

**Downtown Development Authority
Board of Directors Meeting
September 21, 2016**

<u>Present</u>	<u>Absent</u>	<u>Staff</u>	<u>Others Present</u>
Christine Bailey John Hubbard Lydia Jackson Terry Moore Logan Schroeder Keith Todaro Stanley Varner		Liz Swaine Janie Landry E.D. Stewart Lorenzo Lee Stacie Leng	

I. CALL TO ORDER

Chairman Terry Moore called the meeting to order at 3:30 pm.

II. ROLL CALL

E.D. Stewart called the roll. Those present were: Christine Bailey, John Hubbard, Lydia Jackson, Keith Todaro, Terry Moore, Logan Schroeder (3:35 pm), and Stanley Varner. There were no absences. Mr. Moore noted there was a quorum present.

III. APPROVAL OF ABSENCES

There were no absences.

IV. AMEND AGENDA

Mr. Moore asked if there was a need to amend the agenda. No amendments were needed

V. WELCOME / PRESENTATIONS / INTRODUCTIONS

Mr. Moore welcomed the board members and staff. No guests were present.

VI. PUBLIC COMMENTS (Agenda Items)

Mr. Moore asked if there were any public comments. There were no public comments.

VII. CONSENT AGENDA

A. Minutes

Mr. Moore asked for a review of the August 2016 minutes and for any amendments or revisions.

John Hubbard made a motion to approve the July 2016 minutes as presented. Stanley Varner seconded the motion. The motion passed unanimously.

B. Financials

Ms. Swaine asked the board to review the August 2016 financials. The 2016 Streetscape and 2016 Parking contracts with the city are signed and up to date. Tax credits from 708 Texas will be received after final approval from the Dept. of Revenue. These credits are being split with SRAC, which will receive the first \$.75 on the dollar once the credits are sold. Ms. Swaine mentioned there is a portion of

the back wall of 416 Cotton that needs to be repointed and the money will come from the 416 Cotton line item. Ms. Swaine noted there was nothing out of the ordinary in the month's financials.

Christine Bailey made a motion to accept the August 2016 Financials as presented. Logan Schroeder seconded the motion. The motion passed unanimously.

VIII. REPORTS

A. Director's Report

1. 509 Market- "The Standard"

- Press release went out Sept. 12 (included in report)
- Developers want to meet with owners on the block to talk about enhancing the entry into downtown.

2. Selber Building- 601 Milam

- Front windows and "displays" going in.
- Ribbon cutting and block party planned for September or October.

3. 600 Block of Texas- Sears Project

- Work progressing

4. Arlington Hotel- 700 Cotton

- Houston investor interested

5. Santa Maria Produce Building- 528 Commerce

- Weiland-DAVCO Company work progressing

6. Post Office Building- 333 Milam

- Moving forward
- Owned by James Thrower
- Life Changing Solutions on 3rd Floor
- Second floor will be co-working concept

7. Petroleum Tower Lofts- 415 Edwards

- No word on developer's due diligence period expiring
- Developer is paying Community Renewal a monthly "rental"

8. Former Ridgway's Building- 719 Marshall

- Offer accepted, expected to close in October.
- Residential/Commercial use planned

9. Old Dee's Building- 420 Market

- Available again

10. 800 Block of Texas

- Work being done on David Nelson's Building (old Zebra Club)

11. Former "The Boot" Nightclub- 211 Texas St.

- Converting to an upscale cigar and whiskey bar
- Opening in mid/late October

12. Former Schindler Elevator/Bayou Some Junque

- Upscale club? BBQ Restaurant? Event Space?

13. Bon Temps- Red River District

- Expanding into former Funny Bone Space
- Artipsy

14. Cora M. Allen Townhomes (12)- 950 Caddo

- Ribbon Cutting on Friday, Sept. 16
- No C of O's yet.
- 46 available units; 180 on waiting list

15. Short Line Food Court- 910 Marshall

- Greg Solomon owned
- Open Friday at Cirque du Lake
- Open for good on October 3
- Fits two trucks (power/water included)

16. Properties Recently Available

- Hippie Baby leaving Red River District
 - 688 SF
 - \$424.00 per month

OTHER KEY PROJECTS/ISSUES:

- Barnwell Center- City announcement on Planet Aqua Aquarium
 - \$4.3 million
 - 45 Jobs
 - 140,000 projected visitors a year
 - More than 3,000 animals
 - Anticipated Summer 2017 opening
- SSHM/SWWM
 - SOS Tom Schedler tells boards he is shuttering both as of Dec. 31, 2016.
 - Attempt to transition to Lt. Governor's Office
- First Downtown Shreveport Art Walk Huge Success
 - First Wednesday of each month
 - Next: October 5, 5-8 pm
 - Norsworthy Gallery, Allure Ultra Lounge, Reminton Suites, Nicky's Mexican Restaurant, Cohab, Bon Temps Coffee Bar, Red River Revel.
- Re-Form Shreveport Event with Strong Towns' Chuck Marohn
 - Special meeting with DDA/DSDC on Friday, Oct. 7, 1:30 pm.
- 318 Restaurant Week
 - Working with SBCTB
 - Downtown Restaurant lunch and dinner specials
 - Nov. 1-5
 - Petroleum Club, Parish Taceaux, Noble Savage, Abby Singers, Bon Asian, Sassi Café, Crystal Stairs, On Cloud 9, Fully Stacked, Blind Tiger
 - \$10 lunch/\$20 dinner- special event nights
 - Converting Port City Dining App to 318 Restaurant App

B. Parking Report

Lorenzo Lee presented the parking report for August 2016. Mr. Lee noted he amount displayed next to the "Ticket" spreadsheet was erroneous and was supposed to be taken out. Ticket and coinage are average and consistent. August was one of the better months of the year overall.

IX. OLD BUSINESS

A. UDC Update/HPC Update

Ms. Swaine drew the boards attention to the UDC Code books that were bound for presentation. Planning a September vote with MPC, then to City Council and Caddo Commission. Ms. Swaine urged board members to attend at least one of the two remaining public hearings. It was clarified that the City Council will approve the city UDC, the Parish Commission will approve the portion outside the city limits. MPC voted unanimously to approve Historic Design Guidelines for Highland's Historic District, despite that residents seem uninformed regarding said guidelines. Ms. Swaine suggested that the DDA come up with their own design guidelines instead of leaving it up to the HPC, and work to inform all residents and businesses in the downtown district.

B. Parking App Latest

Ms. Swaine informed the board that they are still working with Passport to set up the system and plan the next steps. The city will have to put up signage in preparation for this app release.

C. Budget Committee Report

Ms. Swaine thanked Stanley, Christine, and Logan for their service on the 2017 Budget Committee.

X. NEW BUSINESS

A. 2017 Budget and Program of Work

Ms. Swaine informed the board that the 2017 Budget and Program of Work cannot be voted on until it has been posted in the newspaper and a public hearing is held. Ms. Swaine reviewed the document with the board, noting that the Program of Work is a 'living' document that changes in response to things happening downtown, impacts and trends.

The board then reviewed the detailed budget with Ms. Swaine. Swaine reiterated that staff was conservative in their estimates of ad valorem tax revenue out of a preponderance of caution. She reminded the board that two years' prior, \$100,000 was withheld from DDA due to errors regarding casino taxes and some other non-DDA-related issues. Ms. Swaine also reminded the board that the City is never obligated to renew their contract with either Streetscape or Parking contracts, though both are important to the well-being of downtown. Ms. Swaine requested that if any of the board members have suggestions are ideas regarding ways to diversify avenues of income to let her know.

B. Ratification – Authorization for SRAC to Sublease 708 Texas

To satisfy SRAC’s auditors, Ms. Swaine requested that the DDA board vote again on the SRAC sublease of 708 Texas Street to Parish Taceaux. Mr. Moore called for a motion to approve this ratification.

Lydia Jackson made a motion to authorize Shreveport Regional Arts Council to sublease 708 Texas to Parish Taceaux. John Hubbard seconded the motion. The motion passes unanimously.

XI. ANNOUNCEMENTS

Mr. Moore asked if there were any announcements. Christine Bailey announced that the Hoover Water Color Society exhibit would be opening on Sunday, October 2.

XII. PUBLIC COMMENTS (NON-AGENDA ITEMS)

Mr. Moore asked for any public comments. There were none.

XIII. ADJOURN

With no further DDA business to conduct, John Hubbard made a motion to adjourn. Logan Schroeder seconded the motion. The motion passed unanimously.

Mr. Moore adjourned the meeting at 5:02 pm.

John Hubbard, Secretary