



JEDCO Executive Committee
April 30, 2026 @ 8:30 A.M.
JEDCO Administration Building
700 Churchill Parkway, Avondale, LA 70094

MINUTES

Call to Order: 8:30 a.m.

Attended: Vice Chairman Stephen Robinson, Billy Douglass, Josline Frank, Mike O'Connor, Mayra Pineda, Joe Riccobono, Gene Sausse, Bob Stevens

Absent: Mickal Adler, Jim Martin, Paula Polito

Staff: Jerry Bologna, Lacey Bordelon, Annalisa Kelly, Scott Rojas, Kelsey Scram, Penny Weeks, Kate Wendel, Jennifer Wollfarth

Attorney: None

Guest: None

I. Call to Order – Vice Chairman, Stephen Robinson

- **Approval of absences for today, April 30, 2026** – Gene Sausse motioned, seconded by Billy Douglass, to excuse Paula Polito. The motion passed unanimously.
- **Approval of minutes for March 26, 2026** – Bob Stevens motioned, seconded by Josline Frank, to approve the minutes. The motion passed unanimously.

II. Public Comments

There were no public comments.

III. Unfinished and New Business

- **Resolution approving an amendment to the Avondale Global Gateway LLC Lease Agreement and Agreement to Issue Bonds with a favorable Payment In Lieu of Tax (“PILOT”) arrangement – Lacey Bordelon**
Gene Sausse motioned, seconded by Bob Stevens, to defer to the May 21, 2026 Board of Commissioners meeting. The motion passed unanimously.

- **Approval of an unbudgeted expense for the rebranding for the Churchill Technology & Business Park foundation sign and the JEDCO Conference Center sign to align with the Churchill Innovation & Research Campus (CIRC) brand – Scott Rojas**

JEDCO staff is moving forward with a strategic rebranding initiative to reposition the Churchill Technology & Business Park as the Churchill Innovation & Research Campus (CIRC). This effort reflects the continued evolution of the park into a modern, innovation-driven campus designed to attract new investment, support existing tenants, and strengthen Jefferson Parish’s competitive position in economic development.

As part of this initiative, JEDCO also proposes to rebrand the JEDCO Conference Center as the CIRC Center. This change will align the facility with the broader campus identity while improving wayfinding and reducing confusion between the Conference Center and the JEDCO Administrative Building.

The rebranding effort includes the installation of new campus signage consistent with the CIRC brand, including refurbishment of the existing monument sign with updated CIRC branding, installation of a new illuminated wall sign at the CIRC Center, and removal of signage that does not align with the new brand. The total cost for the signage and associated improvements is \$49,478.39, which was not included in the adopted 2026 budget.

JEDCO staff requested approval to fund this project through the JEDCO Capital Expense Budget. The 2026 First Amended Budget will reflect these Capital expenses.

Josline Frank motioned, seconded by Billy Douglass, to approve the unbudgeted expense and authorize the President & CEO to execute all necessary agreements related to this initiative. The motion passed unanimously.

- **Resolution authorizing JEDCO’s President and CEO to execute an as-needed engineering services agreement with Duplantis Design Group, PC (DDG) for development activities within Churchill Technology & Business Park – Scott Rojas**

As JEDCO advances strategic development opportunities within Churchill Park, including the potential hotel project and other economic development initiatives anticipated in 2026, this contract will allow JEDCO to engage with DDG on an as-needed basis for engineering and development-related services throughout 2026, providing flexibility as projects advance.

As outlined in the agreement, services will be performed on an hourly basis with a not-to-exceed amount of \$25,000.00, unless amended and approved by the

JEDCO Board or Executive Committee. The agreement term will expire December 31, 2026, unless terminated earlier or extended by mutual agreement.

Bob Stevens motioned, seconded by Mayra Pineda, to approve the resolution. The motion passed unanimously.

- **Resolution authorizing JEDCO’s President and CEO to execute a Memorandum of Understanding (MOU) for an Exclusivity Period with Raines for a Hotel Development at Churchill Technology & Business Park – Scott Rojas**

The MOU establishes a non-binding framework for Raines (developer) to evaluate the feasibility of developing a SpringHill Suites or similar hotel product within Churchill Park. Key terms include:

- Exclusivity Period: Up to ninety (90) days for Raines to conduct due diligence, including site planning, financial feasibility, and market analysis
- Right of Entry: Allows Raines and its consultants to access the property for customary pre-development investigations
- Indemnification & Insurance: Developer responsible for maintaining appropriate insurance and indemnifying JEDCO during due diligence activities
- Non-Binding Nature: The MOU is non-binding except for exclusivity and confidentiality provisions
- Next Step: If feasibility is confirmed, the parties intend to negotiate a Letter of Intent (LOI) outlining key business terms of a ground lease

Based on the developer’s requested footprint of approximately 3.5 to 4 acres, Block 3 within Churchill Technology & Business Park has been identified as the only site capable of accommodating the project. Block 3 offers flexibility in layout and positioning, including high-visibility frontage along Churchill Parkway and Innovation Way, consistent with the park’s master plan and long-term development goals.

Bob Stevens motioned, seconded by Mayra Pineda, to authorize JEDCO’s President & CEO to execute the Memorandum of Understanding with Raines. The motion passed unanimously.

- **Resolution approving a Subrecipient Agreement between the Parish of Jefferson and Jefferson Parish Economic Development and Port District for the disbursement of Community Development Block Grant-Disaster Recovery funds from the Office of Community Development, Louisiana Division of Administration, for the purchase and installation of kitchen equipment at the Food and Beverage Incubator, and authorizing its execution by JEDCO’s President and CEO – Annalisa Kelly**

The CDBG-DR funding will provide JEDCO with \$850,000 to purchase and install commercial kitchen equipment and training infrastructure within the facility. The incubator is designed to serve microenterprises and small businesses, particularly those benefiting low-to-moderate income communities along the West Bank growth corridor, including Avondale, Westwego, Bridge City, and Waggaman. This funding represents a critical portion of the overall incubator project and advances long-term economic resilience and diversification in Jefferson Parish.

Approval of this agreement will allow JEDCO to formally accept and administer CDBG-DR funds for the purchase and installation of kitchen equipment for the incubator.

Mayra Pineda motioned, seconded by Joe Riccobono, to approve the resolution. The motion passed unanimously.

- **Approval of an unbudgeted expense to fund strategic vertical video content services with PERK Social Media and authorizing JEDCO's President and CEO to execute professional service contract – Kelsey Scram**

JEDCO proposes to engage PERK Social Media to provide strategic vertical video content services that enhance visibility, storytelling, and engagement across digital platforms. PERK Social Media specializes in short-form video storytelling designed to translate complex economic development initiatives into clear, engaging, and human-centered content. This approach aligns with JEDCO's MORE HERE campaign and broader efforts to elevate the organization's digital presence, highlight business success stories, and support business attraction and retention efforts.

The proposed scope of work includes monthly content planning, on-site and off-site video production sessions, editing of vertical video content, and delivery of finished content with copywriting ready for publication. The total cost for these services is \$20,400 for a six (6) month term.

Joe Riccobono motioned, seconded by Josline Frank, to approve the unbudgeted expense and authorize JEDCO's President and CEO to execute a professional service contract. The motion passed unanimously.

IV. **President and CEO Report – Jerry Bologna**

- Following the April 8 announcement of a \$3.65 million federal investment in the Food & Beverage Incubator, JEDCO has experienced a surge of interest from potential partners.

- Early giving for GiveNOLA Day is officially open. Commissioners were encouraged to support JEDCO's initiatives by contributing and spreading the word.
- Avondale Global Gateway is announcing a new site tenant today, with additional prospects currently in the pipeline.
- Loop Linen is planning a groundbreaking ceremony for the new facility at the intersection of U.S. 90 and Louisiana 18. Once details are finalized, Commissioners will be invited to attend.
- JEDCO staff provided IEDC with programming/tour ideas for the IEDC Annual Conference which will be held in New Orleans this year. Recommendations included Riverboat Port & Industry tour, guided swamp tour with Grand Isle Jewels tasting component, Laitram and US Foods tour, and a panel discussion centered around the Regional Food & Beverage Incubator at Churchill.

V. Comments, announcements, and updates from Commissioners

Commissioner Joe Riccobono announced that OysterNight returns for the third time on Thursday, May 14. The Chef's Brigade, in partnership with the Coalition to Restore Coastal Louisiana's Oyster Shell Recycling Program, expects over 100 restaurants to participate in OysterNight. Mr. Riccobono reported that 8 tons of oyster shells were recycled in a single day during the last OysterNight.

VI. Adjournment – Gene Sausse motioned, seconded by Bob Stevens, to adjourn the meeting.



Robert Stevens
JEDCO Secretary