

PROCEEDINGS OF THE MAYOR AND CITY COUNCIL OF THE CITY OF YOUNGSVILLE, LOUISIANA  
TAKEN AT THE CITY COUNCIL REGULAR MEETING HELD ON THURSDAY, AUGUST 14, 2025 AT 6:00  
PM AT YOUNGSVILLE CITY HALL COUNCIL CHAMBERS

**1. OPENING**

- 1.1 Invocation was led by Pastor Travis Minnich, Frist Assembly Youngsville.
- 1.2 Pledge of Allegiance was led by Shannon D. Bares.

Mayor Ritter acknowledged the passing of former Youngsville Chief of Police, Earl Menard.

**2. ROLL CALL**

PRESENT: Mayor Ken Ritter, Shannon D. Bares (Division A), Mayor Pro Tem Lindy Bolgiano (Division B), Matt Romero (Division C), Nicholas Niland (Division D), Simone B. Champagne (Division E).

STAFF: Nicole Guidry (City Clerk), Terry Bourque (COO), Jean Paul Broussard (Police Chief), Wade Trahan (City Attorney), Cathryn Greig (CFO) Tim Robichaux (Parks & Rec).

**3. MINUTES**

- 3.1 Approval of July 10, 2025 meeting minutes.

Motion made by Shannon D. Bares, seconded by Lindy Bolgiano, approving the July 10, 2025 minutes.  
YEAS: Shannon D. Bares, Lindy Bolgiano, Matt Romero, Nicholas Niland, Simone B. Champagne.  
NAYS: None.  
ABSTAINED: None.  
ABSENT: None.  
Motion Approved.

**4. FINANCE REPORT**

- 4.1 Approval of June 2025 finance report.

Motion made by Matt Romero, seconded by Lindy Bolgiano, approving the June 2025 finance report.  
YEAS: Shannon D. Bares, Lindy Bolgiano, Matt Romero, Nicholas Niland, Simone B. Champagne.  
NAYS: None.  
ABSTAINED: None.  
ABSENT: None.  
Motion Approved.

**5. RECOGNITIONS/PERSONS TO ADDRESS THE MAYOR & COUNCIL**

- 5.1 Chief Broussard presented a life-saving award to Officer Shane Ashraf.

Mayor Ritter recognized Taylor Richard, the new Vice President of Operations for Acadian Ambulance

- 5.2 Lafayette Parish Councilman Ken Stansbury, District 3, announced that the Lafayette Parish Council approved \$400,000 for the S. Larriviere Improvements Project.

Mayor recognized Jordan Arceneaux with Carencro City Council.

**6. OTHER BUSINESS**

- 6.1 Stacie Landry requested a variance to the Sign Ordinance to waive the size of a monument sign (Section 145-4 (c) (2)) and the number of wall signs (Section 145-4 (c) (5)), for Wendy's to be located at 1906 Chemin Metairie Pkwy.

Motion made by Matt Romero, seconded by Lindy Bolgiano, granting a variance to the Sign Ordinance to waive the size of a monument sign (Section 145-4 (c) (2)) and the number of wall signs (Section 145-4 (c) (5)), for Wendy's to be located at 1906 Chemin Metairie Pkwy.

YEAS: Shannon D. Bares, Lindy Bolgiano, Matt Romero, Nicholas Niland, Simone B. Champagne.

NAYS: None.

ABSTAINED: None.

ABSENT: None.

Motion Approved.

- 6.2 Bid Review - Wastewater Treatment Plant Upgrade.

Motion made by Nicholas Niland, seconded by Matt Romero, awarding the base bid in the amount of \$14,297,000 to NCMC, LLC for the Wastewater Treatment Plant Upgrade Phase 1 Project, contingent on approval of the award by the Louisiana Department of Environmental Quality State Revolving Loan Fund program and Water Sector Program.

YEAS: Shannon D. Bares, Lindy Bolgiano, Matt Romero, Nicholas Niland, Simone B. Champagne.

NAYS: None.

ABSTAINED: None.

ABSENT: None.

Motion Approved.

Prior to the motion, Ms. Susan Richard noted that the Water Sector Committee granted an additional \$2.75 million to the City for this project.

- 6.3 David Hamer and Angelique Hernandez with Vermilion Architects requested a variance to waive Sec. 107-9 (2) of the Code of Ordinances to allow a limestone driveway around the east side of Southside High School's stadium.

Ms. Hernandez advised that the limestone area would be used for the away team buses and further that when funding is available the area is intended to be paved. Some members of the Council expressed concern with the unknown time frame of when the area would be paved.

Motion made by Matt Romero, seconded by Nicholas Niland, granting a variance to waive Sec.107-9 (2) of the Code of Ordinances to allow a limestone driveway around the east side of Southside High School's stadium.

YEAS: Matt Romero, Nicholas Niland.

NAYS: Shannon Bares, Lindy Bolgiano, Simone B. Champagne.

ABSTAINED: None.

ABSENT: None.

Motion Failed.

- 6.4 Joshua Phillips requested the following variances for a RV/Boat Storage facility to be located at 121 Iberia St.:

1. Waive Sec. 130-5, to allow a reduction in the rear setback from 50' to 45'.

2. Waive Sec. 107-9 (1), to allow a reduction in the asphalt requirement to include only the first 20' past the gate or alternatively to waive Sec. 107-9 (2), to allow gravel between dual driveways in lieu of greenspace.

3. Waive Sec. 130-5 (p) (5), to allow exterior roll-up doors.

4. Waive Sec. 107-5 (a) & 130-5 (p) (1), to allow a reduction in the facade requirement.

5. Waive Sec. 107-7 (a), to allow a modification to the 10% landscaping requirement in front of building.

After hearing thoughts, questions and concerns from the members of the Council, it was determined that request #3 should be considered first and that if said request would be approved, the remaining requests would be considered.

Motion made by Lindy Bolgiano, seconded by Nicholas Niland, granting a waiver for Sec. 130-5 (p) (5), to allow exterior roll-up doors for a RV/Boat Storage facility to be located at 121 Iberia St. YEAS: Lindy Bolgiano, Nicholas Niland.

NAYS: Shannon D. Bares, Matt Romero, Simone B. Champagne.

ABSTAINED: None.

ABSENT: None.

Motion Failed.

6.5 Mr. Pat Witty presented Youngsville's designation as a Louisiana Development Ready Community. Mayor Ritter acknowledged Haley Leatherwood for spearheading this effort as well as the public input.

6.6 Councilwoman Simone B. Champagne held discussion on proposing the division of the City of Youngsville into municipal districts. She advised that the adoption of municipal districts cannot be done a year prior to an election, therefore there is not sufficient time to do so before the next city council election. With the growth that the City is experiencing, she stated that it would be worthwhile to look into. She suggested that the research begin now and advised that she would be willing to spearhead the endeavor.

Motion made by Simone B. Champagne, seconded by Nicholas Niland to begin research on the division of the City of Youngsville into municipal districts.

Council member discussion was held on the potential costs and the reason for the proposal. Public comment was received from Mark Simon.

Upon discussing the next official step, the Mayor stated that he would prefer a resolution outlining the steps of the request. Ms. Champagne stated that she will request LMA representatives to attend the next meeting to discuss the matter and would request a resolution for the next agenda.

The motion and second were withdrawn by Ms. Champagne and Mr. Niland.

## 7. RESOLUTIONS

7.1 Resolution No. 2025-17 - A Resolution authorizing and directing the Mayor to execute for and on behalf of the City of Youngsville of the Parish of Lafayette, Louisiana, an Act of Substantial Completion from Glenn Lege Construction, LLC, Contractor, pertaining to the completion of a contract for Fortune Road Pavement Preservation Project, State Project No. H.012868.

Motion made by Matt Romero, seconded by Nicholas Niland, adopting Resolution No. 2025-17. YEAS: Shannon D. Bares, Lindy Bolgiano, Matt Romero, Nicholas Niland, Simone B. Champagne.

NAYS: None.

ABSTAINED: None.

ABSENT: None.

Resolution Approved.

7.2 Resolution No. 2025-18 - A Resolution authorizing the Mayor to negotiate and execute an addendum to a Cooperative Endeavor Agreement with Lafayette Charter Foundation, Inc. for School Resource Officers for 2025-2026.

Motion made by Matt Romero, seconded by Simone B. Champagne, adopting Resolution No. 2025-18.  
YEAS: Shannon D. Bares, Lindy Bolgiano, Matt Romero, Nicholas Niland, Simone B. Champagne.  
NAYS: None.  
ABSTAINED: None.  
ABSENT: None.  
Resolution Approved.

7.3 Resolution No. 2025-19 - A Resolution adopting the Louisiana Compliance Questionnaire for Audit Engagement for the City of Youngsville for fiscal year ending June 30, 2025.

Motion made by Simone B. Champagne, seconded by Shannon Bares, adopting Resolution No. 2025-19.  
YEAS: Shannon D. Bares, Lindy Bolgiano, Matt Romero, Nicholas Niland, Simone B. Champagne.  
NAYS: None.  
ABSTAINED: None.  
ABSENT: None.  
Resolution Approved.

7.4 Resolution No. 2025-20 - A Resolution authorizing and directing the Mayor to execute for an on behalf of the City of Youngsville of the Parish of Lafayette, Louisiana, an Act of Substantial Completion from Glenn Lege Construction, LLC, pertaining to the completion of a contract for the 2024 Roadway Improvement Program, and further amending the 2025-2026 Capital Projects Fund Budget.

Motion made by Matt Romero, seconded by Simone B. Champagne, adopting Resolution No. 2025-20.  
YEAS: Shannon D. Bares, Lindy Bolgiano, Matt Romero, Nicholas Niland, Simone B. Champagne.  
NAYS: None.  
ABSTAINED: None.  
ABSENT: None.  
Resolution Approved.

## **8. ORDINANCES FOR PUBLIC HEARING AND FINAL ADOPTION**

8.1 Ordinance No. 498-2025 - An Ordinance of the City of Youngsville, Louisiana amending the Code of Ordinances, Chapter 155 "Traditional Neighborhood Development" to amend design standards for Traditional Neighborhood Developments, was read aloud and opened for Public Hearing by Mayor Ritter.  
Note - Request for a motion to withdraw from agenda.

Hearing no comments, motion made by Simone B. Champagne, seconded by Matt Romero, to withdraw Ordinance No. 498-2025 from the agenda for final adoption.  
YEAS: Shannon D. Bares, Lindy Bolgiano, Matt Romero, Nicholas Niland, Simone B. Champagne.  
NAYS: None.  
ABSTAINED: None.  
ABSENT: None.  
Motion Approved.

8.2 Ordinance No. 503-2025 - An Ordinance of the City of Youngsville, Louisiana amending Chapter 20 "Taxation" Article III "Sales and Use Tax", was read aloud and opened for Public Hearing by Mayor Ritter.  
Note - Request for a motion to withdraw from agenda.

Hearing no comments, motion made by Matt Romero, seconded by Nicholas Niland, to withdraw Ordinance No. 503-2025 from the agenda for final adoption.  
YEAS: Shannon D. Bares, Lindy Bolgiano, Matt Romero, Nicholas Niland, Simone B. Champagne.  
NAYS: None.  
ABSTAINED: None.

ABSENT: None.  
Motion Approved.

## 9. ORDINANCES FOR INTRODUCTION

9.1 Ordinance No. 498-2025 - An Ordinance of the City of Youngsville, Louisiana amending the Code of Ordinances, Chapter 155 "Traditional Neighborhood Development" to amend design standards for Traditional Neighborhood Developments.

Motion made by Simone B. Champagne, seconded by Lindy Bolgiano, to introduce Ordinance No. 498-2025.

Public comment was received from Keith Landry & Jordan Daigle.

Mr. Bolgiano withdrew his motion.

Motion made by Simone B. Champagne, seconded by Matt Romero, to introduce Ordinance No. 498-2025.

YEAS: Shannon D. Bares, Matt Romero, Simone B. Champagne.

NAYS: Lindy Bolgiano, Nicholas Niland.

ABSTAINED: None.

ABSENT: None.

Motion Approved.

9.2 Ordinance No. 503-2025 - An aggregate amendment and revisions of the City of Youngsville, State of Louisiana's and Youngsville Sales Tax District No. 1's Sales and Use Tax Ordinances totaling 3.50%.

Attorney Drew Talbot who specializes in sales and use tax matters, advised that he's working with multiple jurisdictions throughout the State of Louisiana to update outdated terms within city ordinances, as the various sets of terms in each jurisdiction were revised via state law.

He explained, under the Third Extraordinary Session of the La. Legislature last fall major changes were made to state statutory law, which implemented automatic changes at state and local levels. He advised that the proposed ordinance is more of a good government measure and is important so that the citizens of Youngsville can pull the ordinance and rely on it, as it would reflect state statute. Even though it's best practice to ensure the City's ordinance reflects state law, he advised that regardless of whether the city adopts the ordinance or not, the law is still in effect (the tax is being imposed) as state law supersedes city ordinance.

He further explained that the proposed aggregate ordinance would make it abundantly clear that the sales tax law in the city is the same as it is throughout the rest of the state, by taking the 4 separate sales tax impositions within the City of Youngsville and aggregating them into one document. He stated that the proposal does not increase taxes nor change the dedication of the proceeds.

Motion made by Lindy Bolgiano, seconded by Nicholas Niland, introducing Ordinance No. 503-2025.

YEAS: Shannon D. Bares, Lindy Bolgiano, Matt Romero, Nicholas Niland.

NAYS: Simone B. Champagne.

ABSTAINED: None.

ABSENT: None.

Motion Approved.

9.3 Ordinance No. 507-2025 - An Ordinance of the City of Youngsville establishing and recognizing a Fire Prevention Bureau within the Youngsville Volunteer Fire Department.

Motion made by Shannon Bares, seconded by Lindy Bolgiano, introducing Ordinance No. 507-2025.

YEAS: Shannon D. Bares, Lindy Bolgiano, Matt Romero, Nicholas Niland, Simone B. Champagne.  
NAYS: None.  
ABSTAINED: None.  
ABSENT: None.  
Motion Approved.

## 10. MAYOR & COUNCIL ANNOUNCEMENTS

### 10.1 Mayor/Staff Announcements

- Water/Sewer: Wastewater Treatment Plant Upgrade - contract has been awarded. Pump Station 3 - waiting for lean period to expire. Water Plant - 80% complete. Sugar Mill Pond Pump Station – working on force main route. Pumpstation 5 – finishing design.
- Roads/Drainage - Hwy 89 - 55% complete. Larriviere - 800 ft. of pipe and drainage structure laid out. Anslem Coulee Detention Pond - waiting on Corps permit. Chemin Agreeable Widening – will review plans with administration. Hwy 92 - BUILD Grant debrief in motion. Waiting on Hwy 89 sidewalk application response. CRS Program - applied for discounts for those with flood insurance policies, starting in April 2026 the policies will receive a decrease.
- Sports Complex - Finished All-Star season and World Series Tournaments. Teams and leagues continue. Thanked the Lions Club for donating funds for improvements to the all-inclusive playset.
- Chief Broussard introduced Officer Hebert with 16 years' experience.
- Eat Sweet Restaurant Week till August 31.
- City of Youngsville Sports Complex Expansion was awarded Honorable Mention for the LMA Community Achievement for Community Development.
- Expressed congratulations to the new LMA President, Mayor Ray Bourque.
- Recognized 9 years since 2016 flood.

### 10.2 Council Announcements

- Mr. Romero – commended the police officers working traffic flow for school inception.

## 11. ADJOURNMENT

### 11.1 Adjourn Meeting

Motion made by Lindy Bolgiano, seconded by Matt Romero, to adjourn the meeting.  
YEAS: Shannon D. Bares, Lindy Bolgiano, Matt Romero, Nicholas Niland, Simone B. Champagne.  
NAYS: None.  
ABSTAINED: None.  
ABSENT: None.  
Motion Approved.

/s/ Nicole Guidry  
Nicole Guidry, City Clerk

/s/ Ken Ritter  
Ken Ritter, Mayor