



Zachary Taylor Parkway Commission  
**MINUTES**  
 Quarterly Commission Meeting  
 October 8, 2008

Present

A.J. Roy, III, Avoyelles  
 Curtis Jelks, East Feliciana  
 Martin Macdiarmid, East Feliciana  
 Patrick Witty, Pointe Coupee  
 C.A. "Buck" Vandersteen, Rapides  
 Vernon McMorris, St. Helena  
 Ike Jenkins, St. Helena  
 Buck Cefalu, Tangipahoa  
 Dr. Douglas Kent, Tangipahoa  
 Bob Bateman, Washington  
 Joseph Boneno, West Feliciana

Absent

Carlos Mayeux, Avoyelles  
 Bob Stevens, Rapides  
 Marilyn Bateman, Washington  
 Tobias Ford, West Feliciana

The regularly scheduled meeting of the Zachary Taylor Parkway Commission was scheduled for September 10, 2008 and was postponed due to Hurricane Gustav. The postponed meeting was called to order by Commission Chairman Curtis Jelks at 10:00 AM on October 8, 2008 at the Oak Lodge Conference Center in Baton Rouge, LA.

Mr. Jelks invited the newly appointed and re-appointed members to be sworn in by Mr. Ellis Magee. The following members were sworn in:

- Mr. Curtis Jelks, Commissioner, East Feliciana
- Mr. Martin Macdiarmid, Alternate, East Feliciana
- Mr. Buck Vandersteen, Commissioner, Rapides
- Mr. Buck Cefalu, Commissioner, Tangipahoa
- Dr. Douglas Kent, Alternate, Tangipahoa
- Mr. Joseph Boneno, Commissioner, West Feliciana

Bob Stevens has been appointed to serve as the Alternate Commission member from Rapides Parish, but was unable to attend the meeting. Thus far, no alternates have been appointed for the parishes of Pointe Coupee and West Feliciana.

Ms. Bowen called roll as listed above. With seven parishes represented, a quorum was declared.

Mr. Roy moved to approve the minutes of June 11, 2008 as presented. The motion was duly seconded and passed with no objection.

The Treasurer's report was read by Mr. Witty. The 2007-2008 year end financials show:

Carry Forward from FY 06-07		\$ 7,486.92	
FY 07-08 Legislative Appropriation		50,000.00	
			\$57,486.92
<b>Expenditures</b>			
Administrative & Public Information Services (ZTPA)	\$18,800.00		
Professional Services	\$22,900.00		
Miscellaneous	\$ 3,150.28		
			\$44,850.28
Balance on Hand			\$12,636.64



Mr. Witty then offered the following budget amendment for fiscal year 2008-2009:

## Zachary Taylor Parkway Commission 08-'09 Fiscal Year Budget Amendment

Legislative Appropriation	\$ 100,000.00
07-08 Carryover	<u>12,636.64</u>
Total Budget	<u>\$ 112,636.64</u>

Administrative & Public Information Services (ZTPA)	27,000.00
Professional Contracts	25,750.00
Travel	11,402.00
Administrative Expenses	5,130.00
Supplies	1,500.00
Communications	32,000.00
Meeting Expenses	7,250.00
Capital Purchases	<u>2,604.64</u>
	<u>\$ 112,636.64</u>

A motion was made by Buck Vandersteen with a second by Vernon McMorris to accept the report as presented. With no objections the motion passed.

Mr. Jelks offered the Chairman's report which included the following items:

1. Mr. Jelks continued a June conversation regarding a change in dates for the Commission's meetings. It was decided at June's meeting that the members should consider a change in the month of the quarterly meetings. In June, members thought it was a good idea to make the move and agreed to vote at the current quarterly meeting. Mr. Witty then moved to change the quarterly meetings of the Commission from March, June, September, and December, to the months of January, April, July, and October, effective immediately. The motion was seconded by Mr. Vandersteen and approved without objection.
2. On legislative matters, Mr. Jelks reported:
  - a. HB 656 had passed the legislature and was signed by the Governor. This is the legislation that cleans up the Commission's statutes regarding appointive powers. Mr. Jelks also informed the members that the new legislation contains a term limits clause which will limit new and re-appointed members to 3 terms.
  - b. The Commission received a \$100,000 appropriation from the state for 2008-2009. Members were cautioned that there could be changes to this as we recover from Hurricane Gustav and face budget cuts for next year.
  - c. Members of the Commission are not subject to financial disclosure requirements and will receive updates regarding this as they become available from the Board of Ethics.

Mr. Wagoner gave a report to include numerous meetings with DOTD and other entities regarding projects surrounding the Parkway.

Mr. Jelks turned the meeting over to Mr. Mike Schiro with Louisiana DOTD. Mr. Schiro updated the members on current and future construction projects within the Parkway. He then discussed two studies and introduced the consultants hired to perform those studies for a more in depth report.

1. The study underway to look at re-aligning the bridge crossing to the Parkway is underway. It has been let to Urban Systems. Alison Michel provided an update on behalf of Urban Systems regarding the study which is just beginning. It was suggested by members of the Commission that Highway 68 should be included in an alternate route specifically for truck traffic.
2. There is a project on the east side of the corridor to develop a study for the next service to that area. URS is doing a study to develop short-term projects to aid with traffic flow. Doree Magiera provided members with a presentation outlining the scope of services for this study, which includes St. Helena, Tangipahoa and Washington Parishes.

Mr. Schiro informed members of the financial constraints which are currently hampering four-lane construction and said the Department is focusing on intersections and existing capacity improvements.

Mr. Jelks called for election of officers of the Commission for a two-year term. On a motion by Mr. Bateman with a second by Mr. McMorris all existing officers, with the exception of the Secretary were elected to serve again: Mr. Curtis Jelks, Chairman; Mr. A.J. Roy, Vice-Chairman and Mr. Pat Witty, Treasurer.

Mr. Witty nominated Mr. Buck Vandersteen as Secretary. The nomination was seconded by Mr. Roy, and Mr. Vandersteen was elected without objection.

Under new business, the Commission discussed allowing Ms. Bowen to develop a relationship with a professional advertising firm to help with websites, marketing materials and other communications efforts. The aim is to provide consistency in all our communication efforts. Mr. Witty also mentioned that efforts are underway to file for grants to offset additional costs. Ms. Bowen was given authority to develop a relationship on a project by project basis without a long-term contract.

The Commission then considered renting office space with the cost to be split between the Commission, the Association and Ms. Bowen, personally. Space has been located in a building owned by the Louisiana Motor Transport Association, which can accommodate our needs and is available for \$500 per month. Mr. Vandersteen moved to authorize the Chairman to execute a lease agreement with Louisiana Motor Transport Association and a cost sharing agreement with the Association and Ms. Bowen. Mr. Boneno seconded the motion, which was adopted without objection.

Mr. Vandersteen then moved to amend the agenda to include updating the contracts between the Commission and:

1. The Zachary Taylor Parkway Association
2. Mr. Ellis Magee
3. Mr. Neil Wagoner.

The motion was seconded by Mr. Witty and adopted without objection.

Mr. Magee explained that the proposed amendment to the administrative services and public information services agreement between the Commission and Association would increase the compensation from the Commission to the Association for the services provided pursuant to the agreement. Mr. Witty asked that Ms. Bowen provide the compensation figures to the Commission. The change under consideration would increase the pay from the Commission to the Association, taking it from \$1,550 per month to \$2,250 per month. Mr. Witty moved to authorize the Chairman to execute the amendment to the agreement with the Association. Mr. McMorris seconded the motion, which was adopted without objection.

Mr. Magee then explained that the contracts between the Commission and both himself and Mr. Wagoner have expired. Both are asking for new three-year contracts with no change in compensation. Mr. Vandersteen moved to authorize the Chairman to execute a new three-year contract with Mr. Wagoner, which will contain the same terms and conditions as the contract that has expired. The new contract will become effective as of October 1, 2008. The motion was seconded by Mr. McMorris and approved without objection.

Mr. Vandersteen move the adoption of the attached resolution pertaining to a new contract for Mr. Magee. The motion was seconded by Mr. McMorris and approved without objection.

Mr. Roy moved to adjourn. The meeting was adjourned at 11:20 AM. The next regularly scheduled meeting will be January 14, 2009 in West Feliciana Parish.



Respectfully submitted,  
Buck Vandersteen, Secretary