

PROCEEDINGS OF THE DOWNTOWN DEVELOPMENT AUTHORITY TAKEN AT A
REGULAR MEETING ON WEDNESDAY, JANUARY 10, 2018.

Those present: Pat Trahan, Bryant Poche, Greg Walls, Gus Rezende, Miles Matt and Donald Broussard.

Those absent: Lisa Thomas.

Staff present: Geoff Dyer, Jolene Harris, Hunter Hebert and Brett Mellington.

Others present: Pat Lewis, Carlee AlmLabar, Bruce Conque, Harry Weiss, Mike Delcambre and Blake Douet.

The meeting was called to order by Trahan.

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.

Administrative Approvals/Reports

December Minutes – Poche motioned to approve the December Minutes as presented, Matt seconded, all voted in favor.

November Financial Statements – Poche motioned to approve the November Financial Statements as presented, Broussard seconded, all voted in favor.

Election of Officers – As discussed at the previous meeting, Trahan/chairman of the board and Bryant Poche/past-chairman, final terms would both end on August 31 of this year. It was decided at that time to defer the discussion for 2018 officers. Trahan noted that he had not heard from any of the other board members on interest as the chairman of DDA for 2018. Broussard, secretary of DDA Board, also noted that he would remain on the board until the end of 2018 at which time he would be resigning. Discussions followed and it was agreed that Trahan would remain as chairman until his term ended on August 31 and this item would be revisited in June in order for the board to vote on who would step up as the chairman of the DDA Board.

Signature Authorization FY2018 – Signature authorization for FY2018 was needed for the current officers. Broussard motioned to approve Pat Trahan, Chairman; Donald Broussard, Secretary; Bryant Poche, Past-Chairman as FY2018 signatures until such time this needed to be revised due to officer terms ending August 31, 2018, Poche seconded, all voted in favor.

DDA By-Laws

Trahan noted this had been discussed extensively and Thomas had emailed out the revised by-laws in which she had been composing to establish the ex-officio and non-voting members in the by-laws. Positions with major institutions had been identified and drafted into the by-laws to include representatives from the Lafayette Sheriff Department, LEDA, UL of Lafayette, DLRBA, LPTFA, AcA, Downtown Faith Alliance, Public Works, and Lafayette Police Department. Discussions followed with Trahan noting that there may need to be a representative from LCVC as well and the DLRBA being resolved needed to be taken off. Matt noted in subsection 2 for the ex-officio members it stated that members may be appointed by the Chairman and in subsection 3 for the non-voting members it stated that members shall be

appointed. Matt asked if this was an intentional notation or should it have been the same. Discussions continued with Matt noting that he felt both should state, “may.” Broussard motioned to accept the by-laws amendment as presented with changes to add LCVC in place of the DLRBA and substitute the shall for may in subsection 3, Walls seconded, all voted in favor. Harris noted that Thomas had also sent out an email addressing the terms which needed to be discussed and voted on by the board. Discussions followed regarding the terms and also to add a representative from the Development and Planning Department. Matt moved to amend the motion that section 2-A be amended to state – Ex-Officio board members may be appointed by the Chairman subject to approval by the board and 3-A to state – Nonvoting board members may be appointed by the Chairman subject to approval by the board and 2-B to read in its entirety – The term of the initial ex-officio board members shall be a duration of 1 year subject to extension upon the recommendation of the Chairman and approval by the board and 3-B to read in its entirety – The term of the initial non-voting board member shall be a duration of 1 year subject to extension upon the recommendation of the Chairman and approval by the board and to add Development and Planning Department to 2-A as an ex-officio member, Broussard seconded, all voted in favor.

Reports/Updates

Initiative Updates

Moratorium Lifting – Dyer noted that the City Council had approved the ordinance to allow additional bars into the downtown. Alm-Labar added that they would not be taking any applications for new bars until the March Zoning Commission meeting, and further noted that the revision to the outdoor dining ordinance to enable parklets in the downtown would be coming soon. Discussions followed.

Downtown Playground – Dyer noted that architect Michael Cullen, who would be doing the preliminary design and scoping on the playground, would not be able to begin until February.

Main Street Project – Dyer noted that staff along with Trahan had gone to Crowley with one of the engineers who had done their streetscape project last month and recently had met with other engineers from Public Works as well as Cathie Gilbert/Planning and Development to discuss the Main Street Project for downtown. The city was currently looking through all the logistics and would need to hire an engineering design consultant in which they were considering the engineer who had done the streetscape in Crowley. Dyer further noted that the city had to have a formal agreement with the state and once all the administrative aspects were completed it should merge into a full blown design process.

Capital Improvements Discussion

Parc Sans Souci Parking Garage – Dyer noted that efforts were underway to put the downtown police precinct, market space and possibly the bathrooms in the Parc Sans Souci parking tower, currently was working with Abell/Crozier to get a general cost. The bathrooms were approved for funding in the LCG budget but was unsure at this time if the bathrooms could be included in the garage or if the funding had to be for a stand-alone bathrooms. Discussions followed.

Old Federal Courthouse – Dyer noted that an RFQ would be unleashed for the old Federal Courthouse. Alm-Labar added that there were still a few legal hurdles and until those hurdles were cleared the RFQ would not go out. Dyer further noted that he had proposed in the past that this organization, DDA, was capable of handling the redevelopment of the site as a master developer and he had done extensive planning already on the site. Dyer wanted to desperately

get housing downtown which he felt was the core issues downtown and had not seen that as a component with some of the other entities pushing forward on desiring to develop the site. Discussions followed.

Mainstreet Initiative – Dyer noted that Robert Gibbs had been secured to do the scope of work for the Mainstreet Initiative and Gibbs would be in Lafayette on March 12 for 2 full days; he would be programming those 2 days carefully with the partnering organizations. It was noted that the timing was good for Gibbs since there continued to be a lot of empty shop fronts.

Operations Brief

Ambassador Program – Dyer noted that he continued to work with Chief Aguillard on the contract for the extra policing downtown and Lowell Duhon was also excited about the Ambassador program which DDA would be proposing to do once the police funding expired this year. However, Duhon was very interested in more of an immediate solution in funding the Ambassador program earlier and believed this could solve many of the issues downtown. Discussions followed. Dyer further noted that Hebert would be reporting the various items that he was in charge of weekly and report to the DDA Board at the monthly meetings.

Sunday Clean-up – Hebert noted that the DLRBA had been running the Sunday clean-up and as it dissolved, it was handed off to Professional Outsource Services through a deal with Public Works which began on January 1. Discussions followed.

Hebert further noted that he would be reporting on the 3 main focuses of his position monthly which were clean/maintained, safe/engagement, and special projects.

Clean – Hebert noted that the Ambassador Program was one avenue that would assist in helping to keep downtown clean. The annual cleanup of downtown had been successful in partnering with Project Front Yard and would be looking at a possible quarterly effort. It was also noted that Hebert regularly came downtown after hours to make notations of trash, etc. and all board members needed to be sure and notify him when they saw any issues with trash/clean-up.

Maintained – Hebert noted that there had been an issue with the wifi set up in the parks as they were directly linked to the power outlets on stage where the power had to be on in order to have wifi. He was currently working with LUS in order to solve this issue. Hebert would also be meeting with Public Works in an effort to learn more about the duties of the downtown maintenance personnel that was funded through DDA. It was further noted that Hebert would be working with Dyer on the façade improvement grant.

Safe – Hebert noted that the Police Detail was rooted in the weekly walk-a-bouts in which he would go out around midnight to walk around, talk with the police on duty and he was also receiving the police reports from the weekend on a weekly basis. It was further noted that the LED lighting program would be expanded to other areas of downtown and that Hebert was communicating with Crime Stoppers to work on a security camera network which would be specifically located around the parks downtown. Discussions followed. Hebert further noted that the homeless task force was reengaging with the Faith Alliance and other stakeholder groups.

Engagement – Hebert noted that the nightlife economy tied into the police detail and the idea was to get a downtown merchants association off the ground and downtown commission which

would deal with the outdoor dining. Hebert was also working on the parking benefit district which would tie into the parking meters downtown where the funds generated would go back into downtown to spend more effectively.

Special Projects – Creativity Everywhere would fall up under the special projects to be included monthly as there were items surfacing.

Hebert further noted that there would be reports/stats given out to the board on a monthly basis to include the following: operations case log detailed; homeless task force info; infrastructure downtown; nightlife police reports to include any observations from the walk-a-bouts; permit log for incoming businesses; real estate occupancy quarterly report. Discussions followed.

One Acadiana Brief – Weiss noted that Troy Wayman was hired as the new President and CEO and would begin on February 15.

Business Development – There were no reports at this time.

There was no further business and the meeting was adjourned.