

PROCEEDINGS OF THE DOWNTOWN DEVELOPMENT AUTHORITY TAKEN AT A  
REGULAR MEETING ON THURSDAY, JUNE 7, 2018.

Those present: Pat Trahan, Miles Matt, Gus Rezende, Lisa Thomas and Bryant Poche.

Those absent: Greg Walls and Donald Broussard.

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

Others present: Carlee AlmLabar, Mike Delcambre, Pat Lewis, Bruce Conque, Harry Weiss, Nathaniel Johnson, Blake Douet, Kate Durio, Christian Mader, Pat Myers, Captain Brad Ridge, Bryan Joubert and Burton Kolder with Kolder, Champagne CPA Firm.

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.

#### 2017 Audit Presentation

Bryan Joubert with Kolder Champagne presented the 2017 Audit. It was the opinion of Kolder, Champagne CPA Firm that the financials were presented fairly in accordance with accounting principles generally accepted in the United States of America and the results disclosed no instances of noncompliance that were required to be reported under Government Auditing Standards. The following were noted in regards to the financial statements: on the comparative statements, there was substantially more revenues received in 2016 than 2017 which was primarily due to the close of the façade program with LNEDEC, backing those funds out of 2016, 2017 would have had an increase of about \$4,500; salaries were down about \$100k due to Norris' departure; supplemental services were down \$10k due to discontinuing the agreement with the Sheriff Department in October; ending fund balance for 2017 \$921,523 compared to \$826,634 for 2016. Kolder noted the following: the balance sheet was up about \$100k for 2017 compared to 2016; total assets for 2017 were \$1,363,067, up from the previous year; DDA was in a very healthy position, spending about \$958 a day with capital outlay that amount would be about \$1,092 per day which would result in being about to operate 359 days with current resources. Discussions followed. Poche motioned to approve the 2017 audit as presented, Thomas seconded, all voted in favor.

#### Administrative Approvals/Reports

##### Approvals

May Minutes – The May Minutes were presented for approval. Matt motioned to approve the May Minutes as presented, Poche seconded, all voted in favor.

April Financial Statements – The April Financials were presented for approval. Thomas motioned to approve the April Financial Statements as presented, Matt seconded, all voted in favor.

##### Reports

DDA Board Appointments/Officers – It was previously noted at the prior meeting that Trahan and Poche's terms would end on August 31 of this year and Broussard would be resigning at that same time after serving 2 terms. There were discussions on possible candidates who planned to

send their resume in for the appointments of which 2 were City Council appointments and 1 Mayoral appointment with DLU also having an appointment. The deadline for resumes to the City Council was June 19 with the appointment being made on July 10. Discussions followed. Matt noted that he felt adding the ex-officio members to the board should be delayed to give the new board members and officers a chance to be in their roles before making the additions. Dyer added that he felt the ex-officio members only needed to be at meetings on a quarterly basis. Discussions continued.

Downtown Management Committee – Trahan noted that the sidewalk committee was restructured to be the Downtown Management Committee to include sidewalk dining, parklets, and future items that would need management moving forward. This was also advertised with the City Council with deadlines of June 19 for resumes and appointments on July 10. Alm-Labar noted that the committee would consist of 6 ex-officio positions to include the Planning Director, Public Works Director, Transportation Director, Police Chief, Fire Chief and DDA Director and 3 appointed positions that would be appointed by the City Council. Alm-Labar continued to note that the ordinance was adopted on May 15 which came with a 30 day open application window. Press release would be going out soon announcing the applications. Trahan noted that he had applied for one of those positions and if he was appointed on July 10, he would have to resign a month early from the DDA Board.

#### AT&T Pole Removal

Dyer noted that Bob Gibbs, the Urban guru who had come to Lafayette and conducted several meetings for guidance on moving forward in the downtown set a presence which re-energized the role in taking care of the main street environments which also coincided with the Downtown Action Plan on vibrancy, out-door rooms, etc. In those discussions with Gibbs, there were many immediate improvements that could be done to begin actively achieving those goals, with one of the improvements to address the overhead wires in various places downtown. Dyer continued making note that it was unrealistic to think that in the immediate future DDA would be able to have all of the overhead wires buried. Gibbs made the point that Charleston had the highest rents in that entire region in its downtown and its residential was booming even though they also had all overhead wires. Downtown Lafayette could live with the overhead wires but could also make it better, and the Poche Group had begun to take the lead on this. Poche noted that it was not about eliminating overhead wires that were being used but there were many poles and wires that were no longer in use and felt that DDA could begin to have those poles/wires not in use removed. In contacting AT&T, a proposal was submitted and emailed out in all board members packets. The Poche Group paid AT&T \$500 to do a study and the proposal back was to remove 4 poles/wires and restore concrete sidewalk at 4 locations downtown at a cost of \$10,450 less the \$500 already paid by the Poche Group and petitioned the DDA to cover the cost. Discussions followed. It was noted that the poles were owned by AT&T on a public right-a-way in which AT&T would have had an original agreement with the city to install the poles. Rezende noted that there were many streets that had poles/wires that needed to be removed and every meeting there were requests and proposals for DDA to assist with funding such as the maintenance/cleanup projects and he felt the board needed to create a safe/clean budget that would allow the board members to make the decisions based on an annual budget set up specifically for those type of projects. Discussions continued with the board requesting that further work be done in order to find the original paperwork/agreement between AT&T/Bell South and the city of Lafayette to determine who needed to cover the expense.

#### Reports/Updates

## Initiative Updates

Old Federal Courthouse – Dyer noted that the old Federal Courthouse was moving forward as the Mayor had selected one of the candidates that had submitted a proposal and the Mayor would be working with the chosen candidate so that he could put together a full package with all the numbers and questions answered that would go before the City Council to approve which would probably take a couple of months.

Downtown Capital Improvement Projects – Dyer noted much time had been spent on a couple of Capital Improvement Projects with one being the sewer capacity issue which would affect the ability to meet the residential potential of 220 units per year but LUS had agreed to propose a major sewer upgrade project which was not focused on the downtown but on a larger area and that the facility would be located in the downtown. This project would take a number of years to complete but it was moving forward on the pathway to be done at some point. It was further noted that this would have to go before the City Council for approval. Mellington noted that the capacity would not affect the old Federal Courthouse project. Dyer further noted that they were working out a specific solution for the old Federal Courthouse that would likely be funded by the developer.

Mainstreet Streetscape Improvement Project – Dyer noted that this project was moving slowly since there were some logistical issues on getting the engineering paid for in 25% matches, pushing forward but unfortunately since December of 2015 there had been very little movement.

Downtown Playground – Dyer noted the playground continued to move forward at the library and had seen the preliminary design with Land Architecture. Dyer would be meeting with all parties in a few weeks to look over the design which would then go into a scoping exercise to determine how much it would actually cost and once finalized, the library would be able to move forward. The design should be available for public in the next few months.

Police Substation and Bathrooms – Dyer noted that the substation and bathrooms for the first floor of the parking tower garage at Parc Sans Souci was in an awkward space currently but there was a desire from all parties to move forward. Already had a modest budget for the bathrooms at the park and the idea became to put the substation and bathroom side-by-side in the garage and since there was a little confusion with Public Works on this project, there would need to be some maneuvering before it could be understood to move forward.

Mainstreet Initiative – Dyer noted that there had been a façade improvement loan for years which was seldom used and had been closed out a few years back with DDA receiving back those funds that were invested. With Bob Gibbs, Urban guru coming in, Dyer began looking at the improvements needed that could be done immediately and noted that there were many shop fronts whose windows were either tinted or items taped on their windows to keep the sunlight out which ultimately deterred business. Had a local awning manufacture run some quotes for 6' awnings on some of the shop fronts and was looking to write a form letter to bring to various tenants and/or property owners to state that they were selected as a candidate to receive a façade improvement grant that would function as a forgivable loan in replace for meeting conditions such as maintaining the awning/shop front for 3 years, becoming a member of DLU and it would also be noted that the awning would remain the ownership of the building not the tenant. If the tenant would adhere to those conditions, DDA would have the awning installed and the loan would become a grant. Discussions followed. Dyer further noted to be clear that the improvements on private property was a different pool of money and a different criteria on how

the funds would be spent. Dyer further noted, as for spending funds on public property, the board had approved spending \$20k to go towards immediate small projects that Gibbs had recommended such as the sidewalk cleaning, planters, painting the parking meter poles, etc. Staff had met with the manager of purchasing to understand the logistics of spending money in order for Hebert to begin working towards this project. Hebert noted that he had to get 3 quotes for the pressure washing with the lowest one coming in at about \$21k to include from Rock n Bowl down to the Gateway sign which also included gum removal. The initial quote was high due to the pressure washing never being done but once completed, it was suggested to do annually which would not be as expensive. This was only for sidewalks and did not include crosswalks. Discussions followed. Poche motioned to approve hiring Nezat's Pressure Washing for \$21,303 with the stipulation that the job be completed within 30 days of approval pending any approved weather delays and request the price to add the crosswalks for approval at the next meeting, Matt seconded, all voted in favor.

Downtown Precinct – Poche noted that the Police Department would be moving into the space downtown which was being donated for free but there were about \$5k in improvements that the police needed to accommodate a lobby, couple of light switches and doors and wanted to know if the board would approve DDA funding the \$5k. Discussions followed with questions on PD funding the \$5k. Thomas would discuss this with PD prior to the next board meeting.

Weiss was wished a farewell as this would be his last board meeting as he had taken a position out of state.

There being no further business, the meeting was adjourned.