



Louisiana Planning District 5

**BOARD OF DIRECTORS  
MEETING**

Thursday, November 20, 2025, 8:00 AM  
2nd Floor, East Conference Room  
HENNING SEED CENTER,  
4310 Ryan Street, Lake Charles, LA 70605  
ZOOM: <https://us02web.zoom.us/j/9583967845>

**MINUTES**

- I. Call to Order** Mayor Hal McMillin  
Vice Chair

Ms. Mary Kaye Eason called the meeting to order on behalf of Mayor Hal McMillin.

- II. Roll Call** Mr. Mike Hollier  
Director

Mr. Jacob Dillehay – No Response  
Mayor Hal McMillin – Responded Present  
Ms. Mary Kaye Eason – Responded Present  
Mr. Ben Boudreaux – Responded Present  
Ms. Lisa Adams – No Response  
Ms. Katie Armentor – Responded Present  
Mayor Mike Danahay – Responded Present  
Mayor Michael Harris – No Response  
Ms. Kim Monte – Responded Present  
Ms. Carter Prejean – Responded Present  
Mayor Marshall Simien – No Response  
Mayor David Vidrine – No Response  
Mayor Neal Watkins – Responded Present

Via Zoom:  
Mayor Marshall Simien  
Mayor Henry Guinn  
Margaret Lyons (for Mayor Michael Harris)

- III. Reading and Adoption of Minutes** Ms. Mary Kaye Eason  
Secretary

- A. Draft Minutes of Meeting held on October 22, 2025**  
Action requested.

A MOTION to accept the October 22, 2025 meeting minutes was made by Mayor Mike Danahay and seconded by Mayor Neal Watkins. Hearing no objections, the MOTION carried.

**IV. Financial Reports**

Mr. Ben Boudreaux  
Treasurer

**A. October 2025 Financial Report**

Action requested.

Ms. Jamie Gaines presented the October 2025 Financial Report and noted that because most funding is received through federal pass-through grants, reimbursements have been delayed for 43 days due to the government shutdown. She stated that reimbursement funds are expected to begin arriving soon.

A MOTION to approve the October 2025 Financial Report was made by Ms. Kim Monte and seconded by Mayor Neal Watkins. Hearing no objections, the MOTION carried.

**B. Resolution No. 2322 Approving and Adopting 2024-2025 Annual Budget Revenues and Expenses.**

Action requested.

A MOTION to discuss Resolution No. 2322 2024-2025 Annual Budget Revenues and Expenses was made by Mr. Ben Boudreaux and seconded by Mayor Mike Danahay. Hearing no objections, the MOTION carried, and the floor opened for discussion.

When asked if the original budget included any contingency or excess funding beyond anticipated needs, Ms. Jamie Gaines introduced the RPC Auditor, Mr. Jason Guillory, and asked him to clarify the budget adjustments.

Mr. Guillory explained that the decrease in budgeted revenues was primarily due to timing. The FHWA grant was budgeted at more than \$450,000 above what was actually received, and this accounted for the majority of the \$1M in amendments to the grant income line. He also noted significant adjustments related to Watershed and EDA funding.

On the expense side, the decrease in grant activity resulted in reduced personnel costs, adjusting that line by approximately \$370,000. Several other budgeted line items with no activity were amended to zero. Mr. Guillory stated that the timing of grant income played a major role in these adjustments.

Mr. Mike Hollier added that one of the challenges is predicting when grant funds will be released and when a notice to proceed will be issued, which is required before work can begin and expenses can be charged to the grant. He stated that the timing can vary from three months to more than a year. As an example, he noted that two grants are confirmed and matching funds are committed, but they are still waiting on the notice to proceed.

Mr. Hollier explained that financials are monitored continuously throughout the year for this reason, and income and expenditures are adjusted as needed. Amendments to the budget are brought to the Board throughout the year as updated grant information becomes available.

Mr. Jason Guillory stated that the committee could choose to budget more conservatively and amend the budget more frequently, which would require the Board to meet more often to approve those amendments.

Mr. Boudreaux requested a copy of the 2025–2026 General Ledger. Ms. Jamie Gaines responded it will be sent out to the committee.

Mayor Hal McMillian, Vice Chair, arrived and assumed responsibility for conducting the meeting.

A MOTION to approve Resolution No. 2322 Approving and Adopting Amendment to Administrative Memorandum No. 9 2024-2025 Annual Budget Revenues and Expenses was made by Ms. Mary Kaye Eason and seconded by Mayor Neal Watkins. Hearing no objections, the MOTION carried.

**C. Resolution No. 2325 Acknowledging and Approving a Annual Budget Adjustment and Revision for Uncollectable Dues Revenue for Fiscal Year 2024-2025.**

Action requested.

A MOTION to discuss Resolution No. 2325 Acknowledging and Approving a Annual Budget Adjustment and Revision for Uncollectable Dues Revenue for Fiscal Year 2024-2025 was made by Ms. Mary Kaye Eason and seconded by Ms. Kim Monte. Hearing no objections, the MOTION carried, and the floor opened for discussion.

Mr. Mike Hollier stated that he and the former Mayor of Lake Charles reviewed the membership dues and recommended that the per capita was based on the US Census 2021 Estimate, which reduced the membership dues for some and increased it for others. The City of Lake Charles was one of the dues that increased. When this came about it was in the middle of the City of Lake Charles mayoral campaign, so it was decided to defer the item until after the election. There has been a meeting with the new Mayor on this matter, and the RPC is waiting for the City Council approval. For your purpose and for the audit this is a deficiency of \$25,000. It is unknown if it will get paid, this is just to bring it to your attention.

Ms. Jamie Gains stated that the City of Lake Charles District underpaid District dues by \$7,812.70 and MPO dues by \$17,223.53, for a total of \$25,036.23.

A MOTION to approve Resolution No. 2325 Acknowledging and Approving a Annual Budget Adjustment and Revision for Uncollectable Dues Revenue for Fiscal Year 2024-2025 was made by Ms. Mary Kaye Eason and seconded by Mayor Mike Danahay. Hearing no objections, the MOTION carried.

**V. Resolution No. 2324 Approving and Authorizing the Executive Director to Execute Documents Pertaining to the Louisiana Office of Community Development Block Grant Programs.**

Jamie Gaines

Action requested.

Mr. Mike Hollier stated that this is a standard requirement from the state's Office of Community Development for an extension on the 3-year Watershed Grant contract ending in December 2025 and a one-year extension is being granted. The program requires the Board to authorize the extension.

A MOTION to approve Resolution No. 2324 Approving and Authorizing the Executive Director to Execute Documents Pertaining to the Louisiana Office of Community Development Block Grant Programs was made by Mayor Neal Watkins and seconded by Mayor Mike Danahay. Hearing no objections, the MOTION carried.

**VI. Resolution No. 2319 Approving and Authorizing Preparation of Regional Collaboration Alternative Entities for Local Government Cooperation, Coordination, and Implementation.**

Mr. Mike Hollier  
Mayor Neal Watkins  
Mayor Mike Danahay

Action requested.

A presentation (Attachment A) was made by Mr. Mike Hollier, Mayor Neal Watkins, and Mayor Mike Danahay.

Mr. Mike Hollier began the discussion by expressing concern that many entities and member governments lack the budget to maintain essential infrastructure such as asphalt. He stated that the goal moving forward is to determine whether regional collaboration could help secure outside funding, including potential Federal Highway Administration (FHWA) grant opportunities. This funding would support all governments in the region providing resources to those without available funds while supplementing those that already do.

He added that the same approach being explored for asphalt could also be applied to a sewer program, using a similar regional funding model to support infrastructure needs across multiple jurisdictions.

Ms. Jamie Gaines stated that the first step should be selecting one project the region can collaborate on, whether an overlay initiative or a development such as a Buc-ee's. She emphasized that infrastructure must come first, noting that some areas lack sewer and water services despite being suitable for large developments like an Amazon distribution center. She stated that revenue generated from the first completed project should then support the next one. She encouraged the group to identify a single priority, focus efforts, determine what can be achieved collectively, and reinvest revenue into future regional opportunities.

Mayor Neal Watkins emphasized that the resolution focuses on preparation rather than implementation. He stated that taking the first step is necessary, acknowledging there will be aspects people agree with and others they will not. He noted that progress

requires putting the commitment in writing and moving forward, even if the effort does not ultimately solidify.

Mayor Mike Danahay stated that the effort should be viewed holistically, noting that other regions have successfully done similar work and there is no reason this region cannot. He emphasized that there is no financial burden at this stage and the goal is to explore how the concept can function on a regional level. He added that once collaboration is established, it can support future economic development opportunities. He concluded by stating that every process has a starting point, and this is that starting point.

A MOTION to approve Resolution No. 2319 Approving and Authorizing Preparation of Regional Collaboration Alternative Entities for Local Government Cooperation, Coordination, and Implementation was made by Ms. Mary Kaye Eason and seconded by Mayor Mike Danahay. Hearing no objections, the MOTION carried.

- VII. December Meeting Date and Time** Chair  
Wednesday, December 17, 2025, noon  
For information only. No action is requested.

- VIII. Public Comment** Chair

Mayor Neal Watkins recognized and thanked Mr. Jason Guillory and his firm for a great job on the Town of Iowa's audit, and that he is grateful that the RPC has his expertise.

Mayor Hal McMillian stated that securing funding is key to addressing infrastructure needs. He explained that the City of Westlake is fortunate to own its own gas utility and began selling gas to SASOL on November 1st through an arrangement with the Louisiana Municipal Gas Authority, Blackbelt, and Sachs Goldman, with no infrastructure changes required and tax credit rebates available.

He noted that Westlake has four potential buyers: SASOL, Shell, Phillips 66, and Westlake North. While revenue will not begin for about a year, the first agreement is expected to generate approximately \$1.5 to \$2 million for the city. If all four agreements are finalized, total revenue could reach up to \$8 million. With the city's current annual budget at \$20 million, this funding will significantly support infrastructure needs and future projects.

Mayor McMillian expressed pride in the efforts of the Council and others who worked on the agreement and stated that this positions the city to work collaboratively with Lake Charles on larger future projects.

Mr. Mike Hollier stated that the MPO is working on establishing a Transportation Management Center and is applying for a \$1M grant to support the project. He noted that the effort will require \$240,000 in matching funds.

Mayor Marshall Simien congratulated Mayor Hal McMillian and noted that there are very exciting developments occurring in the area.

Mayor Hal McMillian provided an I-10 project update, stating that a groundbreaking is planned for the first quarter. Construction on the bridge will begin from both ends and connect in the middle.

Ms. Mary Kaye Eason asked if the I-10 could have a district similar to the overlay district, to which Mr. Hollier responded that the region was asked to replicate Ruston's Transportation Improvement District model along the interstate, which has been applied to I-10 and I-210. He reported that recent figures show the model generating approximately \$13 million per year in revenue with no new taxes.

Mayor McMillian and Mayor Simien reported that the public meetings for the I-10 Bridge Project were well attended, informative, and positive.


Mayor Simien asked how the \$13 million generated from the I-10 and I-210 District is allocated. He noted that several undeveloped areas along the interstates have strong potential for economic development.

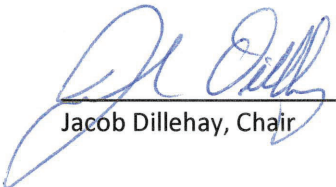
**IX. Adjournment**

Chair

A MOTION to ADJOURN was made by Mayor Mike Danahay and seconded by Ms. Mary Kaye Eason. Hearing no objections, the MOTION to ADJOURN carried.

ATTEST:

  
Michael Hollier, AICP  
Executive Director

  
Jacob Dillehay, Chair