

**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  
February 29, 2024

**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 February 29, 2024. The meeting was called to order at 5:11 p.m. by Chairman Kenneth Pointer. Commissioner Dwayne Rogers offered the invocation. The Chairman led the pledge of allegiance. Roll was taken and a quorum of Commissioners was present including Kenneth Pointer, Chair; Donna Collins Lewis, Vice Chair; Dwayne Rogers, Treasurer; Clarice Gordon; Trina Hall; Jason Hughes; and Rossie Washington, Jr. Commissioners Nathan Rust and Collis Temple, Jr. were absent. 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; Katrina Coots-Ward; Angela Harms; Darlene Jarvis; Steven Knight; RaHarold Lawson; Cheryl Michelet; Mike Raby; Rhonda Williams; and Chris Marchiafava. Murphy Foster and Tracy Morganti, legal counsel; Baton Rouge Zoo Foundation Vice Chair Blaine Grimes and Executive Director Dee Blake; and BREC Foundation President Zach Corbin, Executive Director Carl Stages, and other members of the Board; were also in attendance. The rest of the audience consisted of other BREC staff 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 and explained the process to be observed.

**Adoption of Minutes**

Resolved, That the reading of the minutes of the Recreation and Park Commission Meeting of January 25, 2024 be dispensed with, and that they be approved as written.

Motion to approve by Ms. Lewis

Second by Mr. Washington

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. Gordon

Second by Mr. Hughes

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 January 12, 2024 to February 14, 2024.

## **Presentations**

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

## **Reports of Officers and Standing Committees**

Chairman Pointer recognized Superintendent Wilson to provide the Superintendent's report who stated that there was one item under Administrative Matters. He then read the following resolution:

Resolved, That the Commission approve a payment of \$30,000 negotiated as full and final settlement of the worker's compensation claim by Mark Pursley for all future medical expenses.

Motion by Mr. Washington

Second by Ms. Hall

Unanimously approved

Under Communications, Superintendent Wilson reviewed the January 2024 activity report and noted that attendance was down at the Zoo and golf courses due to rain but the improved weather and extra day in February should help bring the numbers up. The Superintendent mentioned that both Katrina Coots-Ward and RaHarold Lawson will be attending their first year of NRPA Directors School's two-year program and that he would be participating as an instructor. On March 18, Jim Fleshman will be appearing at a hearing where the determination will be made as to whether or not our Zoo will regain accreditation. The Superintendent stated that he had been invited to be a keynote speaker at the Parks and Greenspace Conference in Atlanta. Superintendent Wilson told the Commission about the grant received from The Joe Burrow Foundation to help fund BREC's summer feeding program. He informed the Commission about two Community Advisory Committee events being held to engage with the community and that BREC had participated in the 225 Fest that was held on February 25. He also highlighted some upcoming events.

The Communications and Information Systems Committee report was information only.

Chairman Pointer recognized Treasurer Rogers for the Finance Advisory Committee report. Mr. Rogers read the following resolution:

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

Motion by Mr. Washington

Second by Mr. Hughes

Unanimously approved

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 December 31, 2023, as presented.

Motion to approve by Ms. Lewis

Second by Mr. Hughes

Approved by unanimous consent

Mr. Rogers noted the next items were under Contracts and Bids. He then read the following resolution:

Resolved, That the Commission approve awarding SB 1831 Central Sports Park Concession Building Renovation to the lowest responsive bidder, Cain Construction and Fabrication, LLC, for the base bid of \$429,509 and concurrently accept a deductive change order to reduce the project cost by \$58,158.74 for a total contact price of \$371,350.26.

Motion to approve by Ms. Hall

Second by Ms. Gordon  
Unanimously approved

Mr. Rogers then read the following resolution:

Resolved, That the Commission approve Change Order No. 15 to the existing contract with Capitol Construction LLC for the Howell Community Park Rec Center and Pool for \$15,288.25 and 52 additional days for ADA parking lot ramp adjustments, Trespa panel adjustments, and weather days for the months of November 2023, December 2023, and January 2024. BREC will seek reimbursement of the \$15,288.25 from the responsible party. The original contract amount was \$7,495,000; the new contract amount through Change Order No. 15 is \$8,243,918.03, for a total increase of 9.99%.

Ms. Lewis, Mr. Washington, and Ms. Hall asked questions regarding the process for seeking reimbursement, the successfulness of the process, and who we would be seeking reimbursement from for this change order. Reed Richard, Assistant Superintendent of System Planning, stated that the designer's bonding company for errors and omissions has been given notice by BREC's legal counsel.

Mr. Washington made a motion to approve the resolution.  
Ms. Lewis seconded the motion.  
The motion was unanimously approved.

The Human Resources Advisory Committee routine transactions were approved on the consent calendar.

Chairman Pointer recognized Vice Chair Lewis for the Planning and Park Resources Committee report. Ms. Lewis asked Mr. Richard to review the item for approval. He stated the item did not receive a recommendation from the committee due to lack of a quorum at the meeting. He provided an explanation of the project. The Chairman recognized Mr. Rogers who asked about the ownership of the land. Mr. Richard explained that Build BR's land trust would maintain ownership of the land.

Mr. Richard read the following resolution:

Resolved, That the Commission approve a cooperative endeavor agreement between East Baton Rouge Redevelopment Authority, Plank Road CLBT, Inc., and BREC to design, construct, manage, and maintain a pocket park within the North Baton Rouge community for the benefit and use of the citizens and residents of East Baton Rouge Parish, as presented. Authorize the Superintendent to execute the necessary documents, pending final legal review.

Ms. Lewis asked for clarification on the name of the East Baton Rouge Redevelopment Authority / Build BR. Staff explained that both names are used by the organization.

Ms. Lewis then made a motion to approve the resolution.  
Mr. Washington seconded.  
Approved unanimously

The Chairman recognized Ms. Hall for the Selection of Professionals report. Ms. Hall asked staff members to come to the podium when their item came up. Interim Finance Director Rhonda Williams came forward and read the following resolution for the first item:

Resolved, That the Commission approve amending Contract #2020-00079 with Postlethwaite and Netterville, APAC (EisnerAmper) increasing it in the amount of \$138,500 for

audit services and other required non-audit services for the completion of the 2021 audit, from \$67,500 to the new contract total of \$206,000.

Motion to approve by Ms. Hall  
Second by Mr. Hughes  
Unanimously approved

Mr. Richard came forward for the next two items and read the following resolution:

Resolved, That the Commission approve a contract with Allied Works Architecture to provide architectural services for a new Contemporary Arts Center at City-Brooks Community Park, including pre-design and discovery; stakeholder meetings and workshops; programming; concept design; capital campaign coordination and materials; 25% Schematic Design; and reimbursable expenses for a not to exceed amount of \$330,805. Authorize the Superintendent to execute appropriate documents.

*(Note: Expenses for all contract fees for this project will be reimbursed by the Louisiana Department of Treasury through Act-397 of 2023 Regular Legislative Session.)*

Mr. Richard gave a short presentation to describe the project and answered a question from Commissioner Rogers noting that the Baton Rouge Gallery will be seeking funding for the project moving forward. Mr. Richard provided clarification for Murphy Foster, legal counsel, on the scope of work and cost for this contract. Answering a question from Mr. Rogers regarding reimbursement for the expenditures for contract, Ms. Hall indicated that reimbursement would depend on the completion of BREC's audits and Mr. Richard further stated that the work would have to be completed before reimbursement could be requested.

Mr. Hughes made a motion to approve the resolution.  
Mr. Washington seconded.  
The motion was unanimously approved.

Mr. Richard then read the following resolution:

Resolved, That the Commission approve Amendment No. 6 in the amount of \$2,680 to Contract 2016-184 with SJB Group LLC, for the provision of developing a joint use servitude agreement through an existing servitude located on a portion of Tract A-1-B-1 of the Baton Rouge General Property, including boundary survey work, legal description and obtaining signatures, and recordation of the final agreement with the East Baton Rouge Clerk of Court. The servitude will allow the connection of BREC's Bluebonnet Extension Greenway to the Constantine Boulevard Bike/Pedestrian side path. The new contract total will be \$186,198.

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

Chris Marchiava stated the resolution for the next item had been revised in the committee meeting. She then read the following resolution:

Resolved, That the Commission approve renewing Contract 2020-00000061 with Andrews Technology HMS, Inc., for Time and Attendance Software and Hardware for a period of three years. The contract will include the purchase of software licenses, archive services, and hosting for NOVAtime and Attendance software along with maintenance and support services for fees of approximately \$92,830 annually.

Ms. Hall made a clarification to the resolution stating that it should be archive modules (not archive services).

The corrected resolution is as follows:

Resolved, That the Commission approve renewing Contract 2020-00000061 with Andrews Technology HMS, Inc., for Time and Attendance Software and Hardware for a period of three years. The contract will include the purchase of software licenses, archive modules, and hosting for NOVAtime and Attendance software along with maintenance and support services for fees of approximately \$92,830 annually.

Motion to approve by Mr. Washington

Second by Ms. Hall

Unanimously approved

RaHarold Lawson, Director of Park Operations, read the following resolution and then answered a question from Mr. Rogers regarding the reason for increase in amount for the 2023:

Resolved, That the Commission approve the amending the contract with Westaff Temporary Staffing Services (State Contract #4400022627) increasing the contract amount by \$23,000 from \$530,000 to a new contract total not to exceed \$553,000 for 2023 and extending the contract to July 31, 2024 for a contract total not to exceed \$484,000.

Motion to approve by Ms. Gordon

Second by Ms. Lewis

Approved by unanimous consent

Brandon Smith, Assistant Superintendent of Recreation, read the following resolution:

Resolved, That the Commission approve awarding a contract for RFP No. 222 - Maintenance and Operations of BREC's Community Pools to SELA Aquatics, LLC to provide pool operations and maintenance to the City-Brooks Community, Howell Park Community, and Anna T. Jordan Community pools for a fee not to exceed \$153,450 per year for a term of one year, from March 1, 2024 through December 31, 2024, with the option to renew for five (5) additional 12-month periods at the same prices, terms, and conditions, upon mutual agreement between both parties, not to exceed 60 months.

Motion by Mr. Rogers

Second by Ms. Hall

Unanimously approved

### **Reports of Special Committees**

None

### **Special Orders**

None

### **Unfinished Business and General Orders**

None

### **New Business**

Chairman Pointer next was New Business and then read the following resolution:

Resolved, That the Commission approve a cooperative endeavor agreement between Baton Rouge Law Enforcement and Criminal Justice Foundation, Foundation Holdings, Boys & Girls Club of Metro Louisiana, and BREC for the construction and operation of the Inspiration Center at BREC's Howell Community Park, as presented. Authorize the Superintendent to execute the necessary documents, pending final legal review.

The Chairman recognized Superintendent Wilson who gave an explanation of the project.

Ms. Hall made a motion to approve the resolution.  
Mr. Washington seconded.  
The motion was unanimously approved.

The Superintendent read the following resolution and gave a brief explanation of the item:  
Resolved, That the Commission approve a cooperative endeavor agreement with Friends of the Baton Rouge Zoo, as presented. Authorize the Superintendent to execute the necessary documents, pending final legal review.

Mr. Rogers noted that the section of the agreement regarding the creation of a new support organization was supposed to be removed from the agreement. The Superintendent stated that it was an oversight and would be corrected.

Ms. Hall stated that the item needed further discussion and made a motion to defer the item. Mr. Rogers asked if she was referring to his request to remove the section of the agreement he referenced or the whole agreement. Ms. Hall stated that she was referring to the entire item.

Chairman Pointer stated that there was a motion to defer the item and asked for a second. Mr. Hughes seconded the motion to defer. Ms. Lewis asked for a timeline for the deferral. Ms. Hall asked if there would be a workshop scheduled and the Chairman indicated there would be a workshop. Ms. Hall asked that the item be deferred for a month. The Chairman stated that the item would be deferred to the next Commission meeting. The motion was unanimously approved.

Chairman Pointer stated that the next item was an announcement regarding the consideration by the Board of Commissioners of the Recreation and Park Commission for the Parish of East Baton Rouge to call an election to be held on November 5, 2024, with respect to the renewal of its 4.10 mills ad valorem property tax and the renewal of its 2.10 mills ad valorem property tax. He then read the following:

The Board of Commissioners of the Recreation and Park Commission for the Parish of East Baton Rouge ("*BREC*") will meet on Thursday, March 28, 2024, at its regular meeting place, the Board Room of the Recreation and Park Commission located at 6201 Florida Boulevard, Baton Rouge, Louisiana 70806, to consider and adopt a resolution authorizing the calling of an election to be held on Tuesday, November 5, 2024, for the submittal to all registered voters in the Parish of East Baton Rouge qualified and entitled to vote at the election under the Constitution and laws of the State of Louisiana and the Constitution of the United States of America of (i) the renewal of the levy and collection of the 4.10 mills ad valorem property tax, for a period of ten (10) years, commencing with the tax collection for the year 2025, and annually thereafter, to and including the year 2034, one-half (1/2) of the proceeds of said tax to provide funds for acquiring and developing land, buildings, machinery and equipment for the public parks and recreation properties and facilities of the Recreation and Park Commission, and one-half (1/2) of the proceeds of said tax to provide funds for maintaining and operating such public parks and recreation properties and facilities of the Recreation and Park Commission and other existing parks and recreational properties and facilities of the Recreation and Park Commission and making available funds for the operating budget of the Recreation and Park Commission, and (ii) the renewal of the levy and collection of the 2.10 mills ad valorem property tax, for a period of ten (10) years, commencing with the tax collection for the year 2025, and annually thereafter, to and including the year 2034, to provide funds for maintaining and operating the public parks and recreation properties and facilities of the Recreation and Park Commission and making available funds for the operating budget of the Recreation and Park Commission. This announcement is required to be given at this public meeting in accordance with the requirements of La. R.S. 42:19.1.

Motion by Mr. Washington to approve the announcement.  
Second by Ms. Lewis  
Unanimously approved

Chairman Pointer stated that the next item was an announcement regarding the consideration by the Board of Commissioners of the Recreation and Park Commission for the Parish of East Baton Rouge to call an election to be held on November 5, 2024, with respect to a 3.253 mills ad valorem tax. He then read the following:

The Board of Commissioners of the Recreation and Park Commission for the Parish of East Baton Rouge ("*BREC*") will meet on Thursday, March 28, 2024, at its regular meeting place, the Board Room of the Recreation and Park Commission located at 6201 Florida Boulevard, Baton Rouge, Louisiana 70806, to consider and adopt a resolution authorizing the calling of an election to be held on Tuesday, November 5, 2024, for the submittal to all registered voters in the Parish of East Baton Rouge (the "*Parish*") qualified and entitled to vote at the election under the Constitution and laws of the State of Louisiana and the Constitution of the United States of America of the levy and collection of 3.253 mills on the dollar of assessed valuation of all property subject to taxation within the boundaries of the Parish, for a period of twenty (20) years, beginning with the tax collection for the year 2025, and annually thereafter to and including the year 2044, shall be used exclusively to provide funds to purchase, acquire, construct, develop, improve, operate and maintain public parks, playgrounds and recreational properties and facilities of BREC within the Parish, and acquire the necessary furnishings, machinery and equipment therefor, title to which shall be in the public, with the proceeds of said tax to be specifically used for the purpose of funding the Strategic Master Plan approved and adopted by the Board of Commissioners of BREC on August 22, 2024. This announcement is required to be given at this public meeting in accordance with the requirements of La. R.S. 42:19.1.

Motion by Ms. Lewis to approve the announcement.  
Second by Mr. Washington  
Unanimously approved

Chairman Pointer stated the next item was an executive session and asked if anyone had a motion regarding the item. Mr. Rogers stated that he had requested the item be put on the agenda but would like to make a motion to remove the item. The Chairman restated that Mr. Rogers made a motion to delete the item from the agenda. Mr. Washington seconded the motion to delete, and it was unanimously approved.

### **Adjournment**

Mr. Washington made a motion to adjourn, Mr. Hughes seconded, and Chairman Pointer adjourned the meeting at 6:20 p.m. without objection.

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Corey K. Wilson, Superintendent  
and Ex-Officio Secretary

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Kenneth Pointer, Chairman