

**St. Tammany Parish Development District**  
**Board of Commissioners**  
**MINUTES**  
October 11, 2018 – 3:30pm

President Bill Davis called the meeting to order at 4:01 p.m.

**Present:** Rhonda Bagby, Bill Davis, Scott Day, Mike Gambrell, Al Hamauei, Oscar Hernandez, Bruce Javery, Mike Tillman, William Wainwright **Absent:** Marty Mayer, Bill Newton

**Staff:** Chris Masingill, Ashley Llewellyn, Ronda Sides, Elizabeth Lee

**Legal Counsel:** David Wolf, Adams & Reese

**Guests:** Tim Burns, Legal Counsel for Florida Marine Transport, Sharon DeLong

**Minutes:** Chris Masingill clarified the September minutes by stating the total proposed cost for the strategic plan, marketing, and workforce development says “not to exceed \$150,000”. Although the specific amount listed was \$126,000 for consulting, that figure does not include travel expenses for the strategic consulting team, therefore the \$150,000 figure is a buffer for travel costs and related miscellaneous costs.

Mike Gambrell, seconded by William Wainwright, made a motion to accept the minutes of the September 13 meeting. All were in favor, motion passed.

**Public Comment:** There were no comments on agenda items from the public.

**Financial Report:** Rhonda Bagby, Treasurer, presented the financial report.

**Executive Team Update**

**Organizational Updates:**

- Elizabeth Lee | Research Analyst and Economic Development Specialist
  - Joined the team October 1
  - Master’s degree in Economic Development
- Sharon DeLong | Manager of Administration
  - Will join team October 29
  - Currently works as the Director of Olde Towne Slidell Main Street Program and as the Bookkeeper of the East St. Tammany Chamber of Commerce

**Project Activity:**

- Increased engagement with partners at Louisiana Economic Development following August meeting in Baton Rouge.
- 25 active projects in our pipeline, 4 projects with movement this month
  - Additional site and community engagement provided
  - Prospective site visits prior to the end of the year

**Workforce and Talent Development**

- Workforce Development Partners Roundtable  
We gathered our key workforce partners: St. Tammany Parish Public Schools, Northshore Technical Community College, Southeastern Louisiana University, the Northshore Healthcare Alliance, and our local representatives of the Louisiana Workforce Commission. The dialogue

centered around talent development and retention, the concept of learning while earning, and the competitive advantages of the ACT Work Ready community designation. Ashley has worked closely with these stakeholders over the years and we want to formalize our relationship as strategic partners.

**Communications and Stakeholder Engagement:**

- Chris appointed as the St. Tammany Parish representative to the Regional Planning Commission
- Events and speaking engagements over the last month
  - State of Economic Development | St. Tammany West Chamber of Commerce
    - Rhonda Bagby and Dr. Will Wainwright attended
  - Councilman Gene Bellasario's Community Meeting on Tuesday evening
  - Councilman Rick Smith, Covington Business Association gathering last week
  - Councilwoman Maureen O'Brien Community Meeting last week of September
  - Madisonville Town Plan facilitated by CPEX
    - Chris and Ashley attended a community meeting and the charette presentation, which coincides beautifully with our strategic planning initiative!

**OLD BUSINESS**

Strategic Plan Update

- The strategic planning team will be facilitating multiple focus groups in St. Tammany while they are on the ground October 24-26. The team will return to St. Tammany in late November for public town hall meetings and additional focus group meetings

**NEW BUSINESS**

Northshore Community Foundation Bike Share Study Resolution

- Al Hamauei, seconded by Bill Davis, made a motion to adopt a resolution in support of Northshore Community Foundation's Bike Share Study. Following discussion, with all in favor of adopting the resolution, motion passed.

Folgers Employment Certification

- Per Pilot agreement, the employment certification was received noting 122 employees, which more than met the required 50 employees per the Pilot agreement

Florida Marine Transporters

- Tim Burns, legal counsel for Florida Marine Transporters, discussed the 2018 PILOT. Florida Marine Transporters will attend the next meeting to present a complete report of activity for 2018.

October Special Board Meeting

- A special board meeting has been called for Board engagement with the consultants at 8:30 am, October 26, 2018. Ashley Llewellyn will confirm the meeting location.

**DISCUSSION ITEMS NOT ON AGENDA**

Appointments to Finance Committee

- President Bill Davis appointed Rhonda Bagby as Chair of the Finance Committee; Oscar Hernandez was appointed to the committee as well.

Treasurer, Rhonda Bagby recommended a business education piece to assist the Board in its decision-making process. Chris stated the first Board education information session will consist of two parts with Mark Balkin on the scope of statutory authority of the District; and David Wolf will conduct a session on the bonding process.

**ACTION ITEMS:** Ashley Llewellyn to follow up on location(s) for Strategic Planning Consultant meetings.

**ANNOUNCEMENTS:** Next Meeting – **Thursday, November 8, at 3:30 p.m.**

The meeting was adjourned at 5:15 p.m.

Minutes respectfully recorded by:

Elizabeth Lee, Research Analyst and Economic Development Specialist

Sharon DeLong, Manager of Administration