

**St. Tammany Parish Development District
Board of Commissioners Meeting
Minutes | January 11, 2024**

Present: Elder Brown, III, Joan Coffman, Mike Gambrell, Albert M. Hamauei, Louis Ochoa, Eric Schouest, Dr. William Wainwright

Absent: Mimi G. Dossett, Bruce Javery, Ross Lagarde, Paul Myers, IV

Staff: Chris Masingill, Kyle Buckley, Vincenzo Caronna, Sharon DeLong, Keith Espadron, Ashley Llewellyn, Timothy Billiot, Kate Moore, Elizabeth Lee

Counsel: Mark Balkin | Hardy Carey Chautin & Balkin; David Wolf & Phil Sherman | Adams & Reese

Guests: Former Commissioner, Bill Newton; John Ripple | Project Frozen Tiger

President Wainwright called the meeting to order at 3:01 p.m. Commissioners present established quorum.

PUBLIC COMMENT PERIOD

No public comment on any agenda item.

CONSENT AGENDA

With no modifications, the Consent Agenda, which consisted of the December BOC meeting minutes, YTD financial statements, and AWG payroll certification, was approved. *Mike Gambrell, seconded by Albert Hamauei, motioned to approve the consent agenda as presented. All were in favor. Motion passed.*

SPECIAL PRESENTATION

Masingill expressed his gratitude for service as Commissioner to Bill Newton and thanked him for being a champion of economic development. For the record, Masingill read a resolution of appreciation regarding Newton's service since 2018. Newton was presented with a framed copy of the resolution and a plaque for his service.

NEW BUSINESS

Resolution: Final Approval of Project Frozen Tiger

With additional technical components, the adjusted project scope was presented by company leadership. Kyle Buckley detailed aspects of the project and major terms in the final lease. Gambrell stated the Finance Committee recommended final approval at its Jan 9th meeting. *Mike Gambrell, seconded by Joan Coffman motioned to approve the resolution. A roll call vote was taken. Eric Schouest abstained from the vote. All other Commissioners present voted in favor of the resolution. Motion passed.*

Resolution: Request for Temporary Transfer of Vessels-Florida Marine

David Wolf gave a brief program update on the current FMT PILOT agreement, originating in 2006, and its recent restructuring in 2023. Company officials requested a temporary transfer of vessels as a component of a recent internal restructuring of assets. *Mike Gambrell, seconded by Louis Ochoa motioned to approve the resolution. A roll call vote was taken. Eric Schouest and Elder Brown, III abstained from the vote. All other Commissioners present voted in favor of the resolution. Motion passed.*

Resolution: 2024 Bank Signatories

DeLong stated the annual resolution named the 2024 officers as signatories for all bank accounts, and Sharon DeLong as administrator for those same accounts. *Joan Coffman, seconded by Albert Hamauei, motioned to approve the resolution. A roll call vote was taken. All Commissioners present voted in favor of the resolution. Motion passed.*

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Resolution: EDA Grant Submission

Masingill stated STC was asked to resubmit an application for the EDA disaster supplemental grant of \$800,000. This grant requires a 20% local match. The resolution authorized Chris Masingill to execute all Economic Development Administration and commit local match dollars to the grant of up to \$200,000. *Mike Gambrell, seconded by Eric Schouest, motioned to approve the resolution. A roll call vote was taken. All Commissioners present voted in favor of the resolution. Motion passed.*

Review of Professional Services Contract

In preparation for the upcoming legislative session, Masingill noted the need for legislative action to reach a permanent solution regarding the issue surrounding the CEA. As such, LLS will be assisting with legislative efforts and will be working with our state legislative delegation to help accomplish this endeavor. *Albert Hamauei, seconded by Joan Coffman, motioned to approve the contract. All were in favor. Motion passed.*

Approval of 2024 Meeting Dates

Dr. Wainwright stated the Board of Commissioners meetings will continue to be held the third Thursday of each month at 3:00 p.m., except where noted. *Mike Gambrell, seconded by Mimi Dossett, motioned to approve the meeting dates. All were in favor. Motion passed.*

2023 Amended Budgets

Masingill noted that due to the change from a calendar year to a fiscal year, FY23 budgets for StartUp Northshore and Northshore Healthscape needed to be amended to reflect the change. The budgets were presented for the board's approval. After a brief discussion, *Mike Gambrell, seconded by Eric Schouest, motioned to approve these amended budgets for FY23. All Commissioners present voted in favor. Motion passed.*

OLD BUSINESS – None

EXECUTIVE UPDATE

General Update

Masingill welcomed newly appointed Commissioners Elder Brown, III and Louis Ochoa, to the board meeting.

Masingill stated the St. Tammany Chamber of Commerce will recognize STC and the Visit the Northshore for our collaborative efforts at their installation and awards luncheon on January 23.

He also noted there are two open seats on the Finance Committee, and anyone interested in serving in this capacity should contact him or Dr. Wainwright.

Economic Development Update

Gulf South Commerce Park – Masingill reported great movement at the Commerce Park with two potential projects in the works for the park.

Strategic Initiatives

AEDO Update – Masingill announced with the news of the organization's Accredited Economic Development Organization designation. He and Ashley Llewellyn will be present at the IEDC Leadership Summit to receive a

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plaque for the accreditation. This status has been earned by 76 other economic development organizations across the nation, and six in the State of Louisiana.

THRIVE 2023 Update – Masingill shared that an addendum to the strategic plan will be developed this spring. It is anticipated the plan’s focus areas will follow the existing framework of THRIVE2023: organizational development, business development, cross-cutting strategies, and marketing and communications. The full plan is expected to be completed in June of this year.

KPIs are under development and will align with the forthcoming update of the strategic plan.

Administrative & Operations

Office Relocation – Masingill stated options for relocation have narrowed down to a few. The timeline for the move is on or before August 31st. With additional cost considerations, the budget must be amended to include the cost increases relative to the new facility.

Governmental Partners Update

Parish Council Orientation – STC hosted the incoming Council members for an economic development briefing at the beginning of this month. This first session included engagement from the executive leadership of STC, NBC, HBA, and the Chamber.

ANNOUNCEMENTS

The next meeting will be 3 pm – 5 pm, Thursday, February 15, 2024, in the STC Board Room.

Wainwright reminded Commissioners of the annual ethics requirements listed on the agenda and asked them to please adhere to the deadline dates.

ADJOURN

The meeting adjourned at 5:03 pm. on a motion by Joan Coffman, seconded by Mike Gambrell. All were in favor. Motion passed.

Minutes reviewed and submitted by the STC Staff.