



## Meeting of Build Baton Rouge Board of Commissioners

<b>MINUTES</b>	<b>FEBRUARY 20, 2020</b>	<b>9:00 AM</b>	<b>BBR OFFICE</b> 620 Florida St., Ste. 110 Baton Rouge, LA 70801
<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; 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; 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>9:05 AM</b>		
	<b>APPROVAL OF MINUTES</b>		<b>RODNEY BRAXTON</b>
<b>DISCUSSION</b>	The board reviewed the minutes from the December 19, 2019 meeting.		
<b>ACTION</b>	Mr. Landry made a motion to approve the minutes, and Mr. Haymon seconded the motion. The December 19, 2019 minutes were approved with no objection.		
	<b>FINANCIAL REPORT</b>		<b>HEATHER LEBLANC</b>
<b>DISCUSSION</b>	<p>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 January 31, 2020, stating that BBR is in line with the 2020 budget. \$525,000 was received from the City Parish for BBR 2020 operations. Mr. Braxton asked if the city is still committed and on track to provide supplemental funding to BBR.</p> <p>Mr. Tyson announced that BBR was encouraged by Mark Drennen to submit a grant request to CAFA. BBR submitted for the full shortfall identified in the budget totaling \$325,000 and is hoping it will be a lifeline to carry operations through 2020.</p>		

<p><b>DISCUSSION</b></p>	<p>Mr. Tyson expand that CAFA had a grants process in the early days of the RDA from which the agency received a grant for seed funding and that BBR is thankful they have re-opened the grants process.</p> <p>Mrs. LeBlanc presented the cash flow, stating that BBR is sitting at \$627,000 cash currently and will be seeking \$421,000 in reimbursements from the city for it's grants administration work. There are four draw requests outstanding and BBR is working to push them though by the end of month.</p>	
	<p><b>AUDIT UPDATE</b></p>	<p><b>TARA TITONE</b></p>
<p><b>DISCUSSION</b></p>	<p>Ms. Titone announced that BBR has engaged Faulk and Winkler to prepare BBR's audited financials for the 2019 fiscal year ended December 31, 2019. Ms. Titone asked the Board to review and approve the responses to the Louisiana Compliance Questionnaire for the 2019 year and adopt a resolution as part of BBR's auditing requirements as a state agency.</p>	
<p><b>ACTION</b></p>	<p>Mr. Major made a motion to approve. Mr. Haymon seconded the motion. The Board unanimously voted to approve the responses to the Louisiana Compliance Questionnaire for the 2019 year and adopted the pertaining resolution.</p>	
	<p><b>CEO UPDATE</b></p>	<p><b>CHRISTOPHER TYSON</b></p>
<p><b>DISCUSSION</b></p>	<p>Mr. Tyson presented the Board with an update on recent activities stating that 2019 was a big year, opening with half of the staff is has now. In January BBR onboarded a number of people to expand its operations and to undertake the growing responsibilities of administering the City Parish's HUD funds.</p> <p><b><u>Budget</u></b>  BBR's budgeting issues are not resolved. Mr. Tyson stated that CAFA continues to be an amazing partner and he is hopeful for receiving the \$325,000 in operational support that was requested in January. Last year CAFA also granted BBR an \$800 line of credit for support of BBR's land bank and development activities for which BBR is very appreciative.</p> <p>Mr. Braxton asked Mr. Tyson to reiterate to the mayor, on behalf fo the Board, the Board's desire to have supplemental agency funding, regardless of whether or not the CAFA grant is received. The Board agreed that it is important that City Parish gives BBR additional funding to demonstrate their commitment to BBR's success.</p> <p><b><u>Legislation</u></b>  BBR has engaged Representative Ted James to assist with introduction of BBR's name change legislation in the upcoming session. Mr. Landry stated that he has prepared similar proposed legislation and will send a copy to Mr. Tyson and Ms. Wells for reference.</p> <p>The Board and Mr. Tyson discussed BBR's existing legislation that gives the Board the ability to enter into executive session within 30 days of a real estate closing with the requirement of public notice to state the purpose and the holding of an executive session. Mr. Landry will send similar language that has been approved that requires public notice with the terms of closing within 30 days but does not require a meeting.</p>	

## DISCUSSION

### **Ardendale**

BBR will be meeting with the city's engineers to discuss MovEBR connector road. BRCC is interested in building an allied health building or baseball stadium on land at Ardendale. Mr. Tyson stated that once the site is platted out, we will know how much non-wetlands land we have available for development.

BBR has been attending HUD BRChoice meetings with CNI team. The EBR Housing Authority and the City Parish are the primary administrators of the grant. BBR will be administering the \$6M neighborhoods portion of the grant. A lot of front end planning will be required of BBR this quarter and next to achieve the grant deliverables.

Mr. Braxton asked where BBR is on approaching a private developer for Ardendale as discussed in the November strategic planning session with Board. Mr. Tyson said there may be options after evaluating available land and he would keep the Board apprised.

BBR will be renewing its option agreements for purchase with the EBR Housing Authority and YWCA for development at Ardendale in the coming months.

### **Plank Road**

The Metro Council adopted a unanimous recommendation of the Planning Commission that the Plank Road master plan be made a small area plan of FuturEBR. BBR has requested \$2M in the mayor's Capital Outlay funding request for a food hub concept at Plank and Weller. Exxon Mobil has awarded BBR \$5,000 to support the development of a pocket park on Plank Road, as outlined in the master plan, and BBR is currently pursuing a number of grants for Plank Road project implementation (Wilson Foundation, BCBS, ExxonMobil, Healthy Cities, and Nat'l. Historic Trust for Preservation), including a \$2.7M request to JP Morgan Chase for an Advancing Cities grant.

BBR has identified \$2.5M in CDBG funding to support a catalytic development project fronting Plank Road. The project has sparked the interest of an opportunity zone investor in Maine (\$2M), and BBR is working with its NMTC consultant, Advantage Capital, to identify an additional \$2.5M in NMTC projects along the corridor. Mr. Tyson stated that he is still looking for a local developer/investor with capital gains who would like to put a shovel in ground in their own backyard. Mr. Landry suggested that BBR contact Blueprint, a national opportunity zone investor who has invested in projects of a similar scope.

Mr. Tyson announced that BBR has purchased the Plank Road old Chase building with its Cline of credit from CAFA and is talking with a developer to place mixed income housing on the property.

### **Entergy**

BBR is working with developer Dyke Nelson to acquire properties near Electric Depot. The properties have been appraised and the sale should be finalized soon at an estimated \$34,500.

BBR continues to work with and pursue developers who can purchase adjudicated properties for cash with zero warranty to title. Mr. Tyson said BBR has been clearly communicating the barriers to clearing title before selling properties.

Mr. Major asked if BBR can put together a seminar to communicate issues with clearing title to adjudicated properties. Ms. Wells stated that we could, but the issues with title companies not wanting to assume risk remain. Councilwoman Banks is giving talks on how citizens can purchase adjudicated property through the various entities- but the title issues remain.

**Strategic Plan**

BBR has resumed work with Emergent Method on its strategic plan. Mr. Haymon asked where BBR was in then strategic planning process and if the board would be included. The Board agreed they would like to participate in a strategic planning session. Mr. Tyson agreed to speak with Emergent Method and would communicate next steps to the Board.

Mr. Haymon asked Mr. Tyson what BBR's plan is, as he hears a tremendous amount of progress and information at meetings but feels like he is along for the ride and is unclear as to what his role is on the Board. He asked how BBR is going to measure its success as an organization and inquired as to whether or not it was headed in the right direction. Mr. Tyson agreed to ask Emergent Method to update the most recent strategic planning document with the notes from BBR's last working session and he would send to the Board as part of next Board update. Mr. Tyson said that he would hold a retreat-style meeting after the Board had a chance to review.

**Annual Report**

Mr. Tyson announced that the 2019 Annual Report has been completed and handed copies to the Board. Mr. Tyson stated that the report's goal was to show off BBR's projects and work, who we are, and what we do. The report profiles 3 major projects (Ardendale, Entergy and Plank Road) in a timeline fashion. The Board agreed that it wanted to see a listing of board members incorporated into the document and its preference for wanting to review the draft prior to finalization. Mr. Tyson said BBR will send the report to the Board for additional comments and then finalize.

Mr. Tyson reminded the Board of the John Noland tribute event tonight at the Water Institute at 5pm.

**CDBG/HOME GRANTS ADMINISTRATION PROGRAM UPDATE**

**TASHA SAUNDERS**

**Roof Reset**

Mrs. Saunders presented the board the attached spreadsheet on the Roof Reset Program. Phase II of the roof reset program has started with 100 roofs to be complete per the attached schedule.

**CDBG/HOME Grants Administration**

4 projects are underway to create 20 affordable units. Another 22 units will be created- contracts are underway. BBR will undertake the Consolidate Action Planning effort this year for the City Parish. The Fair Housing Action is currently being updated by GNOFAC. BBR is helping the city to get back into compliance and will deliver the completed plan to HUD upon completion.

**DISCUSSION**

**NEW BUSINESS**

**RODNEY BRAXTON**

**DISCUSSION**

Mr. Braxton stated his appreciation for the good work BBR and his desire to include the discussion of staff evaluations on the next agenda. He also said that, since the Board has the ability to go into executive session, he would like to include the line item on future agendas.

**PUBLIC COMMENT**

**RODNEY BRAXTON**

**DISCUSSION**

No public comment.

**ADJOURNMENT**

**RODNEY BRAXTON**

**DISCUSSION**

The meeting was adjourned by Mr. Braxton at **10:21 AM**.

DRAFT