



METAIRIE BUSINESS DEVELOPMENT DISTRICT BOARD **MEETING**

DATE: Monday, June 3, 2019
TIME: 4:30 p.m.
PLACE: Drago's Seafood Restaurant (3232 N Arnoult Rd; Metairie, LA 70002)

AGENDA

- I. Call to Order
- II. Confirmation of Quorum (**Tommy C, Barry B, Dana P, Pat L, Joseph R.**)
- III. Public Comment - **NONE**
- IV. Approval of Minutes from 05/06/2019 – **Motion – Joseph, Second-Pat, All Approved**
- V. Treasurer’s Report – Mr. Will Vanderbrook
 - a. Reviews the May Financials
 - b. Amended Budget was presented to board. Request for Motion to Approve the Amended Budget – **Motion – Dana, Second – Joseph, All Approved**
 - c. **Board requested more information in the fee increase for the Audit on the engagement letter for the MBDD. Executive Director to follow up.**
- VI. Crime Report - **NONE**
- VII. Council Report
 - a. Councilwoman Sheng’s Office – **No Comments**
 - b. Councilwoman VanVrancken’s Office
 - i. **Chairman asked for feedback from all attendees on the ULI Tap process. All around table offered comments.**
 - ii. **Some notes were questioning process was quick, interviews were fast for 80 people to provide insight, next time pre-educate the interviewees with back story or history**
 - iii. **Report presentation could be as early as end of June or early July**
 - iv. **Executive Director and Jeff S from Councilwoman VanVrancken’s office to coordinate timelines and next steps**
- VIII. Susan Treadway with Jefferson Parish
 - a. Susan came to speak about the Traffic Study Phase 1 findings.
 - b. Questions from Board regarding concern of the One-Way street change recommendations.
 - c. Converting N. Arnoult Rd. to Southbound One Way could be potential issue especially around parade traffic and other heavy traffic times of the year.
 - d. Phase 2 is currently underway, results potentially after Summer
 - e. Susan would follow up with the Severn Project updates to see how and if they overlap at all.



- IX. Sheriff Lot Appraisal Vendor Selection
- a. **2 quotes were presented to the board. Both companies had done previous appraisal work for the Fat City Friends and Jefferson Parish.**
 - b. **Pelican State Real Property Appraisal was recommended as the low bidder**
 - c. **Motion to approve Executive Director to proceed with the appraisal process with Pelican State Real Property Appraisal – Motion – Dana, Second – Barry, All Approved**
- X. Director's Report
- a. Potential Website rebuild and development
 - i. **Squarespace was chosen as the potential replacement hosting and design site for the MBDD website.**
 - ii. **ED will start the rebuild and planning with the committee**
 - iii. **Current expenses will stay in line with the approved \$1,500 spend approved during the May 6, 2019 meeting**
 - b. Potential Strategy Planning Session Dates
 - i. **Will look into some potential August Dates**
 - ii. **Doodle poll will be set to the Board to find times that might work for everyone.**
 - iii. **Monday's in August 5th, 12, 19th**
 - c. Mural Project Update
 - i. **NO Arts Council is interested**
 - ii. **MBDD should look into other options are reaching out directly to former artists**
 - iii. **MBDD to review what building were available based on past research**
 - iv. **ED to collect and follow up with more information**
 - d. Treasurer contract renewal
 - i. **Requested a motion to have Tony Ligi create and help execute a contract renewal for services with Will Vanderbrook.**
 - ii. **Motion – Dana, Second – Pat, All Approved**
 - e. Park Special Event Marketing
 - i. **ED will look into other park rental rates in the area**
 - ii. **There may need to be some areas of land that need to be built up prior to allowing it to be rented**
 - iii. **ED to report back to the board on findings and any requests for rentals**
 - iv. **Potential Event - Fat City Business Showcase**
 - v. **Potential Event - Ribbon Cutting**



- f. Potential Holiday Lighting 2019
 - i. **Board believes that this may need to be put on hold based on condition of inventory**
 - ii. **No action to be taken at this time.**
 - g. Google Suite Account Opening for MBDD
 - i. **ED requested a motion to open an account and transfer all the MDBB assets to a Google Suite Account**
 - ii. **Motion – Pat, Second – Dana, All Approved**
 - h. Business Card for MBDD ED
 - i. **ED requested a motion to order some MBDD business cards**
 - ii. **Motion – Dana, Second – Joseph, All Approved**
- XI. New Business
- a. **ED was requested to reach out to the Chinese New Year event planner about a potential 2020 event.**
 - b. **Tony Ligi to provide contact information**
 - c. **More information to be presented by June board meeting.**
- XII. Adjournment Motion to Adjourn – Dana, Second – Joseph, All Approved

In accordance with provisions of the Americans with Disabilities Act of 2008, as amended, Jefferson Parish shall not discriminate against 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 Amendments Act, please submit your request to the ADA Coordinator at least forty-eight (48) hours in advance or as soon as practical. A seventy-two (72) hour advanced notice is required to request certified ASL interpreters.

ADA Coordinator/Office of Citizens with Disabilities
1221 Elmwood Park Boulevard, Suite 210
Jefferson, LA 70123
(504) 736-6086
ADA@jeffparish.net

NEXT MEETING: Monday July 1, 2019