

PROCEEDINGS OF THE DOWNTOWN DEVELOPMENT AUTHORITY TAKEN AT A
REGULAR MEETING ON THURSDAY, JULY 18, 2019

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

Those absent: None

Staff present: Anita Begnaud and Hunter Hebert

Others present: Corey Jack, Pat Lewis, Bruce Conque, Dorian Brabham, Brett Mellington
Burton Kolder and Bryan Joubert

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 regards to items on the agenda.

2018 Audit Presentation

The 2018 audit was presented by Kolder and Joubert with Kolder, Slaven & Company. It was the opinion of the firm that the financials were clean and unmodified, presented fairly in accordance with accounting principles generally accepted in the United States of American and the results disclosed no instances of noncompliance which were required to be reported under Government Auditing Standards. The following were noted in regards to the financial statements: on the comparative statements, revenues received in 2017 and 2018 was very close with a small increase in 2017 of \$720; salaries increased to a little over \$9k as the result to personnel changes from 2017 to 2018; supplemental services were down from previous year of \$15k due to the funds not being utilized towards the security downtown in 2018; Capital Projects increased in 2018 from 2017 due to additional projects; ending fund balance for 2018 \$999,054 compared to \$921,523 for 2017. Kolder noted the following: the balance sheet was up about \$95.5k for 2018 compared to 2017; total assets for 2018 were \$1,458,525, up from the previous year. Discussions followed. Thomas motioned to approve the 2018 audit as presented, Keaty seconded, all voted in favor.

2-Year Contract Renewal – Proposed contract for audit 2019/2020 was presented and up for renewal with Kolder, Slaven & Company, board approval required. Fontenot motioned to approve Kolder, Slaven & Company as the auditor for a 2 year contract 2019/2020 and authorize Matt to execute the contract, Keaty seconded, all voted in favor.

Administrative Approvals/Reports

May Minutes – The May Minutes were presented for approval. Keaty motioned to approve as presented, Fontenot seconded, all voted in favor.

June Minutes – The June Minutes were presented for approval. Keaty motioned to approve as presented, Fontenot seconded, all voted in favor.

May Financial Statements – The May Financials were presented for approval. No comments or questions, Keaty motioned to approve the May Financial Statements as presented, Fontenot seconded, all voted in favor.

CEO Updates

Handouts were passed around of the 2019 DDA Budget to include the Programs portion with Begnaud making note the \$29k in programs that had been approved for supplemental services/security had never been used due to LPD absorbing costs for increased security downtown. With that in mind, Begnaud noted that she would like an approval from the board to move those funds into two line items and to eliminate the supplemental services/security line item.

Staff Structure – Begnaud had done extensive research with LCG in order to hire an executive assistant which would help with financial aspects and assist with tasks to alleviate much of the CEO's day-to-day administrative duties. To begin on August 15 through the remainder of the year, the amount needed to include salaries and benefits was \$23,359, \$60,474 annually moving forward into 2020. Discussions followed. Keaty motioned to approve moving \$23,359 from supplemental services/security into staffing an executive assistant/personnel salaries and benefits, Fontenot seconded, all voted in favor.

Research Proposal – Additionally, Begnaud noted that the remaining funds from the \$29k, \$5,641 be moved to the proposal by Geoff Daily for a study/analysis to better understand what public resources LCG and LUS spend annually in the downtown district and compare with the funds spent in the city and parish. Discussions followed. Keaty motioned to approve moving the remaining \$5,641 from supplemental services/security and move to supplemental services, creating line item under the supplemental services of programs to be titled, *research study*, for the proposal, Fontenot seconded, all voted in favor.

Buchanan Redevelopment Site – Begnaud noted there were no new updates but LCG is currently working with UL Lafayette economics staff to look at return on investment of proposals that had been received.

Main Street Project – Begnaud noted that the City Parish Council voted to match \$200k of the \$800k local dollars to the MPO, towards the stage zero of environmental design of the Main Street Project.

General Updates – There were no updates at this time.

Upcoming events – Lunch & Learn scheduled for August 24; strategic planning meeting on August 1.

Reports/Updates

Operations – Hebert noted the following: working with PW on restriping the cross-walks on Jefferson Street, funded by LCG; would be doing the picnic and planning which was part of the hanging baskets that would be hung throughout Jefferson Street near water connections; tried to use pressure washing on the fountain at Parc Sans Souci from the damage done by the scooters, the chemical test worked on small areas but began to eat the rubberized areas on large areas, had to cancel and working with LCG in order to resurface the whole area; also working with PW on pressure washing the cleanup of Parc Sans Souci and Parc International where the total was near \$15k with \$10k budgeted in hopes that PW would cover the remainder. Discussions followed.

Business Development – Begnaud noted there were a number of folks that continued to reach out to DDA as well as LCG on opening businesses downtown, with a few opening last month; have been working with LEDA on putting together more information for those who inquire on coming into the district to include tours of downtown. It was further noted that the new website should be up within the next month or so where available properties would be added.

Councilman Update – Conque noted that the budget review process would begin the following week for the fiscal year November 1. Discussions followed.

P.D Security Downtown – Brabham noted that there were currently 2 patrolmen in the downtown area with a 3rd officer recently added. Instead of one captain there were 2 sergeants, 2 officers and 7 officers on a Friday night. Dependent upon the events going on downtown, there could be 10 to 12 police officers in addition to The Office who contracted 2 officers of their own as well as Nitetown with their 2 officers and Marleys 2 officers as well on Friday nights. In response to the inquiry of the number of arrests downtown, Brabham noted that the downtown district had 17 officers on Friday and Saturday which was more than the entire city. Discussions followed.

There was no further business and the meeting was adjourned.