



**Build Baton Rouge Board of Commissioners and CCEDD Board of Governors
Joint Meeting**

Date: Thursday, February 8, 2024

Place: 757 Main Street, Baton Rouge, LA 70802

Time: 9:00 A.M.

Minutes

Attending Build Baton Rouge Board Members: Rodney Braxton, Chairman; Charles Landry, Vice Chair; Will Campbell, Treasurer; Suzanne Turner, Secretary; (each, a "Commissioner")

Attending Cortana Corridor Economic Development District Board Members: Rodney Braxton, Chair; Jay Colar, Vice Chair; Will Campbell, Secretary/Treasurer, Suzanne Turner, Bradley Brown

Excused Board Members: Bobby Hamilton, Bradley Brown

Also attending: Gretchen Siemers, Vice President; Kendra Hendricks, Director of Operations and Programs; Tricia Prewitt, BBR Office Coordinator; Amanda Robertson, VGraham; Kincaid Jackson, Kean Miller; Dyke Nelson, DNA Workshop; Florida Corridor Team Perry Franklin, Andrew Broderick, Stephen Coulston, Christina De Guilio, Gabrielle Bullock

Meeting Called by: Rodney Braxton

Type of Meeting: Build Baton Rouge (BBR) Board of Commissioners and Cortana Corridor Economic Development Board of Governors (CCEDD) – Joint Meeting

Note Taker: Tricia Prewitt

❖ **Action Item**

- Mr. Braxton called the meeting to order at 9:00 a.m.
- Mr. Braxton confirmed receipt of proof of notice of meeting and the posting of public notice.
- Mr. Braxton Confirmed the number of Board Commissioners and Board Governors present and the constitution of a majority.
- The Board reviewed the minutes from the BBR Board of Commissioners January 18, 2024 regular meeting. Ms. Turner made a motion to approve the minutes and Mr. Campbell seconded. The motion carried unanimously.
- The Board reviewed the minutes from the CCEDD Board of Governors December 7, 2023, regular meeting. Mr. Campbell made a motion to approve the minutes and Ms. Turner seconded. The motion carried unanimously.



❖ **Action Item: Officer elections for CCEDD**

- Mr. Braxton suggested keeping the leadership in place that we had the previous year. The Board agreed.
- Mr. Braxton moved that all officers be kept in their existing seats. Mr. Campbell made a motion, Ms. Turner seconded. The motion passed unanimously.

❖ **Discussion Item: Budget**

- Ms. Robertson presented the YTD profit-loss actual vs. budget, program statement of activity, and cashflow projections for the period ended January 30, 2024 for BBR and December 31, 2023 for CCEDD. Ms. Robertson reported that January and December ytd results, revenue and income are in line with expectations, expenses are a little bit less than budget, and there are no concerns. There were no objections.

❖ **Discussion Item: Administrative Update/Land Bank**

- Ms. Siemers updated the board on the progress for the 725 Main Street office. The signs should be up within the next two weeks and furniture has been ordered for the lobby and the meeting room.
- Ms. Siemers reported that a selection from the RFP for Property Maintenance services has been made. Ms. Hendricks reported K3B, LLC bid came in around \$85,000 a year and they currently work with both FEMA and the city in the same capacity that BBR will be using them for.
- Mr. Jackson updated the board on Shada and the options for clearing titles for the properties in question.
- Mr. Jackson updated the board on Ardendale. The City has received a letter stating that Build Baton Rouge has satisfied the requirements of paying back the grant and he is awaiting their signature.
- Ms. Siemers informed the board that CPEX has expressed interest in subletting four offices in the BBR suite, which was favorable to the board.
- Ms. Siemers reported that she and Ms. Hendricks will be getting a draft of the RFP for Executive Director to the Board shortly.

❖ **Action Item: Review and approval of resolution approving the 2023 Louisiana Compliance Questionnaire for CCEDD**

- Ms. Siemers reviewed the resolution with the Board. Mr. Braxton entertained a motion to approve. Mr. Colar made a motion to approve. Mr. Campbell Seconded the motion. The motion passed.

❖ **Discussion Item: Presentation by Perkins and Will**

❖ The Florida Corridor Team gave an update on the Florida Corridor Master Plan.

❖ **Action Item: Adjournment of CCEDD Board**

- Mr. Braxton requested the CCEDD Board adjourn. Ms. Turner made a motion to adjourn, Mr. Colar Seconded. The CCEDD Board adjourned at 9:45.

❖ **Action Item: Adjournment to Executive Session for discussion of real estate and personal matters**

- The BBR Board adjourned to Executive Session at 9:45 a.m., with the regular meeting adjourning immediately following, at 10:48, with a motion by Mr. Landry, seconded by Mr. Campbell.