

**Downtown Development Authority  
Board of Directors Meeting  
Virtual Conference\*  
June 24, 2020**

**Present**

Candice Battiste  
Lloyd Brown  
John Hubbard  
Tim Huck  
Terry Moore  
Stanley Varner

**Absent**

Logan Schroeder

**Staff**

Liz Swaine  
Janie Landry  
E.D. Stewart  
Stacie Leng

**Others Present**

Jerry Jones, *DDA Attorney*

***\*CERTIFICATION OF INABILITY TO OPERATE DUE TO LACK OF QUORUM***

***In accordance with Executive Proclamations JBE 2020-30 and 2020-33, issued by Governor John Bel Edwards on March 16, 2020 and March 22, 2020, respectively, this notice shall serve as a certification of the Downtown Development Authority's inability to otherwise operate in accordance with the Louisiana Open Meetings Law due to a lack of a quorum as a result of the COVID-19 Public Health Emergency. Pursuant to Section 4 of JBE 2020-30, the DDA of Shreveport will provide for attendance at its next meeting, which is an essential governmental meeting, on June 24, 2020, via video/telephone conference.***

***Considering the foregoing, and in accordance with Proclamation Numbers JBE 2020-30 and JBE 2020-33, the DDA will allow input by members of the public, as set forth in this Notice via email comments based on agenda items and other concerns received prior to noon on June 24.***

**I. CALL TO ORDER**

Chair Tim Huck called the meeting to order at 3:29 pm; a quorum was present.

**II. ROLL CALL**

E.D. Stewart checked the virtual list of attendance for the roll. Members present were Candice Battiste, Lloyd Brown, John Hubbard, Tim Huck, Terry Moore, and Stanley Varner. Logan Schroeder was absent.

**III. APPROVAL OF ABSENCES**

**Tim Huck made a motion to approve the absence of Logan Schroeder. Lloyd Brown seconded the motion which 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 and staff. There were no members of the public present, and no presentations.

**VI. PUBLIC COMMENTS**

None.

**VII. CONSENT AGENDA**

**A. Minutes**

Mr. Huck asked for a review of the May 27, 2020 regular meeting minutes and for

any amendments or revisions. There were none.

**John Hubbard made a motion to approve the May 27, 2020 regular meeting minutes as submitted. Tim Huck seconded the motion. The motion passed unanimously.**

**B. Budgetary Comparison Financial Statement**

Ms. Swaine asked the board to review the May 2020 Budgetary Comparison Financial Statement. She noted that finances were in line with what was expected this year and that ad valorem taxes should be fine for the remainder of the year, but next year is uncertain due to the pandemic. Staff is beginning to assemble information to begin work on the 2021 DDA budget.

Both parking and streetscape contracts are up to date. Interest in investing in the LAMP Fund has diminished due to the effects of the pandemic. A small amount of savings occurred due to the 8-week stay at home order. Statewide audit requirements have been changed, deleting some that caused additional audit expense this year. This change should mean a decrease in audit expenses for the 2020 audit year. DDA's current financial position is secure at this time.

**John Hubbard made a motion to accept the May 2020 Budgetary Comparison Financial Statement as presented. Tim Huck seconded the motion which passed unanimously.**

**VIII. REPORTS**

**A. Director's Report**

1. COVID Reopening
  - Louisiana is staying in Phase 2 until at least July 25<sup>th</sup>.
2. Historic Tax Credits – HB4
  - Passed by the Senate
  - Very problematic amendment added last minute, but it is believed the amendment can be removed
3. Smoking Ban – Ordinance 72
  - One-year moratorium proposed for smoking ban in Shreveport casinos
  - City Council July 14 vote anticipated
  - Concerns that without a similar ban for Bossier casinos, Shreveport casinos will be negatively impacted
4. Security Cameras – Ordinance 71
  - Pulled from agenda by Councilman James Green
5. Southern University Law Center (SULC)
  - Classes to be held at metro center or main branch of Shreveport Library
  - Commencing Spring 2022
6. Shreve Memorial Library Main Branch – 424 Texas St.
  - Closed for renovations possibly through 2021.
  - Library will be temporarily relocating to Chamber of Commerce building
7. New Businesses
  - C&C Mercantile/ArtiFact – 1110 Texas Avenue
  - Downtown Artwalk "light" version will feature C&C's grand opening
  - Sha Baby's Restaurant – 605 Texas St. (opening July 15)
  - Uneeda opening October 2021
  - Andress Arts & Entrepreneur Center – 717 Crockett
  - Seedlink Behavior Management – 1533 Marshall
8. Hutchinson Building – 500 Blk Texas Street

- Redoing windows
- 9. Spring Street Bridge Rehab
  - Held up by railroad companies
  - Possibly reopening Lake Street
- 10. Quilt Kiosk #2
  - Destroy in a single car accident
  - Insurance information is being pursued to enable the City to replace the artwork
- 11. Sci-Port Discovery Center
  - Re-opening on Friday, June 26th
  - Masks mandatory for all visitors, including children 5 years +
  - Cleaning breaks every 1.5 hours

**B. Parking Report**

New vendor is working through issues with delinquent notice errors. Revenue is down, obviously due to the impact of COVID-19. Revenue should increase in June as traffic returns and ticketing resumes for a full month.

**IX. OLD BUSINESS**

**A. LPSC/AEP SWEPCO – Downtown Lighting Grant**

Ms. Swaine updated the board on the lighting grant. Staff has been working with the City's Purchasing Agent in preparation of the documentation. Recent state requirements mandating the option for electronic bid submission have caused a delay in releasing the Invitation for Bid. Staff is working to find an affordable service to fulfill the requirement.

**B. Downtown Security**

No updates at this time. Four mounted patrol officers have returned to weekend duty. Two additional officers from Area 1 are on patrol during weekdays. Most bars/clubs in the 200 block of Texas are not open currently, and some may be closed permanently.

**C. I Am Downtown Campaign**

Marketing is transitioning to featuring and supporting small local businesses.

**D. Downtown Re-opening/COVID-19**

Downtown business/activity is only 50-60% back compared to pre-COVID. AEP/SWEPCO staff may not return to their downtown office location until October. District courts are anticipated to re-open July 6. RRBC has changed its name and re-opened as Red River Brewpub with a new menu and re-branding. Robinson Film Center plans to re-open July 1. Grants and other assistance opportunities are available, and Ms. Swaine noted she is sending that information out to downtown businesses and interested parties.

**X. NEW BUSINESS**

**A. DDA Position Statement**

Recently Ms. Battiste had requested that the DDA make a statement regarding its stance on inclusivity and anti-racist efforts. After consulting with other DDDs and observing the responses of other entities, Ms. Swaine composed a draft DDA statement that reflects the desire to "stand in solidarity with those who advocate for racial justice."

**John Hubbard made a motion to approve the DDA Position Statement as presented. Candice Battiste seconded the motion. The motion passed unanimously.**

**B. PrizeCast Sponsorship**

The Prize Fest organization requested sponsorship from the DDA for their "PrizePalooza" virtual fundraiser on July 19, 5-8 pm. The event will feature musical entertainment from local and regional performers across several streaming platforms. Sponsorship levels range from \$1500-\$5000. Ms. Swaine confirmed that the DDA could afford to sponsor at one of the lower levels.

**Lloyd Brown made a motion to approve sponsorship of the Prize Fest PrizePalooza Fundraiser in the amount of \$1,500.00. John Hubbard seconded the motion. The motion passed unanimously.**

**XI. ANNOUNCEMENTS**

Ms. Swaine announced to the board that an inappropriate post was made by DDA Deputy Director, Janie Landry, on her personal Facebook page regarding the recent actions of the Chic-Fil-A CEO with the Black Lives Matter organization. Ms. Swaine requested it be taken down. A staff meeting was held Monday morning with Ms. Landry and other staff members addressing the post. Ms. Swaine reiterated how Ms. Landry was an important part of the DDA and stressed her value as Deputy Director. Ms. Landry had issued a statement of apology for her post to anyone she offended, to each board member, and the entire staff of the DDA, and she read her apology to the Board. Stanley Varner commented that he appreciated her apology as did John Hubbard who also stated his belief that the DDA should keep Ms. Landry on board.

Ms. Swaine asked Mr. Jones if a legal meeting could be held with both in person and virtual attendance by board members. Mr. Jones affirmed that this was possible. Ms. Swaine suggested this be the case for July.

**XII. PUBLIC COMMENTS (NON-AGENDA ITEMS)**

None.

**XIII. ADJOURN**

With no further business to address, the meeting adjourned at 4:32 pm.

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Candice Battiste, Secretary