

**St. Tammany Parish Development District
Board of Commissioners Meeting
Minutes | January 19, 2023**

Present: Scott Day, Mimi G. Dossett, Mike Gambrell, Al Hamauei, Bill Newton, Mike Tillman , William Wainwright

Absent: Joan Coffman, Bruce Javery, Marty Mayer, Eric Schouest

Staff: Chris Masingill, Vincenzo Caronna, Sharon DeLong, Keith Espadron, Elizabeth Lee, Kate Moore, Todd Whalley

Counsel: Mark Balkin, Hardy Carey Chautin & Balkin

Guests: Kathleen Wilkin

President Wainwright called the meeting to order at 10:10 a.m. Quorum was established by Commissioners present. Wainwright thanked previous officers for their service and stated he had received notification of resignation from the Board from Marty Mayer.

PUBLIC COMMENT PERIOD

No public comment on any agenda item.

CONSENT AGENDA

With no corrections, the Consent Agenda, which consisted of the December 15 BOC meeting minutes, YTD Financial Statements, Payroll Certification – Associated Wholesale Grocers and Rooms To Go, Commissioner Candidate Application, and the DCI Contract. *Al Hamauei seconded by Mike Gambrell moved to approve the consent agenda. All were in favor. Motion passed.*

NEW BUSINESS

Resolution of Appreciation – Mike Tillman

Wainwright thanked Mike Tillman for his service as Vice President in previous years. Masingill read into the record a Resolution of Appreciation and presented Tillman with a gift of appreciation. Tillman expressed his gratitude noting the honor to serve as an officer of the Board. *Mike Gambrell, seconded by Al Hamauei, motioned to approve the resolution. A roll call vote was taken. All Commissioners present were in favor. Absent from the vote were Commissioners Joan Coffman, Bruce Javery, and Marty Mayer, and Eric Schouest. Motion passed.*

Resolution Naming Bank Signatories & Account Administrator

A resolution naming the new officers, Chris Masingill as signatories of all bank accounts and Sharon DeLong as administrator of stated accounts was presented for approval. *Mike Gambrell, seconded by Mimi Dossett, motioned to approve the resolution as presented. A roll call vote was taken. All Commissioners present were in favor. Absent from the vote were Commissioners Joan Coffman, Bruce Javery, and Marty Mayer, and Eric Schouest. Motion passed.*

Resolution to approve new lease on building

A resolution for entering into a new lease with Southern Properties Acquisition, LLC, was presented for approval. The lease is effective for one year beginning January 1, 2023 and is renewable for an additional year. Masingill expressed thanks to Chris Abadie for his work on the sale of the building. *Scott Day, seconded by Bill Newton, motioned to approve the resolution as presented. A roll call vote was taken. All Commissioners present were in favor. Absent from the vote were Commissioners Joan Coffman, Bruce Javery, and Marty Mayer, and Eric Schouest. Motion passed.*

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Meeting Time Revision

Masingill noted since some Commissioners are not able to attend meetings at the new time frame and led the group in a discussion of a new time frame amenable to all. *After discussion, Al Hamauei, seconded by Bill Newton, motioned to revert back to the 3 p.m. meeting time at the St. Tammany Corporation board room with opportunities, as available, to meet in Lacombe and Slidell. All were in favor. Motion passed.*

OLD BUSINESS

Crosby Development Cooperative Endeavor Agreement

Masingill stated the current working agreement, entered into under guidance of legal counsel, needed to be codified to bolster the initiative to develop the property at the intersection of I-12 and Hwy. 1088. The Crosby CEA, along with the now approved contract with DCI, gives STC the capacity to aid in decision-making for planning, marketing, and development of the property. The process will include expansion of infrastructure, development of a comprehensive master plan, creation of a marketing and branding strategy, and preparation for a roll-out presentation at the Site Selector Guild's annual meeting in March. *Scott Day, seconded by Mike Tillman, motioned to approve the CEA. All were in favor. Motion passed.*

EXECUTIVE UPDATE

Economic Development

Masingill noted the staff is currently facilitating thirty-five projects in the pipeline, and one RFP was submitted in the past month.

Wadsworth Property & I-12

STC continues to provide project management and coordination during the site development process. Staff has been meeting with the developer and consultants monthly to make progress on the conceptual master plan. Our primary focus in the development process is the infrastructure development plan. The site certification process, through LED's site readiness program, has been applied for and will be moving forward with an expanded footprint. Staff continues to coordinate meetings with water companies to investigate potential investment into the site's infrastructure. Staff received a site analysis report outlining the current infrastructure and upgrades needed to facilitate future growth at the site and has met with parish administration to discuss next steps and potential funding streams. Officials will present the site at the Site Selectors Guild's annual meeting in March.

THRIVE2023 Strategic Plan

As Year 4 of THRIVE2023 concludes in February, we will review progress and current implementation actions and begin preparing preliminary thoughts for the next five-year plan. We are working with MWB on the design for the Impact Report which Commissioners can expect the report to be released in late February. The report will highlight impacts from July 2020 through December 2022.

Northshore Regional Resiliency Collaboration | EDA Grant

Masingill noted movement on the project with consultant contracts that are being developed for the Business Continuity Plan and Economic Impact Analysis programs of work.

Regional Entrepreneurship and Equity Initiative | LED/EDA Grant

The program received a \$150,000 grant from LED for the Regional Entrepreneurship and Equity Initiative. The purpose of the Regional Entrepreneurship and Equity Initiative is to facilitate programming across a 5-parish region that brings awareness of entrepreneurship and business formation and develops technical support systems through programming and partnerships with a specific focus on connecting underrepresented

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communities, specifically Black entrepreneurs, with business technical assistance opportunities. Recognizing that each parish has its own opportunities and strengths, engagement opportunities and programming will be offered in each parish and tailored to each community. The program concludes in November 2023.

Startup Northshore

A comprehensive social media campaign highlighting collective work of STartUp Northshore and the StartUpNorthshore.com website will launch within the next thirty days.

Capacity Fee Reservation Council Ordinance | Department of Utilities Proposed Rate Increases

There will be two additional stakeholder meetings between the Dept. of Utilities, the Chamber, and the Homebuilders to work with Chris Tissue and the Parish Council to come to a resolution. The Parish will have a plan drafted for consideration at the February Parish Council Meeting.

Organizational and Administrative Update

State CEA

With an approved CEA, we are in receipt of a portion of the expected funding. Inquiries were made into the \$450,000 shortfall, with unsatisfactory results. Masingill spoke with State Treasurer John Schroder, and will set up a meeting to discuss process improvements for future agreements.

Sale of Condo Units 7 & 8

With the sale completed late December 2022, a transition plan is forthcoming.

Business & Technical Services Position Recruitment Update

A new Fellow Graduate Student, Kyle Buckley, will begin work on January 24 and will be trained in multiple aspects of economic development including research, finance, and strategic initiatives.

Organizational Adjustments

With expanded roles for staff, a new organizational chart will be produced with the primary and secondary responsibilities of individual staff members highlighted.

Activity Report

As we want to share meaningful, relevant, and timely information in a manner that is easy to digest, and maximize the time at monthly meetings, the Activity Report is being retooled to align with current benchmarks and information relevant to the implementation of THRIVE. Commissioners invited the use of bullet points and/or a dashboard style of disseminating information. Stay tuned as we finesse this report over the coming months.

Upcoming Travel:

Masingill noted upcoming trips for the Washington Mardi Gras-Committee of 100 Engagement in Washington, D.C., January 24 – 26; Southern Economic Development Roundtable in Santa Rosa Beach, FL on January 26-28; and IEDC Leadership Summit in Tucson, AZ, January 29-31. Chris and Ashley are both speaking at the IEDC Leadership Summit.

Masingill also noted several organizations are planning a Gubernatorial Debate/Forum event.

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EXECUTIVE SESSION

The Executive Session was foregone due to the fact Commissioners previously received the 2023 benchmarks, so approval is the only action necessary. Mike Gambrell, seconded by Mimi Dossett, motioned to accept the 2023 benchmarks as presented. All were in favor. Motion passed.

ANNOUNCEMENTS

Annual ethics trainings & required documents have been emailed to Commissioners and Staff. NDA & Code of Governmental Ethics Acknowledgement due Jan 31; ethics trainings due March 31; Commissioner Tier 2.1 Personal Financial Disclosure due May 15.

ADJOURN

Bill Newton seconded by Mike Gambrell, motioned to adjourn the meeting at 12:45 pm. All were in favor. Motion passed.

Minutes reviewed and submitted by the STC Staff.