



## Meeting of Build Baton Rouge Board of Commissioners

MINUTES	JANUARY 20, 2022	9:00 AM	ZOOM VIRTUAL
MEETING CALLED BY	Rodney Braxton		
TYPE OF MEETING	Build Baton Rouge (BBR) Board of Commissioners - Regular Meeting		
NOTE TAKER	Tara Titone		
ATTENDEES	<b>Attending Board Members:</b> Rodney Braxton, Chairman; Brian Haymon, Vice Chairman; Suzanne Turner, Secretary and Treasurer; Charles Landry; Will Campbell <b>Also Attending:</b> Tara Titone, BBR Interim President & CEO; Cornelius Payne, BBR Director of Real Estate; Gretchen Siemers, BBR Director of Planning; Tricia Prewitt, BBR Office Coordinator; Michael Adams, BBR Legal Intern; Amanda Spain, Baker Donelson/ BBR Legal Counsel; Heather Leblanc, V. Graham/ BBR CFO; Evelyn Ware, Red Stick Project/ EBR School Board; Jasmine Thomas, EBR Planning Commission; Lauren Jumonville, BRAF; Branden Weber; Perry Franklin, Franklin Associates		
	CALL TO ORDER		RODNEY BRAXTON
DISCUSSION	The meeting was called to order by Mr. Braxton at 9:02 am		
	APPROVAL OF MINUTES		RODNEY BRAXTON
DISCUSSION	The Board reviewed the minutes from the BBR Board of Commissioners meeting held on December 16, 2021.		
ACTION	Ms. Turner made a motion to approve the minutes from the December 16, 2021, meeting. Mr. Landry seconded the motion. The motion carried unanimously.		
	FINANCIAL REPORT		HEATHER LEBLANC
DISCUSSION	Mrs. LeBlanc presented the YTD profit and loss for the period ended December 31, 2021. BBR’s cash balance at the end of December was \$333,210. Mrs. LeBlanc reported that BBR is working to submit additional draw requests to the City-Parish in the amount of \$499,164 in early 2022. Billing will then be complete for the administration of the OCD grant-related work.		
	BOARD OFFICER ELECTIONS		RODNEY BRAXTON
DISCUSSION	The board reviewed and discussed board officer positions and the election of officers for 2022. Ms. Titone stated that all board terms expire Dec. 31, 2022. Mr. Landry suggested splitting the current Secretary/Treasurer role into two positions, nominating Mr. Campbell as Treasurer and Mrs. Turner as Secretary. No other nominations were made.		
ACTION	Mr. Landry made a motion to elect the following: Mr. Braxton, Chairman; Mr. Haymon, Vice Chairman; Mr. Campbell, Treasurer; and Mrs. Turner as Secretary. Mrs. Turner seconded the motion. There were no objections, and the motion carried unanimously.		

	<b>ADMINISTRATIVE UPDATE</b>	<b>TRICIA PREWITT, TARA TITONE</b>
<b>DISCUSSION</b>	<p>Ms. Prewitt reported that BBR is engaging with the City Parish Office of Community Development to ensure a smooth transition of the federal grants-related work back to the City. Ms. Titone stated that a reminder would be emailed to the board to complete annual ethics requirements for compliance. Ms. Titone reported that BBR now offers FSA and Dependent Care FSA benefit options at 100% cost to the employee. BBR's health insurance premium decreased in 2022 but will likely increase in 2023 due to the small group size. BBR is looking for new office space and will keep the board apprised. BBR will receive \$900,000 from the City Parish for 2022 operations with \$75,000 reserved for new land banking initiatives per the CEA with the City. The funds should arrive in the next few weeks. Ms. Titone asked the board to review and approve the responses to the 2021 Louisiana Compliance Questionnaire and adopt the resolution as required for the 2021 audit.</p>	
<b>ACTION</b>	<p>Mr. Landry made a motion to adopt the resolution to approve the responses to the 2021 Louisiana Compliance Questionnaire. Mrs. Turner seconded the motion. The motion carried unanimously.</p>	
	<b>LANK BANK UPDATE</b>	<b>GRETCHEN SIEMERS, CORNELIUS PAYNE</b>
<b>DISCUSSION</b>	<p><b>Adjudicated Property Transfers</b> Mr. Payne reported that BBR recently transferred two properties out of the land bank to the Louisiana Black History Hall of Fame and Janice Johnson. Four additional properties are being prepared for purchase and will be brought before the board for approval prior to their transfer.</p> <p><b>Community Land Bank and Trust (CLBT)</b> Mrs. Siemers reported that the CLBT is in the process of being created as a separate entity of BBR. The CLBT interim board of directors will convene for its first meeting in early February. It is the intention of BBR to transfer its land banked properties around Plank Road into the land trust. Ms. Spain said that by placing the properties into a 501(c)(3), donations can be accepted to maintain the properties which will allow for local support and partnership for area revitalization. Mr. Landry and Mr. Campbell suggested the BBR board be represented on the CLBT board. Ms. Wells will update the board bylaws to place a member of the BBR board on the CLBT board as an ex-officio. Mr. Landry will serve as the initial designee.</p>	
	<b>REDEVELOPMENT PROJECTS UPDATE</b>	<b>GRETCHEN SIEMERS, TARA TITONE</b>
<b>DISCUSSION</b>	<p><b>Plank Road Masterplan Implementation:</b> Ms. Titone reported that BBR and JPMorgan Chase are coordinating a roundtable check-in meeting and tour of properties in March. The previously scheduled bus tour for January was postponed due to COVID resurgence. The board will be kept apprised and included in the tour of projects.</p> <ul style="list-style-type: none"> <li>- <b>Plank-Mohican Food Hub-</b> BBR continues work with MetroMorphosis on the creation of a Food Incubator to serve the needs of small and emerging food entrepreneurs.</li> <li>- <b>Plank-Erie Pocket Park-</b> BBR is working with BREC and Co-City BR to facilitate the development of Phase I of the park, funded by BREC and BBR.</li> <li>- <b>Plank-Choctaw Grocery Mixed-Use Development-</b> BBR is working with a potential grocer on plans to occupy a 32,000-sf facility. BBR continues to engage in conversations with potential tenants for the remaining commercial, retail and residential space planned for the development.</li> <li>- <b>Plank-Calumet Mixed-Use Development-</b> BBR continues to work to identify funders to close a \$2M gap due to construction cost inflation.</li> </ul>	

	<p><b>Ardendale:</b></p> <ul style="list-style-type: none"> <li>- <b>MoveBR Lobdell-Ardenwood Connector Road-</b> BBR is coordinating with the City Parish and project managers on the plans for roadway development. Projected construction completion is early 2024.</li> <li>- <b>HUD BRChoice Grant-</b> BBR continues to work with the EBR Housing Authority and HUD on implementation of housing at Ardendale. Challenges with wetlands permitting are ongoing. BBR will begin implementing a façade improvement programs as part of the neighborhoods portion of the grant.</li> <li>- <b>Property Compliance-</b> BBR is working with the State to understand compliance requirements and deadlines to meet a HUD national objective for the overall Ardendale development. BBR will keep the board apprised.</li> </ul> <p><b>Shada Plantation:</b></p> <ul style="list-style-type: none"> <li>- BBR is working to gain an understanding on the timeline for the required expenditure of funds. Mr. Braxton will assist with clarification. BBR has received a grant from LA DEQ to further study the environmental impacts of the site. Mrs. Siemers stated that this level of work is required if a mixed-use development is to be built on the site. BBR will investigate next steps.</li> </ul> <p><b>Electric Depot:</b> BBR will meet with the Mr. Nelson in the coming weeks to discuss plans for Phase II of the development.</p> <p><b>Model Block:</b> BBR has spoken with Mr. Maher who is finalizing 2021 financials and working with his bank to determine if loan payments can resume per the loan agreement terms with BBR. Model Block reported a good year in 2021 but lost two tenants.</p>
	<p style="text-align: center;"><b>OTHER PROJECTS</b></p> <p style="text-align: right;"><b>TARA TITONE</b></p>
DISCUSSION	<p><b>New Markets Tax Credits:</b> BBR has submitted a \$40 M application for a 2021 allocation of credits.</p> <p><b>Economic Development Districts:</b> BBR is working on the administrative setup of the Cortana Corridor Economic Development District and will convene the board thereafter.</p> <p><b>Strategic/ Organizational Planning:</b> BBR staff has identified 14 comparable sized organizations and is reaching out to obtain information on consultant firms used for organizational planning. BBR will keep the board apprised.</p>
	<p style="text-align: center;"><b>NEW BUSINESS</b></p> <p style="text-align: right;"><b>RODNEY BRAXTON</b></p>
DISCUSSION	No new business.
	<p style="text-align: center;"><b>PUBLIC COMMENT</b></p> <p style="text-align: right;"><b>RODNEY BRAXTON</b></p>
DISCUSSION	No public comment.
	<p style="text-align: center;"><b>ADJOURN TO EXECUTIVE SESSION</b></p> <p style="text-align: right;"><b>RODNEY BRAXTON</b></p>
ACTION	Mr. Campbell made a motion to move into Executive Session. Mrs. Turner seconded the motion. The Board entered into executive session at <b>10:05 AM</b> .
	<p style="text-align: center;"><b>ADJOURNMENT</b></p> <p style="text-align: right;"><b>RODNEY BRAXTON</b></p>
ACTION	The board moved out of Executive Session at 10:25 AM and reported that no action was taken. Due to lack of quorum, the meeting was adjourned at <b>10:26 AM</b> .