

**Downtown Development Authority
Board of Directors Meeting
February 26, 2019**

Present

Lloyd Brown
John Hubbard
Tim Huck
Terry Moore
Logan Schroeder
Stanley Varner

Absent

Candice Battiste

Staff

Liz Swaine
Janie Landry
E.D. Stewart
Stacie Leng
Lorenzo Lee

Others Present

Michael Corbin (*AEP/SWEPCO*)

I. CALL TO ORDER

Chair Tim Huck called the meeting to order at 3:30 pm; a quorum was present.

II. ROLL CALL

E.D. Stewart called the roll. Members present were Lloyd Brown, John Hubbard, Tim Huck, Terry Moore, Logan Schroeder (3:36 pm), and Stanley Varner. Candice Battiste was absent.

III. APPROVAL OF ABSENCES

Mr. Huck asked for a motion regarding absences of board members who were not present when the meeting was called to order.

Tim Huck made a motion to excuse the absence of Candice Battiste. John Hubbard seconded the motion. The motion passed unanimously.

IV. AMEND AGENDA

Mr. Huck asked if there was a need to amend the agenda. There was not.

V. WELCOME / INTRODUCTIONS / PRESENTATIONS

Mr. Huck welcomed the board members, staff and guests. Members of the public attending were as follows: Michael Corbin of AEP/SWEPCO.

VI. PUBLIC COMMENTS

Mr. Huck asked for public comments on agenda items. There were none.

VII. CONSENT AGENDA

A. Minutes

Mr. Huck asked for a review of the January 22, 2020 regular meeting minutes and for any amendments or revisions. There were none.

John Hubbard made a motion to approve the January 22, 2020 regular meeting minutes as submitted. Stanley Varner seconded the motion. The motion passed unanimously.

B. Budgetary Comparison Financial Statement

Ms. Swaine asked the board to review the January 2020 Budgetary Comparison Financial Statement. Ms. Swaine noted that she received word that the ad valorem check for property taxes would be sent by the city soon. Currently the DDA has \$1.4M in the bank with \$1M slated to go into the LAMP fund. Streetscape contract payments from the City are paid and current. Parking contract payments for 2020 have yet to be made but should be paid soon. Worker's Comp Insurance will be

adjusted out by the auditors, and the amount in Miscellaneous Expenses is for bike racks and that amount will be reimbursed by the city. Everything else related to financials is as expected.

Tim Huck made a motion to accept the January 2020 Budgetary Comparison Financial Statement as presented. Logan Schroeder seconded the motion which passed unanimously.

VIII. REPORTS

A. Director's Report

Buildings

1. 114 Texas Street
 - Purchased on Dec. 16 for \$22,400
 - New owner is Ouachita District Court Judge, Marcus Hunter
 - Unsure of future use at present
2. 90 Market Street
 - Purchased by city for \$466,000 (appraised value)
3. Rubenstein's/Former Dee's Buildings
 - DSDC has taken possession of both buildings
4. 621 Edwards Street – former payday loan building
 - Interest in this building
 - Potential office space
5. 509 Market – The Standard
 - 8 apartments left for lease
 - March 5 Artwalk stop for apartment tours
6. Noble Savage Tavern
 - Lunch now served 11 am-2pm
7. 500 Texas Street – Retro Baking Company
 - Open M-F, 7 am-3 pm, Sat. 9 am-2pm
 - Special orders, event platters, catering
8. Talking to several possible restaurants, apartment conversion, daycare
9. Sci-Port
 - Adventures of Intrigue Museum (interactive/role playing) opens March/April
10. SPAR
 - City has made budget cuts to festivals & events; getting firm costs for festival services the city has been providing; new agreements with all
11. Fiber Provider construction issues in downtown

B. Parking Report

Mr. Lee presented the parking report for January 2020. Current revenue numbers are better than last year, and the trending decline in total revenue has stopped. Ticket revenue is now lower due to Park Mobile making it easier for people to pay for parking. Nothing was out of ordinary in the rest of the report.

IX. OLD BUSINESS

A. LPSC/AEP SWEPCO – Downtown Lighting Grant Approved

Ms. Swaine met with AEP/SWEPCO officials regarding the possibility of expanding the grant. Ownership of downtown lighting is complicated between the City and SWEPCO. An agreement with SWEPCO to maintain/own lights is being considered. DDA grant funds may be utilized somewhat differently than originally proposed and it is possible that additional funds could be awarded. A decision will have to be made soon because the grant does have a deadline.

B. Cross Bayou Project Discussion

There has been no new word on the most recent Cross Bayou project proposed by GDC.

C. Downtown Security

No word on progress of security cameras. Ms. Swaine informed the board that she has sent a letter to both Shreveport and Bossier City Mayors and Police Chiefs regarding a fatal wreck downtown at the end of a high speed police chase. Ms. Swaine stated that this would be a good opportunity for both cities to review protocols and policies regarding high speed pursuits.

D. 2019 Surplus Revenue for Bond Principal Reduction

At the January meeting the topic of using surplus revenue to reduce the bond principal came up during the discussion of financials. Ms. Swaine suggested taking an amount of surplus revenue and apply to the principal after the audit report is received in June or July.

E. Downtown Incentives Discussion/2020 Global Trends

Ms. Swaine presented a report from Progressive Urban Management Association (P.U.M.A.) recording global trends for cities. Main points include the continued interest in downtowns by millennials, the need to work to attract women and people of color, and suggestions to be genuine and build on a community's existing culture. Discussion among board members noted that safety, or rather the perception of safety, was key before addressing the topic of incentives.

X. NEW BUSINESS

A. 2020 DSDC Management Agreement

Ms. Swaine presented the board with the 2020 DSDC Management Agreement for review. No significant changes have been made to the Agreement from 2019.

John Hubbard made a motion to accept the 2020 DSDC Management Agreement as presented. Tim Huck seconded the motion. The motion passed unanimously.

XI. ANNOUNCEMENTS

Mr. Huck asked if there were any announcements. There were none.

XII. PUBLIC COMMENTS (NON-AGENDA ITEMS)

Mr. Huck asked if there were any non-agenda public comments. There were none.

XIII. ADJOURN

With no further business to address, the meeting adjourned at 4:49 pm.

Candice Battiste, Secretary