**Central Louisiana Infrastructure**

**Beltway Commission Meeting**

**August 21, 2013**

**Minutes**

**1. Call to Order**

 **By Mayor Jacques Roy**

**2. Roll Call**

 **Members Present:**

Mayor Jacques Roy

Mayor Clarence Fields

Mayor Jonathan Dean

Mayor David Butler

Mayor Jack Dewitt

Joseph Bishop

Murphy LeDoux

David Wesse

Reldon Owens

**Others Present**

Keith Sayer

Matt Johns

John Miller

Vera Zhang

Blake Powell

**3. Approval of Minutes of March 22, 2012 Meeting**

Besides the discussion of minutes approval, Mayor Jacques Roy commented that the Beltway Commission should have meetings regularly, such as once a quarter.

- Motion by Mayor David Butler

-2nd by Mayor Clarence Fields

**Passed Unanimously**

**4. Beltway Baton Rouge Presentation and Information Update**

Mayor Jacques Roy and Mayor Jonathan Dean gave a presentation regarding the Beltway Study at the State Transportation Improvements Program public meeting in Baton Rouge. Mayor Roy reviewed the presentation for the board members and reminded them of several important issues: The proposed Beltway is the largest transportation project in the state. If built, the project will have significant economic impact on the central Louisiana area as well as on the highway corridor connecting Texas, Louisiana, and Mississippi. Mayor Roy expressed his personal opinion on the alternative routes of the Beltway. He pointed out that the Beltway cannot be too small, which will limit the metropolitan area’s future expansion; it cannot be too big because the area does not have such a big capacity. He also pointed out that utility construction will be an important aspect of the project. Mayor Dean commented that besides traditional utilities, fiber should be considered for installation along with the Beltway. Mayor Roy asked about the total cost of the Beltway Study. Vera Zhang answered that the total cost would be $1 million, in which STP fund provides 80% and Planning Commission matches the 20%. Mayor Roy pointed out that the old MPO planning area did not include all three Beltway alternative routes. The new Planning Area has been expanded to encompass all routes. Mayor Roy said he would direct his staff to make a PDF map which shows Beltway routes, new Urbanized Area and Planning Area, as well as political boundaries. Board members could use this map for their public speaking in the future. Reldon Owens mentioned that a letter head with the Beltway logo would be necessary too.

**5. New Proposal Resubmission and Progress Update**

Vera Zhang updated the progress on the Beltway Study proposal submitted to DOTD. Vera reminded the board that RAPC staff submitted the 1st version of the proposal in 2012. DOTD reviewed the proposal and responded with a reformatting request. RAPC staff reformatted the proposal according to DOTD’s requirement, making the proposal tasks more detailed and specific, while keeping the bulk of the proposal intact. Vera pointed out that the time frame listed in the last page of the proposal could answer Mayor Butler’s question on the length of the study. The whole study would take four to five years to complete. Vera said that DOTD had approved the $1 million proposal the week before the meeting time. DOTD usually needs four to five months to process a project contract, so the project would officially start either at the end of 2013 or at the beginning 2014.

Vera also presented her research regarding building a “Land Bank” to keep future properties ready for Beltway construction. Five components are necessary for a land bank: an independent authority, which is the Beltway Commission in our case; a state legislation, which RAPC staff was not aware of the existence in Louisiana, but the board members would double check to confirm; Staff, which RAPC staff would be willing to work on the land bank operation; an intergovernmental agreement; and a land bank policy are necessary. Reldon Owens asked whether the land banking was an action item. Vera said this item was just for discussion. Actions could be taken after the completion of the Beltway Study.

Murphy LeDoux commented on behalf of DOTD that the information for the Beltway plan was well received. Having lots of valuable assets including the interstate highway and Red River, Alexandria-Pineville area had a valid plan for future development.

**6. Other Business**

1) Officers/ Elections

Mayor Roy pointed out that the discussion and approval for board members’ alternates should be the 1st item for the next meeting.

Officers/Elections

Motion by Mayor David Butler to nominate Mayor Jacques Roy to be the Chairman of Beltway Commission

2nd by Mayor Clarence Fields

**Passed Unanimously**

Motion by Mayor David Butler to nominate Mayor Jonathan Dean to be the Vice-Chairman of the Beltway Commission

2nd by Reldon Owens

**Passed Unanimously**

2) RAPC Scope of Services for the Beltway Commission

Vera Zhang said that the board voted to appoint RAPC as the secretary and treasurer for the Beltway Commission in the previous meeting. The board also directed RAPC staff to draft a Scope of Services to outline the services that RAPC would provide. Vera introduced three major tasks described on the draft Scope of Services, including administrative tasks, treasury functions, and technical support. Vera reminded that the board members must file a minimum Tier 2.1 Personal Financial Release Statement every year. Mayor Roy suggested that board members receive a one-hour ethics education every year provided by the state.

Motion by Mayor Jack Dewitt to add the Adoption of the Scope of Services to the agenda

2nd by Mayor Jonathan Dean

**Passed Unanimously**

Motion by Joseph Bishop to adopt the Scope of Services

2nd by Reldon Owens

**Passed Unanimously**

**7. Adjournment**

- Motion by Mayor David Butler

-2nd by Mayor Jack Dewitt

Passed Unanimously

Respectively submitted by,

Vera Zhang