALE 1"=400'

ZONING MAP OF THE  
CITY OF BROUSSARD  
MAP E-14








**ZONING MAP OF THE CITY OF BRUSSARD**  
 MAP G-8

N  
 SCALE 1"=400'

NEXT MAP G-7

NEXT MAP F-8

NEXT MAP H-8



**ORDINANCE NO.: 26-840**

**ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BROUSSARD,  
LOUISIANA, AMENDING THE ZONING ORDINANCE OF THE CITY OF  
BROUSSARD, LOUISIANA**

The City Council of the City of Broussard, Louisiana, meeting in regular session with a quorum being present on the 10<sup>th</sup> day of March, 2026 and, after having considered that it would be in the best interest and welfare of the citizens of Broussard, Louisiana, does hereby amend its existing Zoning Ordinance.

**WHEEREAS**, the City Administration, in consultation with planning officials, has determined that restrictions for construction and operation of gas stations (including convenience stores offering fuel for sale) should be restricted in certain areas adjacent to residential areas within the City.

**THEREFORE,**

**BE IT ORDAINED** that the Zoning Ordinance of the City of Broussard, Louisiana, be and is hereby amended to provide that in addition to any other regulations governing same, no gas stations shall be allowed within 300 feet from the point at which any public road enters any approved residential subdivision within the City of Broussard unless specifically approved by the Broussard City Council.

**BE IT FURTHER ORDAINED** that all Ordinances or Resolutions, or parts thereof, in conflict are herewith and hereby repealed.

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

YEAS:

NAYS:

ABSENT:

ABSTENTION:

And this Ordinance was adopted by the City Council for the City of Broussard on this, the 10<sup>th</sup> day of March, 2026.

\_\_\_\_\_  
TINA EMERT, City Clerk

\_\_\_\_\_  
RAY BOURQUE, Mayor