

JEDCO

Jefferson Parish Economic Development Commission

EXECUTIVE COMMITTEE MEETING MINUTES December 16, 2010

- Call to Order** 8:30 a.m.
- Attendance:** Joe Ewell, Jim Garvey, Mark Jacobs, Greg Jordan, Jonathan Linn, Joe Liss, Dr. Vinicio Madrigal, David Martin, Lynda Nugent-Smith, Bill Peperone, Paul Rivera,
- Staff:** Jerry Bologna, Cynthia Grows, Lucien Gunter, Alberto Qeral, Scott Rojas, Dottie Stephenson, Penny Weeks
- Absences:** David Andignac, Manny Blanco, Frank Trapani
- Attorney:** John Luck
- Guests:** Dee Dee Lancaster, Royce Blanchard and Sean Burke

I. Chairman Comments – Joe Ewell

- **Welcome Guest**

The above named guests were welcomed to the meeting.

- **Approval of Board Absences**

Mark Jacobs motioned to excuse David Andignac, Manny Blanco, Frank Trapani; seconded by Dr. Vinicio Madrigal. The motion passed unanimously.

- **Approval of Minutes for November 18, 2010**

David Martin motioned to approve the minutes as corrected; seconded by Dr. Vinicio Madrigal. The motion passed unanimously.

- **Appreciation - Outgoing Commissioner**

Even though Scott Schellhaas was not in attendance today, Chairman Ewell expressed sincere appreciation for Scott's dedication and contributions while serving as a Commissioner. The Board plans to invite Scott to the next meeting and extend a proper farewell.

- **Swearing-in of new Commissioner(s)**

Parish Attorney, John Luck, performed the swearing in of Paul Rivera who represents the Jefferson Parish Marine Fisheries Advisory Board, and Joe Liss who represents the East Jefferson Business Association.

- **Appointment to Finance Committee**

Lynda Nugent-Smith motioned to appoint Paul Rivera and Joe Liss to the Finance Committee; seconded by Dr. Vinicio Madrigal. The motion passed unanimously.

II. Executive Session

- **Personnel Matter - Re: Executive Director Contract**

Chairman Ewell called for a motion to move to Executive Session to discuss the Executive Director Contract.

Jim Garvey motioned to move to Executive Session; seconded by Lynda Nugent-Smith. The motion passed unanimously.

Mark Jacobs motioned to adjourn the Executive Session at 9:05; seconded by Jim Garvey. The motion passed unanimously.

III. JEDCO Public Meeting Reconvened

Chairman Ewell called the public meeting to order and asked for any action or motion from Executive Session.

Dr. Vinicio Madrigal motioned to renew the Executive Director's contract; seconded by Lynda Nugent-Smith. The motion passed unanimously.

Adjourn as JEDCO- Dr. Vinicio Madrigal motioned to adjourn; seconded by David Martin. The motion passed unanimously.

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

- **Approval of Minutes for November 18, 2010**

Dr. Vinicio Madrigal motioned to approve the minutes; seconded by Mark Jacobs. The motion passed unanimously.

- **Appointment for Vacant Position**

The Chairwoman asked for a motion to fill the vacancy created by Scott Schellhaas.

Mark Jacobs motioned to appoint Stan Salathe to the FORJ Board; seconded by Jim Garvey. The motion passed unanimously.

- **Resolution to accept low bidder for additional work at the new JEDCO building – Dottie Stephenson**

Two bids were received on November 30th for the curved driveway and additional landscaping at the new JEDCO building. Kass Brothers, Inc. submitted the lowest bid.

Bill Peperone motioned to approve the resolution accepting Kass Brothers, Inc. as the low bidder; seconded by Dr. Vinicio Madrigal. The motion passed unanimously.

- **Resolution approving 2nd Amendment to Credit Agreement among FORJ, AMCREF and Capital One – Dottie Stephenson**

Dottie presented the resolution and pointed out that it contains two main provisions which modify the restrictions of the loan's use. This will allow the construction account to be drawn down by December 16th and will help to avoid any recapture penalty under the New Markets Tax Credit regulations by reducing the amount in the construction account.

Bill Peperone motioned to approve the 2nd Amendment to the Credit Agreement; seconded by Dr. Vinicio Madrigal. The motion passed unanimously.

- **Resolution approving Change Order #7 to FORJ Contract with WWCC – Dottie Stephenson**

Dottie stated that Change Order #7 cannot be presented at this time for approval.

Joe Ewell motioned to defer to the next FORJ meeting; seconded by David Martin. The motion passed unanimously.

Adjourn as Forward Jefferson Corporation: Dr. Vinicio motioned to adjourn; seconded by Jim Garvey. The motion passed unanimously.

Reconvene as JEDCO

V. New and Old Business

- **Resolution to accept low bidder for additional work at the new JEDCO building – Dottie Stephenson**

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Dr. Vinicio Madrigal motioned to approve the resolution accepting Kass Brothers, Inc. as the low bidder; seconded by Lynda Nugent-Smith. The motion passed unanimously.

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Lynda Nugent-Smith motioned to approve the 2nd Amendment to the Credit Agreement; seconded by Dr. Vinicio Madrigal. The motion passed unanimously.

- **Resolution approving Change Order #7 to FORJ Contract with WWCC – Dottie Stephenson**

Dottie stated that Change Order #7 cannot be presented at this time for approval.

Jim Garvey motioned to defer to the next JEDCO Board of Commissioners meeting; seconded by Dr. Vinicio Madrigal. The motion passed unanimously.

- **Resolution authorizing 1st Amendment to JEDCO/State of Louisiana CEA for PFTSTA and Conference Center – Dottie Stephenson**

An additional \$750,000 was allocated to the project in Priority 5 for a new total of \$20,750,000. Therefore, an amendment to the CEA is needed to reflect the increased allocation.

Bill Peperone motioned to approve the Resolution authorizing the 1st Amendment to JEDCO/State of Louisiana CEA for the PFTSTA and Conference Center; seconded by David Martin. Mark Jacobs recused himself from voting. The motion passed unanimously.

- **Resolution approving 6th Amendment to Lease for 3445 N. Causeway Blvd. offices – Dottie Stephenson**

Lynda Nugent-Smith motioned to approve the resolution with an amendment to include an option for an additional one month extension; seconded by Greg Jordan. The motion passed unanimously.

- **Resolution approving 4th Amendment to Perez Architects Professional Services Agreement – Dottie Stephenson**

Dottie explained that Amendment #4 authorizes fees in the amount of \$14,902.00 for the additional \$135,260.00 in construction work for the curved driveway and landscape additions that were not included in the original Perez Professional Services Agreement or any other amendments to the Agreement.

Dr. Vinicio Madrigal motioned to approve the 4th Amendment to Perez Architects Professional Services Agreement; seconded by David Martin. The motion passed unanimously.

- **Approval of 2nd Amended JEDCO 2010 Budget – Cynthia Grows**

Cynthia presented the 2nd Amended 2010 Budget and requested approval.

Lynda Nugent-Smith motioned to approve the 2nd Amended JEDCO 2010 Budget; seconded by Greg Jordan. The motion passed unanimously.

VI. Executive Director Report – Lucien Gunter

- **Hornets Retention Efforts**

Chairman Ewell gave an overview of the Hornets attendance record and how it affects keeping the franchise in the city. He also shared some of the ideas to increase attendance/ticket sales that were discussed among the members of a newly formed group of business leaders known as the Hornets Business Council. The Council hopes to bring awareness to the community and develop a long term strategy that will keep the Hornets in New Orleans.

- **ILTAP Loan Program – Alberto Queral**

Alberto advised the Board that the Office of Community Development Disaster Recovery Unit has approved JEDCO's application as an intermediary of loan funds totaling \$2,000,000 for the Louisiana Innovation Loan and Technical Assistance Program. The kick-off campaign is scheduled for January 28, 2011.

- **Administrative Staff Orientation December 13 – Jerry Bologna**

Lucien Gunter and the JEDCO Senior Management hosted a JEDCO orientation for Parish President John Young's new Administration and provided a tour of Churchill Technology & Business Park, the new JEDCO building, and NOLA Motorsports.

- **GNO, Inc. Orientation, December 14 – Jerry Bologna**

The JEDCO Senior Management hosted an orientation for Greater New Orleans, Inc. and provided a tour of Churchill Technology & Business Park, JEDCO building and NOLA Motorsports.

- **EDGE 2020 Cabinet**

On December 3rd David Andignac called a meeting with the Cabinet Leaders of the eight strike forces to review the 2010 report cards completed by GCR & Associates. Among the Cabinet Leaders in attendance were President John Young, Councilwoman Cynthia Lee-Sheng and Sheriff Newell Normand. The purpose of the meeting was to review what had been accomplished, what is yet to be accomplished, what action items need to be removed, and consider any new, potential action items.

- **Annual Luncheon – Scott Rojas**

The 2010 Annual Luncheon was sold out with 336 attendees. Expenses were 28% under last year. The 2011 Annual Luncheon is scheduled for December 6, 2011.

VII. Financial Report – Cynthia Grows

- **Monthly Financial Report**

Cynthia presented the report, which forms a part of these minutes.

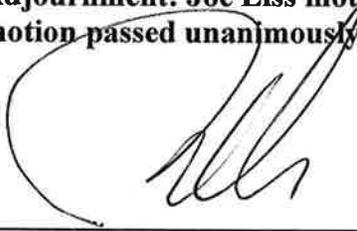
- **LAMP Update**

By request of the Board at the November 18th meeting, Cynthia polled 17 banks for CD Rates and Money Market Rates. She will review again at the beginning of 2011.

VIII. Public / Other Comments

Commissioner Mark Jacobs wanted to publically acknowledge, commend, and extend his appreciation to the non-management JEDCO Staff for what they do to make JEDCO what it is, and especially for all they did in 2010.

Adjournment: Joe Liss motioned to adjourn at 10:17; seconded by Bill Peperone. The motion passed unanimously.

A handwritten signature in black ink, appearing to read 'Jonathan Lin', written over a horizontal line.

Jonathan Lin
JEDCO – Secretary