

PROCEEDINGS OF THE DOWNTOWN DEVELOPMENT AUTHORITY TAKEN AT A
REGULAR MEETING ON THURSDAY, NOVEMBER 5, 2020.

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

DDA Staff present: Anita Begnaud, Rachel Holland, Hunter Hebert, and Amy Trahan

DLU Staff present: Cali Comeaux

Others present: Brett Mellington, Sam Oliver, Ryan Duplechain, Stephen Ortego, Neil Lebeouf

Others present via Zoom Teleconference: Katy Dupre, Ben Donsky, Howard Kozloff, Carlee Alm-Labar, Maggi Bienvenu, and Kevin Blanchard

The meeting was called to order by Matt.

Public comment process is attached to the end of the agenda for individuals wishing to address the Board on agenda items. Request to speak must be submitted prior to discussion of the item. Individuals are allowed three minutes for comments.

Administrative Approvals/Reports

October Regular Meeting Minutes - October Regular Meeting Minutes were presented for approval. Keaty motioned to approve as presented, Fontenot seconded, all voted in favor.

October Special Meeting Minutes - October Special Meeting Minutes were presented for approval. Keaty motioned to approve as presented, Rezende seconded, all voted in favor.

September 2020 Financials - September 2020 Financials were presented for approval. Keaty motioned to approve as presented, Fontenot seconded, all voted in favor.

Agenda - Fontenot motioned to attach the November Meeting Agenda to the November minutes, Keaty seconded, all voted in favor.

Agora Update

Ben Donsky and Howard Kozloff with Agora presented the board with their findings on how to best activate the Downtown Parcs network.

Vermilion Lofts

Ortego informed the board that he would be presenting a formal request to the DDA Board and Downtown EDD board in coming months to consider allocating resources toward the Vermilion Lofts Phase II project. Ortego noted that he would be requesting assistance for money spent improving the public right of way on Vermilion Street. Blanchard noted that LPTFA is being considered as the Administrator for the new Economic Development Districts.

Wayfinding

Lebouef presented the board with the final wayfinding designs. Lebouef noted that he is developing a bid package for implementation.

FY2020 Estimated Budget/FY2021 Proposed Budget

Trahan noted that the Operations budget is down overall by 4% from 2020. Trahan noted that there are no changes to salaries for 2021. Trahan further noted there were small increases to contractual services due to legal expenses and duplicating machine expenses. Holland noted that the programs budget is building on the success of 2020 programs. Holland noted that the budget will include line items are general maintenance, public art, grants, infrastructure improvements, and planning studies.

FY2020 Estimated Budget/FY2021 Proposed Budget - Fontenot motioned to approve the budget as presented, Keaty seconded, all voted in favor.

Board Elections

Matt noted that election procedures should be attached to minutes. Lisa Thomas nominated Greg Walls for the 2021 Chairman position; all members voted yay. Greg Walls nominated Lisa Thomas for the 2021 Secretary/Treasurer position; all members voted yay.

Newly elected Chairman Walls appointed Immediate Past Chair Matt to serve as an officer for a one year term.

CEO Update

Begnaud noted that Ethics training must be completed before the end of the year. Begnaud noted that certificated should be sent to Trahan. Begnaud also noted that Trahan would be reaching out about scheduling the year end board social.

Reports/Updates

Councilman – Not Present

LPD Downtown Security – Duplechain noted that no violent crimes occurred in the district during the Halloween weekend.

Other Business

There was no further business and the meeting was adjourned.

AGENDA
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS

Thursday, November 5, 2020 at 7:30 AM
Le Centre Conference Room, 735 Jefferson Street

Via Teleconference Pursuant to Proclamation No. 30 JBE2020, Sect. 4

To participate in the meeting, use the following link or phone number:

<https://us02web.zoom.us/j/89392928932?pwd=cUtqWlhzeXZLei85RmJ6RWI1SENpUT09>

If you have questions regarding an agenda item and you would like to submit them in advance, please send to amy@downtownlafayette.org

7:30	Call to Order	Matt
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Public comment process is attached to the end of this agenda for individuals wishing to address the Board on agenda items. Request to speak must be submitted prior to discussion of the item. Individuals are allowed three minutes for comments.

7:32	Agora Presentation	Donsky / Kozloff
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7:50	Wayfinding Update	LeBouef
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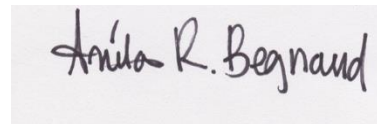
8:00	Vermilion Lofts Phase II Update	Ortego
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8:15	Board Materials for Approval A. October 2020 Regular meeting minutes B. October 2020 Special meeting minutes C. September 2020 financials D. Attach November agenda to November minutes	Matt
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8:20	FY2020 Estimated Budget/ FY 2021 Proposed Budget	Begnaud
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8:30	CEO update	Begnaud
8:35	Election of Officers	Matt
8:45	Adjournment	Chairman

Pursuant to Proclamation No. 30 JBE2020, Sect. 4 of the Executive Department of the State of Louisiana, 17 March, 2020, as amended, supplemented and extended by Proclamation No. 37JBE2020, 26 March, 2020, I hereby certify that as a result of the current COVID-19 pandemic, the Downtown Development Authority is unable to operate due to physical quorum requirements. Therefore, the meeting requirement is changed for the meeting to be held on the 5th day of November, 2020 beginning at 7:30 a.m., to provide for attendance of board members, staff and the public via teleconference by use of the procedure outlined at the top of the agenda.



11/1/20

Anita R. Begnaud, Chief
Executive Officer

Date

ACCESSING DDA BOARD MEETINGS & PUBLIC COMMENT PROCEDURES

Topic: DDA November Board Meeting

Time: Nov 5, 2020 07:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89392928932?pwd=cUtqWlhzeXZLei85RmJ6RWI1SENpUT09>

Meeting ID: 893 9292 8932

Passcode: 227198

Public Comment Procedures:

If you DO NOT WISH TO SPEAK, but wish to state your support for or opposition to an item:

- Submit your comments via email to amy@downtownlafayette.org
- You must email your request to speak prior to the calling of the agenda item to be recognized
- In your email message, you must include the agenda item, your name and your position (for or against)

If you DO WISH TO SPEAK:

- Public comments will be received via email to amy@downtownlafayette.org

- You must email your request to speak prior to the calling of the agenda item to be recognized
- In your email message, you must include the agenda item, your name and your position (for or against)
- Once the applicable agenda item is read during the meeting, you will be called to speak, in the order that your request was received
- The 3-minute rule will apply

Please be advised that while social distancing and other requirements are in place, some matters have been suspended to focus on essential business. While holding public meetings, safety guidelines will be implemented.

Amy Trahan

From: Miles Matt <MMatt@mattandallen.com>
Sent: Wednesday, November 4, 2020 3:37 PM
To: Greg Walls; Gustavo Rezende; mikedel2008@gmail.com; ross@genterie.com; jim@keatyrealestate.com; Lisa Thomas
Cc: Anita Begnaud; Amy Trahan
Subject: Officers' Elections

We will hold an officers' (Chairman and Secretary/Treasury) election at the end of the meeting agenda tomorrow for the 2020 – 2021 term. The following will be the procedure:

Chairman position will be filled first. Candidates can be nominated by another board member or can self-nominate. Amy will prepare hand (paper) ballots. Votes will be made by board members (you can vote for yourself) and turned in to Amy. I will select a non-board member to witness the count. Amy will announce the winner. If anyone desires a count, the result (number of votes for) will be given verbally at that time. Actual votes will not be available to review and will be destroyed by Amy (with witness) immediately following adjournment.

Secretary/Treasury position will be handled identical to the foregoing. Should a nominee not be successful in the race for Chairman, that nominee may run for Secretary/Treasury.

Any questions will be addressed just prior to nominations for Chairman.

Miles A. Matt
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