

**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
May 27, 2010

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 May 27, 2010. The meeting was called to order at 5:00 p.m. by William Benedetto, Chairman. Mr. Benedetto welcomed Mr. Sam to the Commission. Roll was taken and a quorum of Commissioners was present including Verge Ausberry, Jr., Vice Chairman; Bettie Miller, Treasurer; David Guillory; Audrey Nabors-Jackson; Bert Neal; Kenneth Riché, Jr.; and Carlos Sam. Commissioner Darryl Robertson arrived at 5:05 p.m. Staff members present were William Palmer, Superintendent; Dale Auzenne, Interim Assistant Superintendent; Ken Caldwell; Bridget Conrad; Jack Dirks; Bob Epperson; Phil Frost; Greg Grandy; Tommy Green; Donna Mitchell; Mike Proctor; Debbie Spica; Stephanie Trim; and Eileen Bonin. Carl Stages, Executive Director of BREC Foundation, 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 Park Commission Meeting of April 22, 2010 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. Ausberry

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 the Social Media Policy.

Acceptance of Recommendations of the Golf Advisory Committee

Resolved, That the Commission approve adding the following to the Golf Department Policy and Procedure Manual under Chapter 3: BREC Golf Safety and Accident Procedures – D. Liability and Claims / 2. Claims of Damage Caused by Golfers:

- e. Golf course employees shall not give out personal information (names, addresses, phone numbers, etc.) of golfers suspected of damaging another person's property except to the local law enforcement agency handling the incident. General public complainants may request a copy of the property damage report from BREC after it has been completed by Risk Management or pursue it with the law enforcement agency handling the complaint.

Acceptance of Recommendations of the Human Resources Advisory Committee

Resolved, That the Commission approve the Routine Personnel Transactions for the month of May 2010.

Presentations

The Commission viewed a brief informational video.

Reports of Officers and Standing Committees

The Chairman recognized Mr. Palmer to give the Superintendent's Report. Mr. Palmer recommended approval of the following:

Resolved, That the Commission approve a Service Agreement with Pennington Biomedical Research Center for the use of BREC's North Sherwood Recreation Family Center to establish a LIFE program, promoting elderly activity through fitness activities, for ages 70-89 in East Baton Rouge Parish, pending final legal review; authorize the Superintendent to execute the necessary documents.

Motion by Mr. Robertson

Seconded by Mr. Neal

Approved by unanimous consent

Mr. Palmer recommended approval of the following:

Resolved, That the Commission give concept approval and authorize the Superintendent to submit applications to participate in the New Market Tax Credits for YMCA/BREC Howell Place, Memorial Stadium Complex, and Knock Knock Children's Museum.

Motion by Mr. Neal

Seconded by Ms. Nabors-Jackson

Approved by unanimous consent

Mr. Palmer informed the Commission that Bill Benedetto had been presented with the Chronos Award by Jack Hamilton, Dean of LSU'sanship School of Mass Communication. The award was given to Mr. Benedetto in recognition of his support of the Manship School of Mass Communication over many years.

He also notified them that Jerry Stovall, Executive Director of Baton Rouge Area Sports Foundation, had been named to the College Football Hall of Fame.

Mr. Palmer offered his appreciation to Bob Epperson, Director of Park Operations, for his hard work and dedication over the years. Mr. Epperson is scheduled to retire on June 15, 2010. Mr. Epperson thanked Mr. Palmer for his kind words and stated that working for BREC has been a pleasure and the highlight of his career. He recognized his staff for the great job they do to keep the parks up. Mr. Benedetto offered thanks and best wishes on behalf of the Commission. Mr. Neal also offered his best wishes.

Mr. Riché was recognized to give the Communications and I. T. Advisory Committee report. He commended the Communication staff for the excellent work drafting the Social Media Policy. He also encouraged participation in the upcoming Rocket Kidz Triathlon at Anna T. Jordan Community Park.

Ms. Miller was recognized to give the Finance Advisory Committee report. She asked Mike Proctor, Finance Director, to provide a summary of the items recommended by the Finance Advisory Committee.

Resolved, That the Commission approve the financial statements for the month ending April 30, 2010.

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

Resolved, That the Commission accept a bid from J. Reed Constructors for \$1,554,300.00 for parking lot improvements at Independence Park.

Resolved, That the Commission accept bids from a variety of high bidders for the sale of surplus equipment consisting mostly of golf carts and other assorted equipment totaling \$44,460.70 as follows:

Chuck Wilkinson	\$ 1,468.00	3 golf carts
Darrel Johnson	1,160.00	2 p/u trucks
Earl Marcelin	370.00	trailer & rec equip
Gayle Battery Co	19,902.00	41 golf carts
George Brown	1,981.00	2 golf carts, trailer
Gracie Purvis	750.00	golf cart
Jackie Williams	695.00	golf cart & rec equip
Joe Shows	8,169.70	9 golf carts, tractor
John Mackey	500.00	tractor
Lee Segars	550.00	golf cart
Leonard Guerin	600.00	golf cart
Louis Hoffer	7,350.00	6 golf carts
Michael Celestine	225.00	fitness bike, treadmill
Robert Earl Smith	140.00	2 tire machines, ice machine, truck
Sonja Smith	555.00	automobile
Troy Mahon	<u>45.00</u>	2 TV's
	\$ 44,460.70	

Resolved, That the Commission accept a proposal from Hancock Bank for fiscal agent for banking services and merchant credit card services. Reject all proposals for purchasing cards. BREC will enter a two-year contract with Hancock Bank with an option to renew for two additional years.

Motion to approve Contracts and Bids, Items A, B, and C by Ms. Miller
Seconded by Mr. Guillory
Approved by unanimous consent

Resolved, That the Commission approve amendments to the 2010 General Fund budget. Revenues are reduced \$460,000; from \$42,254,000 to \$41,794,000. Expenditures are reduced \$1,111,000; from \$44,563,000 to \$43,452,000.

Motion to approve by Ms. Miller
Seconded by Ms. Nabors-Jackson
Approved by unanimous consent

Resolved, That the Commission approve the settlement of a law suit by C. R. Humphreys, Inc. for \$15,000.00 as recommended by BREC's attorneys.

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

Ms. Nabors-Jackson was recognized to give the Human Resources Advisory Committee report. She asked Stephanie Trim to explain the changes to the Rules and Regulations on the agenda for approval.

Resolved, That the Commission approve a change to BREC Rules and Regulations Chapter 9: Hours of Work, Annual, Sick and Other Forms of Leave: Holidays, Section 25(b), pages 41-42 (changes underlined) as follows:

25. b) Any employee who is required to work on a holiday, may be paid for the holiday within the pay period worked or may be given equal time off as soon as practicable, but in all cases within ninety (90) days of the holiday worked. All Department Directors will be responsible for maintaining accurate records of employees within their department who have any unpaid or "banked" holiday hours.

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

Resolved, That the Commission approve a change to BREC Rules and Regulations Chapter 9: Hours of Work, Annual, Sick and Other Forms of Leave: Holidays, add Section 25 (f) as follows:

25. f) Any employee who is required to work on Christmas Day or Thanksgiving Day will receive pay at the rate of 1 ½ hours for all hours worked.

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

The Chair recognized Mr. Ausberry to give the Special Facilities, Athletics, Therapeutics, Aquatics, and Special Populations Advisory Committee report. He asked Dale Auzenne to give a summary of the items for approval.

Resolved, That the Commission approve the Cooperative Endeavor Agreement between BREC and Knock Knock Children's Museum, Inc.; pending final legal review.

Resolved, That the Commission approve the Cooperative Endeavor Agreement between BREC and Zachary Area Soccer Association; pending final legal review.

Resolved, That the Commission approve the Cooperative Endeavor Agreement between BREC and Central Area Youth League; pending final legal review.

Resolved, That the Commission approve the amending paragraph 1.1 of the Cooperative Endeavor Agreement between BREC and the Baton Rouge Gallery, Inc. to read as follows:

Baton Rouge Gallery, a BREC facility, ("the Gallery") is owned and operated by BREC with the advice, assistance and support of BRG, providing recreational and educational activities and opportunities in the field of contemporary fine arts to the citizens of E. Baton Rouge Parish and other visitors.

Resolved, That the Commission approve the Louisiana Art and Artists' Guild to seek a permit from City/Parish to serve alcohol at their Membership Christmas Party Fundraiser on Sunday, December 19, 2010.

Motion by Mr. Ausberry

Seconded by Mr. Sam

Approved by unanimous consent

Mr. Palmer asked that the Commission recognize Teresa Kleinhans, with Knock Knock Children's Museum, Inc., and allow her to make a comment. On behalf of the board of directors, Ms. Kleinhans expressed her appreciation for BREC's support of the children's museum project.

Ms. Nabors-Jackson was recognized to give the Selection of Professionals Committee report. She asked Dale Auzenne to review the item for approval.

Resolved, That the Commission approve contracting with First Student, Inc. to provide school bus transport services for some of BREC's Summer Camp Programs at the rates shown in the contract. The projected cost is \$100,000.

Motion to approve and authorize the Superintendent to execute the contracts and necessary documents by Ms. Nabors-Jackson.

Seconded by Mr. Sam

Approved by unanimous consent

Special Orders

Motion to accept the following appointment of a citizen representative to a BREC Advisory Committee:

Bettsie Miller

Clarence Von Aspern Golf

Motion by Ms. Nabors-Jackson

Seconded by Mr. Guillory

Approved by unanimous consent

New Business

The Chairman announced that the next item of business on the agenda was the introduction of the proposed ordinance fixing the ad valorem tax millages for the 2010 parish-wide assessment roll. Ms. Nabors-Jackson moved that the proposed ordinance be introduced for consideration of adoption by the publication of the title of the ordinance together with notice that the ordinance would be taken up for consideration of adoption after a public hearing to be conducted on June 24, 2010 at Commission's Administration Offices in Womack Park, 6201 Florida Boulevard, in the City of Baton Rouge, Louisiana, during the regular meeting of the Commission. The motion was seconded by Mr. Robertson and unanimously carried.

The proposed ordinance provides as follows:

ORDINANCE Ad Valorem Tax Levy

BE IT ORDAINED by the Recreation and Park Commission for the Parish of East Baton Rouge (the "Commission"), in legal session convened, as follows:

SECTION 1. There is hereby levied in the Parish of East Baton Rouge, the following described ad valorem taxes for the year 2010:

a tax of sixty-three one-hundredths (.63) of one (1) mill, authorized by the electorate in a special election conducted October 28, 1947, under the authority of Article XIV, Section 3(b) of the Constitution of the State of Louisiana of 1921 (Added by Act 387 of 1946, adopted November 5, 1946); ratified by Article VI, Section 31, and adjusted under the authority of Article VII, Section 23 of the Constitution of the State of Louisiana of 1974;

a tax of forty-two one-hundredths (.42) of one (1) mill, authorized by the electorate in a special election conducted June 22, 1954, under the authority of Article XIV, Section 3(b) of the Constitution of the State of Louisiana of 1921 (as amended by Act 626 of 1956, adopted November 5, 1956); ratified by Article VI, Section 31, and adjusted under the authority of Article VII, Section 23 of the Constitution of the State of Louisiana of 1974;

a tax of four and ten one-hundredths (4.10) mills, authorized by the electorate in a special election conducted April 17, 2004, under the authority of Section 4570.4.B of Title 33 of the Louisiana Revised Statutes of 1950, as amended, and adjusted under the authority of Article VII, Section 23 of the Constitution of the State of Louisiana of 1974;

a tax of two and ten one-hundredths (2.10) mills, authorized by the electorate in a special election conducted April 17, 2004, under the authority of Section 4570.4.B of Title 33 of the Louisiana Revised Statutes of 1950, as amended, and adjusted under the authority of Article VII, Section 23 of the Constitution of the State of Louisiana of 1974;

a tax of three and ninety-six one-hundredths (3.96) mills, authorized by the electorate in a special election conducted March 31, 2007, under the authority of Section 4570.4.B of Title 33 of the Louisiana Revised Statutes of 1950, as amended, and adjusted under the authority of Article VII, Section 23 of the Constitution of the State of Louisiana of 1974;

a tax of three and two hundred fifty-three one-thousandths (3.253) mills, authorized by the electorate in a special election conducted November 2, 2004, under the authority of Section 4570.4.B of Title 33 of the Louisiana Revised Statutes of 1950, as amended, and adjusted under the authority of Article VII, Section 23 of the Constitution of the State of Louisiana of 1974;

the foregoing making a total tax of 14.463 mills on the dollar of assessed valuation to meet the established liabilities and expenses of the Commission used in acquiring, developing, maintaining, and operating the public parks and recreational properties and facilities of the Commission and in making available funds available for the operating budget, all as provided for in the respective propositions approved by the voters in the special tax elections above referred to.

BE IT FURTHER ORDAINED that certified copies of this ordinance be transmitted by the Superintendent and Ex-Officio Secretary of the Commission to the Assessor of the Parish of East Baton Rouge and to the Legislative Auditor, said ordinance to constitute full authority for the Assessor to place the above described taxes on the parish tax roll for 2010, and the tax rates shown be applied to the assessed value for ad valorem tax purposes, in compliance with R.S. 47:1705A.

BE IT FURTHER ORDAINED that a certified copy of this ordinance be transmitted to the Sheriff and Ex-Officio Tax Collector for the Parish of East Baton Rouge, Attention: Mr. Octave

Anthause, Tax Director, Post Office Box 70, Baton Rouge, Louisiana 70821, said ordinance to constitute supporting authority for the sheriff to collect the said taxes as described on the above referenced Parish tax roll for 2010.

BE IT FURTHER ORDAINED that this ordinance is adopted and approved in place of all other ordinances and actions of this Commission, and this ordinance shall be effective immediately upon its adoption.

Thereupon the ordinance was signed and approved by the Chairman, attested by the Superintendent and Ex-Officio Secretary and declared to be adopted and effective on this the 24th day of June, 2010.

Attest:

William Benedetto, Chairman

William G. Palmer
Superintendent and Ex-Officio Secretary

SECTION 2: The title of the ordinance shall be published one time in the official journal of the Commission, together with notice of a public hearing on the proposed ordinance and tax levy at a meeting of the Commission to be conducted on June 24, 2010, which will be held at the Commission's Administrative Offices in Womack Park, 6201 Florida Boulevard, in the City of Baton Rouge, Louisiana, at which time members of the public desiring to be heard may appear and be heard.

Attest:

William Benedetto, Chairman

William G. Palmer
Superintendent and Ex-Officio Secretary

Adjournment

There being no further business to come before the Commission, the meeting adjourned at 5:44 p.m.

William G. Palmer, Superintendent
and Ex-Officio Secretary

William L. Benedetto, Chairman