

PROCEEDINGS OF THE DOWNTOWN DEVELOPMENT AUTHORITY TAKEN AT A  
REGULAR MEETING ON THURSDAY, MAY 7, 2020.

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

Those attending via Zoom Teleconference: Lisa Thomas

DDA Staff present: Anita Begnaud, Amy Trahan

Staff attending via Zoom Teleconference: Rachel Holland, Hunter Hebert, Maureen Dugas Foster, and Matthew Holland

Others present attending via Zoom Teleconference: Maggie Bienvenu, Brad Robin, Emily Shute, Corey Jack, Brett Mellington, Carlee Alm-LaBar, and Glenn Lazard

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

April 9 Minutes – The April 9 Minutes were presented for approval. Keaty motioned to approve as presented, Fontenot seconded, all voted in favor. Lisa Thomas was roll called for vote.

March 2020 Financials – The March 2020 Financials were presented for approval. Keaty motioned to approve as presented, Fontenot seconded, all voted in favor. Lisa Thomas was roll called for vote.

Agenda – May 7, 2020 Meeting Agenda was presented for approval. Keaty motioned to attach the May 7, 2020 Meeting Agenda to the minutes as presented, Rezende seconded, all voted in favor. Lisa Thomas was roll called for vote.

Budget Adjustment

Begnaud noted that at the previous meeting the Downtown Lafayette Unlimited Service Contract was approved for \$4,000 for the Lost My Tips fundraiser. Begnaud noted that the vote was not taken for the budget adjustment needed to fund the initiative. Begnaud noted that a budget adjustment was needed to move \$4,000 from Restricted/Operating in Programs to Business Development & Marketing.

\$4,000 Budget Adjustment – \$4,000 Budget Adjustment from Restricted/Operating in Programs to Business Development & Marketing was presented for approval. Fontenot motioned to approve as presented, Rezende seconded, all voted in favor. Lisa Thomas was roll called for vote.

Façade Rehabilitation Reimbursement Program

Begnaud noted that the updated Façade Rehabilitation Reimbursement Program guidelines and application was submitted to board members for review prior to the meeting. Begnaud noted that

Rachel Holland and Hunter Hebert worked on the updated application. Begnaud noted that the previous year of experience with the grant guided the updates. Holland noted that the program was renamed Façade Rehabilitation Reimbursement Program to emphasize that the program is a reimbursement program. Holland noted that projects are expected to be 100% complete before payments will be made to applicants. Holland noted that emphasis will be placed on existing properties that enhance historic and traditional architecture. Holland noted that there will be two applications periods during a calendar year. Holland noted that a committee will be formed to select projects as program becomes more competitive.

Façade Rehabilitation Reimbursement Program – Updated guidelines and application for the Façade Rehabilitation Reimbursement Program was presented for approval. Fontenot motioned to approve as presented, Rezende seconded, all voted in favor. Lisa Thomas was roll called for vote.

### CEO Update

OFCH - Begnaud noted that the Old Federal Courthouse received a will serve letter from LUS. Begnaud noted that demolition and abatement will be finished by July 2020. Begnaud noted that due to the turn in the economy, OFCH, LLC is going to request DDA's support to change the course of development to all residential with a total of 79 units. Begnaud noted that architectural drawings are 80% complete and will be finalized by the end of the month. Begnaud noted that Addison Henry will schedule a walk through with Anita and three board members.

Vermilion Lofts - Begnaud noted that construction is complete on Vermilion Lofts. Begnaud noted that 7 residential tenants have moved in and discussion is occurring with multiple commercial tenants.

Buchanan Heights – Begnaud noted that construction is back up after a short cessation. Begnaud noted that the new security gate installation is complete. Begnaud noted that project completion estimates are approximately 2 months.

Buchanan Parking Garage – Begnaud noted that panel removal is complete. Begnaud noted that the garage is currently being evaluated. Begnaud noted that the administration is confident that the garage is salvageable.

Cypress Street – Begnaud noted that quotes have been received from both LUS and AT&T for pole removal. Begnaud noted that Councilman Lazard is scheduling a meeting with LCG, LUS, DDA, and LPTFA to continue discussions about project scope and budget.

Main Street – Begnaud noted that DOTD has sent back Stage 0 scope for edits. Begnaud noted that she is in communication with APC and LCG about making appropriate edits to scope to get approved by DOTD. Begnaud noted that next steps to take place in the next 30 days to include scope edits, grant agreement between DOTD and APC, ordinances for CEA between APC and LCG, appropriation of matching funds, RFQ process, selection and finally contract negotiations.

Wayfinding – Begnaud noted that she is in regular contact with Neil Lebouef and Stephen Ortego on the progress of Wayfinding project. Begnaud noted that design and development is currently underway. Begnaud noted that the next step in the process will be construction documents to be completed in the next couple of months. Begnaud noted that she is confident

that this project will begin this calendar year. Begnaud noted that DDA has included \$55,000 in their FY2020 budget for implementation of wayfinding in the Downtown District.

Evangeline RFP – Begnaud noted three RFP submissions have been received. Begnaud noted that the deadline to submit an RFP has been extended to June 30, 2020 due to interested parties. Begnaud noted that the shortlist of applicants will be notified by August 2020 and interviews to take place by October 2020.

#### Reports/Updates

Councilman Update – Lazard noted that the City Parish Attorney will defend the City in the lawsuit regarding the Economic Development Districts. Lazard noted that he will urge the attorney to ask for a summary judgment in the lawsuit.

PD Security Update – Robin noted that the three downtown officers have moved into a new space downtown. Robin noted that more details on new office will be forthcoming.

Business Development – Mellington noted that LEDA is participating in the Safe Shop initiative of Lafayette Consolidated Government. Mellington noted that any business can call 311 to receive their Safe Shop sticker to display at their business.

There was no further business and the meeting was adjourned.



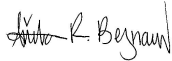
- B. Business development
- C. Councilmen update
- D. P.D. security downtown

8:10 Executive Session – Litigation Discussion Matt

- Timothy Supple, et al vs. The City of Lafayette 15th JDC; Lafayette Parish; Docket No. 2019-7949; Division D

8:30 Adjournment Matt

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 9th day of April, 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.



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Anita R. Begnaud, Chief  
Executive Officer

5/5/20

\_\_\_\_\_  
Date

## **ACCESSING DDA BOARD MEETINGS & PUBLIC COMMENT PROCEDURES**

Topic: DDA Board Meeting (May 2020)  
Time: May 7, 2020 07:30 AM Central Time (US and Canada)

### **Accessing May 2020 DDA Board Meeting:**

Join Zoom Meeting

<https://us02web.zoom.us/j/85666440325?pwd=dXpSdmN6cVByYXA3NFVNMEExaY0JzZz09>

+1 (646) 558 8656  
Meeting ID: 856 6644 0325  
Password: 065126

### **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](mailto: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](mailto: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.*