



December 14, 2017

Lamar Marshall
President, Hammond City Council
P.O. Box 2788 Hammond, LA 70404-2788

Re: Nominations for Hammond Downtown Development District (HDDD) Authority Vacancies

Dear Mr. Marshall:

According to the Downtown Development Authority's enabling legislation, "Three of the members shall be appointed from lists of nominees submitted by each of the six largest assessed property owners within the district." There is one vacant seat on the Board belonging to the largest assessed property owners.

As determined by the Tangipahoa Parish Assessor's Office, the five largest assessed property owners are as follows:

1. First Guaranty Bank
2. First NBC
3. Whitney Bank
4. Regions Bank
5. First Guaranty Bank

To qualify for nomination, the legislation requires that:

All taxes and licenses of all nominees as well as those placing names in nomination must be current. Each member of the DDD Authority shall own property in the district or shall be a business owner within the district, or be an officer of a corporation or other business entity owning property in the district and shall be a registered voter in Tangipahoa Parish.

From among the nominations submitted to the Downtown Development District Board, the following meet this criteria:

- Sharon Smith, Regions Bank
- Amanda Adams, Whitney Bank

After reviewing the nominations, the Board would like to recommend the appointment of Sharon Smith (bio attached). Sharon Smith has served as a board member under Mayor Mason Foster and expresses interest in remaining on the Board. We believe she will continue to serve the DDD very well.

Thank you for your role in this process and your continued support of the Downtown Development District.

Please contact me at (985) 277-5681 if you have any questions.

Sincerely,

Chelsea Tallo, Executive Director



December 11, 2017

To whom it may concern,

Below is a summary of Board of Director Sharon Smith, who has been nominated to serve on the Hammond Board of Directors by one of the largest assessed property owner.

Sharon Smith
Board of Director
2016-2017 summary

2016:

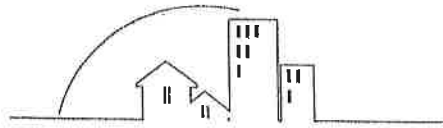
Sharon attended 10 out of 12 Board of Director's meetings (83%)
Sharon made primary or secondary motions on 11 out of 48 Board of Director's action items. (23%)

2017:

Sharon attended 9 out of 12 Board of Director's meetings (75%)
Sharon made primary or secondary motions on 3 out of 49 Board of Director's action items. (6%)

Total:

During the 2016-2017 term, Sharon Smith has attended 19 out of 24 total DDD meetings (79%) and has made primary or secondary motions on 14 out of 139 action items (10%).



Louisiana One Holding, LLC

P.O. Box 2607

Hammond, LA 70404

December 3, 2017

DDD of Hammond
2 West Thomas St.
Hammond, LA 70401

RE: Nomination for Hammond Downtown Development District Authority 2018-2019

Dear Chelsea,

I, Darryl D. Smith being one of the largest assessed property owners, am nominating Sharon Smith as my choice for a seat as board member.

Attached is her profile.

Sincerely,

Darryl Smith
President of LA One Holding, LLC

Sharon L. Smith

Vice President

201 N.W. R.R. Ave

Hammond, LA 70401

(985) 542-4021 Fax: (985) 542-4023

Mrs. Smith is a native of Louisiana and a resident of Hammond, LA for the past 20 years. Mrs. Smith began her real estate career in 1994 with the management team of Smith Properties Inc. in the acquisition and management of Commercial, Multi-Family & Mix-Use properties in Louisiana and Alabama.

During the past years Mrs. Smith has participated in the management, development and construction of residential, commercial and multi family properties for **Louisiana One Holding, LLC** by:

- Marketing and Management of approximately 800 rental units in the greater Hammond area,
- Presently constructing a 72-unit apartment complex, next to SLU.
- Participated in developing 3 residential subdivisions (*Country Club Estates, Country Club Gardens and Holly Gardens*),
- Participated in the development of “**Alley Square**”, a downtown redevelopment site featuring approx. 40,000 sq. ft., a mixed-use property of commercial / multi-family,
- Participating in the restoration of Guy’s I, LLC a mix use development in downtown Hammond,
- Management and Restoration of Historic Properties in Shreveport, Baton Rouge, Hammond & Alexandria Louisiana as well as Mobile Alabama.

Mrs. Smith is Vice-President of Louisiana One Holding LLC which owns and operates the property that Regions National Bank occupies at 201 N.W. R.R. Avenue in downtown Hammond.

Amanda E. Adams

210 West Robert Street #6

(901) 647-7096

amandaeadams@comcast.net

Education

Bachelor of Arts, Business Management May, 1993

Southeastern Louisiana University; Hammond, Louisiana

Experience

Manager/Owner (May, 2013-present)

Amanda's Bayou dba Bayou Booksellers, Hammond, LA

Management of daily operations of retail establishment including accounting, marketing, inventory, sales, and staffing

Office Manager (June, 2010 – May, 2013)

Pediatric Dentistry with Dr. Blen, Memphis, TN

Management of daily operations of dental office

- Hiring and training of office staff
- Maintaining accounting records including insurance claims
- Developing and executing marketing plans including community wellness events
- Coordination of staff and patient schedule to optimize profit
- Creating and implementing long-term business strategies and tracking mechanisms for the practice

General Partner (February, 2009 – April, 2010)

Imagine This Sold, Memphis, TN

▶ Management of daily operations of eBay Trading Assistant Consignment Business

- Developing and maintaining relationships with buyers and sellers through successful auction listings
- Providing exceptional customer service to both buyers and sellers
- Researching consignor inventory to determine effective listing strategy
- Packing and shipping inventory via USPS, UPS and eBay requirements
- Photographing and photoshopping inventory for each auction listing
- Maintaining accounting records to remit consignor payments promptly
- Achieving 100% Customer Feedback and Top Rated Seller Status

Store Manager (February, 2006 – February, 2009)

Imagine This Sold of the Midsouth, Germantown, TN

▶ Management of daily operations of walk-in eBay Trading Assistant Consignment Business

- Hiring and training staff of 4-8 employees as well as fulfilling those responsibilities listed above

Executive Director (June, 2005 - October, 2005)

Memphis Vocal Arts Ensemble, Memphis, TN

▶ Management of daily operations for non-profit arts organization

- Planning and coordinating of fundraisers, marketing, and performances
- Developing and maintaining relationships with donors, members and potential supporters
- Processing and reconciling all financial transactions including tickets sales and donations
- Communicating with season ticket holders and Board members
- Maintaining organizational budget

League Administrator (April, 2003 - June, 2005)

Memphis Symphony League, Memphis, TN

Management of daily operations for 344-member volunteer organization

- Implementing plans and strategies for fundraisers, marketing and monthly meetings
- Processing and reconciling all financial transactions including membership and donations
- Communicating with League members, League Board members and Memphis Symphony Orchestra staff
- Maintaining relationships with members, Board and community supporters

Community Relations Representative/Market Strategist (April, 1998 - January, 2002)

North Oaks Health System, Hammond, LA

Development, coordination and management of special events and community outreach projects

- Identifying community needs to propose events and programs to enhance community partnerships
- Developing effective relationships with community members and volunteers
- Preparing and maintaining project budgets
- Recruiting employee volunteer base
- Copywriting and editing for employee newsletters and promotional literature

Current/Past Affiliations

Hammond Chamber of Commerce Advisory Board Member
Hammond Downtown Development District Merchant Committee Member
Hammond Kiwanis Club Member
Hammond Chamber of Commerce Member
Hammond Regional Arts Center Board Member
Habitat for Humanity Committee Member
Special Olympics Louisiana Advisory Committee
March of Dimes WalkAmerica Co-Chair
Memphis Symphony League Member American Cancer Society 5K Co-Chair
United Way Annual 10Mile Walk/Run Chairperson