



Cortana Corridor Economic Development District (“District”) Board of Directors (“Board”) Regular Meeting Minutes

Date: Thursday, April 3, 2025

Place: Fishman Haygood, 100 North Street, Ste. 800, Baton Rouge, La 70802

Time: Immediately following 9:00 a.m. Build Baton Rouge Board Meeting

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

Excused Board Members: Bradley Brown

Also attending: Deidre Robert, President and CEO; Gretchen Siemers, BBR COO; Kendra Hendricks, BBR Director of Operations and Programs; Tricia Prewitt, BBR Office Coordinator; Amanda Robertson, VGraham; Kincaid Jackson, Kean Miller; Jasmine Thomas

Meeting Called by: Rodney Braxton

Type of Meeting: Regular Meeting

Note Taker: Tricia Prewitt

❖ Action Item

- a. Mr. Braxton called the meeting to order at 9:45 a.m.
- b. Mr. Braxton confirmed receipt of proof of notice of meeting and the posting of public notice.
- c. Mr. Braxton confirmed the number of Board Commissioners present and the constitution of a majority.
- d. The Board reviewed the minutes from the meeting of the CCEDD board on February 20, 2025. Ms. Turner made a motion to approve the minutes, and Mr. Campbell seconded. The motion carried unanimously.

❖ Discussion Item: Financial Reports

- a. Ms. Robertson presented the financial report for the year to date. Ms. Robertson reported that revenue and expenditure are in line with expectations, nothing out of the ordinary. There were no objections.

❖ Discussion Item: Administrative Update

- a. Ms. Siemers reported that the audit/review is under way.
- b. Ms. Hendricks alerted the Board to a new form that the auditors are requesting that she would be sending out for the Board to fill out.



❖ **Discussion Item: District Work Plan and Master Plan Implementation**

- a. Ms. Siemers directed the Board to the work plan in their packet, that mirrors the enabling legislation for the CCEDD with some changes.
- b. The Board discussed the Florida Corridor Master Plan, requesting updates on where we are in the different phases.
- c. Ms. Siemers reported that Ms. Hendricks is working on an RFQ to build a list of developers to attach projects to. The Board discussed if it should be an RFQ or an RFP, and how DEQ would factor in. Ms. Cunningham, from the phone, stated that the City has a percentage of DEQ that is required for contracts and suggests that the CCEDD could probably adopt what is already being done in the city parish. Mr. Braxton requested a draft of the RFQ for the next meeting.
- d. Ms. Siemers reported that they would like to start on Phase 3 and Phase 4 as well of the Master Plan. Mr. Braxton stated that he would like to as well but would like assurances that we have the funding needed to complete Phase 2 before we dive into Phase 3.
- e. Ms. Robertson gave the board a review of funding. Ms. Siemers noted that collections have slowed since the first year due to the first year having a good bit of construction in the area, which has since been completed. Ms. Siemers offers to come back with some numbers. Mr. Braxton stated that he would prefer that, as he would like to present information to the board so that they can make informed decisions.
- f. Ms. Siemers requested that the Board review the rest of the packet and give feedback.

❖ **Action Items: Project Administration Fee Request- Community Center**

- a. Ms. Seimers opened a discussion about increasing the project administration fee, as it is taking more time and we could use another person on the project.
- b. Mr. Braxton entertained a motion to approve the Project Administration Fee Request. Ms. Turner made a motion to approve; Mr. Campbell Seconded. The motion passed unanimously.

❖ **New Business**

- a. There were no new business items

❖ **Discussion Item: Public Comment**

- a. There was no public comment



❖ **Action Item: Adjourn to Executive Session**

- a. The board did not adjourn to the Executive Session.

❖ **Action Item: Adjournment**

- a. Mr. Braxton entertained a motion to adjourn. Mr. Colar made a motion to adjourn. Mr. Campbell seconded the motion. The motion carried unanimously. The meeting was adjourned at 10:10 a.m.