



Louisiana Planning District 5

BOARD OF DIRECTORS MEETING
Wednesday, June 18, 2025, 12:00 PM
MEETING MINUTES
HENNING SEED CENTER,
4310 Ryan Street, Lake Charles, LA 70605
ZOOM: <https://us02web.zoom.us/j/9583967845>

I. Call to Order

Jacob Dillehay,
Vice Chair

II. Roll Call

Mike Hollier
Director

Mr. Jacob Dillehay – Responded Present
Mayor Hal Mc Millan – Responded Present
Mayor Nic Hunter – Responded Present
Mary Kay Eason – No Response
Ms. Lisa Adams – Responded Present
Ms. Katie Armentor – No Response
Mr. Ben Boudreaux – Responded Present
Mayor Mike Danahay – Responded Present
Mayor Henry Guinn – Responded Present
Mayor Michael Harris – No Response
Ms. Kim Monte – No Response
Mayor Neil Watkins – Responded Present

Mr. Mike Hollier originally reported that there was not a quorum. However, no action was taken until the arrival of two board members. A QUORUM was subsequently achieved.

III. Reading and Adoption of Minutes

Ms. Mary Kay Eason
Secretary

A. Draft Minutes of Meeting held on May 21, 2025
Action requested.

MOTION was made by Mayor Nic Hunter and seconded by Mayor Mike Danahay to approve the minutes of the board meeting held on May 21, 2025. Hearing no objection, the MOTION carried.

IV. Financial Reports

Mayor Nic Hunter
Treasurer

A. May 2025 Financial Report
Action requested.

MOTION was made by Mayor Hal McMillin and seconded by Mayor Mike Danahay to approve the May 2025 financial report. Hearing no objection, the MOTION carried.

B. Resolution No. 2303 Approving, Adopting, and Authorizing Administrative Memorandum No. 10.
Action requested.

Mike Hollier

Mr. Mike Hollier stated that the budget, both expenses and revenue, has been finalized and includes several opportunities coming forward soon. He asked board members to weigh-in on how important these opportunities might be when they are presented, and if staff should address them. Some of these opportunities affect drainage, electrical services, and economic viability.

Mayor Henry Guinn made a motion to approve Resolution No. 2303. The motion to approve was seconded by Mayor Mike Danahay. There were no objections, so the motion carried.

MOTION was made by Mayor Henry Guinn and seconded by Mayor Mike Danahay to approve Resolution No. 2303 Approving, Adopting, and Authorizing Administrative Memorandum No. 10. Hearing no objection, the MOTION carried.

V. Resolution No. 2299 Approving and Authorizing a Memorandum of Understanding (MOU) between the SWLA-RPC and the Louisiana Civil Air Patrol.

Mike DuBois

Action requested.

Colonel Mike DuBois and Colonel James Viney, who represents Colonel Todd Ciano, were introduced. Colonel DuBois presented information that outlined how the Civil Air Patrol could help the region during times of disaster, whether natural

or manmade. He presented various ways to use the Civil Air Patrol both with the air team and the ground team. All members are volunteers.

He also presented an overview of how Louisiana Wing would provide aerial photography assistance for public improvement projects needed and requested by the Metropolitan Planning Organizations (MPO) and projects needed and requested by the planning and development districts throughout Louisiana. This would be of no cost to the district.

Colonel DuBois stated that if the board passed this resolution, the next step would be to send it to national, and they would go over it to make sure that it is in order. If it is, then James Demaris, Director of Operations, would sign it. Then we would have signatures for you and the wing commander. Once the signatures are received, we can begin working together.

MOTION was made by Mayor Nic Hunter and seconded by Mayor Henry Guinn to approve Resolution No. 2299 Approving and Authorizing a Memorandum of Understanding (MOU) between the SWLA-RPC and the Louisiana Civil Air Patrol. Hearing no objection, the MOTION carried.

Ms. Jamie Gaines asked permission to introduce Mayor David Vidrine of the City of Oakdale, who just arrived. Mayor Vidrine thanked the Board for the invitation to appear and requested that the city's position on the board be reinstated. He took over as mayor in January.

MOTION was made by Mayor Mike Danahay and seconded by Mayor Hal McMillin to reinstate the City of Oakdale to the board. Hearing no objection, the MOTION carried.

- VI. Resolution No. 2307 Approving and Authorizing Michael Yasic Naumenko Hollier, Executive Director of the Southwest Louisiana Regional Planning Commission to Sign Requests for Advance or Reimbursement Forms with the U. S. Department of Agriculture (USDA) Rural Utilities Service (RUS) Broadband Technical Assistance Award.**
Action requested.

MOTION was made by Mayor Nic Hunter and seconded by Mayor Hal McMillin to approve Resolution No. 2307 Approving and Authorizing Michael Hollier, Executive Director of the Southwest Louisiana Regional Planning Commission to Sign Requests for Advance or Reimbursement Forms with the U. S. Department of Agriculture (USDA) Rural Utilities Service (RUS) Broadband Technical Assistance Award. Hearing no objection, the MOTION carried.

Ms. Jamie Gaines asked permission to add an item to the agenda.

Resolution No. 2313 Approving and Authorizing the Submittal of a Pre-Application to the Louisiana HUBS for Energy Resilient Operations (HERO): Integrated Community Energy Planning Grant Jamie Gaines

MOTION was made by Mayor Mike Danahay and seconded by Mayor Nic Hunter to add Resolution No.2313 to the agenda.

MOTION was made by Mayor Henry Guinn and seconded by Mayor Mike Danahay to approve Resolution No. 2313 Approving and Authorizing the Submittal of a Pre-Application to the Louisiana HUBS for Energy Resilient Operations (HERO): Integrated Community Energy Planning Grant. Hearing no objection, the MOTION carried.

VII. Resolution No. 2308 Approving and Authorizing the Southwest Louisiana Regional Planning Commission (SWLA-RPC) and the Lake Charles Metropolitan Planning Organization (MPO) Executive Director, Michael Hollier signature to execute a Planning Grant Agreement with the Louisiana Department of Transportation and Development for State Project No. PL_80_10_26. Mike Hollier

MOTION was made by Mayor Henry Guinn and seconded by Mayor Nic Hunter to approve Resolution No. 2308 Approving and Authorizing the Southwest Louisiana Regional Planning Commission (SWLA-RPC) and the Lake Charles Metropolitan Planning Organization (MPO) Executive Director, Michael Hollier signature to execute a Planning Grant Agreement with the Louisiana Department of Transportation and Development for State Project No. PL_80_10_26. Hearing no objection, the MOTION carried.

VIII. Resolution No. 2311 Approving and Authorizing the Southwest Louisiana Regional Planning Commission (SWLA-RPC) to enter into a Joint Cooperative Intergovernmental Agreement with the City of Sulphur to provide technical assistance on a Safe Streets 4 All (SS4A) planning application. Jamie Gaines
Action requested.

MOTION was made by Mayor Henry Guinn and seconded by Mayor Nic Hunter to approve Resolution No. 2311 Approving and Authorizing the Southwest Louisiana Planning Commission (SWLA-RPC) to enter into a Joint Cooperative Intergovernmental Agreement with the City of Sulphur to provide technical assistance on a Safe Streets 4 All (SS4A) planning grant. Hearing no objection, the MOTION carried.

- IX. Resolution No. 2309 Approving and Authorizing the** Mike Hollier
Southwest Louisiana Regional Planning Commission (SWLA-RPC) and the Lake Charles Metropolitan Planning Organization (MPO) Authorizing the Executive Director Michael Hollier signature to execute a Planning Grant Agreement with the Louisiana Department of Transportation and Development for State Project No. PL 18_10_26.
Action requested.

MOTION was made by Mayor Henry Guinn and seconded by Mayor Nic Hunter to Mayor Mike Danahay made a motion to approve Resolution No. 2309 Approving and Authorizing the Southwest Louisiana Regional Planning Commission (SWLA-RPC) and the Lake Charles Metropolitan Planning Organization (MPO) Authorizing the Executive Director Michael Hollier signature to execute a Planning Grant Agreement with the Louisiana Department of Transportation and Development for State Project No. H.9725821 – FHWA PLANNING GRANT FY25-26. Hearing no objection, the MOTION carried.

- X. Resolution No. 2312 Approving and Authorizing the** Jamie Gaines
Southwest Louisiana Regional Planning Commission (SWLA-RPC) to enter into a Joint Cooperative Intergovernmental Agreement with the Town of Iowa to provide technical assistance on a Safe Streets 4 All (SS4A) planning application.
Action requested.

MOTION was made by Mayor Nic Hunter and seconded by Mayor Mike Danahay to approve Resolution No. 2312 Approving and Authorizing the Southwest Louisiana Planning Commission (SWLA-RPC) to enter into a Joint Cooperative Intergovernmental Agreement with the Town of Iowa to provide technical assistance on a Safe Streets 4 All (SS4A) planning grant. Hearing no objection, the MOTION carried.

- XI. Resolution No. 2310 Approving and Authorizing the** Mike Hollier
Southwest Louisiana Regional Planning Commission (SWLA-RPC) and the Lake Charles Metropolitan Planning Organization (MPO) Executive Director, Michael Hollier Signature to execute a Planning Grant Agreement with the Louisiana Department of Transportation and Development for State Project No. H.9725821 – FHWA PLANNING GRANT FY25-26.

Mr. Hollier explained that this is a Federal Highway Administration grant, under which the Metropolitan Planning Organization operates under.

Mr. Jacob Dillehay asked if there was a match, to which Mr. Hollier explained that the 20% match would not be coming out of district funds.

MOTION was made by Mayor Nic Hunter and seconded by Mayor Mike Danahay to approve Resolution No. 2310 Approving and Authorizing the Southwest Louisiana Regional Planning Commission (SWLA-RPC) and the Lake Charles Metropolitan Planning Organization (MPO) Executive Director, Michael Hollier Signature to execute a Planning Grant Agreement with the Louisiana Department of Transportation and Development for State Project No. H.9725821 – FHWA PLANNING GRANT FY25-26. Hearing no objection, the MOTION carried.

XII. July Meeting Date and Time

Jamie Gaines

Normally the board does not meet in July, so a placeholder will be sent for August.

XIII. Public Comment

Mayor Hal McMillin asked Mayor Mike Danahay and Mayor Nic Hunter asked for support with the bridge project. He explained that there are plans to reroute roads for the pipe racks relocation in Westlake, as well as some lighting concerns. Westlake will also have some infrastructure issues with the relocation of sewer lines, water lines, and gas lines, according to Mayor McMillin. He reiterated that the city is on a pretty tight budget and this bridge should have plenty of money to operate off of. The city was offered a low interest loan for these projects, but the mayor declined. He has told the project managers that he wants to work with them everywhere he can, but he explained that this is going to be a major impact on Westlake. He asked for his allies to help out Westlake and City of Lake Charles.

A meeting is scheduled for public officials affected by the bridge project to meet with the Calcasieu Bridge Partners.

I. Adjournment

MOTION was made by Mayor Mike Danahay and seconded by Mayor Nic Hunter. Hearing no objections, the meeting ADJOURNED.

ATTEST:



Michael Hollier, AICP, Director


Jacob Dillehay, Chair