

CAPITAL REGION PLANNING COMMISSION

Minutes of the Regular Commission Meeting Monday, June 18, 2018 11:00 A.M.

Hosted by Capital Region Planning Commission
BREC Ballroom, 6201 Florida Blvd., Baton Rouge, LA

Commissioner Roll Call List:

Hon. Gerard Landry (Mayor, City of Denham Springs), Jackie Baumann (City of Gonzales), Hon. David Toups (Mayor, Town of Addis), Hon. Darnell Waites (Mayor, City of Baker), Mike Enlow (Ascension Parish), Erika Green (East Baton Rouge Metro Council), Hon. Billy D'Aquila (Mayor, Town of St. Francisville), Hon. Irma Gordon (Mayor, Town of Kentwood), Travis B. Clark (Livingston Parish), Kahli Cohran (East Baton Rouge Parish), Ray Terral (Livingston Parish), Rosemary Langlois (for Hon. Ed Reeves, City of Plaquemine), Fred Raiford (for Rowdy Gaudet, East Baton Rouge City-Parish), Hon. Richard Lee, III (Mayor, City of Port Allen), Hon. Riley Berthelot (President, West Baton Rouge Parish), Barbara Frieberg (East Baton Rouge Metro Council), Hon. Lori Ann Bell (Mayor, Town of Clinton), Donald Burgess (Livingston Parish), Major Coleman (St. Helena Parish Police Jury), J. Daniels (East Baton Rouge Parish).

The meeting was also attended by:

Kelvin Ridgley (City of Baker), Charles Vincent (City of Baker), Michelle Jones (Faulk & Winkler), Pete Heine (City of Baker), Kendra Hendricks (CRPC), Carondalette Stewart (CRPC), Chris Shalohm (CRPC), Marta Sa' (CRPC), Phuoc Dang (CRPC), Kenyatta Robertson (CRPC), Bailey Powell (CRPC), Ravi Ponnappureddy (CRPC), Drew Ratcliff (CRPC), Jennifer Branton (DOTD), Evelyn Cheatham (Town of Clinton), Kim Marousek (CRPC), Adam Tatar (CRPC), Betty Burgess (Livingston Parish), Tommy LeJeune (Faulk & Winkler), Leslie Durham (Governor's Office), Courtney Maciasz (CRPC)

Action Items:

- 1. Call to Order:** The meeting was called to order by Chairman Riley Berthelot.
- 2. Roll Call:** Pete Heine gave the prayer and blessed the food. It was established that there was a quorum present.
- 3. Minutes:** Minutes from the March 26, 2018 regular commission meeting were approved.

Motion to approve the minutes was made by Hon. Gerard Landry (Mayor, City of Denham Springs) and seconded by Hon. David Toups (Mayor, Town of Addis). Unanimous in favor.

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

Tommy LeJeune presented the financial results through April 2018 and the proposed budget for FY 2018-19.

As of April 30, 2018, the financial report shows the following position:

- **Total Cash and Cash Equivalents**-\$1.4M, which is \$410,000 above where [CRPC] was from the prior fiscal year.
- **Accounts Receivable**- Receivables declined from \$836,000 the prior fiscal year to \$408,000.
- **Total liability**-\$796,000 compared to prior fiscal year total of \$915,000. We are down about \$118,000 in debt.
- **Fund balance**-\$971,000

After 10 months compared to the budget, total **revenue** is \$2.2M out of \$2.8M, which is 78% of the operating budget. 83% is the watermark. **Direct costs** total is \$1.2M out of \$1.7M budgeted, which is 73% and **indirect costs** total \$863,000 out of \$1M budgeted, which is 86%.

After the report, Chairman Berthelot said that the executive board met the previous week and went over the financial reports in great detail. The board recommends the approval of the report. He asked were there any questions. Hearing none, motion to accept the financial report was made by Hon. Richard Lee, III (Mayor, City of Port Allen) and seconded by Major Coleman (St. Helena Parish Police Jury). Unanimous in favor. In a separate motion, it was moved by Hon. Darnell Waites (Mayor, City of Baker) and seconded by Hon. Billy D'Aquila (Mayor, Town of St. Francisville) to approve the FY 2018-19 budget. 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:

- 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.
- Initiated regional recovery meetings where representatives from Baker, Denham Springs and Tangipahoa parish can meet to discuss their recovery progress and project implementation status. This meeting allows the communities to leverage resources by identifying common recovery projects and issues.
- Planning Commissioner Training was held in June in Sorrento. The next commissioner training will be held in September. Please contact Kendra Hendricks if you need additional information about the training or would like to host a future training.

- Provided transportation modeling and technical support to DOTD and consultants working on the I-10 (LA 415 to Essen Ln) Widening Project. Working on updating the long-range plan (MOVE2042) to include the I-10 widening project.
- Provided population and employment growth projection data and technical assistance to consultants working on developing comprehensive plan for Ascension Parish
- Assisted Town of Brusly in Safe Route to Public Places project submittal.
- Prepared a grant application for funding to engage elderly and disables residents in the transit planning process. Facilitated a wheelchair tie down training session, certifying 36 transit drivers across the region
- Completed local road safety plan for Ascension Parish.
- Presented at the National American Planning Association with the Mayor of Central, the Mayor of Denham Springs and Villavaso and Assoc. about recovery planning and resilience efforts following the 2016 flood.
- New partnerships were developed with River Parishes Community College, Department of Natural Resources, the Baton Rouge City- Parish Government, with Mosquito Abatement and Rodent Control, LA Department of Health, and LA Department of Public Service and Corrections, and Elayn Hunt Correctional as part of the Commuter Krewe of Louisiana program.

6. Speaker: Leslie Durham, Special Assistant to the Governor, Chairman, Rural Water Infrastructure Committee (RWIC)

Leslie Durham spoke about the Delta Regional Authority and the Rural Water Infrastructure Committee. Delta Regional Authority is a federal program that covers eight states and 56 parishes in Louisiana. Louisiana pays dues and receives services through the Delta Regional Authority. This year's state allocation is \$2.5M. These funds can be used for infrastructure, workforce, healthcare or anything to create jobs or retain jobs. DRA funds can be used a matching funds for other federal and state programs. Durham gave examples of how the RWIC has assisted rural communities and other agencies RWIC have partnered with.

7. New Business

- (a) **Resolution No. 06-18-18-01** to update the Capital Region Planning Commission 457 Plan to remove Melvin "Kip" Holden and appoint William "Billy" D'Aquilla as successor

Chairman Berthelot explained to the group that CRPC is updating its 457 plan to add Mayor D'Aquilla since is the vice-chair of the commission. The plan must have two signatures in order to make any changes. Chairman Berthelot called for a motion to adopt the resolution. It was moved by Ray Terrel (Livingston Parish) and seconded by Hon Gerard Landry (Mayor, City of Denham Springs) to update the Capital Region Planning Commission 457 Plan to remove Melvin "Kip" Holden and appoint William "Billy" D'Aquilla as successor. Unanimous in favor.

8. Other Business

- a) Watershed Resiliency and Management Webinars, Drew Ratcliff, CRPC
- b) Statewide Watershed Program – Danica Adams, OCD
- c) Discussion to move September 17th meeting to August 13th

Drew Ratcliff discussed the partnership between CRPC, OCD and GOHSEP. In response to feedback received at the Amite Watershed Symposium and outreach with local officials, a webinar series was developed. This series will discuss the Louisiana Watershed Resiliency Study and issues surrounding flood risk. The link for the webinar registration will be emailed to the commissioners and other elected officials in July. Danica Adams was unable to attend and will be invited to a future commission meeting.

Jamie Setze led the discussion on the reason the next quarterly meeting needed to be moved one month earlier. CRPC is working on securing an architect for the building remodel and will need them approved by the commission. CRPC also needs to submit an amended bond application for approval and if we wait until September, we will miss the deadline. It was moved by Ray Terral (Livingston Parish) and seconded by Fred Raiford (East Baton Rouge City-Parish) to move the September 17th quarterly meeting to August 13th. Unanimous in favor.

9. Adjournment

Chairman Berthelot thanked everyone for attending the meeting. Motion was placed to adjourn the meeting by Fred Raiford (East Baton Rouge City-Parish) and seconded by Hon. Richard Lee, III (Mayor, City of Port Allen). Unanimous in favor. The meeting was adjourned.