

**THE 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
April 23, 2009

Call to Order

A regular meeting of the Recreation and Park Commission for the Parish of East Baton Rouge was held at BREC's Administration Building on April 23, 2009. The meeting was called to order at 5:06 p.m. by Collis Temple, Jr., Chairman. Roll call was taken and a quorum of Commissioners was present including Bill Benedetto, Vice-Chairman; Bettsie Miller, Treasurer; David Guillory; Audrey Nabors-Jackson; Bert Neal; Darryl Robertson; and Kenith Woodall. Commissioner Verge Ausberry, Jr. was absent. Staff members present were William Palmer, Superintendent; Ted Jack, Assistant Superintendent; Dale Auzenne; Jack Dirks; Bob Epperson; Tommy Green; Carl Johnson; Donna Mitchell; Mike Proctor; Debbie Spica; Stephanie Trim; Kristi Williams; and Chris Marchiafava. Carl Stages, Executive Director of BREC Foundation; Bob Johannessen, President of Baton Rouge Soccer Association; and Murphy Foster, legal counsel, were also in attendance. The audience consisted of BREC staff, the media, and the general public.

Adoption of Minutes

Resolved, That the reading of the minutes of the Recreation and Parks Commission Meeting of March 26, 2009 be dispensed with, and that they be approved as written.

Motion by Ms. Miller

Seconded by Mr. Neal

Approved by unanimous consent

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. Nabors-Jackson

Seconded by Mr. Benedetto

Approved by unanimous consent

The following items were approved as part of the Consent Calendar:

Acceptance of Recommendations of the Communications and I. T. Advisory Committee

Resolved, That the Commission approve adding the requirement that partner agencies use the same background check requirements as BREC does for potential volunteers.

Acceptance of Recommendations of the Finance Advisory Committee

Resolved, That the Commission approve the bid from Source Environmental for the removal and disposal of NORM pipe rail material at 26 BREC park locations throughout the parish in the amount of \$126,031.

Resolved, That the Commission approve the purchase of two pieces of equipment on state contract for the golf department from the John Deere Company for (1) John Deere 110 Tractor in the amount of \$32,695.75 and (2) John Deere 997 commercial mower in the amount of \$11,887.25 for a total of \$44,583.00.

Resolved, That the Commission approve Change Order #3 to a contract with Quality Design for Howell Community Park for: new privacy fence around electric gear pad; install 20'x20' concrete pad for electrical gear rack; replace wire mesh on backstop and dugouts in lieu of galvanized paint adding 10 days to contract; 3 new catch basins and pipe to tie into subsurface system; and 14 new bollards to restrict vehicular traffic for a total cost of \$41,718; credits of \$8,000 for deducting galvanized painting and \$4,909.04 for deduction of cheek wall at volleyball court for a total Change Order request of \$28,808.96; plus add an additional thirty (30) days to the contract for redesign and demolition of concession building damaged during Hurricane Gustav, increasing the existing contract amount from \$2,602,554.66 to \$2,631,363.62.

Acceptance of Recommendations of the Human Resources Advisory Committee

Resolved, That the Commission approve the Routine Personnel Transactions for the month of April 2009.

Acceptance of Recommendations of the Planning and Park Resources Committee

Resolved, That the Commission approve the purchase of the property including all improvements located at 10533 N. Glenstone Place, Baton Rouge, Louisiana for \$1,042,500; authorize William G. Palmer, Superintendent, to execute all necessary documents.

Resolved, That the Commission approve a Cooperative Endeavor Agreement with the Department of Public Works for the City of Baton Rouge / Parish of East Baton Rouge to allow the Department of Public Works to construct pedestrian/bike trail along southern edge of Nairn Drive Park; pending review by legal counsel.

Presentations

The Commission viewed a brief informational video.

Mr. Palmer invited Bob Johannessen, President of Baton Rouge Soccer Association (BRSA), and Carl Stages, Executive Director of BREC Foundation, to come forward to present a check to the Commission. Mr. Temple accepted the check in the amount of \$750,000. The funds were contributed to help fund construction of ten new irrigated soccer fields, parking and roads, drainage, a maintenance building, a pavilion and a restroom at Burbank Soccer Complex. Lighting was installed on three of the fields also through the efforts of BRSA. Mr. Palmer expressed thanks to the BREC Foundation and Baton Rouge Soccer Association for their support. Bob Johannessen conveyed Baton Rouge Soccer Association's strong commitment to BREC and the citizens of Baton Rouge to make soccer a great experience for anyone who wants to play.

Reports of Officers and Standing Committees

Mr. Palmer was recognized to give the Superintendent's report and he recommended the approval of the following item on Administrative Matters:

Resolved, That the Commission approve the filing of an application for the Louisiana Recreational Trails Program for Plank Road Park Trail in the amount of \$55,000; certify that the Commission has or will have available prior to commencement of any work on the project included in this application, sufficient funds to build, operate and maintain the project; appoints the Superintendent as agent of the Recreation and Park Commission for the Parish of East Baton Rouge to conduct all negotiations, execute and submit all documents, including, but not limited to application, letter of commitment agreement, amendments, payment requests and completion report, which may be necessary for the completion of the aforementioned project.

Motion by Mr. Guillory
Seconded by Mr. Robertson
Approved by unanimous consent

Mr. Palmer pointed out that each Commissioner had been given a copy of the financial disclosure forms previously sent to them by email. He stated that they are required to file the forms with the Louisiana Board of Ethics by May 15th. He also told them to contact Murphy Foster, BREC legal counsel, if they had any questions.

Mr. Palmer recognized Debbie Spica, Director of Recreation Programs and Facilities, who invited the Commission members to the All City Poetry Slam competition that was starting in the ballroom after the meeting.

Ms. Miller was recognized and gave the Finance Advisory Committee report. She asked Mike Proctor to provide a summary of the financial statements.

Resolved, That the Commission approve financial statements for month ended March 31, 2009.

Motion by Ms. Miller
Seconded by Mr. Robertson
Approved by unanimous consent

Resolved, That the Commission accept a bid from J Reed Constructors for Forest Park Community Park site improvements for \$3,869,200.00. Improvements include realigned entry roads, new parking, site lighting, walking paths, themed playground, splash pad, tennis courts and other new site amenities.

Motion by Ms. Miller
Seconded by Mr. Robertson
Approved by unanimous consent

Motion by Ms. Miller to approve the following Claims and Settlements:

Resolved, That the Commission approve paying Myuka Steward \$189.08 for a window on her vehicle broken by rocks thrown from a string trimmer on Scotlandville Parkway at 72nd Avenue.

Resolved, That the Commission approve paying Jeff Robinson \$1,479.54 for his property (golf bag, cell phone and miscellaneous items) damaged and lost when BREC's golf cart rolled into Bayou Manchac at Santa Maria Golf Course when the brakes failed.

Resolved, That the Commission accept a check from the insurer of Joshua Vergen for damage to BREC's vehicle (unit #57).

Seconded by Mr. Guillory
Approved by unanimous consent

Ms. Miller recognized Mike Proctor to explain the reason for funding an account for Other Post Employment Benefits at this time and to answer questions from the Commission regarding the item.

Resolved, That the Commission approve opening a bank account to accept funds that will be dedicated to funding the liability for Other Post Employment Benefits (OPEB) according

to new pronouncements of the Governmental Accounting Standards Board, GASB Statement 45.

Motion by Ms. Miller
Seconded by Mr. Neal
Approved by unanimous consent

Mr. Guillory was recognized and gave the Planning and Park Resources Advisory Committee report. He asked Ted Jack to provide information on the agenda item regarding changes to Central Sports Park.

Resolved, That the Commission approve the modifications to the Central Sports Park Master Plan and funding redistribution for parks in Central.

Motion by Ms. Nabors-Jackson
Seconded by Mr. Benedetto
Approved by unanimous consent

Ms. Nabors-Jackson was recognized to give the Selection of Professionals Committee report. She asked Ted Jack to provide information on the agenda items. Ms. Nabors-Jackson made a motion to approve the following and authorize the Superintendent to execute the contract and necessary documents:

Resolved, That the Commission approve hiring Chenevert Architects to provide design development, construction documents, bidding, and construction administration services for the construction of an airnasium as part of the new Howell Place YMCA facility on 72nd Street for a fee, based on the 2009 BREC fee curve, of approximately \$46,500 based on an estimated construction cost of \$535,000 plus prior approved expenses not to exceed \$3,000.

Resolved, That the Commission approve hiring Sapp & Sapp to provide architectural services including preliminary plan preparation, final plans and specifications, construction cost estimates, bidding and construction administration for a new park facility building, Arcade Building and Playground Structure for an estimated construction cost of \$500,000 and a maximum fee of \$47,000 plus prior approved expenses not to exceed \$3,000 at Zachary Community Park.

Seconded by Ms. Miller
Approved by unanimous consent

Adjournment

There being no further business to come before the Commission, the meeting adjourned at 5:47 p.m.

William G. Palmer, Superintendent
and Ex-Officio Secretary

Collis Temple, Jr., Chairman