



## Meeting of Build Baton Rouge Board of Commissioners

<b>MINUTES</b>	<b>NOVEMBER 21, 2019</b>	<b>9:00 AM</b>	<b>EBR MAIN LIBRARY, 7711 GOODWOOD BLVD.</b>
<b>MEETING CALLED BY</b>	Rodney Braxton		
<b>TYPE OF MEETING</b>	Build Baton Rouge (BBR) Board of Commissioners - Regular Meeting		
<b>NOTE TAKER</b>	Tara Titone		
<b>ATTENDEES</b>	<p><b>Attending Board Members:</b> Rodney Braxton, Chairman; Brian Haymon, Vice Chairman; Susan Turner, Treasurer; Theodore Major, Secretary; Charles Landry</p> <p><b>Also Attending:</b> Christopher Tyson, BBR CEO; Tara Titone, BBR COO; Tasha Saunders, BBR Grants Director; Rebekah Strickland, BBR Administrative Assistant; Heather LeBlanc, V. Graham (BBR CFO); Amanda Spain, Baker Donelson; Bryon Turner, EBRCDE Advisory Board; Pastor Leo Cyrus, EBRCDE Advisory Board; Rowdy Gaudet, City Parish Assistant Chief Administrative Officer; Timothy Boone, The Advocate; Councilwoman Wicker, EBR Metro Council District 10; Phillip LaFargue and Samantha Knotts, Emergent Method; Willie Parns, Parns Construction, LLC; Jonathan Hill, Franklin Associates</p>		
	<b>CALL TO ORDER</b>		<b>RODNEY BRAXTON</b>
<b>DISCUSSION</b>	The meeting was called to order by Mr. Braxton at <b>9:26 AM</b>		
	<b>APPROVAL OF MINUTES</b>		<b>RODNEY BRAXTON</b>
<b>DISCUSSION</b>	The Board reviewed the minutes from the October 17, 2019 meeting. Mr. Landry made a motion to approve the minutes, and Mrs. Turner seconded the motion. The October 17, 2019 minutes were approved with no objection.		
	<b>FINANCIAL REPORT</b>		<b>HEATHER LEBLANC</b>
<b>DISCUSSION</b>	Mrs. LeBlanc presented the Board with the YTD Profit and Loss Actual vs. Budget, Program Statement of Activity, Cash Flow, and Monthly Cash Flow Projections for the period ended October 31, 2019. BBR will bring amended and draft 2020 budgets to the Board in December.		

**DISCUSSION**

Mr. Braxton asked if the cash flow numbers include reimbursements by OCD. Mr. Tyson and Mrs. LeBlanc explained that BBR awaits additional reimbursements from OCD but BBR has eaten into its cash reserve, as BBR did not receive supplemental funding from the City that was anticipated when creating the 2019 budget. In 2019, BBR engaged in a few one-time expenses that will not recur in 2020- BBR expanded staff on the grants and operations side and invested in strategic repositioning. Mr. Tyson alerted the Board that the City has allocated \$525,000 to BBR for 2020. BBR requested between \$700,000 - \$1M in 2017 and 2018 and received \$500,000 both years. BBR requested \$891,000 for 2020 and has taken on a larger portion of administrative responsibilities for the City Parish.

Mr. Landry asked if a deficit was anticipated based on the budget. Mr. Tyson explained that a strategic decision was made to pull from the reserves, but it was always anticipated that BBR would receive supplemental funding promised from the City. Mr. Tyson said that BBR is in a worst case scenario predicament since the supplemental funding did not materialize but the expenses were necessary to continue to work and grow the operation.

Mr. Haymon asked Mrs. LeBlanc if she was worried. Mrs. LeBlanc stated that with a \$525,000 allocation for 2020, BBR will eat through its reserves and run out of cash mid-year.

Mr. Braxton asked how much of the \$525,000 will be used to do redevelopment activities. Mr. Tyson said that none of the allocation will be able to be used for redevelopment activities.

Mr. Braxton asked if the 2020 proposed budget reflects the realities of what is being discussed and an expenditure amount that will not further eat into the reserves.

Mrs. Turner stated that she has sat through several years of 1.5 staff members and no growth and stressed the importance of finding a safe but aggressive movement towards growth. Though it is not a good time with the City Parish on several fronts, BBR should close the doors if it is forced to go back to where it was. She agreed BBR needs to be fiscally responsible but needs to take some risk.

Mr. Tyson explained that BBR has taken an aggressive approach and as a result secured a \$30M HUD grant and submitted a \$70M NMTC application that BBR would like to be able to deliver on. He stated that the City has an obligation to expend \$13M in backlogged HUD funds and BBR has a responsibility to assist— BBR is preparing to have a conversation with the mayor about this and considering alternative sources of unrestricted general fund dollars.

Mr. Haymon said BBR needs to have a plan that makes it ultimately independent of the government source.

**CEO UPDATE**

**CHRISTOPHER TYSON**

**DISCUSSION**

**Electric Depot**

Entergy is moving into the second phase of development and continue to lease up remaining commercial space from Phase I.

**Plank Road**

There was enthusiastic reception to the master plan reveal event with announcement of several projects BBR is currently working on. The next day, an announcement was made about the \$15M Bus Rapid Transit Federal Grant awarded to the city. BBR will deliver the full master plan to the Planning Commission with hopes they will adopt the plan in January with a Plank Road overlay district as proposed in the master plan. The pocket park project is advancing and BBR continues to identify partners interested in advancing the project.

<b>DISCUSSION</b>	<p><b><u>Development Updates</u></b>          BBR is requesting a Line of Credit increase to \$875,000 with CAFA to secure additional properties on Plank Road. The terms are an interest-only, 3 year loan with a 6-month loan repayment grace period. The idea is to use the line of credit to expand BBR's land banking operations in the most economical way possible. BBR is working on assemblage of parcels at the intersection of Plank and Weller. Mr. Landry asked what the source of repayment was for the line of credit. Mr. Tyson explained that once a property is transferred to a development entity, BBR will repay.</p>	
	<p><b><u>Land Bank</u></b>          BBR is in talks with community partners for the disposition of 2 parcels in its land bank.</p>	
	<p><b><u>Strategic Planning</u></b>          BBR's strategic work continues with branding and website development slated for completion by the end of the year. The annual report delivered in early 2020 will be a summation of a decade of BBR's work and a hopeful tool to garner additional funding support.</p>	
	<p><b><u>New Markets Tax Credits</u></b>          BBR submitted a \$70M application in October. Award announcements are expected in the second quarter of 2020. All projects proposed in the application are in north Baton Rouge. The proposed projects are reflective of community input, involve job expansion and are related to BBR's mission. The proposal is not set in stone.</p>	
	<p><b><u>Administrative</u></b>          Mr. Tyson has been in touch with the mayor to schedule a meeting on the \$525,000 allocation and BBR's proposed 2020 budget. By the December board meeting, BBR will have a better idea of how we can govern ourselves accordingly.</p>	
<p><b>ROOF RESET PROGRAM UPDATE</b> <span style="float: right;"><b>TASHA SAUNDERS</b></span></p>		
<b>DISCUSSION</b>	<p>Mrs. Saunders presented a spreadsheet to the Board on the Roof Reset Program. Mr. Tyson stated that BBR has paused as we work through changes in City Parish procurement policies since the program was conceived. Mr. Tyson explained that this program was originally designed under a previous city director, and a new director has come in and reinterpreted the policies; therefore, BBR is having to revisit its programs. BBR is working with the city to sort through the issues and hopes to be able to resume activity following a meeting tomorrow.</p> <p>Mrs. Saunders said that of the 9 pilot files, BBR has been able to complete 7 roof projects. Two files were rejected due to the home damage being too extensive to address only the roof.</p> <p>Mr. Braxton inquired about the projects where home damage is too extensive and asked how those cases are handled. Mrs. Saunders said that these two homes were in BBR's regular home rehabilitation program and the repairs will be addressed through the program. Extensive repairs to some homes will not be able to be made if applicants do not qualify for the program due to inability to secure homeowners insurance or if the home is damaged too badly. Mr. Braxton asked if there is a program for someone who has no home insurance. Mrs. Saunders is looking into a federally funded program that would allow BBR to acquire insurance for a 12 month period for those who are not able to afford it to allow for homeowners to then qualify and for the repairs to take place.</p>	

	<b>NEW BUSINESS</b>	<b>RODNEY BRAXTON</b>
<b>DISCUSSION</b>	Mr. Tyson announced that Geno McLaughlin has received a Baton Rouge Business Report 40 under 40 award.	
	<b>PUBLIC COMMENT</b>	<b>RODNEY BRAXTON</b>
<b>DISCUSSION</b>	Mr. Braxton recognized Councilwoman Tara Wicker.	
	<b>STRATEGIC PLANNING RETREAT</b>	<b>EMERGENT METHOD</b>
<b>DISCUSSION</b>	Mr. LaFargue and Ms. Knotts facilitated brief board introductions and reviewed the findings and organizational priorities as outlined in Converge's report prepared for BBR earlier this year. The strategic priorities of BBR (Redevelopment, Organizational Sustainability and Forward-Thinking Development Practices) were discussed at a high-level, however, the Board elected to put the brainstorming session on hold until the future direction of BBR was determined. BBR and the board agreed to update Emergent Method in early 2020, post budget adoption, with hopes of reconvening and revisiting the strategic planning exercise.	
	<b>ADJOURNMENT</b>	<b>RODNEY BRAXTON</b>
<b>DISCUSSION</b>	The meeting was adjourned by Mr. Braxton at <b>10:20 AM</b> .	

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