

## MINUTES

### SOUTH CENTRAL PLANNING & DEVELOPMENT COMMISSION BOARD OF COMMISSIONERS MEETING

Thursday, June 29<sup>th</sup>, 2017

A regular meeting of the Board of Commissioners for South Central Planning & Development Commission was called to order at approximately 10:30 a.m. on Thursday, June 29<sup>th</sup>, 2017 at South Central Planning & Development Commission in Houma, LA.

Chairwoman A. Williams called the meeting to order. K. Belanger led the Board in the Pledge of Allegiance.

Members present or represented by proxy were: J. Naquin representing M. Triche, M. Blame representing R. Animashaun, J. Cantrelle, J. Jones, A. Chiasson representing T. Eschete, E. Reinhardt, J. Fisher-Perrier, S. Nosacka, N. Robottom, Dr. H. Hardy, C. Monica, D. Hanagriff, L. Ratcliff, F. Grizzaffi, L. Charles, M. Marmande, Jr., J. Rogers and A. Williams.

Staff members present were K. Belanger, J. Foret, P. Gordon, R. Hutchinson, M. Wich, S. Bruning, E. Bergeron, and SCPDC Legal Counsel T. Watkins.

Members absent were: W. Reed, M. Atzenhoffer, J. Bouziga, L. Cochran, W. Bendetto, P. Murray, IV, T. Wilson, T. Roussel, P. St. Pierre, L. Mitchell, R. Harris, R. Grogen, G. Dove, S. Carlos, and B. Hebert.

K. Belanger introduced the guests which were in attendance: J. Ayala and V. Hendershot of US EDA, R. Scriber and T. Crump of Louisiana Main Street Program, G. Cormier of St. Martinville Parish Government/APC, and L. Surapuru of St. John the Baptist Parish Council.

The first item on the agenda was the Review and Acceptance of minutes of April 20<sup>th</sup>, 2017 regular meeting. ***It was motioned by J. Naquin, seconded by N. Robottom to accept minutes of April 20<sup>th</sup>, 2016. There being no objections motion carried.***

Next on the agenda was the Management Committee notes of June 2017. A Management Committee meeting was not held; however, the Management Committee members participated in a phone conference so as they could be updated on matters of the Commission without any action being taken. Notes from the phone conference was provided in the meeting packet for informational purposes.

K. Belanger reviewed the Financial Statement ending May 31<sup>st</sup>, 2017. ***It was motioned by M. Marmande, Jr., seconded by J. Jones to accept the Financial Statement ending May 31<sup>st</sup>, 2017. There being no objections, motion carried.***

Item four on the agenda was the Review and Approval of the FY17 Budget Adjustments. J. Foret reviewed the FY17 Budget Adjustments. She explained the main budget adjustments had to do with an EPA grants which had not progressed. ***It was motioned by A. Chiasson, seconded by N. Robottom to accept the FY17 Budget Adjustments. There being no objections, motion carried.***

Review and Approval of FY18 Proposed Budget was the next item on the agenda. K. Belanger reminded everyone that historically the Commission has always created a budget with deficit. However, the Commission was doing well financially.

***It was motioned by J. Naquin, seconded by M. Marmande, Jr. to accept the FY18 Proposed Budget. There being no objections, motion carried.***

Mr. R. Scriber, the Louisiana Main Street Director, gave a video presentation on Louisiana's Main Street Program. The Main Street Program is a coordinating program which assists communities with revitalizing their downtown areas. The program is based on a four point approach: design, organization, promotion, and economic vitality. It is a national support program which leads the field and strategy has been proven. Within SCPDC's region, the Main Street Program has assisted Houma, Morgan City, Franklin, and Thibodaux with revitalizing their downtown areas.

Under agenda item seven, Mr. G. Cormier, APC Chairman and St. Martinville Parish President thanked K. Belanger and the Commission for their assistance in re-establishing the Acadiana Planning Commission.

K. Belanger explained agenda items eight and nine were resolutions required annually.

***It was motioned by N. Robottom, seconded by A. Chiasson to adopt the resolution adopting the system survey and compliance questionnaire. There being no objections motion carried.***

***It was then motioned by J. Naquin, seconded by J. Fisher-Perrier to adopt the resolution certifying that the RLF Program is consistent with the current Regional Economic Adjustment Strategy; is being operated in accordance with the Policies and Procedures contained in the plan; and that all loan portfolios meet plan standards. There being no objections, motion carried.***

Acceptance of the Official Journal (July 1, 2017 – June 30, 2018) was next on the agenda. After reviewing the quotes received for the Official Journal ***it was motioned by J. Rogers, seconded by S. Nosacka for The Courier to become the Official Journal of SCPDC. There being no objections, motion carried.***

K. Belanger explained that the items being surplus was from RLF/RCF loans which have defaulted and was in storage that the Commission would like to dispose of accordingly. ***It was motioned by J. Fisher-Perrier, seconded by J. Rogers to adopt the resolution declaring various equipment as surplus property and authorizing the CEO to appropriately dispose of said equipment and setting the minimum acceptable bid for the sale of equipment declared as surplus. There being no objections, motion carried.***

Agenda items twelve and thirteen were also Resolutions required annually by DOTD for the HT-MPO Continuing Planning Phase Funds and Transit Funds.

***It was motioned M. Marmande, Jr. seconded by L. Charles to adopt the resolution authorizing the CEO to enter into a contract for Metropolitan Planning for FY18 between SCPDC and the LaDOTD for the Houma-Thibodaux MPO Continuing Planning Phase. There being no objections, motion carried.***

***It was then motioned by J. Jones, seconded by A. Chiasson to adopt the resolution authorizing the CEO to enter into a contract for Metropolitan Planning for FY18***

***between SCPDC and the LaDOTD for the Houma-Thibodaux MPO, Transit Funds. There being no objections, motion carried.***

Under Updates, K. Belanger invited all present to stay and participate in the Phase 2 Ribbon Cutting Ceremony immediately following the Board of Commissioner's meeting.

The Agency Activity Report to be read at the Commissioner's leisure.

Next meeting date has been set for Thursday, October 19<sup>th</sup>, 2017 in St. James Parish, location to be determined.

There being no other business to discuss, ***N. Robottom motioned to adjourn the meeting, seconded by J. Naquin. There being no objections, motion carried.***

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As duly authorized officers of South Central Planning and Development Commission, Board of Commissioners, we do hereby certify that the above and foregoing is the official version of the minutes of the meeting of the Board of Commissioners held on June 29<sup>th</sup>, 2017

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Arlanda Williams, Chairwoman  
South Central Planning & Development Commission

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Jeff Naquin, Secretary  
South Central Planning & Development Commission