



**Cortana Corridor Economic Development District ("District") Board of Directors ("Board")
Regular Meeting**

Date: Thursday, December 7, 2023

Place: 757 Main Street, Baton Rouge, LA 70817

Time: 9:30 A.M.

Minutes

Attending Board Members: Rodney Braxton, Chair; Jay Colar, Vice Chair; Will Campbell, Secretary/Treasurer; Bradley Brown

Excused Board Members: Suzanne Turner

Also attending: Gretchen Siemers, Vice President; Tricia Prewitt, BBR Office Coordinator; Amanda Robertson, VGraham; Kincaid Jackson, Kean Miller; Rinaldi Jacobs, Jr.

Meeting Called by: Rodney Braxton

Type of Meeting: Cortana Corridor Economic Development District (CCEDD) Board of Directors Meeting – Regular Meeting

Note Taker: Tricia Prewitt

❖ **Action Item**

- Mr. Braxton called the meeting to order at 9:52 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 present and the constitution of a majority, with excused absences of one board member.
- The Board reviewed the minutes from the BBR Board of Commissioners September 28th, 2023 regular meeting. Mr. Campbell made a motion to approve the minutes and Mr. Brown seconded. The motion carried unanimously.

❖ **Discussion Item: Budget**

- Ms. Robertson presented the YTD profit-loss actual vs. budget, program statement of activity, and cashflow projections for the periods ended October 31, 2023 and November 30, 2023. Ms. Robertson reported that October and November ytd results, revenue and income are in line with expectations. There were no objections.

❖ **Action Item: Adopt Resolution Approving Budget**



- The proposed budget for the 2024 fiscal year was presented by Ms. Robertson. Ms. Seimers explained that the income is estimated and based on tax revenue and could change as the community center project moves forward.
- Mr. Braxton entertained the motion to adopt the 2024 budget. Mr. Campbell made the motion. Mr. Colar seconded the motion. The motion passed.
- ❖ **Action Item: Resolution to maintain compliance with State Board and Commissions Filing**
 - Ms. Siemers explained the new requirement from the state for CCEDD to file meeting documents with the state. The resolution permits BBR staff to file the documents.
 - Mr. Colar made a motion to adopt the Resolution. Mr. Campbell Seconded. The motion to adopt the resolution passed.
- ❖ **Action Item: Adoption of standard policies for ethics, preventing sexual harassment, and accounting procedures**
 - Ms. Siemers reviewed the policies that are the minimum required to comply with state law. There were no questions. Mr. Campbell made a motion to adopt the resolution. Mr. Brown seconded the motion. The motion passed.
- ❖ **Discussion Item: Administrative update**
 - Ms. Siemers reminded the board of ethics filing, preventing sexual harassment training, and ethics training are all annual requirements for this board and are now due.
 - Ms. Siemers reported on meetings with Councilman Dunn, who has a potential site in mind for the community center and has obtained an outlay from the legislature that the CCEDD will need.
 - Ms. Siemers reported on the Florida Corridor Team. They have completed their phase I report which includes an overall vision for the plan. They have identified several 15-minute neighborhood nodes where they want to focus development. The Board requested a digital copy of the previous month's presentation. BBR will work with the Board and the consultants for a February meeting.
 - Mr. Campbell is noted for his recent accomplishments on the Buddy Roemer Small Center and the publishing of his new book.
- ❖ **Action Item: Adjournment**
 - Mr. Brown made a motion to adjourn. Mr. Campbell seconded. The meeting adjourned the regular meeting at 10:08 a.m.