

Minutes of the 10th Meeting of the Envision Jefferson 2020 Steering Committee
March 7th, 2002 - 3:30 P.M.
Select Properties Building
2121 Airline Drive, Suite 600

Attendees:

Steering Committee Members

Lee Giorgio, Co-chair	Connie Casey	Wayne Sandoz
Cocie Rathborne, Co-chair	Bruce O'Neil	Shirley Edwards
Norbert White	Ross Liner	Erie Hebert
Donnie Wolfe	Joanne Mire	Lynne Parker

Jefferson Parish Officials

Ed Durabb, Jefferson Parish Planning Director
Dr. Terri Wilkinson, Senior Planner
Shannon Burke, Planner

University of New Orleans College of Urban and Public Affairs

Timothy E. Joder, Director of Sponsored Research and Business Affairs
Wendel P. Dufour Jr., Principal Planner
Roxanne Brock, Research Associate

GCR & Associates, Inc.

Greg Rigamer
Larry Ringel

Jefferson Parish Citizen

Fred Matthew

Steering Committee Co-chair Lee Giorgio called the meeting to order and informed the Steering Committee of the different transformations in defining the scope of work for the plan. Mr. Giorgio stated that due to the magnitude of the plan additional human resources have been added in the form of GCR and Associates, Inc (GCR). Mr. Giorgio then turned the meeting over to Tim Joder of the University of New Orleans College of Urban and Public Affairs (CUPA) to discuss GCR's role in the planning process.

Mr. Joder stated that he would digress from the minutes for a short period to explain what was going on with the plan.

Mr. Joder stated that the project was made up of a number of actors and that it was wise to periodically look at where the project is at certain stages. Mr. Joder also explained that because of the constraints put on his time from his responsibilities CUPA, he needs to step back from his lead role in the project. Mr. Joder informed the Steering Committee that the Parish Administration had requested GCR to review the overall project, and that after discussions with the Jefferson Parish Administration, CUPA, and the Planning Department, it has been decided that Larry Ringel of GCR will become the full-time project manager, and that GCR will assist the planning team in such things as GIS modeling and report production for the project.

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Mr. Giorgio noted that GCR has been revising the scope of work and has discussed an Element Committee process with CUPA and the Planning Department. Mr. Giorgio also stated that Mr. Ringel will be dealing with the Steering Committee in the future. Mr. Joder concluded that this step will improve the project and was delighted to be working in conjunction with GCR.

Mr. Giorgio noted that CUPA will still be involved in the process, particularly the citizen participation process. Mr. Giorgio concluded that in addition, the Administration and Planning department will offer input and as the outline of the plan develops, Parish Councilmen and their aids will begin to participate and have appreciation for what is going with the plan.

Mr. Giorgio added that the modeling process for the plan was also important and that the technical aspects of the plan must also be addressed. Mr. Giorgio noted that due to the sake of time there is a need to have the technical aspect and the public aspect blended. Mr. Giorgio concluded that though the plan is being refined it is on the right track.

Mr. Durabb stated that this is a massive undertaking and that with the addition of GCR and the continual efforts of UNO, there was light at the end of the tunnel.

Mr. Joder asked if there were any changes to the minutes. There were no changes and the minutes were adopted.

Mr. Joder then discussed the Lake/Pontchartrain, Lafreniere/River and Metairie Ridge District Workshops.

Mr. Joder stated that these three meetings have made up for the poor turn out at the Elmwood and Harvey Canal Workshops. Mr. Joder stated that attendance for the meetings were: Lake/Ponchartrain: 51 (46 citizens, 5 steering committee members) Lafreniere/River: 35 (32 citizens, 3 steering committee members) Metairie Ridge: 48 (46 citizens, 2 steering committee)the number of website “hits” also rose since the last meeting from 2,339 to 2,801.

Mr. Joder then informed the Steering Committee that the Element Committee was now at 85 liaisons, with three meetings left to go. Mr. Joder read a memo from Steering Committee member Kerri Becker that detailed the positive feedback she had received from participants at the workshops. Ms. Becker stated that participants she had spoken to where impressed with the organization and attention to time at the workshops. Ms. Becker also stated that the participants liked being involved in the process. Mr. Joder stated that handouts for the Steering Committee contained reports for the Lake/Pontchartrain and Lafreniere/ River Districts Workshops.

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Steering Committee member Donnie Wolfe stated that the Lake/Ponchartrain District workshop was great.

Steering Committee member Norbert White added that the workshops held people's interest.

Mr. Joder then discussed the issue of the Element Committee. Mr. Joder stated that the plan for the Element Committee was not very clear, but that a meeting was held among the Planning Team members to discuss the Element Committee. Mr. Joder introduced Greg Rigamer of GCR to discuss the Element Committee Process.

Mr. Rigamer discussed in detail his qualifications and how the Element Committee will function within the overall Envision Jefferson 2020 process. Mr. Rigamer referred the Steering Committee to three handouts that included an Element Committee structure and Agenda, a work flow diagram and a schedule of activities. Mr. Rigamer discussed the preliminary time line for the Element Committee and noted that the Steering Committee will review all materials before they are presented at the Element Committee meetings. Mr. Rigamer stated that the meeting process will consist of four meetings. Meeting one will introduce the Element committee to the Master Planning Process and set a frame work for definition of goals. Meeting two will break the Element committee into groups of ten participants and work on prioritizing goals. Meeting three will consist of refined plans of the land use and transportation scenarios by GCR and will be presented to the Element Committee. Meeting four will conclude the meetings and the Element Committee will meet to discuss and endorse the plan. Mr. Rigamer stated that at the conclusion of Element Committee meetings, the process will have included input from the general public, the Steering Committee, the Jefferson Parish Council, the Jefferson Parish Administration, and the Element Committee.

Mr. Wolfe asked where the Planning Advisory Board fits into this process.

Mr. Durabb stated that under the current scope of work, after the plan has been in public view for some time it was envisioned that it will be formally submitted through the planning board with two public hearings or more and then submitted to the council for consideration and adoption.

Mr. Rigamer stated the any comments made by the Planning Advisory Board would be included in the modeling of the scenario.

Steering Committee member Cocie Rathborne asked if the Planning Advisory Board has the power to change the recommendations provided by the Steering Committee.

Mr. Durabb stated that they can offer alternative suggestions but cannot make changes to the submitted plan.

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Steering Committee member Lynne Parker asked if the Parish President could amend the plan at level three or four.

Mr. Rigamer said that culmination of the process is to present the plan and to pass it. Mr. Rigamer stated respectively that it was then the Parish Presidents responsibility to lobby for the plan.

Mr. Wolfe stated that the Planning Department was an arm of the administration and the Planning Advisory Board was an arm of the council.

Mr. Rigamer then turned the discussion to the timeline of the process. Mr. Rigamer stated that the Element Committee would meet beginning in May, and would run over the summer and that by October, the plan will be completed and ready for presentation and documentation.

Mr. White asked if the dates for the Steering Committee will be changed.

Mr. Rigamer stated that the dates on the schedule of activities are figurative but illustrate what tasks need to be accomplished in a general time frame to be successful

Mr. Giorgio stated that at District Workshops participants have asked what and when is the Element Committee. Mr. Giorgio stated that this Steering Committee meeting had addressed this issue.

Steering Committee member Bruce O'Neil asked why the schedule was a year shorter then the pervious one. Mr. O' Neil asked what the reason was to drastically shorten the process.

Mr. Joder replied that the schedule was not shortened, as the list did not show the public review process to be addressed in 2003.

Mr. Herbert asked if the land use data was finished.

Mr. Joder stated that data entry for the land use survey will be finished by next week.

Ms. Parker asked how GCR were going to be paid.

Mr. Joder stated that UNO was in the third segment of their contractual agreement and will be setting aside funds after amendments to the scope of work and a finalized list of what GCR will be involved in. The Parish will supplement the project budget with 250,000- 300,000 dollars.

Mr. Wolfe asked what the actual amount was.

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Mr. Joder stated that once the tasks for GCR have been established then the actual amount can be decided.

Ms. Parker asked if GCR was being hired by UNO or the Parish.

Mr. Rigamer stated that GCR will be hired by the UNO Foundation.

Mr. Giorgio stated that there is a need for full time workers on the plan and that the cost of the plan was considerably cheaper than what other communities had paid.

Mr. Rigamer stated that production was GCR's forte and that they will get the work done.

Mr. Wolfe asked how the Parish President will derive the \$250,000 dollars.

Mr. Rigamer stated that a contract has not been negotiated yet.

Ms. Parker stated that there was a lot of politics happening in the Parish in the upcoming months and was GCR mentally prepared for that.

Mr. Rigamer stated that GCR was prepared and that it would be hard for people to go against the plan as there was an obvious need to have this plan.

Ms. Parker asked what would happen if the President leaves during the plan.

Mr. Rigamer stated that Mr. Coulon was already addressing this issue in a retreat that will be held in April.

Mr. Giorgio stated that the council and Mr. Broussard all support the plan. Mr. Giorgio stated that the political environment is changing and hopes that public input and technical aspects of the plan show that there are challenges in the Parish that must be addressed.

Mr. Rigamer stated that this was a main reason to have the plan prepared early so that the arduous process of required public hearings can commence.

Steering Committee Member Erie Hebert stated that not all of the Steering Committee members were present and suggested another meeting to make sure all members understood the process .

Mr. Rigamer stated that it was GCR's intention to stick to the schedule.

Ms. Parker asked if there could be an updated schedule sent to the Steering Committee.

Mr. Rigamer stated that one would be sent promptly.

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Mr. Giorgio stated that the next Steering Committee meeting will be in April and the Committee could summarize where the plan is at that time. The Steering Committee could better define the agenda for the Element Committee, and the Jefferson Parish Administration and UNO will have agreed on a contract with GCR.

Steering Committee Member Connie Casey asked if meeting minutes were being sent to the councilmen.

Mr. Joder stated that Mr. Durabb handled information transmitted to the councilmen.

Mr. Durabb stated that there has not been a formal meeting but councilmen have been notified about District Workshops and Councilman Muniz attended the LaFreniere/ River Workshop. Mr. Durabb will be putting information together for the councilmen and has been updating them via email.

Mr. Ringel briefly introduced himself and detailed his qualifications to the Steering Committee and stated that GCR was excited about the opportunity to work on the project and will get things done.

The Steering Committee agreed that the next meeting would be Thursday, April 7th, 2002.

The meeting was then adjourned.