

PROCEEDINGS OF THE DOWNTOWN DEVELOPMENT AUTHORITY TAKEN AT A
REGULAR MEETING ON WEDNESDAY, NOVEMBER 13, 2019

Those present: Miles Matt, Mike Delcambre, Lisa Thomas, Ross Fontenot, Jim Keaty, Gus Rezende and Greg Walls

Those absent: None

Staff present: Anita Begnaud, Hunter Hebert, Amy Trahan

Others present: None

The meeting was called to order by Matt.

Public comment cards were available on table in the back of room for anyone who wished to speak in regard to items on the agenda.

Administrative Approvals/Reports

Estimated 2019 Budget – The Estimated 2019 Budget was presented for approval. Keaty motioned to approve the Projected 2019 Budget as presented, Walls seconded, all voted in favor.

Proposed 2020 Budget – The Proposed 2020 Budget was presented for approval. Keaty motioned to approve, Fontenot seconded, all voted in favor.

Budget

Begnaud noted that Estimated 2019 Budget was adjusted from the previous budget draft. Begnaud noted that Salaries and Benefits line items were amended in consultation with the Budget Office at LCG. Begnaud presented the proposed 2020 DDA Budget to the board. Begnaud noted that the 2020 Proposed Budget increased Salaries and Benefits contemplating one new hire in 2020, in addition to, a \$5,000 raise for Trahan due to her change in duties and a 2% raise for both Begnaud and Hebert. Begnaud noted that the 2020 budget proposes similar operations budget from 2019. A 2020 Program Budget schedule was provided to members. The Supplemental Services focus areas were discussed. Begnaud noted that due to its success the Façade Improvement program would continue in 2020 for the budgeted amount of \$60,000. Begnaud noted the addition of a Parc Maintenance and Enhancement study line item of \$15,000. Begnaud also noted that \$55,000 was budgeted for Wayfinding. Begnaud noted that 2020 budget includes 120 days of Operating Reserves in the amount of \$136,530 per the recommendation of the auditor from Kolder Slaven. Discussions continued.

CEO Update

Begnaud reminded the board about head shots immediately after the meeting. Begnaud noted that these headshots will be featured on the website and social media. Begnaud noted that Ethics training must be completed by all board members by the end of the year.

There was no further business and the meeting was adjourned.