

PROCEEDINGS OF THE DOWNTOWN DEVELOPMENT AUTHORITY TAKEN AT A
REGULAR MEETING ON THURSDAY, OCTOBER 11, 2018.

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

Those absent: None.

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

Others present: Carlee AlmLabar, Bruce Conque, Andre Breaux, Blake Douet, Conrad Comeaux, Anita Begnaud, Bryant Poche and Brad Ridge/Precinct 5.

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.

Adoption of Millage Rate

Matt noted that Conrad Comeaux, Parish Tax Assessor, was present to give the details on the downtown millage. Comeaux noted that there had been a continual decline in the valuation of properties in downtown, not because the properties were going down but because of cutbacks in areas such as bank stocks which were deposits. With Capital One pulling out, Home Bank moving, those deposits were gone. AT&T used to have a building full of equipment but with technology equipment continuing to become smaller, the equipment continued to be pulled out from downtown which decreased the values. With values going down, DDA had the option to adjust the millage higher in order to bring in the same dollars as the previous year. This year, financial institutions were down almost 2.1 million and the telephone company was down 678k, current millage for DDA was 11.69 and it would take adjusting that to 12.75 in order to bring in the same revenues of \$449k. To remain at the 11.69 would generate about \$37k less in revenues. Discussions followed with Comeaux making note that it was not just the bank stocks going down but also the oil economy. Discussions continued with Matt making note that he felt due to the future plans of DDA in order to move forward successfully the board needed to adjust the millage in order to bring in the same amount of revenues which would be an increase to tax payers of only 0.8% and to revisit this again in 2019. Thomas moved to adjust the millage to 12.75 in order to bring in the same amount of revenues of \$449k, Walls seconded, all voted in favor. Harris read the resolution in full with the following votes of yeas being Mike Delcambre, Ross Fontenot, Jim Keaty, Miles Matt, Gus Rezende, Lisa Thomas, Greg Walls; nays being none; abstained being none; absent being none.

Administrative Approvals/Reports

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

September Special Meeting Minutes – The September Special Meeting Minutes which was for the approval of Anita Begnaud as CEO and the salary were presented for approval. Rezende motioned to approve the September Special Meeting Minutes as presented, Fontenot seconded, all voted in favor.

August Financial Statements – The August Financials were presented for approval with Harris making note that the final payment from LEDA in the amount of \$5,833 was received; under the Capital Project/Development, the \$20k was for payment 1 of the pressure washing, payment 1 to Land Architecture for the playground design at the library and LPTFA payment 3 and final payment of the residential study by Zimmerman Volk. There being no comments or questions, Keaty motioned to approve the August Financial Statements as presented, Walls seconded, all voted in favor. There were discussions in regards to maintaining the pressure washing moving forward which would be discussed with the new CEO coming on board.

Designation of Petty Cash Custodian – Matt noted that this item had come up for approval several months prior but had not been executed. From a procedural standpoint, the board needed to move to enact the petty cash policy as a ratification of the original since it had not been executed by Trahan. Keaty moved to approve enacting the petty cash policy as a ratification of the original, Rezende seconded, all voted in favor.

DDA Signature Authorization – Harris noted that board approval was needed to update the signature authorizations for DDA with LCG where Begnaud would be included. The approval would be for Miles Matt, Lisa Thomas and Anita Begnaud as authorized signatures for DDA through end year. Rezende motioned to approve Miles Matt/Chairman, Lisa Thomas/Secretary and Anita Begnaud/CEO, Fontenot seconded, all voted in favor.

AT&T Poles – Matt noted at the previous meeting, it was decided to put the AT&T poles back on the agenda for October due to a potential technicality when it was originally voted on with Bryant Poche on the DDA Board since he and his company had worked up the proposal with AT&T to clean up an area of unused poles and obsolete lines with some of those lines/poles near his building. With Poche off the board, Matt wanted to bring the motion up again with AT&T. It was noted that the contract was attached with the board packet. Matt noted that he would like the board's consideration to reapprove the contract with an amendment to include DDA reimbursing the Southwest Group the funds they had spent to get the contract going initially. Discussions followed with Rezende making note that a budget needed to be established for those type of requests for 2019 where projects could continue instead of being a one-time thing. Discussions continued. Keaty motioned to approve the July 3, 2018 AT&T contract with an amendment to reimburse the SW Group any costs incurred, Walls seconded the original motion, Rezende seconded the amendment, Keaty motioned to approve an amendment up to \$500 reimbursement to the SW Group, Rezende seconded the amendment up to \$500, all voted in favor of the amendment, all voted in favor of the motion as amended.

DDA Preliminary Budget – Harris noted that the budget would be presented at the meeting in November and the items that were expected to change would be the contractual services with LCG opting out of covering the costs for the DDA audit which would increase the expense another \$4k and a few other items based on the current 2018 budget would increase but there were also a few items that would probably decrease. Harris further noted that in 2017, there was \$921k carried over into 2018 and it looked like \$1,011k would be carried over into 2019. Discussions followed with the board requesting the budget within 2 weeks to review prior to the meeting.

Fix the Charter

Rezende noted that on December 8 there would be a vote with downtown's councilman voting in favor to separate the council with 5 members in the city and 5 members in the parish. Alm-

Labar noted that it was important to have a separate city council to make better decisions for the future of the downtown district and to help bring investment into the urban core. Alm-Labar continued that since the city and parish consolidated, Lafayette had not been on the same projection in terms of investment as other cities pertaining to the urban core and that it was difficult for the parish council to understand the rationale for downtown investment. There were currently on the city council, 3 members that vote on how the city dollars were spent who did not live in the city. Fix the Charter was working towards making sure the folks in the parish also knew the importance of the vote that would be coming up in December. Alm-Labar further noted that there had been many volunteers assisting with Fix the Charter and any who wanted to get involved, there were events, speaker series, educational forums, weekly email blasts, a Facebook page, fund raising, polling, etc. Rezende further noted that John Petersen, downtown business owner, was head of the downtown committee for Fix the Charter.

Reports/Updates

Operations Brief – Hunter noted that many of the curbs that could be repaired easily had been done and there were funds going into the LCG budget for 2019 that was earmarked for many of the other issues downtown. Harris noted that Lt. Dorian had come to the office because they were having issues with the accounting at LCG to approve moving the funds from DDA to PD for the security downtown. Harris contacted Melinda at LCG to discuss what was needed in order to move this forward. The approved executed agreement between DDA and PD had been given to LCG by PD but evidently they had misplaced it and Harris resent the agreement which was currently at Legals for approval. A report would be brought back to the board once this was settled so that PD could begin filling in the available times where there were no officers patrolling downtown.

Business Development – Councilman Lewis noted that he had received emails from some of the downtown constituents for the new business Sawbriar Brewery. The application in which the brewery had submitted to planning/zoning for approval had also been distributed among the DDA Board/staff. Matt noted that the new ordinance on issuing the conditional use permits, included DDA on the list for the comment cycle which was distributed through emails by the planning/zoning department of LCG. Matt felt that DDA did not need to be placed in a position to make decisions to choose who would be approved and who would not be approved. Matt had received many calls and emails from other constituents downtown that were against the brewery being approved but he felt that DDA did not need to take a position. The Zoning Board had noted in the email with the application that DDA had not yet commented and Matt's proposed solution was that the DDA Board needed to come up with a policy on how to handle those type situations and what component that DDA would need to address such as when an application would go before the planning/zoning with a variance and how that variance would affect downtown. Matt proposed that Walls chair a committee to look at this further and put together a policy to bring before the board at the next meeting for the board to adopt with part of the proposal that the board also adopts the committee to be a permanent standing committee whose job would be to screen applications as they were received and have the proposal to the DDA Board at each meeting with a recommendation. Rezende noted that the Zoning Commission was to make the recommendation where the business applying under the new cup ordinance was to create their business' layout/plan on how they intended to operate. Most of the DDA Board had been in agreement on the new ordinance, and Rezende was unsure how much of a position DDA should take case by case. Alm-Labar noted that DDA receiving the application was for awareness of who was applying and if there were any variances in the event DDA had concerns that could be voiced in advance of being approved or not approved by the City Council but DDA

was not required to vote yes or no. Matt noted that the concerns would be if there was a variance and that there needed to be a written policy adopted in affect with a standing committee to apply the policy and bring before the full board. It was noted that the Downtown Management Committee had been the Sidewalk Review Committee which was already formed in the legislation and since it was already in place and tasked with managing downtown sidewalk vending issues, it was expanded to the Downtown Management Committee to review the parklets. The long term goal was to eventually utilize the Downtown Management Committee to review other issues downtown and make a recommendation to the City Council on a case by case basis but it would take an ordinance to officially change the duties of the committee at this time. It was also undetermined if the Downtown Management Committee wanted to take on that role. Discussions followed. Conque noted that there would be two opportunities at the council level for input, it would go before the city council at the first meeting in November and then the second time at the second meeting in November. Matt appointed the Conditional Use Permit Policy Committee with Greg Walls as the Chairman, Ross Fontenot and Gus Rezende as the members which would be on the next board meeting agenda for discussion and approvals.

There was no further business and the meeting was adjourned.