



Opelousas
Downtown Development District

Board Meeting

Meeting Date and Time: May 22, 2020 at 9:00 a.m.

Meeting Place: Virtual Meeting by way of Zoom

AGENDA

- ❖ Welcome
- ❖ Pledge
- ❖ Opening Prayer
- ❖ Roll Call
- ❖ Approval of April 2020 Meeting Minutes
- ❖ Financial Report

New Business:

- LDG Consultant Proposal
- Adopt New Board Policies recommended by Craig Lebouef
 - Capital Assets
 - Gifts, Donations, and Grants
 - Investments
- Amend By-Laws to add Adopted New Board Policies
 - Capital Assets
 - Gifts, Donations, and Grants
- Introduce the Proposed Operating Budget of Revenue and Expenditures for the Fiscal Year Beginning July 1, 2020 and Ending June 30, 2021
- Open Floor Discussion – What’s on your mind as an ODDD Board Member

Old Business

- City of Opelousas
 - Repair Project Discussion
- CLECO Lighting Update
- CPEX Masterplan Monthly Report
- TAP Grant Update

The following members were present: Lena Charles, Keith Broussard, Don D’Avy, Pat Fontenot, Rob Hillard, Sarah Branton and Ogden Pitre.

The following members were absent: None

The following SLED staff members were in attendance: Bill Rodier/CEO-Director, Taylor Lormand/ED Specialist, and Glenda Carriere/ED Support Coordinator.

There were also present: Purvis Morrison/City of Opelousas, Melanie Lebouef/City of Opelousas Tourism, Sabrina Salling/CLECO and Craig Lebouef/CPA

It was determined that a quorum was present.

Approval of April 2020 Meeting Minutes: A motion to approve the April 2020 meeting minutes was made by Sarah Branton and seconded by Don D’Avy. Motion carried without objection.

Financial Report: Treasurer/Secretary Keith Broussard provided an overview of the April 2020 financials. A motion to accept the April 2020 financials was made by Don D’Avy and seconded by Pat Fontenot. Motion carried with no objection.

New Business

LDG Consultant Proposal- Bill Rodier, Executive Director introduced the Logan Development Group proposal for an organizational analysis. The total cost of LDG’s proposal is \$27,500. This proposal was presented to the CSLEDD board, where they agreed to cover 25% of the cost and pay SLED a total of \$6,875.00. Bill asked the ODDD board if they would be willing to cover 15% of the cost of the LDG Proposal. A motion was made to participate in the overall recruitment at a 15% level with LDG by Don D’Avy and seconded by Keith Broussard. Motion carried with no objection.

Adopt New Board Policies recommended by Craig Lebouef: Craig Lebouef, CPA provided the board with a copy of the new board policies for their review. He recommended they accept these policies and procedures. A motion to adopt the new board policies recommended by Craig Lebouef was made by Pat Fontenot and seconded by Don D’Avy. Motion carried without objection.

Amend By-Laws to add Adopted New Board Policies: A motion to amend the By-Laws to reflect Craig Lebouef’s policies of Capital Assets; Gifts, Donations, and Grants; and Investments as part of our By-laws was made by Pat Fontenot and seconded by Ogden Pitre. Motion carried without objection.

Introduce the Proposed Operating Budget of Revenue and Expenditures for the Fiscal Year Beginning July 1, 2020 and Ending June 30, 2021: Keith Broussard introduced the Proposed Operating Budget of Revenue and Expenditures for the fiscal year beginning July 1, 2020 and ending June 30, 2021. He presented the individual categories and line items. There were suggestions made to raise the budget by another \$50,000. It would need to be adopted before June 30, 2020. Craig Lebouef stated we needed to adopt the spreadsheet presented. He also said he would have to send a budget message. ODDD is required to post a proposed budget publicly 15 days prior to year-end, which is June 30, 2020. He stated there is no need to advertise if we do not go over \$500,000 in expenditures.

Open Floor Discussion-What’s on your mind as an ODDD Board Member: This discussion was moved to the bottom of the agenda.

Old Business

Opelousas Repair Projects: Melanie Lebouef gave an update on the historic preservation. One applicant submitted to the state. Purvis Morrison with the City of Opelousas provided an update regarding the city's finances and their budget.

CLECO Lighting Update: Sabrina Salling provided an update on the lighting project. The crew started at Martin Luther King Drive and came up to Benny's Supermarket, then turned back and started down Union all the way to the church with the lighting. Heather Drive is proposed to be next on the list to get lighting. No definite date on completion.

CPEX Masterplan Monthly Report: Taylor Lormand provided an overview of the most recent activities with CPEX. They had a brief conversation week before last about Economic Development Funds through the CARES Act. We will be meeting with them next Wednesday to talk about the opportunities available.

Tap Grant Update: Bill Rodier had a discussion with Purvis Morrison and William Jarrell regarding the TAP Grant. We need to take a hard look at this project, because it is getting out of hand. It has been on the table for 6 years now.

Open Floor Discussion-What's on your mind as an ODDD Board Member: Chairwoman Lena Charles proposed we could help get City Hall painted.

Bill Rodier stated when we select a designated project, we do not have to use our cash reserves. We could Bond up to 60 to 70 percent of the project.

Melanie Lebouef stated we need more outdoor areas for dining. We could utilize parking lots and implement plans.

Chairwoman Lena Charles suggested a mural on City Hall, but only after getting it painted.

The next scheduled meeting will be held on Friday, June 19, 2020 at 9:00 am at SLED.

There being no further business to come before the board, motion to adjourn was moved by Sarah Branton, seconded by Ogden Pitre and unanimously approved that the meeting be adjourned at 10:28 am.


Secretary


Chairman