

**Downtown Development Authority  
Board of Directors Meeting  
March 24, 2021, 3:30 pm**

**Present**

Candice Battiste  
Lloyd Brown  
John Hubbard  
Time Huck  
Terry Moore (Arrived at 4:00)  
Logan Schroeder

**Absent**

Stanley Varner

**Staff**

Liz Swaine  
Janie Landry  
Stacie Leng  
Peggy Hellyer  
Lorenzo Lee

**Others Present**

Feico Kempff

**I. CALL TO ORDER**

The meeting was called to order at 3:40 pm. Mr. Huck left the meeting after the Call of Order but a quorum remained.

**II. ROLL CALL**

Peggy Hellyer called the roll. Stanley Varner was absent. It was noted that Ms. Swaine has been unable to get in touch with Mr. Varner.

**III. APPROVAL OF ABSENCES**

**A motion was made by Lloyd Brown, seconded by Candice Battiste, to approve the absences. The motion passed unanimously.**

**IV. AMEND AGENDA**

The agenda was not amended.

**V. WELCOME / INTRODUCTIONS/ PRESENTATIONS**

There were no introductions or presentations.

**VI. PUBLIC COMMENTS**

There were no public comments.

**VII. CONSENT AGENDA**

**A. Minutes**

Ms. Swaine asked for a review of the February 24, 2021 regular meeting minutes and for any changes or revisions. There were no changes or revisions.

**A motion was made by John Hubbard to approve the minutes of the February 24, 2021 meeting minutes. Candice Battiste seconded the motion, which passed unanimously.**

**B. February 2021 Budgetary Comparison Financial Statement**

Ms. Swaine asked the board members to review the February 2021 Budgetary Comparison Financial Statement. She reported that DDA tax revenue received is still not at the anticipated amount most likely as a result of the Pandemic's negative impact on businesses. The City now submits tax receipts quarterly. Streetscape contract payments are being received as anticipated. Payment under the ShrevePark contract is a month behind, but no problems are anticipated. All other income is in line, as are expenses. Payment of \$188,161 from the PSC grant for the LED lighting project has been received. The DDA received approximately \$5,300 for staff time expended on the project. Lloyd Brown asked if there was any progress to report in obtaining funds from the Riverfront Development Fund. Ms. Swaine stated that to her knowledge there has been no further conversation but said she

will follow up. The City may receive approximately \$45 million from the proposed federal stimulus plan, but details are pending. Ms. Swaine will keep the board informed as more information on the plan becomes known.

**A motion was made by Logan Schroeder and seconded by Candice Battiste to accept the February 2021 Budgetary Comparison Financial Statement as presented. The motion passed unanimously.**

## **VIII. REPORTS**

### **A. Director's Report**

1. 425 Edwards Street. Petroleum Tower Sold & Closed
  - Developer is Dubin/Guru Group- Northbrook, Ill
  - Market Rate Apartments/135 - 50% 2BR/2BA and 1BR/1BA
  - Parking secured; different options including possible purchase
  - Awaiting more word on incentive requests
2. General Interest Increasing
  - Residential
  - Mixed Use
  - Entertainment Venues
  - Can we prove Shreveport is next Asheville or Chattanooga?
  - Absorption Rate- *The **absorption rate** in the real estate market is used to evaluate the **rate** at which available homes are sold in a specific market during a given time period. It is calculated by dividing the number of homes sold in the allotted time period by the total number of available homes.*
3. 312 Texas Street, 'Baci' Building
  - Under contract
  - Proposed grocery/deli
4. 408 Fannin, former Greyhound Terminal
  - Holy Trinity
  - Properties off tax roll (33% exempt)
  - Due diligence currently underway
5. 429 Crockett Street
  - Group moving forward, under contract
  - Variety of possible uses
6. 621 Edwards Street
  - Sold, rehab 'lite' underway
  - Several interested parties
7. 711 Milam- Uneeda Biscuit Building
  - Still working on parking, last requirement of bank
  - Construction will resume, 12 months to complete
8. 400 Crockett St. The Lot Downtown
  - Edgar and Deshea Guzman
  - Event, food trucks, boxing, music
  - Adding bar and commissary kitchen
9. 424 Texas- Southern Law Center, Shreveport
  - 2022/2023- single semester for third-year students
  - 2025- final year for fourth-year students

- 2029- four-year non- traditional, 150-200 students
10. American Tower- Urgent EMS
- Startup
  - Quickcare/Telehealth/in-person patient care at a percentage of the cost
11. Downtown Banks
- Other downtown banks looking to convert customers
  - Interest in Capital One space/ No info on Regions space
12. Black Girl Magic Museum
- Pop-up located at The Standard, 509 Market
  - March 26- Memorial Day Weekend

Feico Kempff commented that having the urgent care downtown is much needed. Downtown daycare also needed.

### **B. Parking Report**

Mr. Lee reported that three vehicles were booted last month. A new patroller has been hired. He also stated that revenue is down compared to last year and is consistently low. Ms. Swaine asked Mr. Lee if he had talked to other parking managers around the country to see if their communities are also seeing declines in revenue. He reported that the decline is indeed the same all around the country as more people are working from home. Lloyd Brown asked about the recent parking patroller employee issue. Mr. Lee reported that appropriate steps were taken to address the matter and there have been no repercussions to date. Ms. Swaine said she has not received any comments or phone calls regarding the situation either.

**A motion was made by Logan Schroeder to convene into Executive Session to discuss personnel issues. John Hubbard seconded the motion which was unanimously approved.**

**A motion was made by John Hubbard and seconded by Logan Schroeder to reconvene into Regular Session. Motion was unanimously approved.**

## **IX. OLD BUSINESS**

### **A. Downtown Security**

Ms. Swaine reported that the SPD Bike Patrol has recently been reinstated downtown. The officers are working varied times and overtime hours and being paid by SPD. Terry Moore asked if it would be possible to have an SPD official attend a DDA board meeting on a quarterly basis. Ms. Swaine will follow-up concerning the request.

### **B. Assistance for Downtown Restaurants**

Ms. Swaine reported that 40% of the restaurants participating in the 318 Restaurant Week were in downtown. She also said she and Peggy Hellyer had a Zoom call meeting with Conpoto, a company that hosts a community currency program that allows organizations to offer a single gift certificate that can be accepted by numerous merchants. The company offers real time tracking on a website page that would be built specifically for DDA. Ms. Swaine reviewed how other cities have incentivized the program. Upfront cost is \$1,500 to implement the website. The program can be used for almost any organization DDA would like to support. It was suggested that the program might start with restaurants and then expand outward. The Board agreed that Ms. Swaine should research the program further.

**C. Artspace Building Update**

The snow and ice event in February caused damage to the canopy/awning at Artspace. The canopy was designed and built by professionals contracted by the City/SRAC. Emergency stabilization repair work was done on the Friday of the ice storm; columns were installed to provide support to prevent further damage. Ms. Swaine contacted structural engineer Jeff Raley who, after investigation, believes the original construction plans do not match the finished project. Ms. Swaine stated she asked SRAC to pursue the claim. The City should potentially have some obligation towards the project also. Ms. Swaine stated that the awning is stabilized for now.

**D. 2020 Audit**

The 2020 audit went well and is completed. The auditors will present the report to the Board in an upcoming meeting.

**X. NEW BUSINESS**

**A. American Rescue Plan City Funding**

This was discussed under **February 2021 Budgetary Comparison Financial Statement**

**XI. ANNOUNCEMENTS**

There were no announcements.

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

There were no public comments.

Terry Moore briefly discussed some other changes that are likely coming with the American Rescue Plan. 401K plans may be changed to allow small yearly withdrawals without penalty. Also, there is the possibility that student loan debt will be allowed to qualify as 401K contributions.

**XII. ADJOURN**

With no further business to address, the meeting adjourned at 5:00 pm.

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Candice Battiste, Secretary