



## Meeting of Build Baton Rouge Board of Commissioners

<b>MINUTES</b>	<b>MARCH 18, 2021</b>	<b>9:00 AM</b>	<b>ZOOM VIRTUAL</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>	Dominique King		
<b>ATTENDEES</b>	<p><b>Attending Board Members:</b> Rodney Braxton, Chairman; Brian Haymon, Vice Chairman; Susan Turner, Secretary and Treasurer; Charles Landry</p> <p><b>Also Attending:</b> Christopher Tyson, BBR CEO; Tara Titone, BBR COO; Tasha Saunders, BBR Grants Director; Marla Morris, BBR Grants Fiscal Manager; Dominique Kind, BBR Executive Assistant; Amanda Spain, Baker Donelson and BBR Board Counsel; WBRZ; Mark Drennen, CAFA; Sam Sanders, CAFA; BRProud</p>		
	<b>CALL TO ORDER</b>		<b>RODNEY BRAXTON</b>
<b>DISCUSSION</b>	The meeting was called to order by Mr. Braxton at <b>9:01 AM</b>		
	<b>APPROVAL OF MINUTES</b>		<b>RODNEY BRAXTON</b>
<b>DISCUSSION</b>	The Board reviewed the minutes from the BBR Board of Commissioners meeting held on February 18, 2021.		
<b>ACTION</b>	Ms. Turner made a motion to approve the minutes from the February 18, 2021 meeting. Mr. Haymon seconded the motion. The February 18, 2021 meeting minutes were approved unanimously.		
	<b>FINANCIAL REPORT</b>		<b>HEATHER LEBLANC</b>
<b>DISCUSSION</b>	Heather LeBlanc presented the Board with the YTD Profit and Loss Actual vs. Budget, the Program Statement of Activity, and Monthly Cash Flow Projections for the period ended February 28, 2021. There were no objections by the Board.		
	<b>CEO UPDATE</b>		<b>CHRISTOPHER TYSON</b>
<b>DISCUSSION</b>	<p><b>Administrative</b></p> <p>Mr. Tyson updated the board on the Board Retreat scheduled on April 1, 2021 with Laura Brunner, CEO of The Port of Greater Cincinnati Development Authority, as guest speaker. Mr Braxton asked to poll the Board to determine if the retreat will be held in person or virtual, via Zoom.</p>		

## DISCUSSION

The open Director of Real Estate and Special Projects position has been posted on [indeed.com](https://www.indeed.com) and a number of responses have been received. BBR will set next steps for interviews and the selection process and keep the board apprised.

### **Real Estate and Land Bank**

- **Plank Calumet Development-** BBR continues to work to close on financing on the Plank Calumet Development and is now meeting with financing partners every Wednesday at 9AM and will continue to do so until closing.
- BBR is considering acquiring property near the Electric Depot property. The vetting process is underway and BBR will keep the board apprised of any developments.

### **Federal Grants**

Ms. Saunders provided an update on the on the Roof Reset and Home Rehabilitation federal grant programs (project tracking spreadsheet attached)

- **Roof Reset Program -** BBR has received 630 applications and completed 105 roofs to date, expending \$892,393. BBR is currently in phases II and III of the program, with phase IV projected to start soon. BBR is on target to wrap-up the program by the September 30, 2021.
- **Home Rehabilitation Program-** BBR has received 341 applications and 263 have been deemed eligible. 28 projects have been completed totaling an expenditure of \$632,905. 10 projects are in progress with significant progress expected by the end of the year, with a goal of the completion of 30 roofs.

Mr. Braxton asked for a progress report to confirm the pace is accelerating as it should and Mr. Tyson and Ms. Saunders explained and confirmed that BBR has been working at a steady pace, expending all but \$2 million of the \$8-9 million of backlogged HUD funds. Ms. Saunders stated she was hopeful that all program metrics will be met by the September 2020 HUD expenditure deadline.

### **Projects**

- **JPMorgan Chase Advancing Clities Grant/ Plank Road Master Plan:** This week, BBR submitted its interim progress report on the grant. BBR is actively managing combinations with its partners and has begun conversations with TruFund Financial regarding the particulars of the proposed revolving loan program. Program guidelines and structure will be available for review soon. Other projects (food incubator, pocket park) are moving along in the planning stages.
- **BR Housing Alliance:** BBR continues to work with Sam Sanders and Mid City Redevelopment Alliance on the creation of a housing plan for Baton Rouge. The Alliance recently briefed Mayor Broome on progress made to date. Mr. Tyson stated his excitement for what the housing plan will contribute to the parish.
- **Electric Depot:** No updates
- **Ardendale:** BBR has been focused on the MoveBR connector road that will serve as a key component for EBRPHA's HUD Choice Neighborhoods Grant-funding housing development. Through a series of meetings with the City and the MoveBR team, a roadway design has been agreed upon. The first phase of housing at Ardendale is expected to break ground this year, and BBR will be moving forward with the transfer of a portion of Ardendale to the EBRPHA in the coming months.

	<b>NEW BUSINESS</b>	<b>RODNEY BRAXTON</b>
<b>DISCUSSION</b>	No new business.	
	<b>PUBLIC COMMENT</b>	<b>RODNEY BRAXTON</b>
<b>DISCUSSION</b>	No public comment.	
	<b>ADJOURN TO EXECUTIVE SESSION</b>	<b>RODNEY BRAXTON</b>
<b>DISCUSSION</b>	The Board did not enter into Executive Session.	
	<b>ADJOURNMENT</b>	<b>RODNEY BRAXTON</b>
<b>ACTION</b>	Mr. Haymon made a motion to adjourn the meeting. Ms. Turner seconded the motion. The meeting was adjourned at <b>9:25 AM.</b>	

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## Roof Reset Program Update 03.18.21

Applications Received	630
Application Processing by BBR	7
Ineligible Applicants/Projects	104
Eligible Projects	519

Completed Projects to Date	105
Total Dollars Expended	\$ 892,393.66

		Phase 1	Phase 2	Phase 3	Phase 4	Phase 5	Phase 6	Totals
Current Project Status		Complete	Began July 2020	Began Oct 2020	Scheduled May 2021	Scheduled June 2021	Scheduled August 2021	
<b>BBR/Field</b>	Inspection Requested							0
	Inspection Complete		2	29				31
	Applicant Acceptance of Proposed Work			2				2
	Bid Phase		4	24				28
	Requisition Prep by PM			35				35
<b>City-Parish</b>	Requisition with ACAO							0
	Grants Review (Over \$10K)			8				8
	MUNIS Entry (Allocated, not in workflow)			7				7
	Released in MUNIS (req workflow)							0
	Converted to Contract (pending posting)		18					18
<b>BBR/Field</b>	Reset in Progress		25					25
	Change Order Pending		2					2
	Disqualified/Ineligible/ Withdrawn	2	9	8				
	Reset Complete	53	51	1				105

<b>Total Projects in Each Phase</b>	<b>55</b>	<b>111</b>	<b>114</b>	<b>109</b>	<b>110</b>	<b>20</b>
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**Home Rehabilitation Program Update  
03.18.21**

Applications Received	341
Eligible Projects	263
Ineligible Applicants	78

Completed Projects to Date	28
<b>Total Dollars Expended</b>	<b>\$ 632,905.50</b>

	Current Project Status	Phase 1	Phase 2	Phase 3	Totals
		OCD Transferred Properties	Intake 1/2019-3/2019	Intake 6/1/19-7/31/19	
<b>BBR/Field</b>	BBR Application Processing			60	60
	Inspection Requested	1	2	29	32
	Inspection Complete				0
	Scope of work Revision				0
	Environmental Review Requested			14	14
	Environmental Review Complete			3	3
	Homeowner Participation Agreement (acceptance of scope)		6	15	21
	Bid Phase	7	11	5	23
	Requisition Prep by PM	2	2		4
<b>City-Parish</b>	Grants Review (Over \$10K)		2	1	3
	Requisition with ACAO		1		1
	MUNIS Entry (Allocated, not in workflow)				0
	Released in MUNIS (req workflow)				0
	Converted to Contract (pending posting)	3	4		7
<b>BBR/Field</b>	Rehab in Progress	2	4	3	9
	Change Order Pending				0
	Ineligible/Withdrawn/Disqualified	5	9	65	79
	Pending Roof Reset Completion		2	4	6
	Rehab Complete	19	9	0	28

<b>Total Projects in Each Phase</b>	<b>41</b>	<b>82</b>	<b>218</b>	<b>341</b>
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<b>Scope of Work Over 30K (on hold)</b>	<b>2</b>	<b>30</b>	<b>19</b>	<b>51</b>
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