

# **CAPITAL REGION PLANNING COMMISSION**

## **Minutes of the Regular Commission Meeting Monday, March 26, 2018 11:00 A.M.**

Hosted by Capital Region Planning Commission  
East Baton Rouge Parish Main Library, Baton Rouge, LA

### **Commissioner Roll Call List:**

Mary Gourdon (Port Vincent), Donald Burgess (Livingston Parish), Travis Clark (Livingston Parish), Hon. Gerard Landry (Mayor, City of Denham Springs), Hon. Riley Berthelot (President, West Baton Rouge Parish), Hon. Lori Bell (Mayor, Town of Clinton), Hon. Darnell Waites (Mayor, City of Baker), Rowdy Gaudet (Asst. CAO, City-Parish of East Baton Rouge), Kahli Cohran (East Baton Rouge Parish), Hon. William “Billy” D’Aquila (Mayor, Town of St. Francisville), Hon. David Toups (Mayor, City of Addis), Hon. Anthony Daisy (Mayor, City of New Roads), Barbara Freiberg (East Baton Rouge Metro Council), Kevin Durbin (West Baton Rouge Parish), Joshua Joseph, Jr. (East Baton Rouge Parish), Hon. Irma Gordon (Mayor, Town of Kentwood).

### **The meeting was also attended by:**

Jennifer Branton (DOTD), Kim Marousek (CRPC), Jamie Setze (CRPC), Ann Marie Thevenot (CRPC), Carondalette Stewart (CRPC), Tommy LeJeune (Faulk & Winkler), Betty Burgess (Livingston Parish), Pong Wu (CRPC), Courtney Maciasz (CRPC), Phuoc Dang (CRPC), Adam Tatar (CRPC), Ravi Ponnappureddy (CRPC), Evelyn Cheatham (Town of Clinton), John Brown (East Baton Rouge Parish), Lloyd Ellis (East Baton Rouge Parish), J.T. Sukits (CRPC), Drew Ratcliff (CRPC), Kendra Hendricks (CRPC), Dr. Eric Kalivoda (LaDOTD), Kenyatta Robertson (CRPC), Marta Castro de Sa’ (CRPC), Pete Heine (City of Baker)

### **Action Items:**

- 1. Call to Order:** The meeting was called to order by Chairman Riley Berthelot.
- 2. Roll Call:** It was established that there was not a quorum present.
- 3. Minutes:** Minutes from the January 29, 2018 regular commission meeting were approved.

Motion to approve the minutes was made by Hon. Darnell Waites (Mayor, City of Baker) and seconded by Rowdy Gaudet (Asst. CAO, City-Parish of East Baton Rouge).  
Unanimous in favor.

#### **4. Financial Reports: Tommy LeJeune, Faulk & Winkler**

The report through January 31, 2018 shows the following financial position:

CRPC has \$1,782,000 in total assets.

- **Cash**  
Operating cash is at \$879,000
- **Accounts Receivable**  
Accounts Receivables are up by \$34,000.
- **Debt obligations** are \$728,000 compared to last year's \$915,000. We retired about \$187,000 in debt
- **Total fund balance**-\$1,054,000
- Seven months into the fiscal year, total revenues are \$1,642,000 compared to budget expectation of \$2.8M, which is 58.5% of the budget, on target at this point in the year.
- **Expenditures** are at \$1.4M. Personnel is at 55-56%
- **Net change in fund balance** -\$203,000

After the report, Chairman Berthelot had everyone introduce themselves. At that point, a quorum was established. Motion to accept the financial report was made by Hon. Darnell Waites (Mayor, City of Baker) and seconded by Donald Burgess (Livingston Parish). Unanimous in favor.

#### **5. Executive Director's Report, Jamie Setze, CRPC**

Jamie Setze passed out a detailed quarterly activity report. The highlights that were discussed from the report include:

- The Safety Coalition named its new safety champion, Mr. Joe Wills, who serves as a staff attorney for DOTD
- CRPC successfully assisted the LSU Renovation Park in receiving \$1.1M from EDA for the construction of a road that will open 150 acres for development
- Planning Commissioner training was held in March in Addis. The next commissioner training will be in June 2018, please contact Kendra Hendricks if you need additional information about free Planning Commissioner training.
- Wrote and submitted a grant to FHWA to conduct a vulnerability assessment of the region's transportation network working with the LA Supply Chain Council.
- Capital Region will become the first region in the state to participate in a DOTD pilot program utilizing Rural Transportation Assistance Program (RTAP) funds for hands on transit driver training.
- Kickoff for Travel Demand Management was held in front of the DOTD building on March 6th

#### **6. Speaker: Road Transfer Program, Dr. Eric Kalivoda, Deputy Secretary, LADOTD**

Dr. Kalivoda gave an overview of the Road Transfer Program. This program is an

opportunity to reduce the size of DOTD, empower local governments and correct inequities in the distribution of state highway miles among the parishes. “Right-Sizing” the State Highway System involves transferring about 5000 miles of road, with the money, to local governments. Right-Sizing has been called for in the State Transportation Plan since 2003. Right-Sizing principles include: state should not be maintaining neighborhood streets in urban or rural areas; state mileage inversely proportional to population; in urban areas, the State System should consist only of roads that serve a significant interurban function.

The proposed limit for the State Highway System is 12,000 miles, not including frontage roads. Transferred roads do not disappear, rather the ownership changes. Participation in the program is voluntary. Roads will be repaired prior to transfer under the DOTD Road Transfer Program. Local governments will be credited for 40 years of routine and capital maintenance which can be applied to any highway capital project(s). All of the information for the Road Transfer Program can be found on DOTD’s website: [www.dotd.la.gov](http://www.dotd.la.gov)

## **7. New Business**

- (a) Delta Regional Authority Open Application Period
- (b) Resolution 03-26-18 01 to approve an addendum to the CRPC Consultant Selection Procedure
- (c) Resolution 03-26-18 02 to approve the purchase of property located at 333 N 19<sup>th</sup> Street and 1819 Florida Blvd, Baton Rouge, LA

Jamie Setze, CRPC, mentioned that the Delta Regional Authority has opened its application period. Contact Courtney Maciasz from CRPC for more details on the SEDAP process.

Chairman Berthelot called for a motion to adopt the resolutions. It was moved by Hon. Gerard Landry (Mayor, City of Denham Springs) and seconded by Hon David Toups (Mayor, Town of Addis) to approve an addendum to the CRPC Consultant Selection Procedure. It was moved by Hon. Darnell Waites (Mayor, City of Baker) and seconded by Rowdy Gaudet (Asst. CAO, City-Parish of East Baton Rouge) to approve the resolution for the purchase of property located at 333 N 19<sup>th</sup> Street and 1819 Florida Blvd. Unanimous in favor.

## **8. Adjournment**

Chairman Berthelot thanked everyone for attending the meeting. He requested that Pete Heine bless the group with a prayer.

Motion was placed to adjourn the meeting by Hon. Richard Lee, III (Mayor, City of Port Allen) and seconded by Hon. David Toups (Mayor, City of Addis). Unanimous in favor. The meeting was adjourned.