

Cortana Corridor Economic Development District Regular Meeting

Date: Thursday, May 18, 2023

Place: 100 North St., Baton Rouge, LA 70802

Time: 9:15 A.M.

Minutes

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

Also attending: Gretchen Siemers, Vice President; Kendra Hendricks, Senior Manager of Economic Development and Finance; Cornelius Payne, Director of Real Estate; Helena Cunningham, BBR Consultant

Meeting Called by: Rodney Braxton

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

Note Taker: Kendra Hendricks

- I. **Action Item** Mr. Braxton called the meeting to order at 9:53 am
- II. **Action Item** Mr. Braxton confirmed receipt of proof of notice of meeting and the posting of public notice.
- III. **Action Item** Mr. Braxton confirmed the number of Board Commissioners present in person and the constitution of a majority.
- IV. **Action Item** The Board reviewed the minutes from the March 16, 2023 meeting. Mr. Campbell made a motion to approve the minutes from the March 16, 2023 meeting. Ms. Turner seconded the motion. The motion carried unanimously.
- V. **Discussion Item** Ms. Siemers updated the board on the Florida Corridor project. She said that BBR is finalizing the contract with Perkins & Will and should be able to sign the contract next week. A kick-off meeting will be held the 2nd week of June. Ms. Siemers also provided a financial summary as of April 30, 2023 to the board.
- VI. **Action Item** Mr. Braxton opened discussion on the approval of a fee for management of the Master Plan as provided in the Administrative Services Agreement. Ms. Siemers provided the project facilitation fee request and described the activities that BBR would manage. After some discussion, Mr. Braxton asked the board to approve the amount of \$18,000 per quarter for the 18-month project duration. Ms. Turner made a motion. Mr. Campbell seconded. The motion carried unanimously.

VII. **Action Item**

There was no public comment.

VIII. **Action Item**

Mr. Braxton requested a motion to adjourn. Mr. Campbell made a motion to adjourn the meeting. Mr. Colar seconded the motion. The meeting was adjourned at 10:15 a.m.