



Board member reappointment or replacement protocol:

C.(1) The governing authority of the district shall be a board of eight members. The board shall be known as the Downtown Development Authority, hereafter referred to as the "authority". Seven members of the authority shall be appointed by the council of the city of Hammond, hereafter referred to as the "city council". The mayor shall serve as an ex officio, nonvoting member of the authority. One of the members shall be appointed from a list of nominees submitted by the mayor. Three of the members shall be appointed from lists of nominees submitted by each of the six largest assessed property owners within the district. One member shall be appointed from a list of three nominees submitted by the Hammond Chamber of Commerce. Two members shall be appointed from nominations submitted by property owners subject to the ad valorem tax provided for in Subsection E of this Section, or who are licensed business owners within the district. Nominations shall be compiled separately for the areas east and west of the ICG Railroad tracks, and each such nominee shall be nominated by a minimum of five business owners from within the respective districts before being considered a valid nominee for the Hammond City Council's review. A nominee shall be eligible only if all taxes and licenses of the nominee as well as the taxes and licenses of those placing the nominee's name into consideration are current. If any list of nominees provided for herein is not submitted by any nominating group or person within fourteen days after notification by the city council, the city council may appoint a member of its own choosing. Each member of the authority shall own property in the district, be the owner of a business 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 of Tangipahoa Parish. The city council may remove any member for cause.

(2) The terms of the initial members shall be as follows: four members shall be appointed for a term of two years and three members shall be appointed for a term of one year as determined by the city council. Thereafter, appointments shall be for terms of two years and shall be made in the manner provided in this Section. Vacancies occurring prior to the expiration of a term shall be filled in the manner provided in this Section for the unexpired term.

(3) The authority shall elect a chairman and a secretary-treasurer from among its members. The terms of the officers shall be one year, but any officer shall be eligible for re-election. The authority shall adopt such rules for the transaction of its business as it deems necessary and shall keep a record of its resolutions, transactions, studies, findings, and determinations, which record shall be a public record.



Greater Hammond Chamber of Commerce Seat:

One member shall be appointed from a list of three nominees submitted by the Hammond Chamber of Commerce.

1. DDD Board Member receives a letter that his/her term is expiring on December 31st, 2018.
2. Greater Hammond Chamber of Commerce receives a letter stating that their member's term will expire December 31st, 2018.
3. Chamber may choose to reappoint their nominated Board Member or submit new nominees to the DDD Executive Director.
4. Chamber may submit up to three nominees with their resumes to be considered for the Board of Director's seat. All nominees must be submitted to the DDD Executive Director within 14 days of the date on the notification letter received from the City Council or DDD.

If any list of nominees provided for herein is not received within fourteen days, the City Council may appoint a member of its own choosing.
5. DDD Director checks all required qualifications of submitted nominees and submits them to the Board of Directors.
6. Board of Directors makes a recommendation to be presented to City Council. If a current board member is among those nominated, he/she cannot be present during Board of Directors recommendations.
7. Hammond City Council chooses Board Member.
8. Newly appointed Board Member must complete training by January 2019 Board of Director's Meeting.



Mayor of Hammond Seat:

The mayor shall serve as an ex officio, nonvoting member of the authority. One of the members shall be appointed from a list of nominees submitted by the mayor.

1. DDD Board Member receives a letter that his/her term is expiring on December 31st, 2018.
2. Mayor of Hammond receives a letter stating that their member's term will expire December 31st, 2018.
3. Mayor may choose to reappoint their nominated Board Member or submit new nominees to the DDD Executive Director.
4. Mayor may submit up to three nominees with their resumes to be considered for the Board of Director's seat. All nominees must be submitted to the DDD Executive Director within 14 days of the date on the notification letter received from the City Council or DDD.

If any list of nominees provided for herein is not received within fourteen days, the City Council may appoint a member of its own choosing.

5. DDD Director checks all required qualifications of submitted nominees and submits them to the Board of Directors.
6. Board of Directors makes a recommendation to be presented to City Council. If a current board member is among those nominated, he/she cannot be present during Board of Directors recommendations.
7. Hammond City Council chooses Board Member.
8. Newly appointed Board Member must complete training by January 2019 Board of Director's Meeting.



East and West Side Seats:

Two members shall be appointed from nominations submitted by property owners subject to the ad valorem tax provided for in Subsection E of this Section, or who are licensed business owners within the district. Nominations shall be compiled separately for the areas east and west of the ICG Railroad tracks, and each such nominee shall be nominated by a minimum of five business owners from within the respective districts before being considered a valid nominee for the Hammond City Council's review.

1. DDD Board Member receives a letter that his/her term is expiring December 31st, 2018.
2. A public hearing will be held for initial nominations. Nominations may also be mailed to the DDD.
3. Nominations can only be made by licensed business or property owners subject to ad valorem taxes within the district on the side of the railroad track that holds an open seat.
4. All those nominated will receive a nomination letter. Nominees must submit a resume and 5 formal letters of nomination to the DDD Executive Director within 14 days of the date on the notification.

If any list of nominees provided for herein is not received within fourteen days of the date on the notification letter, the City Council may appoint a member of its own choosing.
5. DDD Director checks all required qualifications of submitted nominees and submits them to the Board of Directors.
6. Board of Directors makes a recommendation to be presented to City Council. If a current board member is among those nominated, he/she cannot be present during Board of Directors recommendations.
7. Hammond City Council chooses Board Member.
8. Newly appointed Board Members must complete training by first January 2019 Board of Director's Meeting.



Largest Assessed Property Owners:

Three of the members shall be appointed from lists of nominees submitted by each of the six largest assessed property owners within the district.

1. DDD Board Member receives a letter that his/her term is expiring December 31, 2018.
2. Six largest assessed property owners will receive a letter stating that one of their member's terms will expire December 31st, 2018.
3. Six largest assessed property owners may submit nominees with their resumes, to be considered for the Board of Director's seat to the DDD Executive Director within 14 days of the date on the notification letter received from of City Council or DDD.
If any list of nominees provided for herein is not received within 14 days of the date on the notification letter received from of City Council or DDD, the City Council may appoint a member of its own choosing.
4. DDD Director checks all required qualifications of submitted nominees and submits them to the Board of Directors.
5. Board of Directors makes a recommendation to be presented to City Council. If a current board member is among those nominated, he/she cannot be present during Board of Directors recommendations.
6. Hammond City Council chooses Board Member.
7. Newly appointed Board Members must complete training by first January 2019 Board of Director's Meeting.