

**Downtown Development Authority
Board of Directors Meeting
February 22, 2023**

Present	Absent	Staff	Others Present
Michael Corbin	Tim Huck	Liz Swaine	
Drayden Dunn	Kyle Southard	Stacie Leng	
Chelette Holden		Peggy Hellyer	
Kathy Malone			
Terry Moore			

I. CALL TO ORDER

The meeting was called to order at 3:39 pm. Terry Moore called the meeting to order.

II. ROLL CALL

Peggy Hellyer called the roll. Tim Huck and Kyle Southard were absent.

III. APPROVAL OF ABSENCES

Michael Corbin made a motion to accept the absences of Tim Huck and Kyle Southard. Drayden Dunn seconded the motion, which carried unanimously.

IV. AMEND AGENDA

The agenda was not amended.

V. WELCOME / INTRODUCTIONS/ PRESENTATIONS

There were no welcomes, introductions, or presentations.

VI. PUBLIC COMMENTS

There were no public comments.

VII. CONSENT AGENDA

Minutes

Ms. Swaine asked for a review of the January 25, 2023, regular meeting minutes and for any revisions.

A motion was made by Drayden Dunn to approve the minutes of the January 25, 2023, meeting. Kathy Malone seconded the motion, which passed unanimously.

January 2023 Budgetary Comparison Financial Statement

Ms. Swaine reviewed the January 2023 Financial Statement. Payment from the City for Streetscape is being received even though the contract has not yet been signed. Though no payment has been received for Parking and the contract has not been signed, there are no anticipated problems. Ms. Swaine commented that the line item for trees, wayfinding signage etc. was carried over from last year. DDA is working with SRAC on the UV coating for the Millennium Mural.

All expenses are as anticipated at this time of year. Since DDA does not roll over funds from one year to the next, money that was allocated for marketing, etc. was transferred to DSDC to be expended for approved projects. A leak in the basement at Artspace resulted in an expense of \$745.

Kathy Malone asked if the DDA Streetscape equipment is in good shape. Ms. Swaine responded that new equipment will eventually be needed but everything is running and seems to be in good shape now. The three-year old sweeper gets significant use, but we do ongoing maintenance on it. Repairs were

made to the vac unit, and it is good for now. Staff works to keep the vehicles maintained and running well.

A Motion was made by Michael Corbin to approve the January 2023 Budgetary Comparison Financial Statement as presented. Chelette Holden seconded the motion, which passed unanimously.

VIII. REPORTS

A. Director's Report

1. The Economic Development and Blight Abatement Transition teams met with DDA staff. The information presented was well received, and members of the team indicated they learned much about the city and downtown.
2. 500 Fannin Street
Movement on State Building - first architectural rendering was presented, but it is not the official plan. It is hoped that the final plan will include some additional space in the parking garage that might accommodate parking for adjacent buildings. There are many events happening at the Convention Center, and parking is in demand. A public meeting is being planned and will be held at the Petroleum Club. Ms. Swaine is working on details with Rep. Glover.
3. 525 Milam, former Centerpoint Building
Owner is pivoting to apartments since his previous plan for dormitory-style apartments is not permitted. Drayden Dunn asked what support could be provided by DDA. Ms. Swaine has been speaking with him and is providing information regarding local contacts, grants, historic tax credits, parking etc.
4. 427/429 Crockett Street
Glass Hat Restaurant, apartments, commercial space nearly completed.
5. 421 Market Street- Dripp Donuts
Grand Opening- Sat., March 4- all day. Revenue stream has begun, and owners are looking forward to the next upgrades. Hours: Tues.-Sat., 7 am- 4 pm
6. Sidewalk Cafes Anticipated
Dripp, 421 Market Street
The Noble Savage, 417 Texas Street - no permit yet.
Pop N' Pizza, 500 Texas Street
7. 700 Texas Street - 'Cooper's Corner'
First quarter occupancy
Only three suites remaining for lease
8. Inner City Connector- Route 3A
March 13, evening- SAVE THE DATE- Fiscal Impact Analysis Report, Urban3
9. 400 Crockett Street- Shreve Station
Formerly The Lot. Under new management – Jackie Brock. Operators are building a new stage and say it will rival Festival Plaza's stage. Hosting significant number of concerts and events. Will be the location for the Plant Swap (April 15) and Love the Boot Cleanup Party (April 22)

10. New Businesses downtown
The Cardio Spot, 854 Texas Ave.
PHD Homes/Palmer Hall Realty & Legacy Home Loans, 400 Texas Street, Ste. 1150
11. Delta Sigma Theta Sorority Louisiana Meeting
500 attendees/ Feb 24-26. Downtown restaurants providing specials.
12. Things to REMEMBER!
Downtown Plant Swap- Sat., April 15th, 9 am – 1 pm
13. Herman Chapple Funeral
Friday, 11:30 am at 9279 Linwood Ave.
Herman was with DDA for 27 years; will be greatly missed.

B. Parking Report

Lorenzo Lee reported that overall numbers for parking are in line with previous years. Coin revenue is about the same as last year. There are no alarming or out-of-the-ordinary trends. Two vehicles were booted; \$300 was the highest amount owed.

Ms. Swaine reported that she met with new downtown Councilman Gary Brooks recently, and he asked why there are meters in downtown. Ms. Swaine said the City Council has not been willing to go to all digital parking, so meters will have to be maintained in at least the highest traffic areas. Older meters get broken into frequently, but the newer meters are more tamper proof.

The Parking Department handles all tickets in the system including manually written police tickets, airport parking, yard parking, and semi parking etc.

Drayden Dunn asked if there was an update on the possibility the City would build a municipal parking garage. Ms. Swaine stated there is a potential for funding and that Mayor Arceneaux has said he will propose a bond issue that will include parking but that would not be in the immediate future. Roland Toups has indicated a willingness to lease his parking lot (north of the former SporTran location) on a long-term basis if there is a public/private partnership to build a garage there. Kathy Malone talked about the need to put some of the parking contract revenue aside for the purchase of a new parking vehicle.

IX. OLD BUSINESS

A. Downtown Security

Ms. Swaine said there were no additional officers available over the past weekend because of Mardi Gras activities. It was noted that people are less likely to cause problems when officers are visible. She is asking SPD Administration to have officers drive through downtown on the way to their districts, just as a show of force.

B. Tree & General Infrastructure

Trees are currently being planted. Fiber optic lines have been installed in some of the tree grates without permission or markings. City Engineer Patrick Furlong is aware of the issue and the city is investigating what they can do.

C. Vacant Property Ordinance

Ms. Swaine reported that the proposed ordinance is gaining support. The mayor contacted her and asked her to have DDA legal counsel Jerry Jones copy the West Monroe ordinance and reword it for Shreveport. The ordinance has been forwarded to Mr. Jones. All City Council members have indicated support, including Gary Brooks. Still to be determined is which entity would oversee

enforcement.

X. NEW BUSINESS

A. Approval of 2023 Parking Contract with City of Shreveport

The DDA Board must approve the proposed three-year parking contract before the City Council can vote on it. Jones has revised some of the verbiage in the proposed contract. Ms. Swaine stated that there is an increase in the contract amount for 2023 and credited CAO Tom Dark for getting the increase. The contract can be cancelled with 90 days' notice from the city. Any surplus must be used for parking.

A motion was made by Kathy Malone to approve the 2023 Parking Contract with the City of Shreveport. Michael Corbin seconded the motion, which passed unanimously.

B. Street Directional Conversations

Ms. Swaine was a guest on KEEL Radio earlier and discussed how downtown's one-way streets intimidate people. Three previous administrations have had this conversation, but Mayor Arceneaux's administration is very interested in changing some streets to two-way. Signage and lighting will need to be changed as well. Michael Corbin recommended that new streetlights also be included in the conversation as a possible bond issue item.

XI. ANNOUNCEMENTS

There were no announcements.

XII. PUBLIC COMMENTS (NON-AGENDA ITEMS)

There were no public comments.

XIII. ADJOURN

With no further business to address, the meeting adjourned at 4:59 pm

Kyle Southard, Secretary