



**CITIZEN'S ADVISORY COMMITTEE MEETING MINUTES  
JUNE 23, 2005 – 4:00 P. M., ROOM 303, YENNI BUILDING**

Members of the Citizen's Advisory Committee Present:

Norbert White	Cocie Rathborne
Bruce O'Neil	Connie Casey
Steve Stumpf	Debbie Settoon
Lee Giorgio	Sheree Kerner
Charles Miller	Bruce Layburn

Consultant Staff Present:

Tim Joder – UNO  
Wendel Dufour- UNO  
Monica Kelley – UPI  
Ed Elam - BKI  
Roy Smith – GCR  
Raphael Rabalais – GCR  
Walter Bost - RPC

Other Public Agency Staff Present:

Dottie Stephenson – JEDCO

Planning Department Staff Present:

Ed Durabb, Director  
Terri Wilkinson, Planner III  
Juliette Cassagne, Planner II  
Lacey Guidry, Planner II  
Don Lapeyroterie, Planner II  
Wanda DeWailly, Steno Clerk III

The June 23, 2005 meeting of the Citizen's Advisory Committee began with Mr. Rathborne asking the committee to move on approval of the minutes of April 27, 2005. He said he had a correction to make on Page 2 – Paragraph 3, beginning with ***Mr. Joder answered that it would produce more tax revenue and therefore create money in the banks for investments.*** This sentence should be changed to read that Mr. Joder answered that it would produce more tax revenue. Mr. Rathborne asked for a motion to accept the minutes as presented with the change. Ms. Casey made a motion and Mr. White seconded the motion.

Mr. Rathborne introduced Roy Smith of GCR & Associates. Mr. Smith stated they are the consultants working with JEDCO on the Economic Development Element as well as the update to the Jefferson Edge. He introduced Mr. Raphael Rabalais from GCR who

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would give part of the presentation to the committee along with himself. Mr. Smith then made a Power Point presentation to give a view of the process and the Economic Development Element. He said the components of the Economic Development Element include Economic Development Introduction, Analysis of the Existing Conditions & Trends, Economic Cluster Analysis, Identification of the Economic Development Critical Issues and the Goals, Objectives and Policies. The format of the document is consistent with the Land Use and Transportation Elements that were adopted in 2003.

Mr. Smith then turned the presentation over to Mr. Rabalais who worked on the Cluster Analysis for the Jefferson Edge which has been incorporated into the Economic Development Element. Mr. Rabalais said they completed a cluster analysis, which is a way to get information down to different employment clusters in specific industries. Since the last Jefferson Edge report was completed in 1999, there have not been any drastic shifts in employment from the available data. Several strong clusters in Jefferson Parish are mining which involves mineral extraction, oil and gas extraction. Transportation equipment and manufacturing involves Avondale Shipyards which is a huge source of employment in Jefferson Parish, wholesale trade, real estate, related rental and leasing occupations, construction and administrative waste service. Ms. Stephenson commented that health care is not shown on the list. Mr. Rabalais said that the reason health care is not listed is because of limitation in the data. In collecting data from the Bureau of Labor & Statistics and the Census Bureau, there are disclosure requirements for public and private employers.

Mr. Smith said in conjunction with the Economic Development Element there is also the Jefferson Edge 2010 which is a strategic plan for economic development that was developed during this planning process. The EDGE outlines an action plan for each critical issue area and has goals, objectives and specific strategies to address the issues related to these critical issues.

Ms. Wilkinson said that part of the exercise they went through in the economic development task force was prioritization of the policies. She wanted to know if the strategic plan, which had a prioritization list, would become the implementation strategy for the goals, objectives and policies of the Economic Development Element. Mr. Smith said that for the critical issue areas in the implementation plan of Jefferson Edge, they have established benchmarks for measurements of each of the strategies, so 5 years from now JEDCO can go back and identify which had been accomplished, which are ongoing and which had not been accomplished and evaluate why.

Ms. Stephenson said they are not finished compiling the whole plan. They have a rough draft of the implementation plan. JEDCO has to incorporate every part of the implementation plan into its own strategic plan. They still have to take Jefferson Edge 2010 to their Board of Directors, then it also has to go to the Parish Council to be adopted as the Parish's official economic development strategy to meet the Department of Economic Development Administration's criteria for JEDCO to continue to receive public funds from the EBA. It is an enormous document and hopefully it will be submitted by September.

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Mr. Joder said the committee is responsible for making recommendations to the Parish Council on whether a particular element will be adopted and in what form as part of the comprehensive planning effort. Mr. Joder said he thought that an initial question was at what point in the process would the CAC have an opportunity to provide input or to review and comment on the document that they anticipate recommending for adoption by the Parish Council as the formal Economic Development Element of the Plan. Ms. Wilkinson added that the element's implementation program could be tied by reference to the strategies of the EDGE, and once these strategies are finalized the CAC would have the entire element to consider and make a recommendation on.

Ms. Stephenson noted that they are driven by a separate committee that is mandated by the U. S. Economic Development Administration. It was agreed that the efforts would be coordinated.

Mr. Joder passed around copies of the Housing Element Goals and Objectives. He said this was the first opportunity for members of the committee to see specific language which the Technical Advisory Committee for the Housing Element is suggesting be incorporated into the element itself. He gave a brief description of the process which included talking with citizens for their input on what they thought the significant issues are and focus group sessions with members of the TAC to get their input. As a result of this process they have a framework of goals and objectives upon which they intend to hang housing policies and strategies for implementation of the Housing Element. Mr. Joder added that he will send TAC members the draft policies that are to be attached under this framework.

The committee then had some discussion on goals and objectives related to special needs housing, and Mr. Joder said he would take the suggested changes back to the TAC. Mr. Joder said that on July 6<sup>th</sup> and 7<sup>th</sup> he will facilitate a pair of TAC workshops to discuss the suggested housing policies that will be attached to this framework.

Mr. Elam gave an update on the Thoroughfare Plan. He said a few meetings ago they provided the committee with schedules of proposed meetings with the Thoroughfare Plan technical advisory committee. The May 24<sup>th</sup> meeting had a problem with attendance, necessitating follow-up meetings to make sure that everyone was up to speed and that the technical matters they discussed had the appropriate reviews by the Parish Traffic Engineer and the State's Traffic Engineer. That process was finished and their advisory committee will not meet again until August.

A brief discussion followed on the next meeting date and two tentative dates, July 20<sup>th</sup> or July 21<sup>st</sup>, were suggested. The meeting adjourned at 6:00 P. M.