**Capital Area Road and Bridge District**

**Meeting Minutes**

**Time/Date:** 2:00 PM, July 29, 2019

**Location:** Senate Committee Room A, State Capitol

**Members Present:** Chairman J. H. Campbell, Jr., Governor’s Appointee

William Daniel (representing Parish President Kenny Matassa), Ascension Parish

Fred Raiford (representing Mayor-President Sharon Broome), E. B. R. Parish

Parish President Riley Berthelot, West Baton Rouge Parish

Hank Grace (representing Parish President Mitchell Ourso), Iberville Parish

Eric Kalivoda (representing Dr. Shawn Wilson, Secretary), DOTD

**Members Absent:** Parish President Layton Ricks, Livingston Parish

**Minutes:**

* Chairman Campbell called the meeting to order.
* Minutes from the June 17, 2019 meeting were approved.
* The CARB-D unanimously approved Resolution 2019-02 authorizing Chairman Campbell to open a CARB-D account with Iberia Bank and requiring the signature of two of the three CARB-D officers for any disbursements from the account. The Resolution also authorized the Chairman to act on behalf of CARB-D in entering into a Cooperative Endeavor Agreement to transfer $500,000 from DOTD to the CARB-D account.
* The CARB-D unanimously approved Resolution 2019-03 authorizing Chairman Campbell to negotiate and execute a Memorandum of Understanding with DOTD outlining tasks and responsibilities of both CARB-D and DOTD through the planning/environmental phase of the project, including the participation by CARB-D Commissioners and Technical Working Group members in the consultant interviews.
* At the request of the Chairman, Eric Kalivoda provided a tentative schedule for completing the consultant selection process. He also elaborated on the need, from an ethics standpoint, to terminate communications concerning this project between consultants and any Commissioners or Technical Working Group members who will be participating in the interview process. This “blackout period” should continue until the consultant selection process has been completed. Communications concerning other projects or contracts may continue.

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* Chairman Campbell then introduced Resolution 2019-04 authorizing the Chairman to pursue possible expenditures of CARB-D funds to support CARB-D activities. The Resolution provided some illustrative examples, including: required or approved communications; travel related to securing any required or desired approvals; commissioning of an economic impact study or other such studies or analyses; and, securing of legal counsel for the District to assist the Chairman or the District as needed. This generated considerable discussion among Commissioners. It was also noted that the source of funding appropriated to CARB-D through DOTD was the Transportation Trust Fund which has state constitutional limitations on its use. Since the wording was, by intent, only illustrative in nature, there were no objections to the Resolution. Resolution 2019-04 was unanimously approved by the CARB-D.
* There was no other business to discuss.
* Chairman Campbell opened the floor for public comment. There were no public comments.
* The meeting was adjourned.