

JEDCO Board of Commissioners

November 21, 2013

8:45 A.M.

Minutes

Call to Order 9:00 a.m.

Attendance: Mario Bazile, David Colvin, Bruce Dantin, Joe Ewell, Jim Garvey, Roy Gattuso, Steve LaChute, Bruce Layburn, Joe Liss, Mark Madderra, Dr. Vinicio Madrigal, Bill Peperone, Paul Rivera, Mike Rongey, Stan Salathe, Patrice Williams-Smith, Mayra Pineda

Staff: Jerry Bologna, Lacey Bordelon, Cynthia Grows, Alberto Queral, Scott Rojas, Kelsey Scram, Dottie Stephenson, Penny Weeks

Absences: Tina Dandry-Mayes, Greg Jordan, Lynda Nugent-Smith, John Tobler

Attorney: Linda Hewlett – Parish Attorney

Guests: Tony Ligi – Jefferson Business Council
Greg Ruppert – Jefferson Parish Tax Division
Cherreen Gegenheimer – Jefferson Parish

I. Call to Order & Chairman Comments – Stan Salathe

Chairman Salathe began by entertaining a motion to amend the agenda to include Presentation on Occupation License Collection and Executive Session; Motion made by Dr. Vinicio Madrigal and seconded by Steve LaChute. The motion passed unanimously.

- **Approval of Board Absences** – Dr. Vinicio Madrigal motioned to excuse Tina Dandry-Mayes, Greg Jordan and Lynda Nugent-Smith; seconded by Joe Liss. The motion passed unanimously.
- **Approval of JEDCO Minutes for October 31, 2013** – Patrice Williams-Smith motioned to approve the minutes as amended; seconded by Steve LaChute. The motion passed unanimously.

- **Presentation on Occupational License Collection** – Greg Ruppert of Jefferson Parish Tax Division presented the Board a preliminary analysis of the effects of the recent Court of Appeals’ ruling. Mr. Ruppert estimated that the revenues from the collection of occupational tax would drop from \$8 million to \$600,000 for the Parish and Sheriff’s Office. The Parish’s share would amount to less than \$500,000. This analysis was based upon only sole proprietorships and partnerships paying the occupational license tax. If corporations, limited partnerships, limited liability companies, and limited liability partnerships were exempt from this tax, the Sheriff’s Office would not have the capability to transfer complete business record information to JEDCO for our new business list service or our marketing database. The Assessor’s Office would have to collect its information by another means which most likely would be less comprehensive than the Sheriff’s Office’s records. The lack of complete data on companies opening or operating would hamper the Parish’s Office of Code Enforcement. As part of the current process for obtaining an occupational license, a company must obtain a determination from Code Enforcement that the business location is properly zoned for the business’s use.

II. Executive Session – Personnel Matter – Joe Liss motioned to adjourn the regular meeting and go into executive session; seconded by Dr. Vinicio Madrigal. The motion passed unanimously. Chairman Salathe invited the Executive Director, Jerry Bologna, to attend executive session.

III. Reconvene Regular Session – Unfinished and New Business – Chairman, Stan Salathe

- **Review Committee Recommendation** – Chairman Salathe entertained a motion for the Executive Director’s compensation to be adjusted to \$150,000.00 annually; he will have a new contract as of January 1, 2014 with 3 year duration and up to 5% escalation clause based on performance. Motion made by Joe Liss; seconded by David Colvin. The motion passed unanimously.
- **Nominating Committee Report for 2014** – Chairman Salathe presented the Nominating Committee’s report. Steve LaChute motioned to approve the recommended officers for the 2014 JEDCO Board, and to approve the Executive Committee, Finance Committee, Audit Committee, Incentive Fund Committee and By-Laws Committee; seconded by Dr. Vinicio Madrigal. The motion passed unanimously.

2014 Officers:

Chairman – Greg Jordan

Treasurer – Mike Rongey

Vice Chairman – Paul Rivera

Secretary – Bruce Layburn

Ex-Officio – Stan Salathe

A copy of the approved slate of officers and committees forms a part of these minutes.

- **Appointment to 2014 Nominating Committee** – The JEDCO By-Laws states the Nominating Committee shall be made up of 5 members; present Chair, past two immediate Chairs and two members selected by the Board. Chairman Salathe recommended Steve LaChute and Bruce Dantin. Dr. Vinicio Madrigal motioned to approve the recommendation; seconded by Paul Rivera. The motion passed unanimously.
- **Resolution authorizing Note Modification Agreement – Dottie Stephenson** Schedule 1 of the existing Note Agreement between FORJ and AmCREF FUND I, LLC for the financing and construction of the JEDCO building has the final payment date as January 2, 2016. The Note Modification Agreement presented today will amend Schedule 1 to correctly state the final payment's due date as February 20, 2016. Dr. Vinicio Madrigal motioned to approve the resolution authorizing the Note Modification Agreement; seconded by Steve LaChute. The motion passed unanimously.
- **Motion to Approve Letter of Engagement between FORJ and Warren E. Mouledoux in Regards to the Settlement Agreement with Woodrow Wilson Construction Company, Inc. – Dottie Stephenson**
The Parish Attorney's Office notified staff that a Parish Attorney cannot represent FORJ in the closing of the contract between FORJ and Woodrow Wilson Construction Company, Inc. Therefore, FORJ has asked Warren E. Mouledoux to represent as outside counsel. Dottie asked the JEDCO Board to approve the Letter of Engagement with Warren Mouledoux. On the motion of David Colvin and seconded by Dr. Vinicio Madrigal the Letter of Engagement was approved as amended (to included "with a cap of 15 hours" or "no more than 15 hours"). The motion passed unanimously.

IV. Executive Director Report – Jerry Bologna

- **Strategic Operating Plan review** – The JEDCO 2013 Strategic Operating Plan stands at 95% complete. The EDS department and the Finance department surpassed their goals in Business Retention visits and Loans.
- **Business Retention & Expansion update – Lacey Bordelon**
Lacey presented a detailed report of the EDS activities regarding Business Retention and Expansion. The total number of BR&E meetings with the parish's top employers for 2013 stands at 140 to date (the annual goal was 125). The report included relevant findings from the BR&E program; i.e., employment, sales, and planned or current expansions.
- **JEDCO Small Business of the Year Award** – There were four nominations this year; Gambel Communications, Cajun Kettle Foods, Inc., Orleans Coffee Exchange, and Puccino's. Cajun Kettle Foods, Inc., was chosen as the 2013 JEDCO Small Business of the Year and will be presented the award at the December 5th JEDCO Annual Luncheon.

- **GNO, Inc. Board Appointment** – Currently, Chairman Salathe serves on the GNO, Inc. Board representing JEDCO. Each year the person representing JEDCO on that Board changes when JEDCO’s Chairman changes. Chairman Salathe, Jerry Bologna and Michael Hecht will meet soon to discuss the possibility of JEDCO’s Executive Director having a permanent seat on the GNO, Inc. Board. Bill Peperone made a motion to support this idea; seconded by Roy Gattuso. The motion passed unanimously.

V. Financial Report – Cynthia Grows

- **Monthly Financial Report** – Dr. Vinicio Madrigal motioned to accept the financial report as presented; seconded by Patrice Williams-Smith. The motion passed unanimously.

VI. Public / Other Comments

None

VII. Adjournment – Bill Peperone motioned to adjourn; seconded by Dr. Vinicio Madrigal. The motion passed unanimously.



Paul Rivera
JEDCO Secretary
(JEDCO Minutes for November 21, 2013)