



**Build Baton Rouge Board of Commissioners
Regular Meeting**

Date: Thursday, January 18, 2024

Place: 757 Main Street, Baton Rouge, LA 70802

Time: 9:00 A.M.

Minutes

Attending Board Members: Rodney Braxton, Chairman; Charles Landry, Vice Chair; Will Campbell, Treasurer; Suzanne Turner, Secretary; Bobby Hamilton (each, a “Commissioner”)

Also attending: Gretchen Siemers, Vice President; Tricia Prewitt, BBR Office Coordinator; Amanda Robertson, VGraham; Kincaid Jackson, Kean Miller; Helena Cunningham, Consultant; Jeffrey Leuenberger, City of Baton Rouge; Loretta Robillard, Robillard Management Company

Meeting Called by: Rodney Braxton

Type of Meeting: Build Baton Rouge (BBR) Board of Commissioners – Regular Meeting

Note Taker: Tricia Prewitt

❖ **Action Item**

- Mr. Braxton called the meeting to order at 9:05 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.
- The Board reviewed the minutes from the BBR Board of Commissioners December 7, 2023 regular meeting. Mr. Landry made a motion to approve the minutes and Mr. Campbell 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 period ended December 31, 2023. Ms. Robertson reported that December ytd results, revenue and income are in line with expectations, expenses are a little bit less than budget, and there are no concerns. There were no objections.

❖ **Action Item: Officer elections for one year or until their successors have been duly elected and qualified**

- Mr. Braxton opened nominations. Mr. Landry nominated keeping existing officers. Mr. Landry moved that nominations be closed.



- Mr. Braxton moved that all officers be kept in their existing seats. Ms. Turner seconded. The motion passed unanimously.
- Mr. Landry requested a change in the bylaws for 2025 that would allow a 2-year term for officers. Mr. Jackson will investigate this, and the board will vote at a later date.
- ❖ **Discussion Item: Administrative Update/Land Bank**
 - Ms. Siemers updated the board on the progress of signage for the 725 Main Street office. Ms. Siemers reported no changes in staffing or office matters.
 - Ms. Siemers alerted the board to a couple of requests for adjudicated properties. Ms. Siemers reported that she and Mr. Jackson are working on this and will keep the board apprised.
 - Mr. Jackson updated the board on Shada and the options for clearing titles for the properties in question.
 - Regarding Redevelopment, Ms. Siemers informed the board that we were able to get a 2 year extension and amendments on the JPMorgan Chase Grant, with March 30, 2026 as the date for completion for the amended items.
 - Ms. Siemers and Mr. Jackson updated the board on Ardentale. The City is suggesting a letter stating that Build Baton Rouge has satisfied the requirements of paying back the grant. Mr. Jackson will provide the letter to the board for review.
 - Regarding the next meeting, Ms. Siemers informed the board that the consultants from Perkins and Will will be attending to update the board on the Florida Corridor Plan, possibly as a joint meeting with the CCEDD.
 - Ms. Siemers updated the board on the recent RFP for property maintenance services. The RFP has closed with several good candidates and a decision will be made soon.
- ❖ **Action Item: Review and approval of resolution approving the 2023 Louisiana Compliance Questionnaire**
 - Ms. Siemers reviewed the resolution with the Board. Mr. Braxton entertained a motion to approve. Mr. Campbell made a motion to approve. Ms. Turner seconded the motion. The motion passed.
- ❖ **Action Item: Review and approval of CEA between BBR and Plank Road CLBT**
 - Mr. Braxton entertained a motion to approve after Ms. Siemers and Mr. Jackson reviewed the CEA with the Board. Mr. Landry made a motion to approve. Mr. Campbell seconded. The motion passed unanimously.
- ❖ **Discussion Item: Public Comment**
- ❖ Ms. Robillard brought to the Board's attention her and her husband's long service to Build Baton Rouge for the maintenance of adjudicated properties since 2010. She asked about the RFP, as she missed its posting, but after some discussion the Board found they were unable to reopen the RFP for one business. Build Baton Rouge thanked Ms. Robillard for her and her husband's dedicated service over the years as Robillard's Management has gone above and beyond and Ms. Robillard was made welcome to submit a bid on any future RFPs.
- ❖ **Discussion Item: New Executive Director and project updates**



- Ms. Turner inquired about staffing and finding an Executive Director. Ms. Siemers gave a brief update on staffing and a discussion on finding an Executive Director commenced. Mr. Braxton stated that he has an outline of the hiring committee. Ms. Cunningham requested a pause to go over the job description with Mr. Braxton the following week.
- Mr. Landry and the Board discussed the Memorial Stadium Development.
- ❖ **Action Item: Adjournment to Executive Session for discussion of real estate and personal matters**
 - Mr. Landry requested the Board adjourn to Executive Session. Mr. Braxton entertained the motion to adjourn to Executive Session with the regular meeting adjourning immediately following. Mr. Landry made a motion to adjourn, Mr. Campbell seconded. The Board adjourned to Executive Session at 10:21, with the regular meeting adjourned immediately following.
- ❖ **Action Item: Adjournment**
 - The meeting was adjourned immediately following executive session.