



**JEDCO Executive Committee  
April 30, 2020 @ 8:30 A.M.  
Video Conference/Teleconference Meeting  
AGENDA**

- I. Call to Order – Chairman, Mickal Adler**
  - Roll Call
  - Approval of Board absences for today, April 30, 2020
  - Approval of Minutes for March 26, 2020 **Pg. 3**
- II. Public Comments on Agenda Items**
- III. Unfinished and New Business**
  - JEDCO Resolution accepting the proposal of TIP Strategies, Inc. in response to RFP Number 200219 and authorizing a contract for the development of a five-year update to The Jefferson EDGE economic development strategic plan in an amount up to and not to exceed one hundred forty-eight thousand four hundred seventy-five dollars (\$148,475.00) contingent upon approval of the Jefferson Parish Council **Lacey Bordelon Pg. 6**
- IV. Monthly Financial Report**
  - March 2020 – **Cynthia Grows Pg. 28**
- V. President & CEO Report – Jerry Bologna**
- VI. Other Updates or Comments from the JEDCO Board of Commissioners**
- VII. Adjournment**

**IN ACCORDANCE WITH SECTION 4 OF GOVERNOR JOHN BEL EDWARDS' EMERGENCY PROCLAMATION – JBE 2020-30, EXECUTED MARCH 16, 2020, A WRITTEN CERTIFICATION REGARDING THIS VIDEO/TELECONFERENCE MEETING IS ATTACHED TO THE AGENDA.**

**FOR PUBLIC OBSERVATION AND INPUT DURING THE VIDEO/TELECONFERENCE, USE THE MEETING ID AND ONE OF THE CALL-IN NUMBERS LISTED BELOW.**

**+1 312 626 6799 US**

**+1 929 205 6099 US**

**+1 253 215 8782 US**

**+1 301 715 8592 US**

**+1 346 248 7799 US**

**+1 669 900 6833 US**

**Meeting ID: 857 1224 8720**

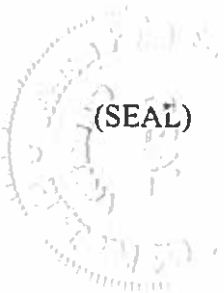
In accordance with provisions of the Americans with Disabilities Act of 1990 (ADA), JEDCO and Jefferson Parish will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities. If you require auxiliary aids or devices or other reasonable accommodation under the ADA, submit your request to the ADA Coordinator at least 48 hours in advance of this meeting or as soon as possible. Advanced notice is required for ASI Certified Interpreters. Should you have any concerns, please contact: ADA Coordinator, Scott Rojas, 700 Churchill Parkway, Avondale, LA 70094 (504) 875-3908 or email: [srojas@jedco.org](mailto:srojas@jedco.org) Any person, who believes he or she has been subject to unlawful discrimination by JEDCO, the Parish, any Parish officer or employee based on past or current disability, or his or her association with a person with a disability, may submit the grievance, in writing, to JEDCO's designated Americans with Disabilities Act (ADA) Coordinator, contact information above.

STATE OF LOUISIANA

PARISH OF JEFFERSON

In accordance with Section 4 of Governor John Bel Edwards' emergency proclamation number JBE 2020-30 *Additional Measures For COVID-19 Public Health Emergency*, executed March 16, 2020, providing for attendance at essential governmental meetings for all state agencies, boards and commissions, and local political subdivisions of the state via teleconference or video conference during the pendency of this emergency, and further providing that before any meeting conducted pursuant to Section 4 of the JBE 2020-30, the state agency, board and commission, or local political subdivision of the state shall first provide a written certification that it will otherwise be unable to operate due to quorum requirements, I, the undersigned Secretary of the Jefferson Parish Economic Development and Port District, ("JEDCO"), do hereby certify that all meetings of JEDCO Board of Commissioners and sub-committees of JEDCO Board of Commissioners will be held by teleconference and/or video conference rather than in-person as a quorum of the Board of Commissioners or sub-committee members, which is required in order for the Committee to take official action, would not be possible in light of this emergency event.

IN FAITH WHEREOF, witness my official signature and the impress of the official seal of JEDCO on this the 15<sup>th</sup> day of April, 2020.



  
Secretary, Lawrence (Larry) Katz

April 30, 2020

2



**JEDCO Executive Committee  
March 26 8:30 A.M.  
VIA TELECONFERENCE**

**MINUTES**

**IN ACCORDANCE WITH SECTION 4 OF GOVERNOR JOHN BEL EDWARDS' EMERGENCY PROCLAMATION – JBE 2020-30, EXECUTED MARCH 16, 2020, A WRITTEN CERTIFICATION REGARDING THIS TELECONFERENCE MEETING WAS POSTED ALONG WITH THE AGENDA. PUBLIC WAS PROVIDED WITH INSTRUCTIONS FOR OBSERVATION AND INPUT DURING THE TELECONFERENCE.**

**Call to Order:** 8:30 a.m.

**Attendance:** Mickal Adler, Jimmy Baum, Barry Breaux, Lloyd Clark, Anthony DiGerolamo, Joe Ewell, Michael Fahrenholt, Josline Frank, Lesha Freeland, Tom Gennaro, Larry Katz, Michael Kraft, Teresa Lawrence, Tricia Phillipott, Mayra Pineda, Gene Sausse, Floyd Simone

**Staff:** Jerry Bologna, Lacey Bordelon, Lisa Cabrera, Janet Galati, Cynthia Grows, Annalisa Kelly, Jennifer Lapeyrouse, Jessica Lobue, Mary Martens, Debbie Ritter, Scott Rojas, Kelsey Scram, Robert Taylor, Penny Weeks, Kate Wendel

**Absences:** Kenneth Bertucci, Brian Heiden, Keith Merritt, Stephen Robinson

**Attorney:** None

**Guests:** David Wolf – Adams and Reese LLP  
Joe Marin - LCTCS

**I. Call to Order – Chairman, Mickal Adler**

- **Roll Call** – The above named Commissioners participated in the teleconference meeting.
- **Approval of Board absences for today, March 26, 2020**  
Tom Gennaro motioned, seconded by Teresa Lawrence to excuse the above named absences. The motion passed unanimously.
- **Approval of minutes for February 20, 2020**  
Myra Pineda motioned, seconded by Joe Ewell to approve the minutes. The motion passed unanimously.

## II. Public Comments on Agenda Items

None

## III. Unfinished and New Business

- **Approval of the JEDCO 2020 Strategic Operating Plan – Lacey Bordelon**

Lacey presented the 2020 SOP with amendments related to outreach efforts regarding COVID-19. There were no public comments regarding the amendments. Lesha Freeland motioned, seconded by Joe Ewell to approve the JEDCO 2020 Strategic Operating Plan as amended. The motion passed unanimously.

- **Resolution authorizing the Third Amendment to Escrow Agreement with the LCTCS Facilities Corporation and Delgado Community College – Lacey Bordelon**

Lacey provided a detailed report regarding background related to the Escrow Agreement with LCTCS. After discussion, Lloyd Clark motioned, seconded by Larry Katz to approve the Third Amendment to the Escrow Agreement. The motion passed unanimously.

- **Ratification of Letter of Support: Small Business Administration’s 7(a) loan program – Jerry Bologna**

On March 18, 2020, JEDCO’s President and CEO co-signed a letter to Senator Marco Rubio supporting his bill to significantly and immediately enhance the SBA 7(a) program to serve businesses impacted by the Coronavirus. Joe Ewell motioned, seconded by Lesha Freeland to ratify the letter of support. The motion passed unanimously.

- **Resolution authorizing the President & CEO to act on behalf of the Board of Commissioners of Jefferson Parish Economic Development and Port District with expediency during the pendency of Governor John Bel Edwards’ Emergency Proclamation executed on March 16, 2020, and other related matters – Jerry Bologna**

Gene Sausse motioned, seconded by Tom Gennaro to approve the resolution as presented. The motion passed unanimously.

## IV. Monthly Financial Report

- **February 2020 – Cynthia Grows**

Mayra Pineda motioned, seconded by Lloyd Clark to approve the report as presented. The motion passed unanimously.

## V. President & CEO Report – Jerry Bologna

Jerry provided the following updates regarding JEDCO’s COVID-19 response:

- JEDCO staff has been proactively calling Jefferson Parish resident companies to survey their situations.
- There has been an overwhelming response to the JEDCO Business Boost website.
- Businesses are filling out the JEDCO surveys and listing their operations on JEDCO’s open businesses website.
- There has been unprecedented communication between the business community and parish administration. President Lee-Sheng has asked JEDCO to participate in her press conference on March 27.

- JEDCO will be offering 3 months payment relief for JEDCO’s loan recipients which is in line with most of our private lenders.

Jerry also informed the Board that eight proposals were received in response to the RFP issued for the development of the EDGE strategic plan five-year update through 2025. After tallying the scores of the Evaluation Committee, and the cost proposal scores, TIP Strategies was identified as the winning firm. TIP will consider alternative ways of revising the scope in response to the COVID-19 impact.

**VI. Other Updates or Comments from the JEDCO Board of Commissioners**

None

- VII. Adjournment** – Larry Katz motioned, seconded by Mickal Adler to adjourn. The motion passed unanimously.

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**Larry Katz**  
**JEDCO Secretary**  
**Minutes for March 26, 2020**

***MEMORANDUM***

DATE: April 23, 2020

TO: JEDCO Executive Committee

FROM: Jerry Bologna, President & CEO  
via Lacey Bordelon, Vice President & COO

SUBJECT: Contract for the Development of a Five-Year Update to The Jefferson EDGE with TIP Strategies, Inc.

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Background:

The Jefferson EDGE 2020 is the long-term economic development strategic plan to promote job and business growth and investment in Jefferson Parish. Over the course of its nearly 20-year history, the EDGE has served as a road map for our community’s development. Development of the plan is spearheaded by JEDCO in conjunction with Jefferson Parish and with hundreds of stakeholders within our community. Roughly each five years, the plan is updated to include strategies that address the current economic and business condition of the parish and region. The last major update of The EDGE was in 2015 and included action steps and initiatives for JEDCO to implement to strengthen the economy and business base through 2020. As the plan’s five-year scope has been reached, JEDCO must begin the process of developing the next five-year update to continue guiding the parish’s development.

Therefore, on January 13, 2020, JEDCO issued a Request for Proposals (RFP) for a firm to develop the next five-year update to The Jefferson EDGE. In response to the RFP, JEDCO received eight proposals from a mix of locally-based and non-local consulting firms by the submittal deadline of February 19, 2020. In accordance with the RFP, the proposals were reviewed and scored by an Evaluation Committee comprised of two JEDCO Board members, two JEDCO staff members, and two EDGE investors. Proposals were evaluated based on three categories and weighted as depicted in the table below:

<b>Evaluation Category</b>	<b>Maximum Points</b>
Qualifications and Experience	40
Conceptual Approach of Project	40
Cost Proposal	20
<b>TOTAL</b>	<b>100</b>

The RFP required the cost proposal to be submitted in a separate sealed envelope from the remainder of the proposal so that proposals could first be scored by the Evaluation Committee on the heavier-weighted categories of qualifications and experience, and conceptual approach without being influenced by cost. Following the scoring of Qualifications & Experience and Conceptual Approach, cost

proposal envelopes were opened and scored using a set formula based on Jefferson Parish scoring guidance.

Discussion:

The winning proposal was selected on March 19, 2020 as a result of the Evaluation Committee's scoring as belonging to TIP Strategies, Inc., a privately held Austin-based consulting firm with extensive experience in economic development strategic planning at the local, regional and state levels. By the time of proposal selection in March, the COVID-19 virus had become an epidemic in Jefferson Parish, as in many other communities across the country. With subsequent social distancing guidelines put into place and a stay-at-home mandate issued by the Governor effective March 23<sup>rd</sup>, the health crisis expanded into a major economic crisis. JEDCO staff recognized that a strategy must be developed to address the virus's cascading effects on the local economy in conjunction with a broader EDGE update. Therefore, at JEDCO's request, TIP Strategies, Inc. developed a revised proposal on March 26, 2020 that includes the development of a short-term action plan for Jefferson Parish over the next six months to address the current health and economic crisis, with resiliency considerations for the longer-term positioning of Jefferson Parish. The proposed contract following this memorandum has been developed based on the *revised* proposal submitted.

TIP Strategies, Inc. is well-suited to serve as prime consultant on the EDGE update, as its team members have extensive experience in leading economic development planning projects across the country and internationally; identifying appropriate target industries and designing effecting marketing strategies to recruit them; crafting talent retention, development and attraction strategies; and assisting with the implementation of economic development plans for cities, counties, regions and states. The team has also successfully engaged on projects in Louisiana, the most recent being an analysis of strategic opportunities for redeveloping Jazzland/Six Flags with international architecture and design firm, Perkins+Will. Furthermore, the firm has familiarity with Jefferson Parish as well as the EDGE plan through TIP's Managing Partner, Jon Roberts, who previously served as principal in charge for the preparation of the original Jefferson EDGE strategic plan while with Angelou Economics.

In accordance with the proposed contract, the project will begin on or around Monday, May 18, 2020, with plan development spanning the course of eight months, ending on the final termination date of the last business day of January 2021 (i.e. January 29, 2021). The contract recognizes the likelihood of meetings between the firm and JEDCO, as well as meetings with stakeholders, being conducted virtually through video-conferencing and phone interviews. However, if/when the stay-at-home mandates are lifted and social distancing guidelines are relaxed, JEDCO and TIP will determine the viability of moving forward with in-person meetings. The contract price shall not exceed \$148,475.00 for all costs associated with the project, including professional project fees at an amount not to exceed \$135,000.00 and incidental expenses for travel and accommodations, printing, renderings/graphics and related expenses not to exceed \$13,475.00. Travel expenditures will only be incurred with JEDCO's prior approval, and provided the stay-at-home mandates are lifted and social distancing relaxed. The entire project cost will be funded by EDGE Investor funds. With the development of JEDCO's 2020 budget, \$50,000 of EDGE funds were budgeted toward the project. Staff will be seeking an amendment to the 2020 budget to accommodate the full expense of the EDGE update contract by the JEDCO Board as part of the comprehensive mid-year budget amendments.

While the EDGE update contract does not meet the cost threshold for consulting services contracts that requires Jefferson Parish Council approval (i.e. \$150,000), JEDCO is still seeking approval of the contract by the Jefferson Parish Council. JEDCO would like to give the Parish Council an opportunity to formally

express its support for the contract since the planning process will include meetings/interviews with members of the Parish Administration and elected officials, and the plan will ultimately contain strategies to support the Parish's economy and resiliency moving forward, some of which will likely have to be undertaken by Parish Government. Approval by the Council will be sought via Resolution at the Council's May 13, 2020 meeting.

Recommendation:

We are requesting that the JEDCO Executive Committee approve the attached resolution, which resolves the following:

1. Formally accepts the TIP Strategies, Inc. proposal submitted to JEDCO in response to RFP Number 200219 as the winning proposal;
2. Authorizes JEDCO to enter into a Contract for the Development of a Five-Year Update with TIP Strategies, Inc. based on TIP's March 26, 2020 proposal in an amount up to and not to exceed One Hundred Forty-Eight Thousand Four Hundred Seventy-Five Dollars (\$148,475.00) as shown in "Exhibit 1", contingent upon approval of the Jefferson Parish Council; and
3. Authorizes JEDCO's President and CEO to execute any and all documents required to carry out the provisions of the resolution.

Attachments (2):

- JEDCO Board Resolution
- Exhibit 1 – Contract for the Development of a Five-Year Update to The Jefferson EDGE Between JEDCO and TIP Strategies, Inc.



**JEFFERSON PARISH ECONOMIC DEVELOPMENT  
AND PORT DISTRICT  
April 30, 2020**

On motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the following resolution was offered:

**JEDCO RESOLUTION ACCEPTING THE PROPOSAL OF TIP STRATEGIES, INC. IN RESPONSE TO RFP NUMBER 200219 AND AUTHORIZING A CONTRACT FOR THE DEVELOPMENT OF A FIVE-YEAR UPDATE TO THE JEFFERSON EDGE ECONOMIC DEVELOPMENT STRATEGIC PLAN IN AN AMOUNT UP TO AND NOT TO EXCEED ONE HUNDRED FORTY-EIGHT THOUSAND FOUR HUNDRED SEVENTY-FIVE DOLLARS {\$148,475.00} CONTINGENT UPON APPROVAL OF THE JEFFERSON PARISH COUNCIL**

**WHEREAS**, The Jefferson EDGE is the long term economic development strategic plan for Jefferson Parish; and

**WHEREAS**, Development of The Jefferson EDGE has been spearheaded by JEDCO in conjunction with Jefferson Parish and numerous stakeholders, beginning with the first plan in 2000 and periodic updates to the plan roughly each five years thereafter; and

**WHEREAS**, the last update to the plan, The Jefferson EDGE 2020, was finalized and released in 2015; and

**WHEREAS**, in order to begin development of the next five-year update to the plan, JEDCO issued a Request for Proposals, RFP Number 200219, on January 13, 2020 to select a firm to develop the update; and

**WHEREAS**, Eight proposals were received in response to RFP Number 200219 by February 19, 2020, the submittal deadline, and were scored by an Evaluation Committee based on Qualifications and Experience, Conceptual Approach, and Cost Proposal in accordance with said RFP over the course of a two- to three-week period; and

**WHEREAS**, The winning proposal was selected on March 19, 2020 as a result of the Evaluation Committee's scoring as belonging to TIP Strategies, Inc., a privately held Austin-based consulting firm with extensive experience in economic development strategic planning at the local, regional and state levels; and

**WHEREAS**, At JEDCO's request, in light of the current COVID-19 health and economic crisis, TIP Strategies, Inc. developed a revised proposal on March 26, 2020 which includes the development of a short-term action plan for Jefferson Parish over the next six months along with resiliency considerations for the longer-term positioning of Jefferson Parish; and

**WHEREAS**, A contract for the development of the five-year update to the EDGE has been developed based on the revised proposal received at an amount up to and not to exceed \$148,475.00 for all costs associated with the project, including professional project fees at an amount not to exceed \$135,000.00 and incidental expenses for travel and accommodations, printing, renderings/graphics and related expenses not to exceed \$13,475.00; and

**WHEREAS**, Jefferson EDGE investors have raised private funds to cover all expenses of the aforementioned contract between JEDCO and TIP Strategies, Inc. for the five-year update to The Jefferson EDGE; and

**NOW, THEREFORE, BE IT RESOLVED** by the Executive Committee of the Board of Commissioners of the Jefferson Parish Economic Development and Port District that the proposal submitted by TIP Strategies, Inc. in response to RFP Number 200219 on February 19, 2020 for the development of a five-year update to The Jefferson EDGE is hereby accepted as the winning proposal.

**Be it further resolved** that JEDCO is hereby authorized to enter into a Contract for the Development of a five-year update to The Jefferson EDGE with TIP Strategies, Inc. based on the revised proposal submitted to JEDCO on March 26, 2020 with a focus on the development of COVID-19 response measures and parish resiliency strategies, in an amount up to and not to exceed One Hundred Forty-Eight Thousand Four Hundred Seventy-Five Dollars (\$148,475.00) as shown in "Exhibit 1", contingent upon approval of the Jefferson Parish Council; and, further, that the JEDCO Executive Committee hereby authorizes Jerry Bologna, President and CEO, to execute any and all documents required to carry out the provisions of this resolution.

The foregoing resolution having been submitted to a vote, the vote hereon was as follows:

YEAS: \_\_\_\_\_ NAYS: \_\_\_\_\_ ABSENT: \_\_\_\_\_

The resolution was declared to be adopted on this the 30th day of April, 2020.

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Larry Katz  
JEDCO Secretary

## EXHIBIT 1

### **CONTRACT FOR DEVELOPMENT OF A FIVE-YEAR UPDATE TO THE JEFFERSON EDGE ECONOMIC DEVELOPMENT STRATEGIC PLAN BETWEEN THE JEFFERSON PARISH ECONOMIC DEVELOPMENT AND PORT DISTRICT AND TIP STRATEGIES, INC.**

THIS AGREEMENT is made and entered into on this \_\_\_ day of \_\_\_\_\_, 2020, by and between the Jefferson Parish Economic Development and Port District herein represented by its President & CEO, Jerry Bologna, (hereinafter referred to as "JEDCO"), and TIP Strategies, Inc., represented herein by Jon Roberts, its duly authorized representative (hereinafter referred to as the CONTRACTOR). JEDCO and CONTRACTOR may be referred to herein as "Party", individually, and "Parties", collectively.

#### **I. Administration of Agreement**

All Work, as defined below, shall be under the direction of JEDCO's Vice President & COO and Director of Strategic Initiatives and Policy, to whom all related activities and materials shall be submitted. All approvals and administration of this AGREEMENT shall be through said individuals.

#### **II. Scope of Services/Deliverables**

CONTRACTOR will be required to furnish all necessary labor, supervision, materials, equipment and supplies to satisfactorily develop a five-year update to The Jefferson EDGE economic development strategic plan. During the term of this AGREEMENT, CONTRACTOR shall provide services and deliverables as documented in Exhibit A attached hereto and made a part hereof (the "Project"). JEDCO shall pay CONTRACTOR for the successful completion of the scope of services in accordance with the payment schedule and amounts as documented in Exhibit A.

The CONTRACTOR shall perform its services consistent with the professional skill and care ordinarily provided by design professionals practicing in the same or similar locality under the same or similar circumstances. The CONTRACTOR shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

If JEDCO desires to divide the Project into various parts, a Notice to Proceed shall be issued for each part, and JEDCO and the CONTRACTOR shall mutually agree upon the period of time within which services for each part of the Project shall be performed. The CONTRACTOR will be given time extensions for delays beyond their control or for those caused by tardy approvals of work by JEDCO, but no additional compensation shall be allowed for such delays.

## EXHIBIT 1

### **III. Records, Accounts and Reports**

3.1 **Books and Records.** CONTRACTOR shall maintain adequate books of account with respect to its services, in accordance with generally accepted accounting principles in a form and method acceptable to JEDCO. CONTRACTOR shall permit JEDCO and JEDCO's agents from time-to-time to inspect, copy, and audit during CONTRACTOR'S normal business office hours the books and records pertaining to the services provided under this AGREEMENT. Any audit or inspection shall be by written notice from JEDCO to CONTRACTOR. JEDCO's right to audit, inspect, and make copies of CONTRACTOR's records shall be at the sole expense of JEDCO.

3.2 **Periodic and/or Annual Reports.** At any time, JEDCO may request that the CONTRACTOR, with the minimum of ten (10) days written notice, prepare and/or produce a report of the results of operations, as it pertains to this AGREEMENT, in the previous fiscal year prepared in accordance with generally accepted accounting principles. The report must be prepared and certified by an independent certified public accounting contractor. (For purposes of this AGREEMENT, each "fiscal year" begins on January 1 and ends on December 31 of the same year.)

### **IV. Personnel**

4.1 **Employees.** CONTRACTOR shall employ and supervise personnel with appropriate qualifications and experience and in sufficient numbers to provide all services required under this AGREEMENT. All persons engaged by CONTRACTOR shall be the sole and exclusive employees of CONTRACTOR and shall be paid by CONTRACTOR. CONTRACTOR shall pay all applicable social security, unemployment, workers' compensation and other employment taxes.

4.2 **Appropriate Personnel.** CONTRACTOR shall provide only trained personnel. CONTRACTOR'S employees shall conduct themselves at all times in a proper and respectful manner in accordance with JEDCO's employee policy. If JEDCO determines that any employee of the CONTRACTOR is unsatisfactory in any material respect, JEDCO may request CONTRACTOR to exclude the employee or employees from Work under this contract.

4.3 **Substitution of Personnel.** If, during the term of the contract, CONTRACTOR cannot provide the personnel as proposed and requests a substitution, that substitution shall meet or exceed the requirements stated herein. A detailed resume of qualifications and justification are to be submitted to JEDCO for approval prior to any personnel substitution. It shall be acknowledged by CONTRACTOR that every reasonable attempt shall be made to assign the personnel listed in CONTRACTOR's proposal.

4.4 **Non-Discrimination.** CONTRACTOR shall not discriminate against any employee or applicant for employment because of age, race, creed, sex, color or national origin.

### **V. Assignment**

## EXHIBIT 1

Neither JEDCO nor the CONTRACTOR shall assign, sell, transfer or otherwise convey any interest in this AGREEMENT, including any monies due or to become due to the CONTRACTOR under the contract, without the prior written consent of the other, nor without the consent of any surety unless the surety has waived its right to notice of assignment. Unless specifically stated to the contrary in any written consent, no assignment, sale, transfer, or conveyance will act as a release or discharge of a party from any duty or responsibility under this AGREEMENT.

### **VI. Use of Subcontractors**

If the CONTRACTOR intends to use the services of subcontractors to meet the goals, objectives and strategies for each deliverable, the CONTRACTOR shall:

- (a.) Not engage the services of any subcontractor(s) without the prior written approval of JEDCO.
- (b.) Furthermore, the CONTRACTOR shall not substitute any subcontractor(s) without the written approval of JEDCO.
- (c.) Should CONTRACTOR obtain JEDCO approval to engage or substitute subcontractor(s) services to perform its obligations under this AGREEMENT, CONTRACTOR shall require that the subcontractor(s) comply with all terms of this AGREEMENT, including but not limited to the insurance provisions hereunder. The engagement or substitution of a subcontractor(s) shall not serve to release or discharge CONTRACTOR from any of its duties or responsibilities under this AGREEMENT.

### **VII. Termination or Suspension**

JEDCO may terminate this contract for cause based upon the failure of the CONTRACTOR to comply with the terms and/or conditions of the contract; provided that JEDCO shall give the CONTRACTOR written notice specifying the CONTRACTOR's failure. If within ten (10) days after receipt of such notice, the CONTRACTOR shall not have either corrected such failure and thereafter proceeded diligently to complete such correction, then JEDCO may, at its option, place the CONTRACTOR in default and the contract shall terminate on the date specified in such notice. The CONTRACTOR may exercise any rights available to it under Louisiana law to terminate for cause upon the failure of JEDCO to comply with the terms and conditions of this contract; provided that the CONTRACTOR shall give written notice specifying JEDCO's failure. If ten days after receipt of such notice, JEDCO shall not have either corrected such failure and thereafter proceeded diligently to complete such correction, then CONTRACTOR may, at its option, place JEDCO in default and the contract shall terminate on the date specified in such notice.

JEDCO may terminate this contract at any time by giving thirty (30) days written notice to the CONTRACTOR. After notice is given, the CONTRACTOR is entitled to payment for the work completed up to the date notice is given.

## EXHIBIT 1

### VIII. Notice

Any communications to be given hereunder concerning this AGREEMENT by either Party to the other shall be deemed to be duly given if set forth in writing and personally delivered, or by a recognized express delivery service (e.g., Federal Express, UPS, etc.) as follows:

Jon Roberts  
Managing Partner  
TIP Strategies, Inc.  
2905 San Gabriel St., Suite 309  
Austin, TX 78705

Jerry Bologna  
President & CEO  
JEDCO  
700 Churchill Parkway  
Avondale, LA 70094

or to such other person or address as may be designated by the Parties by written notice given pursuant hereto.

Written notices hereunder shall be effective upon first receipt as evidenced by written record of delivery; however if received after close of business then notice shall be deemed received on the next business day.

### IX. Independent Contractor

While in the performance of services or carrying out the obligations under this AGREEMENT, CONTRACTOR shall be acting in the capacity of independent contractor and not as employee of JEDCO, and not as partner of, or joint venturer of JEDCO. JEDCO shall not be obliged to any person, contractor or corporation for any obligations of CONTRACTOR arising from the performance of their services under this AGREEMENT.

The parties hereto acknowledge and agree that JEDCO shall not:

- (a) withhold federal or state income taxes;
- (b) withhold federal social security tax (FICA);
- (c) pay federal or state unemployment taxes for the account of CONTRACTOR; or
- (d) pay workman's compensation insurance premiums for coverage for CONTRACTOR.

CONTRACTOR agrees to be responsible for and to pay all applicable federal income taxes, federal social security tax (or self-employment tax in lieu thereof) and any other applicable federal or state unemployment taxes.

CONTRACTOR agrees to indemnify and hold JEDCO harmless from any and all federal and/or state income tax liability, including taxes, interest and penalties, resulting from JEDCO'S treatment of CONTRACTOR as an independent contractor. CONTRACTOR further agrees to reimburse JEDCO for any and all costs JEDCO incurs, including, but not limited to, accounting fees and legal fees, in defending itself against any such liability.

## EXHIBIT 1

### **X. Statutory Employer Relationship**

Only and strictly with regard to claims by employees of CONTRACTOR or its subcontractors against JEDCO, in connection with work performed in the State of Louisiana, the Parties acknowledge that performance of any work by CONTRACTOR constitutes their recognition and agreement that a statutory employer relationship as envisioned by La. R.S. § 23:1061, as amended, exists between CONTRACTOR and JEDCO. Such statutory employer relationship applies to direct, borrowed, special or statutory employees of CONTRACTOR and its subcontractors. The Parties further acknowledge that the work to be performed under this AGREEMENT is an integral part of, or essential to, the ability of JEDCO to generate its goods, products or services.

### **XI. Insurance**

CONTRACTOR shall secure and maintain at its expense such insurance that will protect it and JEDCO from claims under the Workmen's Compensation Acts and from claims for bodily injury, death or property damage which may arise from the negligent performance of services under this AGREEMENT. CONTRACTOR shall secure and maintain professional liability insurance that will protect it from claims arising out of its professional services provided under this AGREEMENT, whether the services are provided by CONTRACTOR, its agents, representatives, employees and/or by any subcontractors retained by CONTRACTOR in relation to the services provided under this AGREEMENT. CONTRACTOR shall maintain Automobile Liability insurance including coverage for all owned, hired, leased and non-owned automobiles. All certificates of insurance shall be furnished to JEDCO prior to the commencement of services under this AGREEMENT and shall provide that insurance shall not be canceled without thirty (30) days prior notice of cancellation given to JEDCO, in writing, on all of the required coverage provided to JEDCO.

#### A. ALL POLICIES AND CERTIFICATES OF INSURANCE OF THE CONTRACTOR SHALL CONTAIN THE FOLLOWING CLAUSES:

1. CONTRACTOR's insurers will have no right of recovery or subrogation against JEDCO its officers, directors and employees, it being the intention of the parties that the insurance policy so affected shall protect both parties and be the primary coverage for any and all losses covered by the below described insurance.
2. Except for any Professional Liability or Worker's Compensation coverage, JEDCO, its officers, directors and employees shall be named an additional insured with respect to liability arising out of Work being performed under this Agreement.
3. The insurance company(ies) issuing the policy or policies shall have no recourse against JEDCO for payment of any premiums or for assessments under any form of policy.
4. Any and all deductible in the below described insurance policies shall be assumed by and be at the sole risk of CONTRACTOR.

#### B. Prior to the execution of this AGREEMENT, CONTRACTOR shall provide at its own expense proof of the following insurance coverage required by the contract to JEDCO by insurance

## EXHIBIT 1

companies authorized to do business in the State of Louisiana. Insurance is to be placed with insurers with an A.M. Best Rating of no less than A-VII.

1. Workers' Compensation as required by law and Employer's Liability with limits no less than \$1,000,000 per occurrence.
2. General Liability (bodily injury and property damage) on an occurrence basis in an amount not less than \$1 million per occurrence and at least \$2 million in the general aggregate.
3. Professional Liability Coverage with limits no less than \$2,000,000 per claim or \$2,000,000 in the aggregate.
4. Automobile Liability insurance shall include coverage for automobile contractual coverage. The combined single limit for bodily injury and property damage liability shall be not less than \$1,000,000 for any one accident or loss.
5. Excess or umbrella liability coverage in an amount not less than \$1,000,000 per occurrence or \$1,000,000 in the aggregate.

All policies of insurance shall meet the reasonable requirements of JEDCO prior to the commencing of any work. JEDCO has the right but not the duty to approve all insurance policies prior to commencing of any work. If at any time any of the said policies shall be or becomes unsatisfactory to JEDCO as to form or substance; or if a company issuing any such policy shall be or become unsatisfactory to JEDCO, CONTRACTOR shall promptly obtain a new policy, submit the same to JEDCO for approval and submit a certificate thereof as provided above.

Upon failure of CONTRACTOR to furnish, deliver and maintain such insurance as above provided, this AGREEMENT, at the election of JEDCO, may be forthwith declared suspended, discontinued or terminated. Failure of CONTRACTOR to take out and/or to maintain insurance shall not relieve CONTRACTOR from any liability under the contract, nor shall the insurance requirements be construed to conflict with the obligation of CONTRACTOR concerning indemnification. Notwithstanding anything to the contrary herein, CONTRACTOR's indemnification obligations under this AGREEMENT (express or implied) shall not be limited in amount or in scope of coverage to the insurance which is required by CONTRACTOR under the terms hereof.

### **XII. Indemnity**

CONTRACTOR shall defend, indemnify and hold harmless JEDCO, its officers, directors, partners and employees ("Indemnitees") against any and all claims, demand, suits, costs, liabilities, losses or judgments for sums of money, and fines or penalties asserted by any party, contractor or organization for loss of life or injury or damages to person or property, caused by or claimed to have been caused by any negligent acts, errors, and/or omissions by CONTRACTOR, its agents, servants or employees, while engaged upon or in connection with the services required to be performed by CONTRACTOR under this AGREEMENT.



## EXHIBIT 1

Further, CONTRACTOR hereby agrees to indemnify JEDCO for all reasonable expenses and attorney's fees incurred by or imposed upon JEDCO in connection therewith for any loss, damage, injury or other casualty pursuant to this section. CONTRACTOR further agrees to pay all reasonable expenses and attorney's fees incurred by JEDCO in establishing the right to indemnity pursuant to the provisions of this section.

### **XIII. General**

CONTRACTOR represents that it has not employed or retained any company or person, other than a bona-fide employee working solely for the CONTRACTOR, to solicit or secure this contract, and that it has not paid or agreed to pay any company or person, other than bona-fide employees working solely for the CONTRACTOR, any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this contract. For breach or violation of this warranty, JEDCO shall have the right to annul this contract without liability.

This AGREEMENT shall be binding upon the successors and assigns for the parties hereto. This AGREEMENT, being for the personal services of CONTRACTOR, shall not be assigned or subcontracted in whole or in part by CONTRACTOR as to the services to be performed hereunder without the written consent of JEDCO, which shall not be unreasonably withheld, conditioned, or delayed.

The CONTRACTOR and JEDCO waive consequential damages for claims, disputes or other matters in question arising out of or relating to this AGREEMENT. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this AGREEMENT.

If JEDCO fails to make payments to the CONTRACTOR in accordance with this AGREEMENT, such failure shall be considered substantial nonperformance and cause for termination or, at the CONTRACTOR's option, cause for suspension of performance of services under this AGREEMENT. If the CONTRACTOR elects to suspend services, the CONTRACTOR shall give fifteen (15) days' written notice to JEDCO before suspending services. In the event of a suspension of services, the CONTRACTOR shall have no liability to JEDCO for delay or damage caused JEDCO because of such suspension of services. Before resuming services, the CONTRACTOR shall be paid all sums due prior to suspension and any expenses incurred in the interruption and resumption of the CONTRACTOR's services.

No person or entity other than JEDCO is intended to be a beneficiary of CONTRACTOR's services under this AGREEMENT.

Unless otherwise provided for under this AGREEMENT, JEDCO shall provide information in a timely manner regarding requirements for and limitations on the Project, including a written program which shall set forth JEDCO's objectives, schedule, constraints and criteria.

## EXHIBIT 1

JEDCO and CONTRACTOR shall identify in writing a representative authorized to act on their behalf with respect to the Project. JEDCO shall render decisions and approve the CONTRACTOR's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the CONTRACTOR's services.

The CONTRACTOR shall be entitled to rely on the accuracy and completeness of information furnished by JEDCO and JEDCO's consultants.

This AGREEMENT shall be deemed to be a contract made under the laws of the State of Louisiana, and for all purposes shall be interpreted in its entirety in accordance with the laws of said State without regard to its conflict of law principles. The CONTRACTOR hereby agrees and consents to the jurisdiction of the courts of the State of Louisiana over its person. The parties hereto agree that the sole and exclusive venue for any suit or proceeding brought pursuant to this contract shall be the 24<sup>th</sup> Judicial District Court for the Parish of Jefferson, State of Louisiana.

This AGREEMENT represents the entire agreement between JEDCO and CONTRACTOR. This AGREEMENT may only be amended in writing by authority of JEDCO, and must be signed by both JEDCO and CONTRACTOR. Should there be any conflict among contract documents, the RFP, and the CONTRACTOR'S revised and original proposals, the following order of precedence shall govern the resolution of the conflict:

- 1) the contract document;
- 2) the RFP;
- 3) CONTRACTOR's written revised proposal received on March 26, 2020;
- 4) CONTRACTOR's written original proposal received on February 19, 2020.

This AGREEMENT may be executed in two or more counterparts, each of which shall be deemed an original but all of which taken together shall constitute one and the same instrument. Signatures to this AGREEMENT transmitted by facsimile, email, portable document format (or .pdf) or by any other electronic means intended to preserve the original graphic and pictorial appearance of this AGREEMENT shall have the same effect as the physical delivery of the paper document bearing original signature.

[SIGNATURES FOLLOW ON NEXT PAGE]

EXHIBIT 1

WITNESSES:

JEDCO

Signature: \_\_\_\_\_

Print:

BY: \_\_\_\_\_

Jerry Bologna  
President & CEO

Signature: \_\_\_\_\_

Print:

WITNESSES:

TIP Strategies, Inc.

Signature: \_\_\_\_\_

Print:

BY: \_\_\_\_\_

Jon Roberts  
Managing Partner

Signature: \_\_\_\_\_

Print:

## EXHIBIT 1

### EXHIBIT A: Scope of Services, Deliverables, and Schedule of Tasks/Payments

#### A.I. Scope of Services/Deliverables

The scope of services described below reflects the revised proposal submitted at the request of JEDCO by CONTRACTOR on March 26, 2020 to address short and mid-term needs that have arisen as a result of the COVID-19 epidemic. In light of the epidemic and the resulting social distancing guidelines that have been put in place by communities around the country, JEDCO and CONTRACTOR assume all meetings between JEDCO and CONTRACTOR and with stakeholders will be conducted virtually for the foreseeable future, or until social distancing guidelines are lifted for all parties.

Descriptions of specific tasks within each phase are listed below. At the end of each section is a description of the deliverables to be provided in each phase. CONTRACTOR agrees to perform and provide the following tasks and deliverables:

#### **Phase 1: Discovery**

##### Tasks:

- 1.1 PROJECT STARTUP. The startup task is a collaborative process designed to lay a strong foundation for the project. It includes the following steps:
  - A. Kickoff meeting. The kickoff meeting provides the opportunity to discuss objectives, define success factors, solidify the outreach plan, and review the team's expectations for the engagement. In addition, CONTRACTOR will work with JEDCO to set out short-term tasks to be conducted jointly.
  - B. Oversight group. CONTRACTOR will assist JEDCO in determining the composition of a steering committee to guide the planning process. Members of the steering committee are responsible for attending meetings, providing input and reviewing deliverables.
  - C. Outreach plan. CONTRACTOR will design an outreach plan tailored to project objectives. The resulting document will identify the methods to be employed (based on the options outlined in this scope of work), the proposed timing, and the assistance that will be required from JEDCO.
- 1.2 PLANNING CONTEXT. To provide context for CONTRACTOR's work and ensure CONTRACTOR'S team builds on existing knowledge, CONTRACTOR will work closely with JEDCO to complete several essential tasks during the Discovery phase.
  - A. Policy framework. CONTRACTOR will review internal and external reports identified by JEDCO that are relevant to this work. Insights gained from this step will help shape CONTRACTOR's recommendations in the Implementation phase. Considering the likely reach of the current COVID-19 health and economic crises, this review will focus on highlighting opportunities to break down silos and

## EXHIBIT 1

understanding what kind of positioning is possible for Jefferson Parish once the pandemic has crested.

- B. Competitiveness. CONTRACTOR's analysts will prepare a targeted assessment of factors that define the area's overall competitiveness and are of greatest concern to economic decision makers. This analysis will be tailored to meet project objectives and to take advantage of available data resources. Given the lag time associated with state and federal data sets, traditional quantitative analysis will be less instructive in the current situation. As a result, CONTRACTOR will shift its focus from compiling quantitative data to conducting a more qualitative assessment of factors that define the area's immediate opportunities and vulnerabilities in light of a major economic downturn.
- C. Partners & resources. CONTRACTOR will explore the partner network that influences economic development in Jefferson Parish and the surrounding region. Findings from this scan will provide an overview of the regional landscape that will help refine and prioritize initiatives; highlight potential gaps and redundancies; and identify resources that could be brought to bear on specific projects, including short- and mid-term strategies to address the current economic situation.

1.3 **STAKEHOLDER ENGAGEMENT**. As part of the project launch, CONTRACTOR will design a custom input process that engages the appropriate groups for a successful planning effort. Despite current constraints caused by COVID-19, it remains essential to engage as many stakeholders as possible, especially from the business community. In the near-term, virtual engagement tools, such as Zoom, Mentimeter, and Survey Monkey, as well as phone interviews, will be used to gather input, conduct polls and surveys, and convene focus groups. Once social distancing restrictions have been lifted, CONTRACTOR and JEDCO will reassess whether additional input is required via in-person roundtables and interviews.

Potential engagement activities include the following:

- A. JEDCO organization. CONTRACTOR will meet with JEDCO leadership, staff, and investors to solicit input on the direction of the plan. It is anticipated this group would also be involved, as appropriate, in workshops and team meetings throughout the engagement.
- B. Roundtables & interviews. Roundtables are designed to encourage productive discussions around a targeted set of topics. They are typically conducted with major employers, elected officials, human resources specialists, real estate professionals, and other experts to gather information about trends, barriers, opportunities, and assets that will help shape our recommendations. Where appropriate, CONTRACTOR will conduct one-on-one interviews to solicit feedback on issues that may not surface in a collective setting.

## EXHIBIT 1

- C. Interactive media. To expand participation in the process, CONTRACTOR can facilitate the use of social media, online surveys, and other digital engagement tools when deemed necessary by CONTRACTOR and JEDCO. In addition, CONTRACTOR will help JEDCO devise a strategy for communicating with local businesses during the crisis.
- 1.4 **COMPETITIVE POSITION.** Findings from the Discovery phase form the basis for understanding Jefferson Parish's competitive position. In addition to considering strengths, weaknesses, opportunities, and threats, this analysis highlights factors that differentiate the area from others in the marketplace. The results of this task will reveal potential opportunities, highlight strategic growth areas, and drive CONTRACTOR's work in subsequent phases of the planning process. In light of the urgency of the action required, CONTRACTOR will move quickly to prepare the SWOT analysis. Rather than focusing on distinguishing the parish in the global marketplace, in the short-term, this analysis will focus on understanding where the parish is most vulnerable. Considerations will include understanding stresses on major employers, on the regional real estate market, and on JEDCO's organizational capabilities.
- 1.5 **DISCOVERY FINDINGS.** CONTRACTOR will provide findings from this phase in the form of presentations, technical memos, and other electronic formats. Selected findings will also be integrated into the final deliverable as appropriate. Potential short-term actions identified during this phase, if any, will be presented as part of this task.

### Deliverables:

- 1) Project Startup Guide. A project overview that includes consulting team contact information, important dates, and tools such as sample invitations for meeting participants and a press release template.
- 2) Progress reports. Brief reports outlining the progress made on a specific task during the past work period, typically provided with monthly invoices.
- 3) Meeting facilitation. Facilitation of the kickoff meeting and periodic project team meetings to present interim findings and discuss upcoming tasks.
- 4) Stakeholder engagement. Facilitation of stakeholder input via roundtables, interviews, and other digital tools.
- 5) Discovery findings. Relevant findings from all tasks including CONTRACTOR's review of economic data, themes from the stakeholder engagement tasks, and the competitive position/SWOT analysis.

### **Phase 2: Opportunity**

#### Tasks:

- 2.1 **STRATEGIC DIRECTION.** Working closely with JEDCO leadership, CONTRACTOR will ensure the organization's vision and mission statements align with the strategic direction that emerges from the Discovery phase. In addition, CONTRACTOR will help

## EXHIBIT 1

craft a set of guiding principles that will embody the goals and objectives of the planning process and provide a framework for action.

- 2.2 **STRATEGIC GROWTH AREAS.** Strategic growth areas include traditional sectors that can be defined using the existing industry classification systems, as well as emerging activities and technologies that do not align neatly with these structures. This more flexible terminology enables “targeting” efforts to encompass strategic projects that can support multiple areas of activity and enhance innovation and entrepreneurship.

This task will include an analysis of quantitative data for those growth areas that align with industry (NAICS) and occupational (SOC) classification systems, as well as a review of the assets that could support emerging sectors and opportunities. Potential growth areas are validated and clarified by input from major employers, industry experts, and local and regional partners. This qualitative approach serves as a “reality check” while allowing CONTRACTOR and JEDCO to identify areas that may not be revealed in the data analysis and pose questions for additional research.

CONTRACTOR will closely monitor data provided by JEDCO on employment (company-provided), tax revenues, health and medical capacity, land development and construction, and business consolidations. CONTRACTOR’s approach will emphasize the identification of (1) at-risk sectors, (2) those that are expected to see explosive growth, and (3) those that are likely to rebound early and quickly. In addition, this analysis will include a review of short and mid-term opportunities such as medical needs, telecom, cybersecurity, and the provision of essential services.

- 2.3 **BEST PRACTICES.** CONTRACTOR will identify national best practices in economic development that may be a fit for the region, including resiliency strategies gleaned from economic disruptions like Hurricane Katrina and the BP oil spill. Emphasis will be given to assessing the kinds of funds available to assist in mitigation and recovery, identifying criteria for quickly evaluating and directing resources, and preparing for additional shocks. In addition, CONTRACTOR will seek out best practices of other metro areas regarding their handling of both public health and economic issues associated with the current outbreak. CONTRACTOR research will draw heavily on its consulting work and network of clients, community leaders, and partner firms.

- 2.4 **FEEDBACK SESSIONS.** CONTRACTOR will hold a series of virtual feedback sessions with JEDCO staff and parish leadership to solicit feedback on proposed recommendations. These sessions will also help prioritize actions that would serve the parish on an immediate basis, as well as those that would address long-term needs (e.g., workforce challenges and critical transportation and telecommunications infrastructure). These virtual feedback sessions will replace the standard “opportunity” workshop in CONTRACTOR’s original proposal. However, an on-site workshop could be considered if public health guidelines on social distancing are lifted for all parties by this point in the planning process.

## EXHIBIT 1

### Deliverables:

- 1) Meeting facilitation. Facilitation of periodic project team meetings to present interim findings and discuss upcoming tasks.
- 2) Guiding principles. Draft guiding principles, with the final version to be incorporated into strategic plan.
- 3) Strategic growth areas. Identification of sectors and opportunities with the highest potential for growth, along with key vulnerabilities in light of current public health and economic crises.
- 4) Feedback sessions. Facilitation of virtual feedback sessions resulting in prioritized strategies for consideration in the Implementation phase.

### **Phase 3: Implementation**

#### Tasks:

- 3.1 STRATEGIC PLAN. Using findings from prior phases, coupled with the experience of the consulting team, CONTRACTOR will prepare a strategic plan. In addition to outlining specific goals and strategies, the plan will highlight significant findings from data analyses, best practices, and stakeholder input. Together with the implementation matrix (Task 3.2), the resulting document will provide JEDCO with the specific recommendations and tools needed to implement a long-term economic strategy. Building on the success of the Jefferson EDGE initiative, while updating it to align with new challenges, will be the focus of CONTRACTOR's work. In addition, the plan will provide JEDCO with the tools and strategies required to address short- and medium-term needs related to current economic conditions and position the parish for post-recession growth.
- 3.2 IMPLEMENTATION MATRIX & WORKSHOP. CONTRACTOR will prepare an implementation matrix that accomplishes the following:
  - Outlines specific actions to support the recommended strategies
  - Identifies responsible parties and potential partnership opportunities
  - Establishes timelines and sets priorities
  - Includes budget estimates (where applicable) and identifies potential funding sources
  - Defines meaningful and realistic performance metrics

CONTRACTOR will evaluate implementation options on an on-going basis, rather than wait until the compilation of a formal matrix at the end of the planning process. This evaluation will consider the proposed options against short-term needs, mid-term investments, and long-term positioning. In addition, CONTRACTOR will engage JEDCO and other essential agencies as determined by JEDCO in an assessment of organizational capacity as part of this task. This will not be a full-blown capacity



## EXHIBIT 1

analysis, but rather an exercise to gauge the extent to which staff resources are being used as effectively as possible. This type of assessment would be helpful under any circumstances; the current crisis makes it critical to ensure the most prudent allocation of resources. A clear understanding of organizational capacity—for JEDCO and for regional partners—will allow the team to prioritize actions not only from a timing standpoint, but as a way to marshal resources locally and regionally.

To build momentum for the plan's implementation, CONTRACTOR will facilitate an Implementation workshop with JEDCO and appropriate partner organizations in conjunction with the final presentation. This workshop will focus on near-term tasks and will establish an ongoing mechanism for reporting progress. Without a clear timeline for the current social distancing policy, this workshop and the project rollout might need to be conducted virtually.

- 3.3 **FINAL REPORT & PRESENTATION.** In addition to finalizing and producing all deliverables, this phase will include a formal “rollout” of the plan. This step is critical to broad acceptance of the strategies. CONTRACTOR will work closely with JEDCO to design a rollout that fits the needs of the project. Potential approaches to this task will include informing residents of the highlights of the plan through a press release; distributing an executive summary to a wide range of stakeholders; or holding a more public event, such as a press conference or a presentation to stakeholders at a luncheon or during an economic summit.

### Deliverables:

- 1) Strategic plan. Written document to include guiding principles; goals, objectives, and strategies; and significant findings from all tasks. CONTRACTOR will provide 35 full-color hard copies of the final document as well as an electronic copy of the plan.
- 2) Implementation matrix. Matrix outlining steps to facilitate the plan's implementation, including actions, timelines, responsible parties, etc. CONTRACTOR will provide 35 full-color hard copies of the final document as well as an electronic copy of the plan.
- 3) Implementation workshop. Facilitation of workshop (or virtual session) with JEDCO and relevant partners to discuss near-term tasks and reporting mechanisms.
- 5) Project rollout. Assistance with the design of a rollout of the recommendations, to include participation in a formal presentation to JEDCO leadership and/or stakeholders, if desired.
- 6) Electronic copies of individual files created under this contract, such as graphs, charts, tables, images, and other graphic materials.

EXHIBIT 1

**A.II. Schedule of Tasks**

CONTRACTOR agrees to perform and provide the above tasks and deliverables in accordance with the schedule detailed below in Table 1: Project Schedule. Work will begin on or around May 18, 2020, following a written Notice to Proceed from JEDCO to CONTRACTOR. This Agreement shall be effective upon the signed date aforesaid and shall terminate on the earlier of January 29, 2021, or at such time as all tasks, deliverables, and payments have been completed.

Table 1: Project Schedule

	2020/2021									
	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	
<b>1. DISCOVERY</b>										
1.1 Project startup										
1.2 Planning context										
1.3 Stakeholder engagement										
1.4 Competitive position										
1.5 Discovery findings										
<b>2. OPPORTUNITY</b>										
2.1 Strategic direction										
2.2 Strategic growth areas										
2.3 Best practices										
2.4 Feedback sessions/workshop										
<b>3. IMPLEMENTATION</b>										
3.1 Strategic plan										
3.2 Implementation matrix & workshop										
3.3 Final report & presentation										

The final presentation to the JEDCO Board of Commissioners will take place at a scheduled board meeting, the date of which is yet to be determined and approved by JEDCO and CONTRACTOR. The board meeting date will be in accordance with JEDCO’s Board meeting schedule, subject to change at JEDCO’s discretion. The schedule of tasks and deliverables may be modified as agreed upon in writing by both parties.

**A.III. Compensation**

1. PROFESSIONAL FEES AND EXPENSES: JEDCO shall pay CONTRACTOR for fees associated with completing the scope of services and deliverables embraced in this contract at an amount up to and not to exceed \$135,000.00. A breakdown of professional fees is provided in the below Table 2: Professional Fees.

## EXHIBIT 1

Table 2. Professional Fees

PHASE	NUMBER OF HOURS BY POSITION				TOTAL	
	<i>Project Lead</i>	<i>Project Mgr.</i>	<i>Analyst</i>	<i>Admin.</i>	<i>Hours</i>	<i>Fees</i>
Discovery	40	120	120	30	310	\$46,500
Opportunity	60	120	80	30	290	\$46,000
Implementation	60	100	80	30	270	\$42,500
<b>Total</b>	<b>160</b>	<b>340</b>	<b>280</b>	<b>90</b>	<b>870</b>	<b>\$135,000</b>

2. EXPENSES. In addition, JEDCO will reimburse CONTRACTOR for incidental expenses associated with performing the scope of services, including printing/binding expenses, custom data purchases with prior approval of JEDCO, and travel and accommodation expenses, if any, at an amount up to and not to exceed \$13,475.00. CONTRACTOR must obtain JEDCO written approval prior to incurring expenses related to custom data purchases and travel and accommodation expenses.

Table 3. Expense Summary

ESTIMATED EXPENSES		
	<i>Per Unit Cost</i>	<i>Total</i>
Travel Expenses (assumes 5 trips)		
Airfare	\$350	\$3,500
Parking	\$20	\$600
Car rental	\$75	\$1,125
Meals & incidentals	\$50	\$1,500
Lodging	\$200	\$4,000
Other Expenses		
Printing and binding 35 hard copies of final report		\$2,500
Miscellaneous expenses, incl. custom data purchases (if any), graphics/images		\$250
<b>Total Estimated Expenses</b>		<b>\$13,475</b>

3. PAYMENT SCHEDULE: CONTRACTOR will invoice JEDCO monthly. The invoice amounts will be based on the percentage of project work completed by Phase plus documented expenses. CONTRACTOR will note the percentage complete each month and will itemize work completed by Phase with tasks listed. The total professional fee payments for each phase will not exceed that phase's subtotal amount as detailed in Table 2 above.

# MONTHLY FINANCIAL REPORT HIGHLIGHTS

March 2020

## JEDCO-

### Revenues:

- In receipt of third installment of \$200,000 of Occupational License revenues from Jefferson Parish with \$46,860 of department servicing fees (\$40,984-Finance, \$173-EDS, \$3-Marketing, \$1,442-Conference Center and \$4,258 in interest).

### Expenses:

- P/R Advertising expenses of \$3,500 for the marketing programs (Finance)
- Dues and Subscriptions fees of \$8,864 (Finance-\$3,125, EDS-\$2,686 and Strategic Initiatives \$3,053)
- Offices Supplies charges of \$1,258 (Administration)
- Computer/Equipment/Services expenses totaling \$6,061 for software renewal, camera repairs and monthly services (Administration)
- Grass Cutting/Clearing/Fill fees of \$2,000 (Tech Park)

### Others:

- JEDCO LAMP account balance at March 31, 2020 was \$3.35M.

## JEFFERSON EDGE-

### Revenues:

- Total revenues equaled \$11,922 (\$10,500 of private funds and \$1,422 in interest)

### Expenses:

- Local marketing expenses of \$12,245 (Renaissance Publishing-\$4,000, New Orleans Publishing Group-\$6,245 and Clear Channel Outdoor-\$2,000)

### Others:

- EDGE LAMP account balance at March 31, 2020 was \$859K.

## SUPPLEMENTARY INFORMATION-

- Reviewing affect Covid-19 pandemic may have on JEDCO's budget.

**JEDCO'S INVESTMENT REPORT**

3/31/2020

<b>ACTIVE DATE</b>	<b>INSTITUTIONS</b>	<b>OPENING BALANCE</b>	<b>CURRENT BALANCE</b>	<b>INTEREST</b>	<b>TERMS</b>	<b>MATURITY DATE</b>	<b>CURRENT STATUS</b>
12/04/03	JEDCO LAMP	\$350,000	\$3,353,630	1.07%	DAILY		OPEN
	TOTAL	<u>\$350,000</u>	<u>\$3,353,630</u>				

Updated April 13, 2020

Jefferson Economic Development Commission  
End of Month-March 2020  
Business Innovation Center (BIC)-Schedule A

	(A)	(B)	(C)	(D)	(E)	(F)
	2018 Final Amended Budget	2019 Final Amended Budget	Actual March-20	Actual Year-to-Date (@ 03/31/2020)	Estimate Remaining for Year	Projected Actual Result at Year End-2020 Adopted Budget
<b>PROGRAM REVENUES</b>						
Tenant Revenue	\$ 16,800	\$ -	\$ -	\$ -	\$24,000	\$ 24,000
Services	-	-	-	-	-	-
<b>Total Revenues</b>	<b>\$ 16,800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 24,000</b>	<b>\$ 24,000</b>
<b>PROGRAM EXPENDITURES</b>						
Staff Salaries	47,500	48,000	4,313	12,941	37,059	50,000
Health Benefits & Taxes	6,800	8,100	497	2,402	5,748	8,150
SEP/IRA-Retirement	5,800	5,900	526	1,578	4,522	6,100
Communications	700	700	58	174	526	700
Equipment Rental/Maintenance	3,050	-	-	-	-	-
PR/Advertising	-	-	-	-	-	-
Office Supplies	-	-	-	-	-	-
Dues & Subscriptions	100	100	-	-	100	100
Postage	-	-	-	-	-	-
Travel/Mileage	-	-	-	-	-	-
Staff Development	-	-	-	-	-	-
Special Projects	-	-	-	-	-	-
Services	-	-	-	-	-	-
Bad Debt	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 63,950</b>	<b>\$ 62,800</b>	<b>\$ 5,394</b>	<b>\$ 17,095</b>	<b>\$ 47,955</b>	<b>\$ 65,050</b>
<b>OTHER FINANCING SOURCES (USES)</b>						
Transfer to other funds	-	-	-	-	-	-
<b>Total other financing sources (uses)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET PROGRAM SURPLUS/DEFICIT</b>	<b>\$ (47,150)</b>	<b>\$ (62,800)</b>	<b>\$ (5,394)</b>	<b>\$ (17,095)</b>	<b>\$ (23,955)</b>	<b>\$ (41,050)</b>

Jefferson Economic Development Commission  
 End of Month-March 2020  
 Financing-Schedule B

	(A)	(B)	(C)	(D)	(E)	(F)
	2018 Final Amended Budget	2019 Final Amended Budget	Actual March-20	Actual Year-to-Date (@ 03/31/2020)	Estimate Remaining for Year	Projected Actual Result at Year End-2020 Adopted Budget
<b>PROGRAM REVENUES</b>						
Financing Income	\$ 195,000	\$ 280,000	\$ -	\$ -	\$ -	\$ -
BRGL & LRCF Fees	120,000	115,000	-	-	-	-
HUD Revenues			-	-	-	-
EDA Revenues			5,129	14,648	85,352	100,000
LRCF Revenues			7,434	24,654	95,346	120,000
ILTAP Revenues			16,619	29,563	35,437	65,000
JEDCO Development Corp. Revenues			11,802	25,290	124,710	150,000
Other fees			-	-	-	-
<b>Total Revenues</b>	<b>\$ 315,000</b>	<b>\$ 395,000</b>	<b>\$ 40,984</b>	<b>\$ 94,155</b>	<b>\$ 340,845</b>	<b>\$ 435,000</b>
<b>PROGRAM EXPENDITURES</b>						
Staff Salaries	192,500	191,000	17,045	50,760	156,240	207,000
Health Benefits & Taxes	10,000	17,000	1,574	6,843	15,757	22,600
SEP/IRA-Retirement	23,500	23,500	2,095	6,193	19,107	25,300
Communications	6,000	6,000	490	1,468	4,532	6,000
Program Costs	-	-	-	-	-	-
Equipment Rental/Maintenance	900	900	71	213	787	1,000
PR/Advertising	14,000	30,000	3,500	3,500	31,500	35,000
Office Supplies	5,000	3,500	297	461	4,539	5,000
Postage & Coping	2,200	2,700	172	421	779	1,200
Travel/Mileage	6,200	2,000	-	30	3,970	4,000
Staff Development	4,000	6,000	-	3,594	2,406	6,000
Dues & Subscriptions	10,100	12,000	3,125	4,790	15,210	20,000
Attorney Fees	4,500	5,000	766	866	634	1,500
Contract Svc./Loan Processing	-	-	-	-	-	-
Special Events	-	-	723	723	(723)	-
<b>Total Expenditures</b>	<b>\$ 278,900</b>	<b>\$ 299,600</b>	<b>\$ 29,858</b>	<b>\$ 79,862</b>	<b>\$ 254,738</b>	<b>\$ 334,600</b>
<b>NET PROGRAM SURPLUS/DEFICIT</b>	<b>\$ 36,100</b>	<b>\$ 95,400</b>	<b>\$ 11,126</b>	<b>\$ 14,293</b>	<b>\$ 86,107</b>	<b>\$ 100,400</b>

Jefferson Economic Development Commission  
 End of Month-March 2020  
 Economic Development Services (EDS)-Schedule C

	(A)	(B)	(C)	(D)	(E)	(F)
	2018 Final Amended Budget	2019 Final Amended Budget	Actual March-20	Actual Year-to-Date (@ 03/31/2020)	Estimate Remaining for Year	Projected Actual Result at Year End-2020 Adopted Budget
<b>PROGRAM REVENUES</b>						
Incentive Fees	\$ 2,000	\$ 5,600	\$ 15	\$ 349	\$ 1,651	\$ 2,000
Gretna Revenues	-	-	-	-	-	-
Pilot Administration Fees	168,305	293,620	158	139,597	105,878	245,475
Bond Closing Fees	22,905	-	-	21,948	457	22,405
<b>Total Revenues</b>	<b>\$ 193,210</b>	<b>\$ 299,220</b>	<b>\$ 173</b>	<b>\$ 161,894</b>	<b>\$ 107,986</b>	<b>\$ 269,880</b>
<b>PROGRAM EXPENDITURES</b>						
Staff Salaries	192,700	215,000	17,274	51,822	173,178	225,000
Health Benefits & Taxes	39,920	32,000	2,295	10,045	26,455	36,500
SEP/IRA-Retirement	23,880	25,500	2,107	6,321	21,179	27,500
Communications	8,300	6,200	490	1,468	6,832	8,300
Program Costs	500	4,000	-	-	4,000	4,000
Equipment Rental/Maintenance	2,000	1,000	71	213	1,787	2,000
Office Supplies	1,000	1,000	53	124	876	1,000
Dues & Subscriptions	22,400	32,000	2,686	7,906	24,094	32,000
Postage	2,000	2,000	143	459	1,541	2,000
Data Base Analysis	-	-	-	-	3,000	3,000
Travel/Mileage	3,500	4,000	423	780	5,220	6,000
Staff Development	2,000	2,000	505	955	5,045	6,000
Special Projects	2,980	-	-	-	4,000	4,000
Seminars/Conferences & Conventions	5,000	6,000	30	845	3,155	4,000
<b>Total Expenditures</b>	<b>\$ 306,180</b>	<b>\$ 330,700</b>	<b>\$ 26,077</b>	<b>\$ 80,938</b>	<b>\$ 280,362</b>	<b>\$ 361,300</b>
<b>NET PROGRAM SURPLUS/DEFICIT</b>	<b>\$ (112,970)</b>	<b>\$ (31,480)</b>	<b>\$ (25,904)</b>	<b>\$ 80,956</b>	<b>\$ (172,376)</b>	<b>\$ (91,420)</b>



Jefferson Economic Development Commission  
End of Month-March 2020  
Strategic Initiatives-Schedule D

	(A)	(B)	(C)	(D)	(E)	(F)
	2018 Final Amended Budget	2019 Final Amended Budget	Actual March-20	Actual Year-to-Date (@ 03/31/2020)	Estimate Remaining for Year	Projected Actual Result at Year End-2020 Adopted Budget
<b>PROGRAM REVENUES</b>						
Gretna Revenues	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ 25,000
Scholarship	-	230	-	-	-	-
<b>Total Revenues</b>	<b>\$ 25,000</b>	<b>\$ 25,230</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>
<b>PROGRAM EXPENDITURES</b>						
Staff Salaries	58,000	60,500	-	-	94,000	94,000
Health Benefits & Taxes	11,225	7,800	844	3,276	5,724	9,000
SEP/IRA-Retirement	10,381	15,000	1,283	3,723	11,277	15,000
Communications	1,300	2,000	100	300	1,700	2,000
Program Costs	500	1,500	99	198	802	1,000
Equipment Rental/Maintenance	700	400	28	84	616	700
Office Supplies	400	550	35	221	179	400
Dues & Subscriptions	6,000	10,000	3,053	4,028	10,972	15,000
Postage	200	200	-	1	199	200
Conferences/Conventions	5,000	6,500	899	3,305	2,695	6,000
Travel/Mileage	800	2,000	219	339	1,261	1,600
Staff Development	3,500	4,500	-	(490)	3,990	3,500
Business Attraction Strategy	2,500	1,000	-	500	2,000	2,500
Gretna Expenses	25,000	25,000	6,057	17,229	7,771	25,000
Special Projects	1,000	1,500	120	200	3,800	4,000
<b>Total Expenditures</b>	<b>\$ 126,506</b>	<b>\$ 138,450</b>	<b>\$ 12,737</b>	<b>\$ 32,914</b>	<b>\$ 146,986</b>	<b>\$ 179,900</b>
<b>NET PROGRAM SURPLUS/DEFICIT</b>	<b>\$ (101,506)</b>	<b>\$ (113,220)</b>	<b>\$ (12,737)</b>	<b>\$ (32,914)</b>	<b>\$ (121,986)</b>	<b>\$ (154,900)</b>

Jefferson Economic Development Commission  
End of Month-March 2020  
Marketing-Schedule E

	(A)	(B)	(C)	(D)	(E)	(F)
	2018 Final Amended Budget	2019 Final Amended Budget	Actual March-20	Actual Year-to-Date (@ 03/31/2020)	Estimate Remaining for Year	Projected Actual Result at Year End-2020 Adopted Budget
<b>PROGRAM REVENUES</b>						
Program/Event Revenues	\$ 15,000	\$ 16,000	\$ -	\$ -	\$ 16,000	\$ 16,000
Entrepreneur Challenge	20,500	40,000	-	-	40,000	40,000
Sponsorship	11,750	10,000	-	-	15,000	15,000
Prosper Jefferson	2,900	4,000	3	522	1,128	1,650
Press Announcement Fees	7,070	-	-	-	-	-
<b>Total Revenues</b>	<b>\$ 57,220</b>	<b>\$ 70,000</b>	<b>\$ 3</b>	<b>\$ 522</b>	<b>\$ 72,128</b>	<b>\$ 72,650</b>
<b>PROGRAM EXPENDITURES</b>						
Staff Salaries	64,000	66,000	5,941	17,047	51,953	69,000
Health Benefits & Taxes	7,100	7,600	438	2,365	12,235	14,600
SEP/IRA-Retirement	6,850	8,000	725	2,079	6,421	8,500
Communications	7,000	7,000	487	1,465	5,535	7,000
Equipment Rental/Maintenance	2,500	1,800	71	213	2,287	2,500
PR/Advertising	57,000	58,000	750	3,165	51,835	55,000
Office Supplies	3,000	1,500	35	106	2,894	3,000
Dues & Subscriptions	4,500	4,500	313	568	3,932	4,500
Postage	750	1,500	143	269	481	750
Travel/Mileage	500	500	-	-	500	500
Staff Development	2,000	-	-	-	2,000	2,000
Web-Site Update	3,400	2,000	75	1,169	831	2,000
Programs/Event	44,650	40,000	-	3,360	26,640	30,000
Video Equipment Expenses	500	300	-	136	364	500
Entrepreneur Challenge	28,432	45,000	125	125	44,875	45,000
Prosper Jefferson	2,500	3,500	-	327	1,473	1,800
Press Announcement Expenses	9,130	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 243,812</b>	<b>\$ 247,200</b>	<b>\$ 9,103</b>	<b>\$ 32,394</b>	<b>\$ 214,256</b>	<b>\$ 246,650</b>
<b>NET PROGRAM SURPLUS/DEFICIT</b>	<b>\$ (186,592)</b>	<b>\$ (177,200)</b>	<b>\$ (9,100)</b>	<b>\$ (31,872)</b>	<b>\$ (142,128)</b>	<b>\$ (174,000)</b>

Jefferson Economic Development Commission  
End of Month-March 2020  
Administration-Schedule F

	(A)	(B)	(C)	(D)	(E)	(F)
	2018	2019		Actual	Estimate	Projected
	Final Amended	Final Amended	Actual	Year-to-Date	Remaining for	Actual Result at
	Budget	Budget	March-20	(@ 03/31/2020)	Year	Year End-2020
						Adopted Budget
<b>PROGRAM REVENUES</b>						
Economic Assist. (Select Comfort) **	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Parish IGA-(GNO, Inc.)***		90,000				
<b>Total Revenues</b>	\$ -	\$ 90,000	\$ -	\$ -	\$ -	\$ -
<b>PROGRAM EXPENDITURES</b>						
Staff Salaries	566,000	616,000	53,793	160,969	444,031	605,000
Health Benefits & Taxes	65,000	61,000	4,759	21,000	50,200	71,200
SEP/IRA-Retirement	70,000	72,000	6,317	18,899	54,301	73,200
Communications	11,000	10,000	742	2,176	8,824	11,000
Equipment Rental/Maintenance	4,000	1,000	71	213	3,787	4,000
Office Supplies	16,000	9,000	1,258	1,957	14,043	16,000
Dues & Subscriptions	1,500	2,200	470	1,280	220	1,500
Postage	3,000	3,000	178	620	2,380	3,000
Committee Meetings	10,000	8,000	699	1,605	8,395	10,000
Seminars/Conventions	4,500	4,000	367	641	3,359	4,000
Accounting/Audit	40,000	40,000	420	420	39,580	40,000
Insurance	36,000	36,000	2,224	8,185	27,815	36,000
Business Development	6,500	5,200	395	2,695	2,305	5,000
Travel/Mileage	5,000	7,000	19	19	7,981	8,000
Staff Development	3,500	1,500	604	2,057	943	3,000
Administrative Fees	13,000	13,000	791	2,448	10,552	13,000
Computer/Equip./Svc.	73,000	60,000	6,061	10,045	69,955	80,000
AEDO Accreditation	4,900	-	-	-	-	-
Personnel Expenses	5,000	3,000	90	90	6,910	7,000
Emergency Expenses	3,000	-	-	-	3,000	3,000
Attorney Fees	6,000	7,000	60	60	8,940	9,000
Neighborhood Revitalization Expenses *	-	2,000	-	-	2,000	2,000
Economic Assist. (Select Comfort) **	100,000	33,330	-	25,000	-	25,000
Parish IGA-(GNO, Inc.)***	-	45,000	-	-	45,000	45,000
<b>Total Expenditures</b>	\$ 1,046,900	\$ 1,039,230	\$ 79,318	\$ 260,379	\$ 814,521	\$ 1,074,900
<b>NET PROGRAM SURPLUS/DEFICIT</b>	\$ (1,046,900)	\$ (949,230)	\$ (79,318)	\$ (260,379)	\$ (814,521)	\$ (1,074,900)

\*Restricted funds of \$49,725 received from J.P. in 2015 for Strategic Neighborhood Revitalization Plan project with expenses occurring in 2016 (\$47,948) and 2017 (\$1,777).

Additional related expenses incurred by JEDCO are also included.

\*\*Restricted funds of \$158,330 received from J.P. in 2017 for Select Comfort project. Expenses are expected to be paid out in 2018 (\$100,000), 2019 (\$33,330) and 2020 (\$25,000).

\*\*\*Restricted funds of \$90,000 received from J.P. for GNO, Inc. with expenses occurring in 2019 (\$45,000) and 2020 (\$45,000)

Jefferson Economic Development Commission  
 End of Month-March 2020  
 Building Operations-Schedule G

	(A)	(B)	(C)	(D)	(E)	(F)
	2018	2019	Actual	Actual	Estimate	Projected
	Final Amended	Final Amended	March-20	Year-to-Date	Remaining for	Actual Result at
	Budget	Budget		(@ 03/31/2020)	Year	Year End-2020
						Adopted Budget
<b>PROGRAM EXPENDITURES</b>						
Staff Salaries	78,500	83,000	7,144	21,024	60,976	82,000
Health Benefits & Taxes	14,200	14,000	1,012	4,596	11,404	16,000
SEP/IRA-Retirement	9,700	9,900	872	2,566	7,634	10,200
Communications	6,000	2,000	83	249	3,751	4,000
Travel/Mileage	500	500	-	-	500	500
Repairs and Maintenance	4,000	11,100	450	450	6,050	6,500
Janitorial Services	29,000	29,000	2,070	5,923	29,077	35,000
Utilities	32,000	32,000	2,820	5,822	34,178	40,000
Security	2,500	1,900	191	451	549	1,000
Insurance	50,000	50,000	3,056	9,168	40,832	50,000
Lawn Maintenance	15,000	15,000	-	4,410	10,590	15,000
Garbage Collection	1,620	1,700	69	208	1,792	2,000
Generator Maintenance	3,200	4,000	-	-	3,000	3,000
Bldg. Supplies	1,500	5,500	506	5,341	159	5,500
Water	3,300	1,200	32	69	2,331	2,400
Dues and Subscriptions	500	300	-	250	50	300
HVAC Maintenance	25,000	18,000	1,444	4,332	13,668	18,000
Elevator Repairs and Maintenance	5,400	5,500	553	1,659	3,741	5,400
Door Mat Services	1,800	2,100	177	751	1,349	2,100
Pest Control	1,600	1,500	290	580	1,920	2,500
Generator Repairs	10,070	-	-	-	2,500	2,500
Professional Development	3,000	3,000	-	268	2,732	3,000
JEDCO Loan Payment	212,000	212,100	-	211,513	1	211,514
Pond Retention	8,000	800	-	-	3,000	3,000
Office Build-out	42,000	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 560,390</b>	<b>\$ 504,100</b>	<b>\$ 20,769</b>	<b>\$ 279,630</b>	<b>\$ 241,784</b>	<b>\$ 521,414</b>

Jefferson Economic Development Commission  
End of Month-March 2020  
Tech Park Expenses-Schedule H

	(A)	(B)	(C)	(D)	(E)	(F)
	2018 Final Amended Budget	2019 Final Amended Budget	Actual March-20	Actual Year-to-Date (@ 03/31/2020)	Estimate Remaining for Year	Projected Actual Result at Year End-2020 Adopted Budget
<b>PROGRAM REVENUES</b>						
Common Area Revenues	\$ 19,200	\$ 21,000	\$ -	\$ -	\$ 22,000	\$ 22,000
Insurance (Pond)	-	-	-	-	-	-
<b>Total Revenues</b>	<b>\$ 19,200</b>	<b>\$ 21,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 22,000</b>	<b>\$ 22,000</b>
<b>PROGRAM EXPENDITURES</b>						
Landscaping	9,500	9,500	-	1,588	10,912	12,500
Grass Cutting/Clearing/Fill	13,500	7,700	2,000	2,000	13,000	15,000
Utilities	2,000	1,000	-	387	2,613	3,000
Repairs and Maintenance	2,000	100	-	-	4,000	4,000
Access Road Expenses	-	-	-	-	5,000	5,000
Hog Abatement	38,500	38,500	6,425	9,637	28,863	38,500
Appraisal Expenses	-	-	-	-	-	-
Delgado Road Extension	9,270	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 74,770</b>	<b>\$ 56,800</b>	<b>\$ 8,425</b>	<b>\$ 13,612</b>	<b>64,388</b>	<b>\$ 78,000</b>
<b>OTHER FINANCING SOURCES (USES)</b>						
Transfer to other funds	-	-	-	-	-	-
Transfer from other funds	-	-	-	-	-	-
<b>Total other financing sources (uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>NET PROGRAM SURPLUS/DEFICIT</b>	<b>\$ (55,570)</b>	<b>\$ (35,800)</b>	<b>\$ (8,425)</b>	<b>\$ (13,612)</b>	<b>(42,388)</b>	<b>\$ (56,000)</b>

Jefferson Economic Development Commission  
 End of Month-March 2020  
 Conference Center-Schedule I

	(A)	(B)	(C)	(D)	(E)	(F)
	2018 Final Amended Budget	2019 Final Amended Budget	Actual March-20	Actual Year-to-Date (@ 03/31/2020)	Estimate Remaining for Year	Projected Actual Result at Year End-2020 Adopted Budget
<b>PROGRAM REVENUES</b>						
Building Rent	\$ 15,000	\$ 13,700	\$ 1,000	\$ 1,785	\$ 18,215	\$ 20,000
Food & Beverage Revenues	-	-	442	442	558	1,000
<b>Total Revenues</b>	<b>\$ 15,000</b>	<b>\$ 13,700</b>	<b>\$ 1,442</b>	<b>\$ 2,227</b>	<b>\$ 18,773</b>	<b>\$ 21,000</b>
<b>PROGRAM EXPENDITURES</b>						
Repairs and Maintenance	5,500	3,000	-	-	5,500	5,500
Utilities	15,000	12,500	686	2,589	19,411	22,000
Contract Services	8,000	18,500	286	4,060	14,440	18,500
Sales and Marketing	-	-	-	-	5,500	5,500
Supplies	1,300	1,200	659	709	9,291	10,000
Security	-	500	-	-	500	500
Food & Beverage Expenses	-	250	442	442	558	1,000
Fire System	-	7,100	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 29,800</b>	<b>\$ 43,050</b>	<b>\$ 2,073</b>	<b>\$ 7,800</b>	<b>\$ 55,200</b>	<b>\$ 63,000</b>
<b>NET PROGRAM SURPLUS/DEFICIT</b>	<b>\$ (14,800)</b>	<b>\$ (29,350)</b>	<b>\$ (631)</b>	<b>\$ (5,573)</b>	<b>\$ (36,427)</b>	<b>\$ (42,000)</b>

JEFFERSON ECONOMIC DEVELOPMENT COMMISSION (JEDCO)

End of Month-March 2020

Fiscal Year Ending December 31, 2020

	(A)	(B)	(C)	(D)	(E)	(F)
	2018	2019		Actual	Estimate	Projected
	Final Amended	Final Amended	Actual	Year-to-Date	Remaining for	Actual Result at
	Budget	Budget	March-20	( @ 03/31/2020)	Year	Year End-2020
						Adopted Budget
<b>SUMMARY OF REVENUES BY SOURCES</b>						
<b>LOCAL SOURCES:</b>						
Occupational Licenses	\$ 2,052,320	\$ 2,111,837	\$ 200,000	\$ 600,000	\$ 1,545,626	\$ 2,145,626
Business Innovation Ctr. (Schedule A)	16,800	-	-	-	24,000	24,000
Financing Activities (Schedule B)	315,000	395,000	40,984	94,155	340,845	435,000
Econ. Dev. Svc. Fees (Schedule C)	193,210	299,220	173	161,894	107,986	269,880
Strategic Initiatives (Schedule D)	25,000	25,230	-	-	25,000	25,000
Marketing - P/R (Schedule E)	57,220	70,000	3	522	72,128	72,650
Administration (*) (**) (Schedule F)	-	90,000	-	-	-	-
Interest, Misc.	47,000	70,000	4,258	13,980	26,020	40,000
Tech. Park Revenues (Schedule H)	19,200	21,000	-	-	22,000	22,000
Conference Center (Schedule I)	15,000	13,700	1,442	2,207	18,793	21,000
Delgado Escrow Revenues	-	-	-	-	-	-
<b>Total Revenues from Local Sources</b>	<b>\$ 2,740,750</b>	<b>\$ 3,095,987</b>	<b>\$ 246,860</b>	<b>\$ 872,758</b>	<b>\$ 2,182,398</b>	<b>\$ 3,055,156</b>
<b>SUMMARY OF EXPENDITURES BY AGENCY</b>						
JEDCO						
<b>Total Expenditures by Agency</b>	<b>\$ 2,731,208</b>	<b>\$ 2,721,930</b>	<b>\$ 193,754</b>	<b>\$ 804,624</b>	<b>\$ 2,120,190</b>	<b>\$ 2,924,814</b>
<b>SUMMARY OF EXPENDITURES BY DEPARTMENTS</b>						
Departments:						
Business Innovation Ctr. (Schedule A)	63,950	62,800	5,394	17,095	47,955	65,050
Finance (Schedule B)	278,900	299,600	29,858	79,862	254,738	334,600
Econ. Dev. Svc. (Schedule C)	306,180	330,700	26,077	80,938	280,362	361,300
Strategic Initiatives (Schedule D)	126,506	138,450	12,737	32,914	146,986	179,900
Marketing - P/R (Schedule E)	243,812	247,200	9,103	32,394	214,256	246,650
Admin. Exp. (Schedule F)	1,046,900	1,039,230	79,318	260,379	814,521	1,074,900
JEDCO Bldg. Expenses (Schedule G)	560,390	504,100	20,769	279,630	241,784	521,414
Tech. Park Expenses (Schedule H)	74,770	56,800	8,425	13,612	64,388	78,000
Conference Center (Schedule I)	29,800	43,050	2,073	7,800	55,200	63,000
<b>Total Expenditures by Departments</b>	<b>\$ 2,731,208</b>	<b>\$ 2,721,930</b>	<b>\$ 193,754</b>	<b>\$ 804,624</b>	<b>\$ 2,120,190</b>	<b>\$ 2,924,814</b>

\*Restricted funds of \$49,725 received from J.P. in 2015 for Strategic Neighborhood Revitalization Plan project with expenses occurring in 2016 (\$47,948) and 2017 (\$1,777). Additional related expenses incurred by JEDCO are also included.

\*\*Restricted funds of \$158,330 received from J.P. in 2017 for Select Comfort project. Expenses are expected to be paid out in 2018 (\$100,000), 2019 (\$33,330) and 2020 (\$25,000).

\*\*\*Restricted funds of \$90,000 received from J.P. for GNO, Inc. with expenses occurring ind 2019 (\$45,000) and 2020 (\$45,000)

JEFFERSON ECONOMIC DEVELOPMENT COMMISSION (JEDCO)

End of Month-March 2020

Fiscal Year Ending December 31, 2020

	(A)	(B)	(C)	(D)	(E)	(F)
	2018	2019	Actual	Actual	Estimate	Projected
	Final Amended	Final Amended	March-20	Year-to-Date	Remaining for	Actual Result at
	Budget	Budget		( @ 03/31/2020)	Year	Year End-2020
						Adopted Budget
<b>SUMMARY OF EXPENDITURES BY CHARACTERS</b>						
Salaries/HB&Taxes/SEP-Retirement	1,503,556	1,586,800	130,854	406,449	1,269,401	1,675,850
Communications	40,300	33,900	2,450	7,300	31,700	39,000
Equipment Rental/Maintenance	13,150	5,100	312	936	9,264	10,200
Office Supplies & Postage	33,550	24,950	2,314	4,639	27,911	32,550
Dues & Subscriptions	45,100	61,100	9,647	18,822	54,578	73,400
PR/Advertising/Video Equip. Expense	71,500	88,300	4,250	6,801	83,699	90,500
Travel/Mileage	16,500	16,000	661	1,168	19,432	20,600
Staff & Professional Development	18,000	17,000	1,109	6,384	17,116	23,500
Special Project/Programs/Events	48,630	41,500	843	4,283	33,717	38,000
Attorney Fees	10,500	12,000	826	926	9,574	10,500
Data Base Analysis/Website Update	3,400	2,000	75	1,169	3,831	5,000
Gretna Expenses	25,000	25,000	6,057	17,229	7,771	25,000
Entrepreneur Challenge	28,432	45,000	125	125	44,875	45,000
Seminars/Conferences & Conventions	14,500	16,500	1,296	4,791	9,209	14,000
Admin.Fees/Personnel & Emergency Exp.	21,000	16,000	881	2,538	20,462	23,000
Computer/Equip./Svc.	73,000	60,000	6,061	10,045	69,955	80,000
Committee Mtg./Business Development	16,500	13,200	1,094	4,300	10,700	15,000
Utilities/Water	52,300	46,700	3,538	8,867	58,533	67,400
Repairs and Maintenance	11,500	14,200	450	450	15,550	16,000
Janitorial & Contract Services	37,000	47,500	2,356	9,983	43,517	53,500
Insurance and Security	88,500	88,400	5,471	17,804	69,696	87,500
Accounting/Audit	40,000	40,000	420	420	39,580	40,000
Lawn Maintenance	15,000	15,000	-	4,410	10,590	15,000
Generator Expenses	13,270	4,000	-	-	5,500	5,500
Bldgs. Supplies	2,800	6,700	1,165	6,050	9,450	15,500
HVAC Expenses	25,000	18,000	1,444	4,332	13,668	18,000
Elevator Repairs and Maintenance	5,400	5,500	553	1,659	3,741	5,400
Landscaping	9,500	9,500	-	1,588	10,912	12,500
Grass Cutting/Clearing/Fill	13,500	7,700	2,000	2,000	13,000	15,000
Access Road Expenses	-	-	-	-	5,000	5,000
Hog Abatement	38,500	38,500	6,425	9,637	28,863	38,500
Appraisal Expenses	-	-	-	-	-	-
Sales and Marketing	-	-	-	-	5,500	5,500
Program Costs	1,000	5,500	99	198	4,802	5,000
Garbage Collection/Pest Control/Door Mat	5,020	5,300	536	1,539	5,061	6,600
JEDCO Loan Payment	212,000	212,100	-	211,513	1	211,514
Food & Beverage Expenses	-	250	442	442	558	1,000
Neighborhood Revitalization Expenses *	-	2,000	-	-	2,000	2,000
Services	-	-	-	-	-	-
Contract Svc./Loan Processing	-	-	-	-	-	-
AEDO Accrediation	4,900	-	-	-	-	-
Business Attraction	2,500	1,000	-	500	2,000	2,500
Economic Dev. (Select Comfort)	100,000	33,330	-	25,000	-	25,000
Bad Debt	-	-	-	-	-	-
Prosper Jefferson	2,500	3,500	-	327	1,473	1,800
Pond Maintenance	8,000	800	-	-	3,000	3,000
Office Build-out	42,000	-	-	-	-	-
Press Announcements Expenses	9,130	-	-	-	-	-
Delgado Road Expenses	-	-	-	-	-	-
Fire System	9,270	7,100	-	-	-	-
	-	45,000	-	-	45,000	45,000
<b>Total Expenditures by Characters</b>	<b>2,731,208</b>	<b>2,721,930</b>	<b>193,754</b>	<b>804,624</b>	<b>2,120,190</b>	<b>2,924,814</b>

April 30, 2020

Parish IGA (GMO, Inc.)

Total Expenditures by Characters

2 of 11



JEFFERSON ECONOMIC DEVELOPMENT COMMISSION (JEDCO)

End of Month-March 2020

Fiscal Year Ending December 31, 2019

	( A )	( B )	( C )	( D )	( E )	( F )
	2018	2019		Actual	Estimate	Projected
	Final Amended	Final Amended	Actual	Year-to-Date	Remaining for	Actual Result at
	Budget	Budget	March-20	( @ 03/31/2020 )	Year	Year End-2020
						Adopted Budget
<b>SUMMARY OF OTHER FINANCING USES</b>						
Transfer to other funds	-	-	-	-	-	-
Transfer from other funds	-	-	-	-	-	-
<b>Total Other Financing Uses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>9,542</b>	<b>374,057</b>	<b>53,106</b>	<b>68,134</b>	<b>62,208</b>	<b>130,342</b>
<b>ESTIMATED BEGINNING BALANCE</b>	<b>2,489,660</b>	<b>2,534,391</b>				<b>3,179,452</b>
Committed Funds (Capital Improvements)		440,000				495,000
Committed Funds (Future T.P. Expenses)		510,714				-
Unassigned Fund Balance		2,228,738				2,814,794
<b>ESTIMATED ENDING BALANCE</b>	<b>\$ 2,499,202</b>	<b>\$ 3,179,452</b>				<b>\$ 3,309,794</b>

<b>Capital Expense</b>	<b>Total Replacement Cost</b>	<b>Lifespan (Years)</b>	<b>Cost Per Year</b>	<b>Cost Per Month</b>
<b>End of Month-March 2020</b>				
Roof	\$ 200,000.00	25	\$ 8,000.00	\$ 666.67
Water Heater	\$ 6,000.00	10	\$ 600.00	\$ 50.00
All Appliances	\$ 8,000.00	10	\$ 800.00	\$ 66.67
Driveway/Parking Lot	\$ 250,000.00	50	\$ 5,000.00	\$ 416.67
Elevator	\$ 80,000.00	20	\$ 4,000.00	\$ 333.33
HVAC	\$ 175,000.00	20	\$ 8,750.00	\$ 729.17
Flooring	\$ 80,000.00	10	\$ 8,000.00	\$ 666.67
Plumbing	\$ 25,000.00	30	\$ 833.33	\$ 69.44
Windows	\$ 50,000.00	50	\$ 1,000.00	\$ 83.33
Paint/Stucco	\$ 75,000.00	10	\$ 7,500.00	\$ 625.00
Cabinets/Counters	\$ 16,000.00	20	\$ 800.00	\$ 66.67
Structure (foundation, framing)	\$ 75,000.00	50	\$ 1,500.00	\$ 125.00
Components (lighting, etc.)	\$ 60,000.00	10	\$ 6,000.00	\$ 500.00
Landscaping	\$ 35,000.00	20	\$ 1,750.00	\$ 145.83
<b>Total</b>	<b>\$ 1,135,000.00</b>		<b>\$ 54,533.33</b>	<b>\$ 4,544.44</b>

Committed funds for 2011 to 2018 (2018) \$ 385,000.00  
Committed funds for 2019 \$ 55,000.00  
Recommended Committed funds for 2020 \$ 55,000.00

**Total 2020 Committed Funds \$ 495,000.00**

	(A)	(B)	(C)	(D)	(E)	(F)
	2018 Final Amended Budget	2019 Final Amended Budget	Actual March-20	Actual Year-to-Date ( @ 03/31/2020)	Estimate Remaining for Year	Projected Actual Result at Year End-2020 Adopted Budget
<b>SUMMARY OF REVENUES BY SOURCES</b>						
<b>LOCAL SOURCES:</b>						
Private Funds	\$ 222,500	\$ 250,000	\$ 10,500	\$ 25,250	\$ 224,750	\$ 250,000
Investment Income	13,500	20,000	1,422	4,646	3,354	8,000
<b>Total Revenues from Local Sources</b>	<b>\$ 236,000</b>	<b>\$ 270,000</b>	<b>\$ 11,922</b>	<b>\$ 29,896</b>	<b>\$ 228,104</b>	<b>\$ 258,000</b>
<b>SUMMARY OF EXPENDITURES BY CHARACTERS</b>						
<b>Marketing P/R:</b>						
Local Market/PR Campaign	20,000	50,000	12,245	25,685	4,315	30,000
Site Selection Initiative	-	5,000	-	-	-	-
<b>Sub-Total</b>	<b>\$ 20,000</b>	<b>\$ 55,000</b>	<b>\$ 12,245</b>	<b>\$ 25,685</b>	<b>\$ 4,315</b>	<b>\$ 30,000</b>
<b>Tech Park Master Plan Implementation:</b>						
Tech. Park Implementation	255,000	80,000	-	-	-	-
Site Selection Initiatives	25,000	-	-	-	5,000	5,000
Technical Planning/Projects	-	-	-	-	50,000	50,000
Phase I Development	-	-	-	-	20,000	20,000
Tech Park Marketing	-	5,000	-	-	40,000	40,000
Misc. Master Plan Projects	-	-	-	-	5,000	5,000
Infrastructure Expenses	-	-	-	-	-	-
<b>Sub-Total</b>	<b>\$ 280,000</b>	<b>\$ 85,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>
<b>Economic Development Strategic Plan:</b>						
Planning	\$ -	\$ -	\$ -	\$ 538	\$ 49,462	\$ 50,000
Progress Reports & Technical Assist.	-	13,600	-	-	6,000	6,000
<b>Sub-Total</b>	<b>\$ -</b>	<b>\$ 13,600</b>	<b>\$ -</b>	<b>\$ 538</b>	<b>\$ 55,462</b>	<b>\$ 56,000</b>
<b>Administrative:</b>						
Misc. Project Fund	12,500	-	-	-	-	-
Travel Expenses	-	3,250	354	3,610	(310)	3,300
Dues & Subscriptions	-	500	-	564	436	1,000
EDGE Fundraising	18,000	19,200	1,574	4,722	14,478	19,200
Strategic Initiatives	-	27,500	4,455	13,287	14,713	28,000
Master Plan Staff Support	-	-	-	-	60,000	60,000
Investor Relations/Staff Support	5,000	100	-	607	(107)	500
Meetings/Meals	4,000	3,000	406	406	4,594	5,000
<b>Sub-Total</b>	<b>\$ 39,500</b>	<b>\$ 53,550</b>	<b>\$ 6,789</b>	<b>\$ 23,196</b>	<b>\$ 93,804</b>	<b>\$ 117,000</b>
<b>Total Expenditures by Characters</b>	<b>\$ 339,500</b>	<b>\$ 207,150</b>	<b>\$ 19,034</b>	<b>\$ 49,419</b>	<b>\$ 273,581</b>	<b>\$ 323,000</b>
<b>SUMMARY OF OTHER FINANCING USES</b>						
Transfer to other funds(JEDCO-Clearing	-	-	-	-	-	-
Transfer from other funds	-	-	-	-	-	-
<b>Total Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>\$ (103,500)</b>	<b>\$ 62,850</b>	<b>\$ (7,112)</b>	<b>\$ (19,523)</b>	<b>\$ (45,477)</b>	<b>\$ (65,000)</b>
<b>ESTIMATED BEGINNING FUND BALANCE</b>	<b>\$ 948,486</b>	<b>\$ 985,373</b>				<b>\$ 959,786</b>

ESTIMATED ENDING FUND BALANCE

\$ 844,986

\$ 1,048,223

\$ 894,786

April 30, 2020

	( A )	( B )	( C )	( D )	( E )	( F )
	2018 Final Amended Budget	2019 Final Amended Budget	Actual March-20	Actual Year-to-Date ( @ 03/31/2020 )	Estimate Remaining for Year	Projected Actual Result at Year End-2020 Adopted Budget
<b>SUMMARY OF REVENUES BY SOURCES</b>						
<b>LOCAL SOURCES:</b>						
Account Balance	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -
JEDCO Bldg. Lease Income	-	-	-	-	-	-
Insurance Revenues	-	-	-	-	-	-
<b>Total Revenues from Local Sources</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>SUMMARY OF EXPENDITURES BY CHARACTERS</b>						
Debt Service/Capital One Loan	-	-	-	-	-	-
Monthly Lease Payments	-	-	-	-	-	-
Insurance	-	-	-	-	-	-
Other Fees	-	-	-	-	-	-
<b>Total Expenditures by Characters</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>SUMMARY OF OTHER FINANCING USES</b>						
Transfer to other funds (JEDCO)	-	-	-	-	-	-
<b>Total Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>

	( A )	( B )	( C )	( D )	( E )	( F )
	2018 Final Amended Budget	2019 Final Amended Budget	Actual March-20	Actual Year-to-Date ( @ 03/31/2020 )	Estimate Remaining for Year	Projected Actual Result at Year End-2020 Adopted Budget
<b>SUMMARY OF REVENUES BY SOURCES</b>						
<b>LOCAL SOURCES:</b>						
Interest Earned from Payment	\$ 195,000	\$ 245,000	\$ 19,439	\$ 60,676	\$ 173,324	\$ 234,000
Interest Earned from Investment	2,800	18,000	2,182	6,447	(3,947)	2,500
Recovery Revenues	-	-	-	-	-	-
<b>Total Revenues From Local Sources</b>	<b>\$ 197,800</b>	<b>\$ 263,000</b>	<b>\$ 21,621</b>	<b>\$ 67,123</b>	<b>\$ 169,377</b>	<b>\$ 236,500</b>
<b>SUMMARY OF EXPENDITURES</b>						
Administration Expenses	110,000	100,000	7,435	19,857	80,143	100,000
Loan Loss Reserve	-	-	-	-	-	-
Bad Debt	-	-	-	-	-	-
<b>Total Expenditures by Characters</b>	<b>\$ 110,000</b>	<b>\$ 100,000</b>	<b>\$ 7,435</b>	<b>\$ 19,857</b>	<b>\$ 80,143</b>	<b>\$ 100,000</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>\$ 87,800</b>	<b>\$ 163,000</b>	<b>\$ 14,186</b>	<b>\$ 47,266</b>	<b>\$ 89,234</b>	<b>\$ 136,500</b>
<b>ESTIMATED BEGINNING FUND BALANCE</b>	<b>\$ 8,203,365</b>	<b>\$ 6,297,686</b>				<b>\$ 8,339,865</b>
<b>ESTIMATED ENDING FUND BALANCE</b>	<b>\$ 8,291,165</b>	<b>\$ 6,460,686</b>				<b>\$ 8,476,365</b>

	( A )	( B )	( C )	( D )	( E )	( F )
	2018 Final Amended Budget	2019 Final Amended Budget	Actual March-20	Actual Year-to-Date ( @ 03/31/2020 )	Estimate Remaining for Year	Projected Actual Result at Year End-2020 Adopted Budget
<b>SUMMARY OF REVENUES BY SOURCES</b>						
LOCAL SOURCES:						
Interest Earned from Payment	\$ 51,000	\$ 45,000	\$ 4,368	\$ 13,615	\$ 34,385	\$ 48,000
Interest Earned from Investment	1,600	6,000	877	1,494	(894)	600
<b>Total Revenues from Local Sources</b>	<b>\$ 52,600</b>	<b>\$ 51,000</b>	<b>\$ 5,245</b>	<b>\$ 15,109</b>	<b>\$ 33,491</b>	<b>\$ 48,600</b>
<b>SUMMARY OF EXPENDITURES BY CHARACTERS</b>						
Administrative Expenses	47,000	50,000	5,129	12,639	37,361	50,000
<b>Total Expenditures by Characters</b>	<b>\$ 47,000</b>	<b>\$ 50,000</b>	<b>\$ 5,129</b>	<b>\$ 12,639</b>	<b>\$ 37,361</b>	<b>\$ 50,000</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>\$ 5,600</b>	<b>\$ 1,000</b>	<b>\$ 116</b>	<b>\$ 2,470</b>	<b>\$ (3,870)</b>	<b>\$ (1,400)</b>
<b>ESTIMATED BEGINNING FUND BALANCE</b>	<b>\$ 1,359,325</b>	<b>\$ 1,306,297</b>				<b>\$ 1,357,925</b>
<b>ESTIMATED ENDING FUND BALANCE</b>	<b>\$ 1,364,925</b>	<b>\$ 1,307,297</b>				<b>\$ 1,356,525</b>

	( A )	( B )	( C )	( D )	( E )	( F )
	2018 Final Amended Budget	2019 Final Amended Budget	Actual March-20	Actual Year-to-Date ( @ 03/31/2020)	Estimate Remaining for Year	Projected Actual Result at Year End-2020 Adopted Budget
<b>SUMMARY OF REVENURES BY SOURCES</b>						
<b>LOCAL SOURCES:</b>						
Interest Earned from Payment	\$ 60,000	\$ 75,000	\$ 6,685	\$ 20,444	\$ 51,556	\$ 72,000
Interest Earned from Investment	950	8,000	1,144	3,501	(2,501)	1,000
<b>Total Revenues from Local Sources</b>	<b>\$ 60,950</b>	<b>\$ 83,000</b>	<b>\$ 7,829</b>	<b>\$ 23,945</b>	<b>\$ 49,055</b>	<b>\$ 73,000</b>
<b>SUMMARY OF EXPENDITURES BY CHARACTERS</b>						
Administrative Expenses	35,000	50,000	5,675	14,819	25,181	40,000
<b>Total Expenditures by Characters</b>	<b>\$ 35,000</b>	<b>\$ 50,000</b>	<b>\$ 5,675</b>	<b>\$ 14,819</b>	<b>\$ 25,181</b>	<b>\$ 40,000</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>\$ 25,950</b>	<b>\$ 33,000</b>	<b>\$ 2,154</b>	<b>\$ 9,126</b>	<b>\$ 23,874</b>	<b>\$ 33,000</b>
<b>ESTIMATED BEGINNING FUND BALANCE</b>	<b>\$ 2,393,865</b>	<b>\$ 2,414,559</b>				<b>\$ 2,426,865</b>
<b>ESTIMATED ENDING FUND BALANCE</b>	<b>\$ 2,419,815</b>	<b>\$ 2,447,559</b>				<b>\$ 2,459,865</b>



	( A )	( B )	( C )	( D )	( E )	( F )
	2018 Final Amended Budget	2019 Final Amended Budget	Actual March-20	Actual Year-to-Date ( @ 03/31/2020 )	Estimate Remaining for Year	Projected Actual Result at Year End-2020 Adopted Budget
<b>SUMMARY OF REVENUES BY SOURCES</b>						
<b>LOCAL SOURCES</b>						
Fee Payments	\$ 83,000	\$ 177,800	\$ 6,922	\$ 20,747	\$ 69,253	\$ 90,000
<b>Total Revenues from Local Sources</b>	<b>\$ 83,000</b>	<b>\$ 177,800</b>	<b>\$ 6,922</b>	<b>\$ 20,747</b>	<b>\$ 69,253</b>	<b>\$ 90,000</b>
<b>SUMMARY OF EXPENDITURES BY CHARACTERS</b>						
Administrative Expenses	83,000	177,800	6,744	20,232	69,768	90,000
<b>Total Expenditures by Characters</b>	<b>\$ 83,000</b>	<b>\$ 177,800</b>	<b>\$ 6,744</b>	<b>\$ 20,232</b>	<b>\$ 69,768</b>	<b>\$ 90,000</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 178</b>	<b>\$ 515</b>	<b>\$ (515)</b>	<b>\$ -</b>

## MONTHLY CASH REPORT

ACCOUNTS:	@12/31/198	REVENUES	EXPENSES	OTHERS	BALANCE
<b>JEDCO Checking</b>	\$530,641.32				
January '20		\$176,775.68	\$437,061.29	\$213,975.01	\$484,330.72
February '20		34,496.56	176,712.80	(195,253.68)	146,860.80
March '20		13,931.13	241,367.35	217,951.39	137,375.97
April '20		0.00	0.00	0.00	137,375.97
May '20		0.00	0.00	0.00	137,375.97
June '20		0.00	0.00	0.00	137,375.97
July '20		0.00	0.00	0.00	137,375.97
August '20		0.00	0.00	0.00	137,375.97
September '20		0.00	0.00	0.00	137,375.97
October '20		0.00	0.00	0.00	137,375.97
November '20		0.00	0.00	0.00	137,375.97
December '20		0.00	0.00	0.00	137,375.97
<b>Jefferson EDGE Ck.</b>	\$232,000.81				
January '20		\$1,250.00	\$2,824.00	(\$4,108.54)	\$226,318.27
February '20		13,500.00	14,378.28	(2,574.00)	222,865.99
March '20		5,000.00	17,651.35	(6,123.69)	204,090.95
April '20		0.00	0.00	0.00	204,090.95
May '20		0.00	0.00	0.00	204,090.95
June '20		0.00	0.00	0.00	204,090.95
July '20		0.00	0.00	0.00	204,090.95
August '20		0.00	0.00	0.00	204,090.95
September '20		0.00	0.00	0.00	204,090.95
October '20		0.00	0.00	0.00	204,090.95
November '20		0.00	0.00	0.00	204,090.95
December '20		0.00	0.00	0.00	204,090.95
<b>INVESTMENTS:</b>					
<b>JEDCO Lamp</b>	\$2,891,502.39				
January '20		\$4,138.91	\$0.00	\$0.00	\$2,895,641.30
February '20		4,151.09	0.00	450,000.00	3,349,792.39
March '20		3,837.16	0.00	0.00	3,353,629.55
April '20		0.00	0.00	0.00	3,353,629.55
May '20		0.00	0.00	0.00	3,353,629.55
June '20		0.00	0.00	0.00	3,353,629.55
July '20		0.00	0.00	0.00	3,353,629.55
August '20		0.00	0.00	0.00	3,353,629.55
September '20		0.00	0.00	0.00	3,353,629.55
October '20		0.00	0.00	0.00	3,353,629.55
November '20		0.00	0.00	0.00	3,353,629.55
December '20		0.00	0.00	0.00	3,353,629.55

**April 30, 2020**

**50**

<b>Jefferson EDGE Lamp</b>	\$856,428.54				
January '20		\$1,225.90	\$0.00	\$0.00	\$857,654.44
February '20		1,116.53	0.00	0.00	858,770.97
March '20		983.71	0.00	0.00	859,754.68
April '20		0.00	0.00	0.00	859,754.68
May '20		0.00	0.00	0.00	859,754.68
June '20		0.00	0.00	0.00	859,754.68
July '20		0.00	0.00	0.00	859,754.68
August '20		0.00	0.00	0.00	859,754.68
September '20		0.00	0.00	0.00	859,754.68
October '20		0.00	0.00	0.00	859,754.68
November '20		0.00	0.00	0.00	859,754.68
December '20		0.00	0.00	0.00	859,754.68