

## **Executive Committee Meeting**

June 27, 2013 8:30 A.M.

## Agenda

- I. Chairman Comments Stan Salathe
  - Welcome Guest
  - Pledge of Allegiance
  - Approval of Board Absences
  - Approval of JEDCO Minutes for May 30, 2013 Pg. 2
  - Caitlin Berni, GNO, Inc. National Flood Insurance Program
- II. Executive Session Regarding Personnel Matter
- III. Unfinished and New Business Chairman, Stan Salathe
  - Position on National Flood Insurance Program
  - Offer to purchase 2221 Arlington Avenue
- IV. Executive Director Report Jerry Bologna
  - Major prospects update
  - Legislative session review
  - JEDCO activities report survey
- V. Financial Report Cynthia Grows
  - Monthly Financial Report Pg. 10
- VI. Public / Other Comments
- VII. Adjournment

The meeting begins at 8:30 a.m. and will be held at the Jefferson Parish Economic Development Commission Office, 700 Churchill Parkway, Avondale, LA 70094

<u>ADA Accessibility</u>: The building is generally accessible to individuals with disabilities. If special ADA disability accommodations are needed, please call the Jefferson Parish Economic Development Commission office, 504-875-3908, prior to the scheduled meeting.

700 Churchill Parkway • Avondale, LA 70094 • Phone 504-875-3908 • Fax 504-875-3923 • www.jedco.org



# JEDCO Board of Commissioners May 30, 2013 8:40 A.M.

## **MINUTES**

Call to Order

8:40 a.m.

Attendance:

Mario Bazile, Manny Blanco, David Colvin, Bruce Dantin, Joe Ewell, Steve

LaChute, Bruce Layburn, Mark Madderra, Dr. Vinicio Madrigal, Lynda Nugent-

Smith, Bill Peperone, Paul Rivera, Stan Salathe

Staff:

Jerry Bologna, Lacey Bordelon, Cynthia Grows, Scott Rojas, Dottie Stephenson,

Penny Weeks

Absences:

Jim Garvey, John Tobler, Greg Jordan, Tina Dandry-Mayes, Mike Rongey, Joe

Liss, Roy Gattuso, Patrice Williams-Smith

Attorney:

Reed Smith – Parish Attorney

Linda Hewlett – Parish Attorney

**Guests:** 

Tony Ligi – Jefferson Business Council

Todd Tournillon – Postlethwaite & Netterville

## I. Call to Order & Chairman Comments – Stan Salathe

#### Approval of Board Absences

Dr. Vinicio Madrigal motioned to excuse the above named absences; seconded by Manny Blanco. Motion passed unanimously.

## • Approval of JEDCO Minutes for April 25, 2013

Dr. Vinicio Madrigal motioned to approve the minutes; seconded by Paul Rivera. Motion passed unanimously.

### • Introduction and Swearing-in of New Commissioner

Parish Attorney, Reed Smith, officiated the swearing in of Commissioner Mayra Pineda - representing the Hispanic Chamber of Commerce.

#### II. Unfinished and New Business - Chairman, Stan Salathe

• Appointment to Finance Committee

Dr. Vinicio Madrigal motioned to appoint Mayra Pineda to the JEDCO Finance Committee; seconded by Manny Blanco. Motion passed unanimously.

 Resolution to authorize fourth amendment to CEA among JEDCO, the Jefferson Parish Public School Board and the State of Louisiana – Dottie Stephenson

Dottie presented copies of the fourth amendment to the CEA and explained that as a result of the action of the State Bond Commission at their November 2012 meeting, it is necessary to amend the CEA again. Lynda Nugent-Smith motioned to authorize the fourth amendment to the CEA; seconded by Bill Peperone. Motion Passed unanimously.

• **Proposed Amendments to JEDCO By-Laws – Dottie Stephenson**The By-Laws committee met on May 16<sup>th</sup> to review and consider five (5) amendments to the JEDCO By-Laws. A copy of the proposed amendments was presented to the Board for consideration.

Joe Ewell motioned; seconded by Dr. Vinicio Madrigal, to approve the proposed amendments to the following four (4)Articles:

- 1. Article IV Meetings (Re: Attendance) as presented
- 2. Article IV Meetings (Re: Special Meetings) as presented
- 3. Article IV Executive Director (Re: Authority to state and disseminate JEDCO's public position) as presented
- 4. Article X (General Guidance and Procedure) The motion also included an amendment to the proposed amendment to Article X (General Guidance and Procedure); the amendment shall include language stating the Executive Director's travel expenses for overnight and/or out of state overnight shall be approved in advance by the Chairman of the Board or in his absence an Officer of the Board.

The above motion passed unanimously.

5. Bill Peperone motioned, subject to Parish Council approval, to accept the proposed amendment to Article VIII – (Disbursement of Funds); to "delete item 5 in its entirety and renumber existing item 6 to become new item 5." The motion was seconded by David Colvin and passed unanimously.

A COPY OF THE PROPOSED AMENDMENTS WILL FORM A PART OF THESE MINUTES.

- Approval of Audit Committee Minutes April 18, 2013 and May 13, 2013 Dr. Vinicio Madrigal motioned to approve the minutes; seconded by Bruce Dantin. The motion passed unanimously.
- Acceptance of 2012 Financial Report- Cynthia Grows
  Todd Tournillon of Postlethwaite & Netterville presented copies of the 2012
  Financial Report. The report has been accepted by the Louisiana State
  Legislative Auditors. Dr. Vinicio Madrigal motioned to accept the 2012
  Financial Report; seconded by Joe Ewell. The motion passed unanimously.

 Motion to increase Postlethwaite & Netterville compensation in the amount of \$3,225 for additional services related to 2012 audit – Cynthia Grows

Joe Ewell motioned to increase the compensation in the amount of \$3,225; seconded by Paul Rivera. The motion passed unanimously.

Consideration of offer to purchase 2221 Arlington Avenue – Scott Rojas

Chairman Salathe asked Secretary Paul Rivera to take this item before the Board.

The Board discussed the offer at length and the following motion was offered by Lynda Nugent-Smith and seconded by Mark Madderra: To reject the \$100,000 offer from Café Hope and to offer our willingness to accept another offer in the future with more agreeable terms and conditions. The motion passed unanimously; Chairman Stan Salathe abstained from voting.

The Board recommended that the staff increase marketing of the Arlington property and seek value opinions from commercial real estate professionals, and to request a formal opinion from the PAO regarding listing of JEDCO properties.

## III. Executive Director Report – Jerry Bologna

- **Major Prospects updates** Updates included Blessey Marine and the possibility of their headquarters expanding in Jefferson Parish. He also introduced four new prospects for Fat City.
- **Legislative update** Jerry gave updates regarding HB 383 Hospitals, stating that it had passed, but must now go before the Council. HB 571 EZ/Headquarter Relocation has been reported with amendments.
- **EDGE Fundraising** Jerry announced that he and Stan will soon begin reaching out to the JEDCO Nominating Organizations for EDGE Investor referrals.
- **Annual Report** The JEDCO 2012 Annual Report was provided for each Commissioner. The report is also available on the JEDCO website; flip version and PDF version.
- **Jerry expressed appreciation** for services provide by Reed Smith Assistant Parish Attorney. Going forward, Ms. Linda Hewlett will be representing JEDCO.

## IV. Financial Report - Cynthia Grows

• Monthly Financial Report

Joe Ewell motioned to accept the financial report as submitted; seconded by Dr. Vinicio Madrigal. Motion passed unanimously.

#### V. Public / Other Comments

- Toni Ligi, with the Jefferson Business Council, presented an update on SB 204 regarding issuance of bonds to finance capital improvements for the Louisiana Community and Technical Colleges System. Mr. Ligi encouraged the Board to support SB-204.
- Chairman Salathe acknowledged that Jerry Bologna is approaching his six month anniversary as the JEDCO Executive Director.
- Chairman Salathe briefed the Board on recent development pertaining to rail service on the West Bank of Jefferson.

## VI. Adjournment

Dr. Vinicio Madrigal motioned to adjourn; seconded by Joe Ewell. The motion passed unanimously.

Paul Rivera, Secretary (JEDCO Board Minutes – May 30, 2013)



# **MEMORANDUM**

DATE:

May 16, 2012

TO:

**JEDCO Board of Commissioners** 

FROM:

Jerry Bologna, Executive Director

Dattie Stephenson, Deputy Director

SUBJECT:

**Proposed Amendments to JEDCO By-Laws** 

#### BACKGROUND

The By-Laws Committee met on May 16, 2013 to review and consider proposed five (5) amendments to the JEDCO By-laws.

#### DISCUSSION

After review and discussion, the Committee is recommending to the Board, subject to further discussion, the following changes to the By-laws:

## 1. Article IV: Meetings

Attendance at Board and Committee Meetings

**Present Language:** 2. "All Board members are expected to attend all regular and special meetings of the Board of Commissioners."

**Proposed Language**: 2. "All Board members are expected to attend all regular and special meetings of the Board of Commissioners and of any standing committee to which they are appointed or elected."

(Note: this change alerts Board members to their responsibility for attendance at standing committee meetings in addition to Executive Committee and/or Board meetings.)

#### 2. Article VIII: Disbursement of Funds

**Present Language:** 5. "JEDCO will adhere to the Jefferson Parish Code of Ordinances Division 2 – Uniform Purchasing Procedures – Section 2-891 et seq.

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as they relate to the purchase of goods and services (excluding Professional Services)."

**Proposed:** Delete item 5 in its entirety and renumber existing item 6 to become new item 5.

(Note: Deleting the requirement that JEDCO follow the Parish's purchasing policy will eliminate time, red tape and additional expense as we purchase goods and services to maintain the building and tech park. The Parish Council has to approve this amendment; we believe that we now have their support. JEDCO, with the Parish Attorney's and Purchasing Department's help, has been working on this for over a year.)

## 3. Article IV: Meetings

Special Meetings

**Present Language:** 3. "The Secretary shall cause a written notice of the time and place of a special meeting to be mailed, or hand delivered, to each Board member, at the addresses of the Board members as they appear in the records of the Commission, at least two days before the day on which the meeting is to be held, or shall communicate the notice of such meeting to each Board member by telecopy or telephone no later than 24 hours before the meeting is to be held."

**Proposed**: Delete the word "telecopy" and substitute in its place the words "electronic correspondence/e-mail, facsimile transmission" so that paragraph 3. reads as follows:

"The Secretary shall cause a written notice of the time and place of a special meeting to be mailed, or hand delivered, to each Board member, at the addresses of the Board members as they appear in the records of the Commission, at least two days before the day on which the meeting is to be held, or shall communicate the notice of such meeting to each Board member by electronic correspondence/e-mail, facsimile transmission (fax) or telephone no later than 24 hours before the meeting is to be held."

(Note: This amendment allows the use of e-mail and fax as a means of notifying Board members of special meetings.)

#### 4. Article VII: Executive Director

**Present Language:** "4. The Chairperson, or in his absence the Executive Director, has the authority to state and disseminate JEDCO's public position on any issue related to economic development in the state of Louisiana, as long as such position is allowable by the applicable Jefferson Parish and Louisiana laws

and statutes; provided, however, that such position shall have been authorized by a majority of the Executive Committee of the Board of Commissioners; an provided further that JEDCO shall not take a public position on any parish, state, or federal election that involves persons seeking office in those elections.

Notwithstanding the above, the Executive Committee may, by a majority vote, give the Chairperson and/or the Executive Director authority to issue public statements on a particular issue for up to six months without seeking further Executive Committee approval. Such official statements shall adhere to the guidance and policies of the Board. The Executive Director shall insure that the Executive Committee is kept fully informed of any such official statements.

**Proposed:** (a) In the first paragraph of 4, eliminate the words "in his absence" and "provided, however, that such position shall have been authorized by a majority vote of the Executive Committee of the Board of Commissioners;"

- (b) Eliminate the second paragraph in its entirety so that the amended 4. shall read in its entirety as follows:
- "4. The Chairperson or the Executive Director has the authority to state and disseminate JEDCO's public position on any issue related to economic development in the state of Louisiana, as long as such position is allowable by the applicable Jefferson Parish and Louisiana laws and statutes; and provided further that JEDCO shall not take a public position on any parish, state, or federal election that involves persons seeking office in those elections."

(Note: This proposed amendment authorizes either the Chairperson or Executive Director to take a public position on behalf of JEDCO on economic development issues without having to call a meeting of the Executive Committee. This change is especially important during the state's legislative session when bills are moving quickly and being amended daily. JEDCO is regularly asked for its position, most frequently on incentive bills.)

#### 5. Article X: General Guidance and Procedures

**Present Language:** "6. The Board members and employees shall be reimbursed for expenses incurred in the conduct of official travel on behalf of JEDCO provided that such travel has been previously authorized by the Executive Committee or the Board. Automobile mileage shall be reimbursed in accordance with the prevailing rate established by the Parish of Jefferson. Lodging, travel expenses and food costs shall be reimbursed on a direct cost basis.

The Executive Committee or the Board shall also have authority to reimburse expenses incurred by elected Jefferson Parish officials for travel undertaken at the request of the Executive Committee or Board"

**Proposed:** Rewrite paragraph one of 6 so that it reads as follows: "The Board members shall be reimbursed for expenses incurred in the conduct of official travel on behalf of JEDCO provided that such travel has been previously authorized by the Executive Committee or the Board. Employees shall be reimbursed for expenses incurred in the conduct of official travel on behalf of JEDCO provided that such travel has been previously authorized by the Executive Director. Automobile mileage shall be reimbursed in accordance with the prevailing rate established by the Parish of Jefferson. Lodging, travel expenses and food costs shall be reimbursed on a direct cost basis."

Paragraph two of 6. remains unchanged.

(Note: This amendment clarifies that Board members' travel, if being reimbursed by JEDCO, must be pre-approved by the Executive Committee or the Board whereas employees' travel is to be approved by the Executive Director.)

## RECOMMENDATION

We are requesting that you review and consider these proposed 5 amendments for approval. If approved, item # 2, which concerns JEDCO's purchasing procedure, will have to be approved by the Parish Council. Thank you.

# JEDCO BUDGET SUMMARY STATEMENT MAY 2013

PROPERTY   STATE   S		ADOPTED 2013		YTD		MON	NTHLY		DEPART	MENTAL AN	ALYSIS						
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# **JEDCO'S INVESTMENT REPORT**

6/17/2013

ACTIVE DATE	INSTITUTIONS	OPENING BALANCE	CURRENT BALANCE	INTEREST	TERMS	MATURITY DATE	CURRENT STATUS
12/04/03 05/25/05	JEDCO LAMP CAPITAL ONE	\$350,000 \$371,000	\$1,418,892 \$0		% DAILY % 30 days	LIQUII	OPEN D CLOSED 3/27/2013
	TOTAL	\$721,000	\$1,418,892				5/E1/2015

<sup>\*</sup>Closed Whitney C.D. on 2/15/2010 and deposited into Capital One account.
\*Closed 1st Bank and Trust C.D. on 3/18/2010 and deposited into Capital One account.

CASH BASIS

		MAY	YEAR TO DATE		ADOPTED 2013
<del>-</del>	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
PROGRAMS REVENUES:					
Occupational Licenses	\$801,207	\$133,434	\$1,601,207	\$667,170	1,601,207
Enterprise Ctr. West (Sch. A)	500	6,867	3,500	34,333	82,400
Financing Activities (Sch. B)	11,688	14,583	75,363	72,917	175,000
Economic Develop. Fees (Sch. C)	126	2,642	795	13,208	31,700
Marketing-P/R (Sch. D)	0	1,333	0	6,667	16,000
Interest, Misc.	96	167	643	833	2,000
Kenner Program (Sch.F)	0	6,250	75,000	31,250	75,000
Tech Park Revenues	0	0	0	0	0
FORJ (Ground Lease Payment)	0	1,000	4,000	5,000	12,000
Conference Center (Sch. I)	0	2,538	0	12,688	30,450
Total Revenues	\$813,617	\$168,813	\$1,760,508	\$844,065	\$2,025,757
PROGRAMS EXPENDITURES:					
Enterprise Ctr. West (Sch. A)	149	296	856	1,479	3,550
Financing (Sch. B)	17,364	18,708	94,328	93,542	224,500
Econ. Dev. Svcs. (Sch. C)	16,953	27,767	77,389	138,836	333,206
Marketing-P/R (Sch. D)	12,128	12,438	51,309	62,188	149,250
Admin. Exp. (Sch. E)	53,353	77,600	330,350	388,000	931,200
Kenner Program (Sch. F)	6,301	6,250	26,087	31,250	75,000
JEDCO Bldg. Expenses (Sch. G)	26,070	45,939	168,301	229,693	551,263
Tech. Park Expenses (Sch. H)	20,478	10,685	60,799	53,427	128,225
Conference Center (Sch. I)	0	3,328	0	16,642	39,940
Total Expenditures	\$152,796	\$203,011	\$809,419	\$1,015,056	\$2,436,134
OTHER FINANCING SOURCES (USES): Transfer to other funds Transfer from other funds	0	(2,700) 4,167	0	(13,500) 20,833	(32,400) 50,000
Total other financing sources (uses	0	1,467	0	7,333	17,600
OPERATING SURPLUS/DEFICIT	\$660,821	(\$32,731)	\$951,089	(\$163,657)	(\$392,777)
FORJ Account Overage		2,224		11,121	26,691
NET OPERATING SURPLUS	\$660,821	(\$30,507)	\$951,089	(\$152,536)	(\$366,086)
PROJ. FUND BAL @12/31/12					\$1,338,585
PROJ. FUND BAL @12/31/13					\$972,499

**CASH BASIS** 

MAY 2013

#### TECH. PARK INCUBATOR

5	MAY		YEAR T	O DATE	ADOPTED 2013
•	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
REVENUES:					
Incubator Tenants	\$500	\$2,700	\$3,500	\$13,500	\$32,400
LBIA Grant	0	4,167	0	20,833	50,000
Total Revenues		-		25.0	C
	\$500	\$6,867	\$3,500	\$34,333	\$82,400
PROGAM EXPENDITURES:					
Staff Salaries	\$0	\$0	\$0	\$0	\$0
Health Benefits & Taxes	0	0	0	0	0
SEP/IRA-Retirement	0	0	0	0	0
Communications	0	0	0	0	0
Equipment Rental/Maintenance	68	83	663	417	1,000
PR/Advertising	0	83	0	417	1,000
Office Supplies	29	8	29	42	100
Dues & Subscriptions	52	58	164	292	700
Postage	0	0	0	0	0
Travel / Mileage	0	0	0	0	0
Staff Development	0	0	0	0	0
Miscellaneous	0	0	0	0	0
Operating Debt Service Reserve*	0	0	0	0	0
Special Projects	0	63		313	750
Sub-Total	149	296	856	1,479	3,550
OTHER FINANCING SOURCES (USES)	:				
Transfer to other funds (Bldg. Fund)	0	(2,700)	0	(13,500)	(32,400)
Total other financing sources (uses	0	(2,700)	0	(13,500)	(32,400)
NET PROGRAM DEFICIT	\$351	\$3,871	\$2,644	\$19,354	\$46,450

#### CASH BASIS

#### MAY 2013

#### FINANCING

	MAY		YEAR TO DATE		ADOPTED 2013	
.—	ACTUAL.	BUDGET	ACTUAL	BUDGET	BUDGET	
REVENUES:						
Financing Income	\$5,104	\$7,917	\$44,316	\$39,583	\$95,000	
BRGL & LRCF Fees	6,584	6,667	31,047	33,333	80,000	
Total Revenues	\$11,688	\$14,583	\$75,363	\$72,917	\$175,000	
EXPENDITURES:						
Staff Salaries	\$13,054	\$13,375	\$64,998	\$66,875	\$160,500	
Health Benefits & Taxes	977	1,258	6,743	6,292	15,100	
SEP/IRA-Retirement	1,592	1,633	7,928	8,167	19,600	
Communications	490	417	2,457	2,083	5,000	
Program Costs	0	83	0	417	1,000	
Equipment Rental/Maintenance	108	208	591	1,042	2,500	
PR / Advertising	0	25	0	125	300	
Office Supplies	48	208	463	1,042	2,500	
Postage & Copying	165	208	862	1,042	2,500	
Travel / Mileage	218	125	545	625	1,500	
Staff Development	0.	167	0	833	2,000	
Dues & Subscriptions	607	583	3,109	2,917	7,000	
Attorney Fees	80	417	757	2,083	5,000	
EDA Property Expenses	25	0	5,875	0	0	
Total Expenditures	\$17,364	\$18,708	\$94,328	\$93,542	\$224,500	
NET PROG.SURPLUS/ DEFICIT	(\$5,676)	(\$4,125)	(\$18,965)	(\$20,625)	(\$49,500)	

#### **CASH BASIS**

#### MAY 2013

#### ECONOMIC DEVELOPMENT SERVICES

	MAY		YEAR TO DATE		ADOPTED 2013	
=	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
REVENUES:						
Incentive Fees	\$126	\$183	\$795	\$917	\$2,200	
Gretna Revenues	0	2,083	0	10,417	25,000	
Pilot Administration Fees	ō	375	Ö	1,875	4,500	
Total Revenues	\$126	\$2,642	\$795	\$13,208	\$31,700	
EXPENDITURES:						
Staff Salaries	\$12,413	\$17,208	\$54,651	\$86,042	\$206,500	
Health Benefits & Taxes	2,196	3,280	8.983	16,398	39,356	
SEP/IRA-Retlrement	1,128	2,375	5,855	11,875	28,500	
Communications	569	750	2,433	3,750	9,000	
Program Costs	0	250	0	1,250	3,000	
Equipment Rental/Maintenance	108	208	592	1,042	2,500	
Office Supplies	48	250	433	1,250	3,000	
Dues & Subscriptions	167	358	474	1,792	4,300	
Postage	100	192	883	958	2,300	
Data Base Analysis	0	125	900	625	1,500	
Training / Mileage	129	417	740	2,083	5,000	
Staff Development	95	167	165	833	2,000	
Special Projects	0	104	0	521	1,250	
Gretna Expenses	0	2,083	1,280	10,417	25,000	
Total Expenditures	\$16,953	\$27,767	\$77,389	\$138,836	\$333,206	
NET PROG.SURPLUS/ DEFICIT	(\$16,827)	(\$25,126)	(\$76,594)	(\$125,628)	(\$301,506)	

CASH BASIS

MAY 2013

#### MARKETING-P/R

	MAY		YEAR TO DATE		ADOPTED 2013
-	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
REVENUES:					
Program/Event Revenues	0	1,333	0	6,667	16,000
Total Revenues	\$0	\$1,333	\$0	\$6,667	\$16,000
EXPENDITURES:					
Salaries	\$3,417	\$3,417	\$16,750	\$17.083	\$41,000
Health Benefits & Taxes	568	883	4,706	4.417	10,600
SEP/IRA-Retirement	417	417	2,045	2.083	5,000
Communications	390	83	1,954	417	1,000
Equipment Rental/Maintenance	108	208	591	1,042	2,500
PR/Advertising	6,681	4,533	22,904	22,667	54,400
Office Supplies	35	250	281	1,250	3,000
Dues / Subscriptions	0	42	0	208	500
Postage	176	63	485	313	750
Travel / Mileage	261	42	261	208	500
Staff Development	0	167	159	833	2,000
Web-Site Update	75	208	1,173	1,042	2,500
Programs/Events	0	2,000	0	10,000	24,000
Video Equipment Expenses	0	125	0	625	1,500
Total Expenditures	\$12,128	\$12,438	\$51,309	\$62,188	\$149,250
NET PROG.SURPLUS/ DEFICIT	(\$12,128)	(\$11,104)	(\$51,309)	(\$55,521)	(\$133,250)

CASH BASIS

MAY 2013

#### ADMINISTRATIVE EXPENSES

	MAY		YEAR T	O DATE	ADOPTED 2013
	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
EXPENDITURES:					
Staff Salaries	\$35,571	\$37,083	\$177,936	\$185,417	\$445,000
Health Benefits & Taxes	3,937	5,375	28,552	26.875	64,500
SEP/IRA-Retirement	4,301	4,708	21,505	23,542	56,500
Communications	490	917	2,626	4,583	11,000
Equipment Rental/Maintenance	108	333	591	1,667	4,000
Office Supplies	177	458	2,294	2,292	5,500
Dues / Subscriptions	257	125	592	625	1,500
Postage	84	250	786	1,250	3,000
Committee Meetings	385	583	2,266	2,917	7,000
Seminars / Conventions	1,065	83	2,360	417	1,000
Accounting/Audit	3,150	2,917	28,150	14.583	35,000
Insurance	1,818	3,000	8,594	15,000	36,000
Business Development	0	667	106	3,333	8,000
Travel / Mileage	131	833	1,410	4.167	10,000
Staff Development	0	167	35	833	2,000
Administrative Fees	828	1,083	3,398	5,417	13,000
Computer/Equip./Svc.	911	2,083	7,629	10,417	25,000
Emergency Expenses	0	250	. 0	1,250	3,000
Personnel Expenses	0	17	1,205	83	200
Attorney Expenses	140	16,667	40,315	83,333	200,000
	\$53,353	\$77,600	\$330,350	\$388,000	\$931,200

#### KENNER PROGRAM

#### CASH BASIS

	MAY		YEAR TO DATE		ADOPTED 2013
3 <del></del>	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
REVENUES:					
City of Kenner	\$0	\$6,250	\$75,000	\$31,250	\$75,000
Total Revenues	\$0	\$6,250	\$75,000	\$31,250	\$75,000
EXPENDITURES:					
Staff Salaries	\$4,415	\$4,633	\$18,147	\$23,167	\$55,600
Health Benefits & Taxes	1,347	933	5,110	4,667	11,200
SEP/IRA-Retirement	539	592	2,214	2,958	7,100
Communications	0	33	0	167	400
Office & Equipment Rental	0	0	0	0	0
Office Supplies	0	0	35	0	0
Seminar	0	0	0	0	0
Travel Expenses	0	42	581	208	500
Project Expenses	0	17	0	83	200
Total Expenditures	\$6,301	\$6,250	\$26,087	\$31,250	\$75,000
NET PROG. SURP./DEFICIT	(\$6,301)	\$0	\$48,913	\$0	\$0

#### JEDCO BUILDING EXPENSES

#### CASH BASIS

	MAY		YEAR TO DATE		ADOPTED 2013
<del>vi-</del>	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
EXPENDITURES:					
Staff Salaries	\$8.567	\$8,483	\$42,833	\$42,417	\$101,800
Health Benefits & Taxes	1,120	1,975	9,675	9.875	23,700
SEP/IRA-Retirement	1,045	1,092	5,225	5,458	13,100
Communications	100	500	502	2,500	6,000
Travel/Mileage	0	125	0	625	1,500
Repairs and Maintenance	3,676	683	7,779	3,417	8,200
Janitorial Services	2,429	1,900	13,456	9,500	22,800
Utilities	4,652	3,000	23,993	15,000	36,000
Security	0	48	0	242	580
Insurance	4,118	3,217	19,031	16,083	38,600
JEDCO Bldg. Lease Expenses	0	21,954	41,899	109,772	263,453
Lawn Maintenance	0	829	1,920	4,146	9,950
Garbage Collection	70	71	350	354	850
Generator Fuel Expense	0	468	0	2,338	5,610
Bldg. Supplies	50	370	308	1,850	4,440
Water	210	200	1,164	1,000	2,400
Dues & Subscriptions	33	40	166	200	480
HVAC Maintenance	0	533	0	2,667	6,400
Elevator Repairs and Maintenance	0	450	0	2,250	5,400
Total Expenditures	\$26,070	\$45,939	\$168,301	\$229,693	551,263

#### TECH PARK EXPENSES

#### CASH BASIS

		MAY		O DATE	ADOPTED 2013
-	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
REVENUES:					
Comm. Area Main. Revenues	\$0	\$0	\$0	\$0	\$0
Total Reve	nues \$0	\$0	\$0	\$0	\$0
EXPENDITURES:					
Landscaping	\$0	\$1,000	\$1,021	\$5,000	\$12,000
Grass cutting/Clearing	20,452	8,333	59,727	41,667	100,000
Utilities	26	33	51	167	400
Repairs and Maintenance	0	667	0	3,333	8,000
Liability Insurance	0	652	0	3,260	7,825
Total Expendi	tures \$20,478	\$10,685	\$60,799	\$53,427	\$128,225
OTHER FINANCING SOURCES	(USES):				
Transfer to other funds	` ′ 0	0	0	0	0
Transfer from other funds	0	4,167	0	20,833	50,000
Total other financing sources	(uses 0	4,167	0	20,833	50,000
NET OPERATING SURPLUS	(\$20,478)	(\$6,519)	(\$60,799)	(\$32,594)	(\$78,225)

#### **CONFERENCE CENTER EXPENSES**

CASH BASIS

		MAY		O DATE	ADOPTED 2013
· ·	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
REVENUES:					
Building Rent	\$0	\$1,500	\$0	\$7,500	\$18,000
Food & Beverage Revenues	٥	788	0	3,938	9,450
Audio & Visual	0	250	0	1,250	3,000
Total Revenues	\$0	\$2,538	\$0	\$12,688	\$30,450
EXPENDITURES:					
Repairs and Maintenance	\$0	\$333	\$0	\$1,667	\$4,000
Utilities	0	1,153	0	5,767	13,840
Contract Services	0	842	0	4,208	10,100
Insurance	0	167	0	833	2,000
Sales and Marketing	0	500	0	2,500	6,000
Supplies	0	333	0	1,667	4,000
Total Expenditures	\$0	\$3,328	\$0	\$16,642	\$39,940
NET PROG. SURP./DEFICIT	\$0	(\$791)	\$0	(\$3,954)	(\$9,490)

	V	MAY	YEAR T	O DATE	ADOPTED 2013
JEFF. EDGE REVENUES:					
Private Funds Parish Funds Investment Income	\$1,000 0 38	\$20,833 6,667 58	\$52,500 0 231	\$104,167 33,333 292	\$250,000 80,000 700
Total Revenues	\$1,038	\$27,558	\$52,731	\$137,792	\$330,700
JEFF. EDGE EXPENDITURES:					
Marketing/PR Activities: Local Market/PR Campaign Special Events/Promotions Contigency	\$0 0 0	\$42 2,500 0	\$50 0 0	\$208 12,500 0	\$500 30,000 0
Sub-Total	0	2,542	50	12,708	30,500
Technology Development: Tech. Park Implementation Site Selection Initiative Tech. Park Marketing Infra-Structure Expenses Sub-Total	0 0 3,908 0	6,250 2,083 6,250 2,083	0 0 23,237 0	31,250 10,417 31,250 10,417	75,000 25,000 75,000 25,000
Administrative:	0,000	10,007	20,201	00,000	200,000
Misc.Project Fund Fundraising Investor Relations Staff Support	0 1,146 0	833 1,250 <b>4</b> 17	0 4,584 7	4,167 6,250 2,083	10,000 15,000 5,000
Sub-Total	1,146	2,500	4,591	12,500	30,000
EDGE 2020 Quality of Life Meetings/Meals Printing/Postage Sub-Total	0 0	417 167 —————————————————————————————————	37 0 37	2,083 833 	5,000 2,000 7,000
Total Expenditures	5,054	22,292	27,915	111,458	267,500
OTHER FINANCING SOURCES (USES): Transfer to other funds Transfer from other funds	0 0	( <b>4</b> ,167) 0	0	(20,833) 0	(50,000) 0
Total other financing sources (uses	0	(4,167)	0	(20,833)	(50,000)
NET PROG.SURPLUS/DEFICIT	(4,016)	1,100	24,816	5,500	13,200
PROJ. FUND BALANCE @ 12/31/12					355,616
PROJ. FUND BALANCE @ 12/31/13					368,816

CASH BASIS

		MAY	YTD		ADOPTED 2013
	ACTUAL	BÚDGET	ACTUAL	BUDGET	BUDGET
REVENUES:					
Year End Balance-'09	\$0	\$0	\$0	\$0	\$0
Estimate Interest Earned	28	0	150	0	0
Dedicated C.D.s	0	0	0	0	0
CDBG Grant(only for Incubator)	0	0	0	0	0
State New market Tax Credits	0	0	0	0	0
LBIA Grant (Incubator)	0	0	0	0	0
Overflow from FORJ	0	0	0	0	0
Total Revenues	\$28	\$0	\$150	\$0	\$0
EXPENDITURES:					
JEDCO Relocation Cost	\$0	\$0	\$0	\$0	\$0
FF&E	0	0	0	0	0
Other Bldg. Expenses	0	0	0	0	0
Incubator Construction (via FORJ/ WWCCI Contract)	0	0	0	0	0
Add'l Architectural Fees	0	0	0	0	0
Fund transfer to FORJ expenses	0	0	0	0	0
Total Expenditures	\$0	\$0	\$0	\$0	\$0
OTHER FINANCING SOURCES (USES)	):				
Transfer to other funds	0	0	0	0	Ó
Transfer from other funds	0	0	0	0	0
Total other financing sources (uses	0	0	0	0	0
PROGRAM SURPLUS/DEFICIT	\$28	\$0	\$150	\$0	\$0
PREVIOUS YEAR BALANCE					\$0
NET SURPLUS/DEFICIT		19			\$0

<sup>\*</sup>Offsetting entry iinclusive in total of Other Financing Sources (Uses):front page \*\*Offsetting entry on Schedule A

		MAY	YEAR T	O DATE	ADOPTED 2013
<u> </u>	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
EXPENDITURES:					
Staff Salaries	\$4,002	\$4,017	\$19,975	\$20,083	\$48,200
Health Benefits & Taxes	453	638	3,200	3,188	7,650
SEP/IRA-Retirement	488	492	2,436	2,458	5,900
Communication	0	0	0	0	0
Equipment Rental/Maintenance	0	0	0	0	0
Office Supplies	0	0	0	0	0
Postage	0	0	0	0	0
Travel/Mileage	0	0	0	0	0
Staff Development	0	0	0	0	0
	\$4,943	\$5,146	\$25,611	\$25,729	\$61,750

## FORWARD JEFFERSON (FORJ)

#### CASH BASIS

		MAY	YEAR T	O DATE	ADOPTED 2013
	ACTUAL	BÜDGET	ACTUAL	BUDGET	BUDGET
REVENUES:					
Drawdown on JEDCO Equity/Cap.	\$0	\$0	\$0	\$0	\$0
State New Market Tax Credits (NMT	0	0	0	0	0
JEDCO Bldg. Lease Income	0	21,954	41,899	109,772	263,453
Interest on Construction Acct.	0	0	0	0	0
Total Revenues	\$0	\$21,954	\$41,899	\$109,772	\$263,453
EXPENDITURES:					
Interest on Capital One Loan	\$0	\$17,564	\$0	\$87,818	\$210,762
Add'l Architectural Fees	0	0	0	0	0
Monthly Lease Payments	0	1,000	4,000	5,000	12,000
Insurance	303	333	1,515	1,667	4,000
Inspector Fees	0	0	0	0	0
Other Fees	0	833	0	4,167	10,000
Total Expenditures	\$303	\$19,730	\$5,515	\$98,651	\$236,762
NET PROG. SURP./DEFICIT	(\$303)	\$2,224	\$36,384	\$11,121	\$26,691

#### CASH BASIS

		MAY	YEAR T	O DATE	ADOPTED 2013
	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
REVENUES:					
Interest Earned from Payment Interest Earned from Investment	\$12,785 368	\$11,250 125	\$65,359 1,691	\$56,250 625	\$135,000 1,500
Total Revenues	\$13,153	\$11,375	\$67,050	\$56,875	\$136,500
EXPENDITURES:					
Adminstration Expenses	\$5,980	\$7,667	\$32,438	\$38,333	\$92,000
Total Expenditures	\$5,980	\$7,667	\$32,438	\$38,333	\$92,000
NET PROG. SURP./DEFICIT	\$7,173	\$3,708	\$34,612	\$18,542	\$44,500

#### **MONTHLY CASH REPORT**

ACCOUNTS:	@12/31/12	REVENUES	EXPENSES	OTHERS	BALANCE
JEDCO Checking January '13 February '13 March '13 April '13 May '13	\$168,471.77	\$21,050.33 13,516.62 181,470.10 292,051.73 813,520.94	\$187,297.93 124,144.80 202,913.42 232,369.66 152,234.66	\$352,671.15 (97,295.15) 201,160.87 1,009.17 (757,085.17)	\$354,895.32 146,971.99 326,689.54 387,380.78 291,581.89
Jefferson EDGE Checking January '13 February '13 March '13 April '13 May '13	\$399,892.68	\$3,500.00 12,000.00 25,500.00 10,500.00 1,000.00	\$7,500.00 2,655.00 3,510.00 5,401.00 3,833.00	(\$1,128.92) (201,131.38) (1,143.81) (1,136.81) (1,136.85)	\$394,763.76 202,977.38 223,823.57 227,785.76 223,815.91
BRGL (I & II) Revenues January '13 February '13 March '13 April '13 May '13	\$290,475.22	\$0.00 0.00 0.00 0.00 0.00	\$10,419.50 8,553.59 8,962.35 9,766.41 10,618.09	\$0.00 0.00 0.00 0.00 0.00	\$280,055.72 271,502.13 262,539.78 252,773.37 242,155.28
INVESTMENTS: JEDCO Lamp January '13 February '13 March '13 April '13 May '13	\$968,546.68	\$74.82 74.29 103.51 92.50 70.31	\$0.00 0.00 0.00 0.00 0.00	\$0.00 450,000.00 0.00 0.00 800,000.00	\$968,621.50 1,418,695.79 1,418,799.30 1,418,891.80 2,218,962.11
Jefferson EDGE Lamp January '13 February '13 March '13 April '13 May '13	\$400,600.62	\$30.94 30.31 43.83 39.21 28.97	\$0.00 0.00 0.00 0.00 0.00	\$0.00 200,000.00 0.00 0.00 0.00	\$400,631.56 600,661.87 600,705.70 600,744.91 600,773.88

## JEDCO Bldg. Fund

<sup>\*</sup> The JEDCO West Proceeds Checking Account was closed on 5/25/05 using the balance of the account to purchase C.D.s at Capital One (previously Hibernia Bank) totaling in excess of \$427,000.00. Add'l C.D.s purchased in 12/08 totaling \$500,000.00

Capitol One-Money Market Chase-Money Market Whitney-C.D-Closed 2/26/10 1st Bank&trust-C.DClosed	91,984.17	11.47	\$432,664.02 91,995.64 150,679.51 151,892.91
3/22/10  New Market Tax Credit  LBIA Grant  Overage transfer from FORJ			266,093.75 50,000.00 117,003.07
per loan agreement  Sub-Total  Less 125% Escrow Reserve			\$1,260,328.90 (432,440.55)
(Mar., June, Sept., Dec. '10, Mar., June, Sept. (Mar. '13)  Less purchase of Phone System  Less purchase of Computers, Software, Furnit		ept ., Dec '12)	(27,852.45) (498,576.64) 110,000.00

Transfer out of Capitol One-Money Market	(\$100,000.00)
Transfer to JEDCO (Bldg. Expenses Reimbursement '12)	(\$105,577.81)
Transfer to JEDCO (Bldg. Expenses Reimbursement '13)	(\$148,413.31)
Interest Earned	\$11.88
Balance 05/31/2013	\$57,480.02