



Southwest Louisiana Regional Planning Commission (SWLA-RPC)
Louisiana Planning District 5

BOARD OF DIRECTORS
MEETING MINUTES
Thursday, March 28, 2024

I. Call to Order – Mayor Marcus Renfrow, Chair

II. Roll Call – Mike Hollier, Director

Mayor Henry Guin – No response
Mayor Mike Danahay – Responded present
Mayor Marcus Renfrow – Responded present
Mayor Nic Hunter – Responded present
Mayor Hal McMillin – No response
Katie Armentor – Responded present
Mary Kay Eason – Responded present
Creed Romano – Responded present
Jacob Dillehay – Responded present
Mayor Jean Paul – No response
Kim Rainwater – No response
Kim Monte – Responded present
Mayor Misty Roberts - No response
Lisa Adams – Responded present

A QUORUM has been reached.

III. Reading and Adoption of Minutes – Mayor Nic Hunter, Secretary

A. Draft Minutes of Meeting held on February 22, 2024

Action requested.

A REQUEST to defer the minutes was made by Jamie Gaines. A MOTION was made by Mayor Nic Hunter and seconded by Mayor Mike Danahay. Hearing no objection, the MOTION was carried.

IV. Financial Reports – Mayor Hal McMillin, Treasurer

A. February 2024 Financial Report

Action requested.

Ms. Jamie Gaines reported that the February financial report shows the Regional Planning Commission as operating at a deficit of \$119,396. This is due to the dual payroll processing that the Regional Planning Commission operates under. According

to Ms. Gaines, each payroll cycle involves converting general ledger data, such as journal entries allocating staff hours to specific grants, in QuickBooks and then processing payroll through ADP. This was necessitated since our Certified Public Account is unable to keep up with out-of-state tax laws. Hence, our financials reflect double expenses.

Our total liability and equity of \$728,927, liability of \$281,464.57, equity of \$447,463.34, and outstanding receivables of \$168,152.57. Our outstanding receivables are over \$200,000 pending invoicing.

A MOTION to accept the financial report as read was made by Mayor Mike Danahay and seconded by Mayor Nic Hunter. Hearing no objection, the MOTION was carried.

V. Watershed Series Reservoirs Funding Request Update – Mike Hollier
Information only. No action requested.

Mr. Mike Hollier reported that the Watershed Region 4 has a Technical Advisory Committee and a Coalition Policy Committee. The Coalition Policy Committee has turned to the Technical Advisory Committee for an evaluation of the ongoing projects and programs currently underway. The result is a series of reservoirs. There were four originally, but we now have 13 or more.

We are currently working to get \$100M to get the following projects moving:

1. Mill Creek Reservoir, for \$25 million
2. Iowa/Lacassine Reservoir - \$25 million
3. Dolet Hills Reservoir - \$25 million*
4. Northeast DeRidder Reservoir - \$15 million
5. Water Transport - \$10 million

* We currently have a lack of concrete numbers for Dolet Hills in Desoto Parish and Northeast DeRidder Reservoir.

There is a need for water movement between reservoirs, the costs of which are currently unknown.

Region 4 does have a contract in place and multiple funding rounds completed. With the new governor, there's uncertainty regarding the direction of the state watershed initiative council under all new secretaries of state agencies.

VI. Regional Mobility Authority: Purpose – Mike Hollier
Information only. No action requested.

Mr. Mike Hollier reported that there is a need for completion of projects that do not necessarily fit into one specific jurisdiction, including roads, bridges, rail, trails, and advanced technology, such as that found in a Transportation Management Center, and maintenance of streets and roads, such as overlays. There is not currently an entity that is multi-jurisdictional that has a pool of money to compete and grab the resources available. It is up to each jurisdiction to depend on the state for that capacity. Mr. Hollier suggested that Regional Mobility Management may be an important component of addressing the transportation demands for this area.

**VII. Resolution No. 2270 Approving and Authorizing New – Jamie Gaines
Board Officers Signatures for RPC Financial Institutions**
Action requested.

We currently have four authorized signatories at each of our financial institutions, and one of those includes Mr. Mike Hollier as he will oversee every check that is written. Mayor Marcus Renfrow will be a signatory, Mr. Jacob Dillehay is a signatory, and Mayor Hal McMillin is a signatory. I'd like to ask for a resolution naming those signatories specifically, as well as removing Mr. Mike Harper as he has recently resigned from the board. We require two signatures on all checks.

A MOTION to approve Resolution No. 2270 was made by Ms. Katie Armentor and seconded by Mayor Nic Hunter. Hearing no objection, the MOTION was carried.

**VIII. Resolution No. 2267 Approving and Authorizing a Delta Regional – Jamie Gaines
Authority Planning Grant for Beauregard Parish.**
Action requested.

We represent Delta Regional Authority, which is a federally designated entity that awards funding for rural communities throughout 13 states. We would like authorization to apply for a planning grant, specifically for Beauregard Parish for \$150,000. We'd also like your approval for the commission to provide the match which would be \$30,000. We have a limited amount of time to submit these applications, as the deadline is May 30th.

We've already designated two grant opportunities in Beauregard Parish that will use up the money they've set aside. We will try to get matches for everything and will also apply for the waiver. As an alternate proposal, you could commit to putting up a \$30,000 match, and we will do our best to waive the Beauregard match altogether.

A MOTION to adopt Resolution No. 2267 Approving and Authorizing a Delta Regional Authority Planning Grant for Beauregard Parish with the contingency that the local authority can secure the matching funds, or that this body is approached again before we provide the matching funds made by Mayor Nic Hunter and seconded by Ms. Lisa Adams. Hearing no objection, the MOTION was carried.

**IX. Resolution No. 2268 Approving and Authorizing a Delta Regional – Jamie Gaines
Authority Planning Grant for Allen Parish.**
Action requested.

A MOTION to move to adopt Resolution No. 2268 Approving and Authorizing a Delta Regional Authority Planning Grant for Allen Parish with the contingency as stated in item VIII was made by Mayor Nic Hunter, seconded by Mr. Jacob Dillehay.

**X. Resolution No. 2269 Approving and Authorizing a Delta Regional – Jamie Gaines
Authority Planning Grant for Jefferson Davis Parish.**
Action requested.

A MOTION to move to adopt this resolution with the contingency as stated in item VIII was made by Mayor Nic Hunter, seconded by Mr. Creed Romano.

XI. 5 Page Comprehensive Plans Update – Melissa Tambling
Information only. No action requested.

- 1) Town of Lake Arthur
 - i. The Mayor submitted updates on the Comprehensive Plan. Since they do not have a planning commission, the Regional Planning Commission is working to help develop one. Their main priority is Lake Arthur, with issues such as pollution, apple snail invasion, saltation, etc.
- 2) Cameron Parish
 - i. Fortifying residential development for resiliency is a priority. Transportation and transportation access is a priority, particularly on improvements for two of their key routes: HWY 27 and HWY 82. Rail line access, connectivity, and access; fortified Jacked-Up barge, and a multi-purpose center; recreational parks to promote recreational activities, tourism, and community involvement; coastal restoration, rebuilding freshwater estuaries, and coastal protection are also priorities. We hope that within the next 60 days the 5-page plan will be ready for review.
- 3) City of Westlake
 - i. The City of Westlake plan has been drafted and reviewed. We will be setting up a follow-up meeting with the mayor to finalize update details.
- 4) Jefferson Davis Parish
 - i. The Jeff Davis plan has been drafted and submitted for final review. They are in the process of hiring a Parish Administrator so we will have more updates on that later.
- 5) Port of Lake Charles
 - i. The number one priority for the Port of Lake Charles is I-514.
- 6) Calcasieu Parish
 - i. We proposed a plan at the last planning and zoning commission meeting and will be following up to discuss how we will move forward with collaborating on that.

XII. 2025 Regional Initiatives Preparation – Mike Hollier
Information only. No action requested.

Staff identified key projects that we are working on so that we are all on the same page, working towards the same objectives as we look at the region, including:

- 1) Adjudicated Properties Legislation for SWLA
- 2) Trades Training/Housing Program
- 3) I-514 Designation
- 4) Local Underground Utilities Transition Program
- 5) Bayou Broadband/Economic Technology Enterprise (ETE) Centers
- 6) Watershed Series Reservoirs Funding and Management
- 7) Designated Arterial Corridor Plans and Implementation (MPO)
- 8) Member Governments 5 Page Comprehensive Plans
- 9) Regional Downtown Development Main Street Program
- 10) Cameron Parish Jack-Up Multipurpose Center

- 11) Economic Development Districts: Plans
- 12) Rural Development Program Initiative
- 13) Regional Technology Hub Development
- 14) Regional Mobility Authority
- 15) Marion "Butch" Fox SWLA Regional Rail Plan
- 16) Regional Trail Plan

XIII. Membership Needs Discussion – Mike Hollier

Please let us know what the Board Members would like to address.

XIV. April Meeting Date and Time – Chair

The board opted for April 25th as the date of the next meeting.

XV. Public Comment – Chair

According to Ms. Katie Armentor, local fishermen have expressed concern that the market for small shrimp is all but gone due to the large number of imports to this area. They want to ban the sell of imports in these local areas. Cameron Parish. St. Bernard parish has already done so.

XVI. Adjournment – Chair

Hearing no objections, the meeting ADJOURNED.



Mayor Marcus Renfrow
Chair

ATTEST: 

Michael Hollier
Executive Director