

**Iberia Economic Development Authority**  
**Regular Meeting Minutes**  
**Friday, January 27, 2023**

Board of Commissioners of the Iberia Economic Development Authority  
met on Friday, January 27, 2023 at 7:30 a.m. at  
101 Burke Street, New Iberia, LA 70560

The meeting was called to order by Damon Migues and the roll was called for.

Members Present: Damon Migues, Fran Henderson, Cayman Crappell, Bart Romero

Others Present: Michael Tarantino, Evelyn Ducote, Jeff Simon, Matt Landry, Luke Hebert, Jessica Pousson, Marcus Broussard

Public Comments: None

Jeff Simon administered the Oath of Office to new IEDA Commissioner Cayman Crappell. Everyone welcomed Mr. Crappell to the Board of Commissioners.

A motion was made by Fran Henderson, seconded by Bart Romero to nominate Cecil Hymel for IEDA Chairman for this calendar year. By unanimous vote, the motion was adopted.

A motion was made by Fran Henderson, seconded by Bart Romero to nominate Damon Migues for the position of Vice Chair. By unanimous vote, the motion was adopted. A motion was made by Bart Romero, seconded by Cayman Crappell to nominate Fran Henderson for the position of Treasurer. By unanimous vote, the motion was adopted. A motion was made by Fran Henderson, seconded by Cayman Crappell to nominate Bart Romero for Secretary. By unanimous vote, the motion was adopted.

Mr. Migues asked the Commissioners to review the December, 2022 meeting minutes. On a motion by Fran Henderson, seconded by Bart Romero, the minutes were unanimously accepted.

Mr. Migues asked the Commissioners to review the financials for the month of December, 2022. Ms. Ducote noted there was nothing out of the ordinary monthly expenditures in the financials for the month. On a motion by Fran Henderson, seconded by Bart Romero, the financials for the month of December, 2022 were unanimously approved.

Mr. Tarantino asked Ms. Pousson and Mr. Hebert with Fenster maker and Associates to please introduce themselves and tell the Commissioners about their firm and the services they offer regarding planning and engineering services for the development of Progress Point. Mr. Hebert explained a little about their firm, and the years of experience they offer in engineering and planning services for large public projects like Progress Point Business Park. Ms. Pousson said that they are familiar with the project, and have done some work for Berard Habetz on the design, layout and cost estimates of the park already. Mr. Hebert said they were here today to discuss a proposed Master Services Agreement between the IEDA and their firm. He noted that this agreement was similar to ones they have with numerous municipal clients for their infrastructure and construction projects. Mr. Simon noted that he had reviewed the proposed agreement, and given the commitments we have made on the development of the UL/IEDA Bio Innovation project, he had no objection for the Board to approve the agreement, pending Facility Planning and Control review and approval. Mr. Tarantino noted we had spoken with Mr. Jim Lee with FP&C and sent him a copy of the agreement and are waiting for his review and response.

On a motion by Fran Henderson, seconded by Bart Romero, the Commissioners unanimously approved the following resolution:

**RESOLUTION 01272023-01**

**A RESOLUTION AUTHORIZING THE IEDA CHAIRMAN TO SIGN A MASTER SERVICE AGREEMENT WITH C.H. FENSTERMAKER & ASSOCIATES, LLC FOR ENGINEERING SERVICES RELATED TO THE DEVELOPMENT OF PROGRESS POINT BUSINESS PARK, SUBJECT TO PRIOR REVIEW AND APPROVAL OF FACILITY PLANNING AND CONTROL**

Mr. Migues asked the Commissioners to discuss and consider approval of the submission of Change Order #3 from Boeuf Built, LLC to extend the construction time on the sewer line construction to Progress Point by 15 days to account for weather delays and work being done on the new airport access roadway. Matt Landry explained the need for the change order, but noted that it really was not a substantial change, and work on the sewer line construction was progressing satisfactorily. On a motion by Bart Romero, seconded by Cayman Crappell, the Commissioners unanimously approved the following resolution:

**RESOLUTION 01272023-02**

**RESOLUTION TO AGREE TO THE SUBMISSION OF CHANGE ORDER NUMBER 3 TO INCREASE THE CONSTRUCTION TIME OF THE SEWER LINE TO PROGRESS POINT, FP&C PROJECT # 50-NPD-12-01 “PROGRESS POINT BUSINESS PARK AND AIRPORT GATEWAY” BY 15 DAYS TO ACCOUNT FOR WEATHER DELAYS AND FOR THE COMPLETION OF THE ARA ACCESS ROADWAY**

Mr. Migues asked the Commissioners to discuss and consider authorizing IEDA Chairman Cecil Hymel to sign all necessary disbursements and documents for contract payment #4 to Boeuf Built, LLC in the amount of \$27,359.06. Matt Landry reported that the project is very close to completion, and there should only be one more request for payment after this one. On a motion by Bart Romero, seconded by Fran Henderson, the unanimously approved the following resolution:

**RESOLUTION 01272023-03**

**RESOLUTION AUTHORIZING CHAIRMAN CECIL HYMEL TO SIGN ALL NECESSARY DISBURSEMENTS AND DOCUMENTS FOR CONTRACT PAYMENT #4 TO BOEUF BUILT, LLC IN THE AMOUNT OF \$27,359.06 FOR CONSTRUCTION OF THE SEWER LINE TO PROGRESS POINT BUSINESS PARK AS PER IEDA’S CONTRACT WITH BOEUF BUILT, LLC**

Mr. Tarantino to proceeded with his business park and economic development updates. He reported that the ribbon cutting for the new roundabout should be happening sometime next month. Discussion was held regarding future development of Progress Point, including obtaining additional acreage to enlarge the park. Mr. Tarantino noted that there have been several inquiries from other businesses about locating at Progress Point. Mr. Simon stated that we need to develop a plan for determining what future land lease rates would be, where common areas in the park would be located, how shared responsibility for the maintenance of those common areas would be determined and what the costs would be.

Mr. Tarantino provided an update regarding the rerouting of the gas line that runs through the park. Quickly reviewed the most current economic indicators.

On a motion by Fran Henderson, seconded by Cayman Crappell, and unanimously approved, the meeting was adjourned. The next regular meeting is scheduled for Friday, February 24, 2023 at 7:30 AM. The meeting will be held at the IDF Offices.