

## EXECUTIVE COMMITTEE MEETING April 26, 2012

### Minutes

**8:30 a.m.**

- Attendance:** Manny Blanco, David Colvin, Bruce Dantin, Jim Garvey, Greg Jordan, Steve LaChute, Joe Liss, Dr. Vinicio Madrigal, Lynda Nugent-Smith, Mike Rongey, Stan Salathe, John Tobler, Frank Trapani
- Staff:** Cynthia Grows, Lucien Gunter, Alberto Qeral, Scott Rojas, Dottie Stephenson, Penny Weeks
- Absences:** Joe Ewell
- Attorney:** Reed Smith – Parish Attorney
- Guests:** Jennifer VanVrancken, Parish President's Office  
Ray Cornelius, Adams and Reese

#### **I. Chairman Comments – Jim Garvey**

- **Welcome Guest**  
The above guests were welcomed to the meeting.
- **Approval of Board Absences**  
Manny Blanco motioned to excuse Joe Ewell, seconded by Stan Salathe. The motion passed unanimously.
- **Approval of JEDCO Board of Commissioners Minutes for March 29, 2012**  
Lynda Nugent-Smith motioned to approve the minutes; seconded by Greg Jordan. The motion passed unanimously.

*Adjourn as JEDCO and Convene as Forward Jefferson Corporation*

#### **II. Convene as Forward Jefferson Corporation – Lynda Nugent-Smith**

- **Approval of Minutes for March 29, 2012**  
Jim Garvey motioned to approve the minutes; seconded by Greg Jordan. The motion passed unanimously.

- **Resolution authorizing Change Order #1 to FORJ/Twin Shores Contract – Dottie Stephenson**

Twin Shores was awarded the contract to provide under-screening of the building, landscaping and 2 bench pads. Even though their bid was the low bid (\$165,000) it was still over the original budget estimate. Twin Shores agreed to value engineer the project in order to reduce the cost and has offered a credit of \$22,141.22. The cost savings will be used to cover pending work on the return air ducts and grilles in the offices of the business incubator; estimated at \$16,900.

Greg Jordan motioned to approve the resolution authorizing Change Order #1 to FORJ/Twin Shores Contract; seconded by Frank Trapani. The motion passed unanimously.

- **Resolution approving contract between Triton Mechanical Contractors & FORJ for return air ductwork and grilles in incubator building – Dottie Stephenson**

Additional HVAC work is required in the Business Innovation Center (Incubator), specifically; return air ductwork and grilles in each office, insulation and associated temperature controls. Triton Mechanical Contractors submitted the lowest bid of \$16,900. The CDBG monitors have approved the project using CDBG funds.

Jim Garvey motioned to approve the resolution approving the contract between Triton Mechanical Contractors and FORJ; seconded by Dr. Vinicio Madrigal. The motion passed unanimously.

*Adjourn as Forward Jefferson Corporation:* Manny Blanco motioned to adjourn; seconded by Steve LaChute. The motion passed unanimously.

### **III. Reconvene as JEDCO - New and Unfinished Business – Chairman, Jim Garvey**

- **Resolution authorizing Change Order #1 to FORJ/Twin Shores Contract – Dottie Stephenson**

Twin Shores was awarded the contract to provide under-screening of the building, landscaping and 2 bench pads. Even though their bid was the low bid (\$165,000) it was still over the original budget estimate. Twin Shores agreed to value engineer the project in order to reduce the cost and has offered a credit of \$22,141.22. The cost savings will be used to cover pending work on the return air ducts and grilles in the offices of the business incubator; estimated at \$16,900.

Lynda Nugent-Smith motioned to approve the companion resolution to FORJ authorizing Change Order #1 to the FORJ/Twin Shores contract; seconded by Greg Jordan. The motion passed unanimously.

- **Resolution approving contract between Triton Mechanical Contractors & FORJ for return air ductwork and grilles in incubator building – Dottie Stephenson**

Additional HVAC work is required in the Business Innovation Center (Incubator), specifically; return air ductwork and grilles in each office, insulation and associated temperature controls. Triton Mechanical Contractors submitted the lowest bid of \$16,900. The CDBG monitors have approved the project using CDBG funds.

Lynda Nugent-Smith motioned to approve the companion resolution to FORJ approving the contract between Triton Mechanical Contractors and FORJ; seconded by Greg Jordan. The motion passed unanimously.

- **Resolution approving Professional Services Agreement for Legal Services under the Louisiana Innovation Loan and Technical Assistance Program (ILTAP) - Alberto Queral**

The Louisiana Office of Community Development (OCD) approved JEDCO as a sub-recipient to assist with the implementation of the Louisiana Innovation Loan and Technical Assistance Program (ILTAP). The two million dollar award to JEDCO included \$50,000 for legal services regarding loan closing costs for real estate, equipment and inventory loans. JEDCO advertised a Request for Proposal for Professional Services. The RFP produced one proposal; Warren E. Mouledoux, Jr., A Professional Law Corporation. The Board was asked to approve the resolution accepting the proposal of Warren E. Mouledoux, Jr.

Greg Jordan motioned to approve the resolution; seconded by Lynda Nugent-Smith. The motion passed unanimously.

- **Resolution authorizing the Chairman and/or Vice Chairman and the Secretary of JEDCO to execute a preliminary agreement between JEDCO and AccuMED Innovative Technologies, or related entity; authorizing the issuance of revenue bonds in one or more series to finance certain facilities and providing for other matters in connection with the foregoing – Dottie Stephenson**

Resulting from several Site Selector meetings and recent negotiations, AccuMED, a medical device manufacture headquartered in Buffalo, NY, has

expressed sincere interest in locating in Jefferson Parish; preferably in the Churchill Technology and Business Park. Dottie and Ray Cornelius explained the purpose of the preliminary agreement to the Board. This is the first step of issuing tax-exempt industrial revenue bonds. A public hearing must be held, and approval of the bond issue with specifics would be considered by the Board at a future meeting. After discussion, Lynda Nugent-Smith motioned to approve the resolution authorizing the preliminary agreement between JEDCO and AccuMED Innovative Technologies; authorizing the issuance of revenue bonds. The motion was seconded by Dr. Vinicio Madrigal and passed unanimously.

- **Motion approving Property Tax Payment-in-Lieu of Taxes (PILOT) with AccuMED Innovative Technologies – Dottie Stephenson and Ray Cornelius**

Dottie and Ray Cornelius gave the details of the PILOT and informed the Board that the State of Louisiana has offered a range of incentives designed to attract AccuMED to the state. AccuMED is strongly considering the Churchill Technology and Business Park for their headquarters and is now requesting local ad valorem tax abatement for a period exceeding ten (10) years. JEDCO staff recommended that the Board of Commissioners motion to allow the Executive Director to negotiate a PILOT in excess of ten (10) years with AccuMED Innovative Technologies. The results of the negotiations would be brought back to the Board for approval at a later time.

Manny Blanco motioned to allow the Executive Director to negotiate a PILOT in excess of ten (10) years with AccuMED Innovative Technologies; seconded by Lynda Nugent-Smith. The motion passed unanimously.

- **Resolution authorizing the advertisement for bid for Landscape Maintenance and Grass Cutting in the Churchill Technology and Business Park – Scott Rojas**

Dr. Vinicio Madrigal motioned to approve the resolution authorizing the advertisement for bid; seconded by Steve LaChute. The motion passed unanimously.

#### **IV. Executive Director Report – Lucien Gunter**

- **Sale of Hornets** – Lucien, Senator Alario, and President Young met to discuss strategies to keep the Hornets Training Facility in Jefferson Parish; preferably at the Alario Center.
- **Permitting Process** – The committee which was assembled to review and make recommendations regarding the Parish’s permitting process is 90 % complete and hopes to have their final report together and submitted to the Parish President within forty-five (45) days. Lucien recommended that another team tackle the proposed “Code Enforcement Reform”.

- **Fairfield Vision** – The consultant hired by the Parish Council met with the JBC and presented his vision. Dottie Stephenson has been assigned to monitor the progress.
- **Update on Senate Bill 723 (International Trade)** – Senator Appel has taken the lead role in the International Trade initiatives. Lucien applauds the concept of the bill and identified several JEDCO Commissioners who would serve as excellent members to the State’s Board of International Trade.
- **Economic Development activity** – In Jerry Bologna’s absence, a handout was given to the Commissioners reflective of the major prospect activity.

Commissioner Stan Salathe recommended more attention be given to the Business Innovation Center (Incubator) regarding growth and marketing; supported by Commissioner Steve LaChute, who recommended reaching out to young businesses in the field of Digital Media or the like.

*Chairman Garvey asked Vice Chair, Stan Salathe, to preside over the meeting as he excused himself from the room.*

#### **V. Financial Report – Cynthia Grows**

- Monthly Financial Report

Dr. Vinicio Madrigal motioned to accept the report, seconded by David Colvin. The motion passed unanimously.

#### **VI. Public / Other Comments**

**None**

*Adjournment: Dr. Vinicio Madrigal motioned to adjourn; seconded by David Colvin. The motion passed unanimously.*

  
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 Greg Jordan  
 JEDCO Secretary