

**RECREATION AND PARK COMMISSION
FOR THE PARISH OF EAST BATON ROUGE**
Regular Meeting – 5:00 p.m.
BREC Administration Building
6201 Florida Boulevard
Baton Rouge, Louisiana
Commission Minutes
November 30, 2023

Call to Order

A regular meeting of the Recreation and Park Commission for the Parish of East Baton Rouge (BREC) was held at BREC's Administrative Offices on November 30, 2023. The meeting was called to order at 5:03 p.m. by Chairman Kenneth Pointer. Commissioner Dwayne Rogers offered the invocation. Commissioner Rossie Washington, Jr. led the pledge of allegiance. Roll was taken and a quorum of Commissioners was present including Kenneth Pointer, Chair; Sandra Davis, Vice Chair; Dwayne Rogers, Treasurer; Trina Hall; Donna Colins Lewis; Nathan Rust; and Rossie Washington, Jr. Commissioner Collis Temple, Jr. arrived at 5:07 p.m. and Commissioner Jason Hughes arrived at 5:12 p.m. Staff members present were Corey K. Wilson, Superintendent; Reed Richard, Assistant Superintendent of System Planning; Brandon Smith, Assistant Superintendent of Recreation; Aneatra Boykin, Chief Administrative Officer; Andrea Roberts, Chief Operating Officer; Angela Harms; Darlene Jarvis; Steven Knight; RaHarold Lawson; Cheryl Michelet; Mike Raby; and Rhonda Williams. Jim Raines, legal counsel; Carl Stages, Executive Director of BREC Foundation; and Dee Blake, Executive Director of Baton Rouge Zoo Foundation; were also in attendance. The rest of the audience consisted of other BREC staff, sign language interpreters, and the public.

Public Comment

The Chairman announced that public comment would be allowed prior to a vote being taken on any agenda action item.

Adoption of Minutes

Resolved, That the reading of the minutes of the Recreation and Park Commission Meeting of October 26, 2023 be dispensed with, and that they be approved as written.

Motion to approve by Ms. Lewis

Second by Ms. Davis

Unanimously approved

Consent Calendar

Resolved, That the Recreation and Park Commission for the Parish of East Baton Rouge does hereby approve the Consent Calendar items.

Motion by Ms. Davis

Second by Ms. Lewis

Unanimously approved

The following item was approved as part of the Consent Calendar:

Acceptance of Recommendations from the Human Resources Advisory Committee

Resolved, That the Commission approve the Routine Personnel Transactions from October 12, 2023 to November 14, 2023.

Presentations

Chairman Pointer recognized Assistant Superintendent of System Planning Reed Richard to give updates on the systemwide master plan and the ongoing construction projects. Mr. Richard reviewed system master plan process and the different criteria used to assess the recreation facilities throughout the parish. Mr. Temple expressed concern about the number of recreation centers rated poor. Mr. Richard stated one of the key factors considered was if the facilities were without air conditioning. He stated that adding air conditioning to the recreation centers would be about \$1,000,000 each because it would be necessary to also bring the buildings up to code. There was a discussion about the reasons for building gymnasiums without air conditioning. Mr. Rogers noted the slide that displayed the park access map was misleading because there are not many facilities in the northeastern part of the parish. There was a discussion about ensuring the information is accurate and understandable. Mr. Richard continued the presentation with updates on the ongoing and upcoming construction projects, public engagement in the northeast area of the parish, urban trails, and natural resources management.

Mr. Richard then announced that Eileen Bonin, who has been at BREC for 17 years, is retiring next week. He noted that she is the heartbeat of the Planning and Engineering Department working behind the scenes keeping everyone in line. She handles all the complicated construction contracts, change orders, state capital outlay, and land acquisition and will be greatly missed. Mr. Richard expressed his gratitude to Eileen and wished her well. He stated that her assistant Natalie Hollis would be taking her place.

Mr. Temple asked if there was an update concerning Memorial Stadium. The Superintendent referenced a recent article in the newspaper about the development of that site and stated that staff will meet with the developer to craft an agreement before moving forward with the project. Mr. Temple indicated that he was referring specifically to the safe room planned for that site. Mr. Richard stated that staff will be meeting with the Office of Community Development during the next week. The Superintendent noted that all the agreements for the safe room project have been executed. Mr. Temple then asked about the lakes project. Mr. Richard stated he would contact Mark Goodson about providing the Commission an update at an upcoming meeting. Mr. Temple also asked about what kind of improvements are being planned for City-Brooks Community Park. Mr. Richard explained that the parks would be better incorporated into one park. He also stated that the lakes project will include some enhancements to the park.

The Commission viewed a brief video highlighting various upcoming events throughout the parish during the month of December.

Reports of Officers and Standing Committees

Chairman Pointer recognized Superintendent Wilson to provide the Superintendent's report. Under Communications, Superintendent Wilson opened with the sad news of the death of a recent BREC retiree, Carletta Jenkins. He recounted her time at BREC from 2007 to 2023 and expressed condolences to her family. He asked everyone to observe a moment of silence. A moment of silence was observed.

Mr. Wilson reviewed the October activity report and stated that the year-to-date attendance was up by 31% over last year. He told the Commission that Zoo Director Jim Fleshman was not at the Commission meeting because he was just finishing a visit from an AZA accreditation team at the Zoo.

The Superintendent informed the Commission about awards presented at the recent Louisiana Recreation and Park Association (LRPA) conference. He stated that the agency received the 2023 Innovation in Park Design Award for BREC's Baton Rouge Zoo. He noted that the BREC Foundation awarded a scholarship at the conference to Kearstin Joseph, who was present. The Superintendent introduced Jacob Waguespack, BREC Foundation Treasurer, who stated that since 2016 BREC Foundation has awarded a scholarship to a deserving student pursuing a degree for a career in health, physical education, or recreation at Baton Rouge based institution. Mr. Waguespack congratulated Ms. Joseph on behalf of BREC Foundation. Superintendent Wilson announced that LRPA's Carroll Glynn Breeden, Jr. Fellow Award was presented to Carl Stages for his many years of service in the field and his leadership roles with LRPA over the years, having served as president of the organization in the past. The award was named for a deceased former Commissioner who was involved with LRPA during his time on the Commission. The Superintendent then told the Commission about a national award from the American Society of Landscape Architects, the Honor Award in Analysis and Planning, which was presented to BREC for Greenwood Community Park Master Plan and accepted by Reed Richard at the conference. Superintendent Wilson told the Commission that the Louisiana Travel Association (LTA) will be presenting BREC the LTA Event of the Year Award for the southern regional soccer championship tournament hosted at Burbank Soccer Complex. He recognized Brandon Smith, RaHarold Lawson, and Reed Richard and their staff members for their contributions to making the event successful. The Superintendent was just notified that BREC also received a Mid-Market Champion for Economic Impact Award from the Sports Destination Management Magazine. The Superintendent reminded the Commission about the upcoming Let It Sneaux Event on December 9 at Perkins Road Community Park.

The Chairman recognized Commissioner Rust for the Communications and Information Systems Advisory Committee report. Mr. Rust recognized Communications Director Cheryl Michelet who reviewed the action item. Ms. Michelet answered questions from Commissioner Hughes regarding the DBE (disadvantaged business enterprise) participation and Commissioner Rogers regarding about increasing the use of social media in the marketing plan and the need to approve the marketing plan before the 2024 budget is approved. Mr. Rogers also asked if there was any funding for the Brunch with Baddies event included in the plan and Ms. Michelet responded that the event would be promoted. Commissioner Rust also offered clarification on the budget question and proposed having the budget introduced in October instead of November next year.

Ms. Michelet then read the following resolution:

Resolved, That the Commission approve the 2024 Marketing Plan, as presented.

Motion by Mr. Washington

Second Mr. Rust

Approved by majority vote with an objection from Mr. Rogers

The Chairman recognized Treasurer Rogers for the Finance Advisory Committee report. Mr. Rogers stated that Interim Director of Finance Rhonda Williams was available to answer any questions on the items presented for approval. Mr. Rogers then read the following resolution:

Resolved, That the Commission accept the unaudited financial statements for the month ending and fiscal year-to-date period ending September 30, 2023, as presented.

Motion by Mr. Rust

Second by Mr. Hughes

Unanimously approved

Mr. Rogers then read the following resolution:

Resolved, That the Commission approve Change Order No. 14 to the existing contract with Capitol Construction LLC for the Howell Community Park Rec Center and Pool for \$15,304.77 and -0- additional days, for added bath house soffit and added panic devices to 13 egress doors per fire code requirements. BREC will seek reimbursement of the \$15,304.77 from the responsible party. The original contract amount was \$7,495,000; the new contract amount through Change Order No. 14 is \$8,228,629.78, for a total increase of 9.79%

Motion by Mr. Washington
Second Mr. Rust
Unanimously approved

Mr. Rogers then read the following resolution:

Resolved, That the Commission approve extending Annual Contract #1794 - Service Contract #2020-251 with Cody Edwards Trucking, LLC to provide dirt, sand, gravel, and clay for BREC at the same prices, terms, and conditions for three (3) months through February 29, 2024.

Motion by Mr. Temple
Second by Mr. Washington
Approved by unanimous consent

Mr. Rogers then read the following resolution:

Resolved, That the Commission approve accepting all qualified winning bidders for the sale of surplus equipment which closed on November 7, 2023, as noted in the Surplus Sales Bid Recap.

Motion by Mr. Washington
Second by Mr. Hughes
Unanimously approved

Ms. Williams asked the Commission if there were any questions about the Capital Outlay over \$25,000 or the Contracts \$50,000 or under. There were no questions.

Chairman Pointer read the resolution recommended for approval from the Planning and Park Resources Advisory Committee as follows:

Resolved, That the Commission accept an offer of \$3,700 from the City of Baton Rouge-Parish of East Baton Rouge for the sign located at the Woodlawn Middle School Walking Loop on Parcel No. 7-2 as part of the Jones Creek Road Extension Segment 1 – Airline Hwy. to Tiger Bend Road project; authorize superintendent to execute necessary documents.

Motion by Mr. Rogers
Second by Mr. Rust
Unanimously approved

Chairman Pointer recognized Mr. Washington for the Selection of Professionals Committee report. Mr. Washington recognized Ms. Michelet who read the following resolution:

Resolved, That the Commission approve the following Individual Service Agreements with the listed vendors to provide the listed scope of work, as part of the 2024 Marketing Plan, for individual contract totals of the following amounts for 2024, as presented; allowing for additional spending from contingency funds as needed not to exceed the overall marketing budget.

Media Vendor	Amount Contracted
Feigley Communications	\$165,355.00
Lamar	\$114,400.00
WAFB	\$106,430.00

Facebook/Instagram	\$74,275.00
Cox	\$74,250.00
225	\$68,372.25
Guaranty Media	\$67,300.00
WBRZ	\$62,800.00

Ms. Davis asked about the difference between the contracts with the two television stations, WAFB and WBRZ. Ms. Michelet explained that commercials run on both stations, but WAFB has the better digital advertising results.

Mr. Washington made a motion to approve the resolution.
 Seconded by Mr. Hughes
 Approved by unanimous consent

The Chairman recognized Mr. Richard for the next item. Mr. Richard read the following resolution:

Resolved, that the Commission approve an amendment for an additional \$25,000 to annual renewable services Contract 2023000170 with Terracon Consultants for geotechnical engineering and/or construction materials testing for various capital improvement projects in various BREC parks as assigned. The revised contract amount will be \$75,000.

Motion by Mr. Rogers
 Second by Mr. Washington
 Unanimously approved

Special Orders

There were no Special Orders.

Unfinished Business and General Orders

Chairman Pointer read the following resolution:

Resolved, That the Commission approve a cooperative endeavor agreement with Mele Printing, LLC for sponsorship of field numbering signage at BREC's Burbank Soccer Complex for a five-year term, as presented.

Mr. Rogers made a motion to approve.
 Mr. Rust seconded.
 The motion was unanimously approved.

New Business

Chairman Pointer asked for a motion to introduce the 2024 Budget for the Recreation and Park Commission for the Parish of East Baton Rouge; set the date for a public hearing and final adoption of said 2024 Budget at the regular meeting of the BREC Commission at 5:00 p.m. on December 20, 2023 at the BREC Administration Building, 6201 Florida Boulevard, Room 1800, Baton Rouge, Louisiana.

Mr. Washington made a motion to approve the introduction.
 Mr. Rust seconded.
 The motion was unanimously approved.

The Chairman called for a motion to go into executive session for the purpose of a discussion of the performance and professional competence of the Superintendent.

Motion by Mr. Washington
 Second by Mr. Hughes

Unanimously approved

The Commission retired to executive session at 6:59 p.m.

The Commission returned from executive session and Mr. Rogers made a motion to reconvene, Mr. Rust seconded, and the Chairman called the meeting back to order in open session at 7:21 p.m. without objection.

Adjournment

Mr. Rust made a motion to adjourn and Chairman Pointer adjourned the meeting at 7:22 p.m. without objection.

Corey K. Wilson, Superintendent
and Ex-Officio Secretary

Kenneth Pointer, Chairman