

**Opelousas Downtown Development District**  
**Board Meeting**  
**Meeting Date and Time: January 31, 2020 at 9:00 a.m.**  
**Meeting Place: 5367 I-49 S. Service Road, Opelousas, La 70570**

**AGENDA**

- ❖ Welcome
- ❖ Pledge and Opening Prayer
- ❖ Roll Call
- ❖ Approval of December 2019 Meeting Minutes
- ❖ Financial Report
  - Discuss the appointment of a third person to Review the Monthly Financials

**Old Business:**

**ODDD Board Election of Officers, Chairperson, Vice Chairperson, Treasurer/Secretary**

- ❖ Committee Reports
  - Klout9
  - City of Opelousas
    - Tap Grant Update
    - Capital Outlay and DOTD Update
    - CLECO Lighting Proposal
    - Mayor's ODDD Member Replacement
      - Welcome new member, Mrs. Sarah Branton
  - CPEX Masterplan Monthly Report
    - Stakeholder Interviews
  - New Life Center
  - Board Requirements Due for Sexual Harassment by February 2, 2020
- ❖ **New Business**
  - Opportunity Zone Report from D.C. Meeting
  - Board Meeting Date Change per By-Laws
  - ODDD Meeting Schedule publish for 2020

The following members were present: Lena Charles, Ogden Pitre, Keith Broussard, Don D'Avy, Pat Fontenot, Rob Hillard and Sarah Branton.

The following members were absent: None

The following SLED staff members were in attendance: Bill Rodier/CEO-Director, Taylor Lormand/ED Specialist, and Glenda Carriere/ED Support Coordinator.

There were also present: William Jarrell/Morgan Goudeau and Associates, Herman Fuselier/St. Landry Parish Tourist Commission, Purvis Morrison/City of Opelousas, Melanie LeBouef/Opelousas Tourism, Sabina Salling/CLECO, Lisa Doyle/Clerk of Court's office and Levar Greenhouse/ATT.

***Swearing-In Ceremony:*** Lisa Doyle with the St. Landry Parish Clerk of Court's office swore in Sarah Branton as a new board appointment to the Opelousas Downtown Development District Board.

***Approval of December 2019 Meeting Minutes:*** A motion to approve the December 2019 meeting minutes was made by Pat Fontenot and seconded by Rob Hillard. Motion carried without objection.

***Financial Report:*** Treasurer/Secretary Keith Broussard provided an overview of the December 2019 financials. A motion to accept the December 2019 financials was made by Don D'Avy and seconded by Ogden Pitre. Motion carried with no objection.

Craig LeBouef sent an email with clarification of the duties of a third person to review the financials. A motion to appoint Bill Rodier as the third person to review the financials was made by Pat Fontenot and seconded by Ogden Pitre. Motion carried with no objection.

***Election of Officers:*** The Election of Officers process was as follows:

A motion to reappoint and accept the same slate of officers from 2019 was made by Pat Fontenot and seconded by Ogden Pitre. There was a call for new nominations. No new nominations were made. Motion carried without objection.

## **Old Business**

### ***Committee Reports:***

***Klout9:*** We are making benchmarks. The content will be reciprocated both from SLED down to the ODDD, as well as vice versa for the ODD to the SLED site. Taylor Lormand will be the project lead in coordinating this with Klout9. Efforts over the next 60 days will be primarily focused on promoting the efforts of the DDD Master, while also using the video content previously created to refresh the importance of vibrant downtowns.

### **City of Opelousas Update:**

***TAP Grant:*** William Jarrell with Morgan Goudeau and Associates provided an update. He said David Jarrell is finishing the final plans and will be submitting within the next few weeks. Melanie LeBouef with Tourism of Opelousas stated that there is money in the budget to match with City of Opelousas.

***Capital Outlay:*** Bill Rodier shared that DOTD is looking at a relocation access route, in order to also determine necessary property costs. He also shared that DOTD is including portion of their internal capital outlay request for Vine Street.

***CLECO Lighting Proposal-*** Sabrina Salling discussed a CLEDCO lighting upgrade proposal. This includes new lights and fixtures East and West from I-49 to just past Robert Wolfe's office to 400W LED. Then going North to South from Martin Luther King up to Super 1 Foods. In total, this would include the upgrade of 153 fixtures. The total to change out lights is estimated to cost \$101,000. A motion to accept the bid of \$101,000 was made by Pat Fontenot and seconded by Don D'Avy.

***Mayor's ODDD Member Replacement:*** Mrs. Sarah Branton was welcomed as the Mayor's member replacement.

***City of Opelousas Tourism:*** Melanie LeBouef provided an overview of the Historic Revitalization  
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Grant and how only one out of nine in the state of Louisiana will receive this grant. The first step is to fill out the eligibility application.

CPEX Masterplan Monthly Report:

Stakeholder Interviews: We continue to have monthly meetings with CPEX. Discussion was made regarding the progress of the Stakeholder Meeting held on January 22, 2020. Taylor Lormand organized individual interviews that were held here at SLED. The day of these Stakeholder Meetings, Lena Charles and Glenda Carriere were here to handle the logistics. The first advisory meeting will be held on February 13, 2020 at 5:30 pm here at SLED. The first public meeting is scheduled to be held at City Hall on March 3, 2020. We will have a press release to inform the public. Klout9 will release flyers.

New Life Center: DEQ not finished with Phase Two (2), and there is no date of completion as of now. A discussion was made as to what will we do once Phase two (2) comes back from DEQ. The city talked about issuing a RFP to investors.

Sexual Harassment Policy: Chairwoman Lena Charles and Glenda Carriere stressed the importance of each board member completing the sexual harassment course and turning in a certificate to be filed here at SLED.

**New Business**

Opportunity Zone Report from D.C. Meeting: Bill Rodier talked about the interactions with the cabinet and how to put Acadiana more on the map. He spoke about possibly establishing our own opportunity zone fund. Consider establishing a St. Landry Parish Economic Development Fund to make it easier for investors to come to the area. We could establish this fund to put us on the front to revitalization.

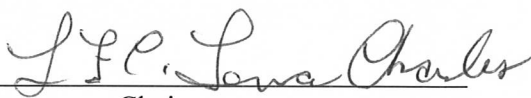
Board Meeting Date Changes per By-Laws: Chairwoman Lena Charles stated that we will table board meeting frequency until the next scheduled meeting.

ODDD Meeting Schedule publish for 2020: Craig LeBouef published the board meeting scheduled for 2020. This will happen on the 3<sup>rd</sup> Friday of the full week of the month. Glenda Carriere will send out the meeting schedule for the year to all board members.

The next scheduled meeting will be held on Friday, February 21, 2020 at 9:00 am at SLED.

There being no further business to come before the board, motion to adjourn was moved by Pat Fontenot, seconded by Rob Hillard and unanimously approved that the meeting be adjourned at 10:47 am.

  
Secretary

  
Chairman