



**BOARD OF COMMISSIONERS
AGENDA
February 24, 2011**

I. Chairman's Comments – Manny Blanco

- Welcome Guest
- Approval of Board Absences
- Approval of Minutes for January 27, 2011 **Pg. 2**

Adjourn as JEDCO

II. Convene as JEDCO Development Corporation

- Approval – Quarterly Board of Directors Meeting Minutes
November 18, 2010 **Pg. 7**
- Approval – Finance Committee Minutes
November 15, 2010 **Pg. 8**

Adjourn as JEDCO Development Corporation

III. Convene as Forward Jefferson Corporation – Lynda Nugent-Smith

- Approval of Minutes January 27, 2011 **Pg. 11**
- Approval of Change Order #1 to the FORJ/Kass Brothers Contract

Adjourn as Forward Jefferson Corporation and reconvene as JEDCO

IV. New and Unfinished Business

- Approval of Change Order #1 to the FORJ/Kass Brothers Contract
- Approval of Agreement between JEDCO and Beverly Construction Company LLC
- Approval of Resolution Authorizing CEA with the City of Gretna **Pg. 13**

V. Executive Director Report – Lucien Gunter

- GNO, Inc. Meeting, February 7th
- Legislators Meeting, February 11th – David Andignac
- Annual Professional Golf Tournament, April 27th

VI. Financial Report – Cynthia Grows **Pg. 20**

VII. Public Comments

Adjournment

Note: This meeting will be held at Jefferson Parish Economic Development Commission Office, 3445 N Causeway Blvd., Suite 300 in Metairie at 8:30 am.

EXECUTIVE COMMITTEE MEETING

Revised Minutes

January 27, 2011

- Call to Order** 8:30 a.m.
- Attendance:** David Andignac, Manny Blanco, Joe Ewell, Jim Garvey, Mark Jacobs, Jonathan Lin, Stan Salathe, Frank Trapani
- Staff:** Jerry Bologna, Cynthia Grows, Lucien Gunter, Alberto Queral, Debbie Ritter, Dottie Stephenson, Penny Weeks, Clayton White
- Absences:** Dr. Vinicio Madrigal, David Martin, Lynda Nugent-Smith, Bill Peperone
- Attorney:** John Luck
- Guests:** Scott Schellhaas, Dee Dee Lancaster, Jennifer VanVrancken, Mel Lamp, Gary Hamilton

I. Chairman Comments – Manny Blanco

- **Welcome Guest**

The above named guests were welcomed to the meeting.

- **Approval of Board Absences**

Mark Jacobs motioned to excuse Dr. Vinicio Madrigal, David Martin, Lynda Nugent-Smith and Bill Peperone; seconded by Stan Salathe. The motion passed unanimously.

- **Approval of Minutes for December 16, 2010**

Joe Ewell motioned to approve the minutes; seconded by Jonathan Lin. The motion passed unanimously.

- **Appreciation – Former Commissioner**

Chairman Blanco welcomed former Commissioner, Scott Schellhaas to the meeting. On behalf of the JEDCO Commissioners and JEDCO Staff, Mr. Blanco presented Mr. Schellhaas with a token of appreciation and thanked him for his dedication and contributions while serving as a Commissioner.

- **Governor's Lunch**

JEDCO was asked by the Parish President to help coordinate the Governor's luncheon on January 21st. Even with a short notice, the event was well attended; approximately 336 attendees. Chairman Blanco commended the JEDCO staff for a job well done.

Adjourn as JEDCO- Mark Jacobs motioned to adjourn; seconded by Jonathan Lin. The motion passed unanimously.

II. Convene as Forward Jefferson Corporation – David Andignac

- **Approval of Minutes for December 16, 2010**

Joe Ewell motioned to approve the minutes; seconded by Frank Trapani. The motion passed unanimously.

- **Resolution authorizing Change Order #7 to Woodrow Wilson Construction Company contract – Dottie Stephenson**

Dottie explained that the proposed Change Order #7 will increase the cost of the contract by \$32,168.28, for a new cap of \$5,016,182.72. An itemized list of the changes is included in the Resolution.

Frank Trapani motioned to approve the resolution; seconded by Stan Salathe. The motion passed unanimously.

- **Resolution authorizing contract between FORJ and Kass Brothers – Dottie Stephenson**

The Board was asked to approve the resolution authorizing the contract between FORJ and Kass Brother, Inc. to construct a curved driveway and additional landscaping at the new JEDCO office building, in accordance with Kass Brothers, Inc's written bid proposal with a total contract cap not to exceed \$135,260.00.

Stan Salathe motioned to approve the resolution; seconded by Frank Trapani. The motion passed unanimously.

Adjourn as Forward Jefferson Corporation – Mark Jacobs motioned to adjourn; seconded by Stan Salathe. The motion passed unanimously.

Reconvene as JEDCO

III. New and Unfinished Business

- **Resolution authorizing Change Order #7 to Woodrow Wilson Construction Company contract – Dottie Stephenson**

Dottie explained that this is a companion resolution to FORJ and the proposed Change Order #7 will increase the cost of the contract by \$32,168.28, for a new cap of \$5,016,182.72. An itemized list of the changes is included in the Resolution.

Joe Ewell motioned to approve the companion resolution; seconded by Frank Trapani. The motion passed unanimously.

- **Resolution authorizing contract between FORJ and Kass Brothers – Dottie Stephenson**

The Board was asked to approve the companion resolution to FORJ, authorizing the contract between FORJ and Kass Brother, Inc. to construct a curved driveway and additional landscaping at the new JEDCO office building, in accordance with Kass Brothers, Inc's written bid proposal with a total contract cap not to exceed \$135,260.00.

Frank Trapani motioned to approve the Companion resolution; seconded by Jim Garvey. The motion passed unanimously.

- **Motion to approve up to \$200,000 for clearing and spreading fill in Churchill Tech Park – Dottie Stephenson**

A budget was presented to the Board regarding fill for Churchill Technology & Business Park. The initial 50,000 cubic yards of fill is being provided by the Corps from the first phase of Pump to the River Project in Harahan. The budget outlines the cost to JEDCO and the sources of funds. The Board was asked to approve up to \$200,000 for clearing and spreading the fill. There is no charge for the fill or for hauling the fill from Harahan to the Tech Park.

David Andignac motioned to approve up to \$200,000 for the project; seconded by Jonathan Lin. The motion passed unanimously.

- **Resolution approving Second Amendment to CEA with the City of Kenner – Jerry Bologna**

A resolution for approval of Amendment No. 2 to the CEA between JEDCO and the City of Kenner was presented. This Amendment renews the CEA for a third year with an appropriation of \$75,000 from the City's 2010-2011 operating budget to pay for Economic Development services from JEDCO.

Frank Trapani motioned to approve the resolution; seconded by Stan Salathe. The motion passed unanimously.

- **Approval of letter of support for Penn Gaming – Jerry Bologna**

Penn National Gaming, one of the 3 applicants applying for the 15th and final casino license in the state, is proposing a location in Jefferson Parish. This license will be issued on February 17th. Penn is proposing a two-phased \$300 million development on the site of the former Evans Cooperage. It is anticipated that the casino will generate up to \$30 million in annual state tax revenue and up to \$8 million in annual parish tax revenue. Over 1,000 construction jobs will be created, and permanent employment could reach 600.

The JEDCO Board was asked to approve the signing and submission of a letter supporting Penn National Gaming's request of the state's outstanding gaming license.

Frank Trapani motioned to approve the signing and submission of the letter; seconded by Stan Salathe. The motion passed with 6-Yeas, 1-Nay and Mark Jacobs abstained.

- **Approval of JEDCO Credit Card – Cynthia Grows**

Cynthia requested the Board's approval of opening a JEDCO Credit Card with a \$5,000.00 limit. JEDCO's purchasing policy will also apply when using the card. Credit Card statements will be reviewed by the Executive Director and the transaction history will be part of the monthly financial report.

David Andignac motioned to approve the Credit Card; seconded by Stan Salathe. The motion passed unanimously.

IV. Executive Director Report – Lucien Gunter

- **Governor's Lunch**

The Governor expressed an interest in hosting a lunch at the mansion on February 4th. Lucien was asked to coordinate the function and invite 26 leaders from the business community.

- **2011 Strategic Plan**

A draft copy of the 2011 Strategic Plan was given to the Commissioners for review. The plan will be updated when the Board holds a mini retreat in mid March.

- **Family Gras Request**

The Parish Council approved Family Gras for 2011, and JEDCO was asked to contribute \$30,000.00, the same amount contributed in previous years.

Stan Salathe motioned to approve the contribution of \$30,000.00; seconded by Frank Trapani. The motion passed unanimously.

- **Billboard Update**

Lucien advised that because of the recent controversy over a particular billboard in the Opportunity Lives Here campaign, that billboard sign has been taken down. New signage is being designed and will be submitted to the Parish Administration for approval.

- **Bankers' Meeting, January 24th**

Lucien and Alberto, along with Commissioners David Andignac, Jimmy Baum, and Greg Jordan hosted a meeting with 16 bankers to encourage a top of mind presence and discuss the type of loans handled at JEDCO. The bankers offered advice and counsel on how to create a partnership that works best for the clients they serve.

- **Gretna Partnership – Jerry Bologna**

Mayor Harris is ready to move forward with a partnership with JEDCO, modeled after the CEA with the City of Kenner. The \$25,000 partnership will be presented to the Gretna Council for approval at their next meeting.

- **Incubator update – Clayton White**

Clayton updated the Board on the current status of Business Innovation Center (Incubator) including rate structure, marketing, and possible tenants.

V. Financial Report – Cynthia Grows

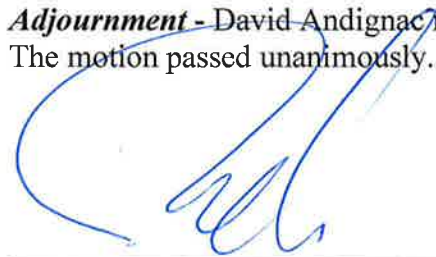
- Monthly Financial Report

- The monthly financial report was presented and forms a part of these minutes.
- The 2011 contribution to Jefferson EDGE from Jefferson Parish, in the amount of \$80,000, has been received.
- At the Board's request, Cynthia polled several banks to find the best CD Rates and Money Market Rates. As a result, 3 CDs were purchased using First NBC, Bank of Louisiana, and Crescent City Bank.

VI. Public / Other Comments

None

Adjournment - David Andignac motioned to adjourn at 10:07 a.m.; seconded by Jonathan Lin. The motion passed unanimously.



**Jonathan Lin, Secretary
JEDCO**