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 September 29, 2022. The meeting was called to order at 5:06 p.m. by Chairman Kenneth Pointer. Commissioner Sandra Davis offered the invocation. Commissioner Rossie Washington led the pledge of allegiance. Roll was taken and a quorum of Commissioners was present including Kenneth Pointer, Chair; Sandra Davis, Vice Chair; Connie Bernard; Trina Hall; Jason Hughes; William Scheffy; Collis Temple, Jr.; and Rossie Washington, Jr. Commissioner Donna Collins Lewis was absent. Staff members present were Corey K. Wilson, Superintendent; Reed Richard, Assistant Superintendent of System Planning; Brandon Smith, Assistant Superintendent of Recreation; Andrea Roberts, Chief Operating Officer; Tracy Fountain, Chief Financial Officer; Jim Fleshman; Angela Harms; Steven Knight; RaHarold Lawson; Cheryl Michelet; Mike Raby; Darlene Winfield; and Chris Marchiafava. Murphy Foster, legal counsel, was also in attendance. The rest of the audience consisted of other BREC staff and the public.

Public Comment
Chairman Pointer opened the floor for public comment on the agenda action items. He asked if there was anyone who would like to speak on any agenda action item. Hearing none, Chairman Pointer closed the floor.

Adoption of Minutes
Resolved, That the reading of the minutes of the Recreation and Park Commission Meeting of August 25, 2022 be dispensed with, and that they be approved as written.
Motion to approve by Ms. Bernard
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 to approve by Mr. Washington
Second by Ms. Hall
Unanimously approved

The following items were 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 August 9, 2022 to September 12, 2022.
Acceptance of Recommendations from the Finance Advisory Committee

Resolved, That the Commission approve accepting all qualified winning bidders for the sale of surplus equipment which closed on September 22, 2022, as noted in the Surplus Sales Bid Recap.

Resolved, That the Commission approve the payment of $5,957.05 to Stuart-Lippman and Associates, Inc., as full restitution of physical vehicle damages associated with claim number LCA24747 occurring on or about August 31, 2021, involving BREC and a vehicle owned by Melvin Walker.

Presentations

Chairman Pointer recognized Superintendent Wilson who presented employee service awards to the following staff:

5 Years
Alissa Mattocks
Ashlyn Lambert
Edwin Watkins
Mychael Square

10 Years
Cheryl Michelet
Steven Knight

15 Years
Kristin Gascon
Brett Wallace
Shawn Butler

The Superintendent also offered congratulations to the following staff who were unable to attend.
Holly Taylor - 25 yrs.
Steven Ramirez - 20 yrs.
Jessica Guthrie - 10 yrs.
Summon Morgan - 5 yrs.
Shawna Molliere - 5 yrs.
Kevin Andrew - 5 yrs.

The Chairman recognized Reed Richard to provide the construction update. Mr. Richard presented the construction update and answered questions from the Commission.

The Commission viewed a brief video highlighting the recent Pool Pawty event for dogs at Liberty Lagoon and various upcoming events throughout the parish in the month of October.

Reports of Officers and Standing Committees

Mr. Pointer recognized Mr. Wilson for the Superintendent’s Report. Superintendent Wilson stated that there was one administrative item for approval. The Superintendent recounted the 2019 partnership agreement with Our Lady of the Lake (OLOL) for $350,000 which granted OLOL naming rights at Burbank Soccer Complex for ten years from 2019 to 2029. Early in 2022, OLOL approached Louie Smotherman, with Baton Rouge Soccer Club (BRSC), and offered to make a $1,500,000 contribution. The cooperative endeavor agreement for that contribution was approved by the Commission in April and extended the naming rights for OLOL at Burbank from 2029 to
2039. The Superintendent explained to the Commission that during the process of finalizing the agreement, OLOL requested that the naming rights be extended to 2049 (a 20-year term) since the latest contribution was significantly larger than the 2019 contribution. This contribution will be used to add three new soccer fields needed to host the regional soccer tournament in 2023. Commissioner Scheffy asked if the individual field naming rights would be affected by this agreement. The Superintendent said that those naming rights would not be affected. Commissioner Temple invited Louie Smotherman to introduce himself and talk about the direction of soccer at BREC. Mr. Smotherman spoke briefly about the growth of soccer and about bringing more tournaments in the future.

Superintendent Wilson the read the following corrected resolution:
Resolved, That the Commission approve the revisions to the Cooperative Endeavor Agreement with Our Lady of the Lake Regional Medical Center, and Baton Rouge Soccer Club regarding naming and ongoing support of the soccer facilities at BREC’s Burbank Soccer Complex and Independence Community Park extending the naming rights at Burbank to 2049, as presented.
Motion to approve by Mr. Scheffy
Second by Mr. Washington
Unanimously approved

Commissioner Temple asked the Superintendent what the largest soccer complex in the northern part of the parish. Mr. Wilson noted that Baton Rouge Soccer is over the soccer fields at Independence, Lovett and Flanacher Parks. He stated that BREC also has a partnership with North Baton Rouge Soccer Club that plays at J. S. Clark Park. The Superintendent recognized Mr. Smotherman who told the Commission how BRSC works with that group.

Under Communications, Mr. Wilson introduced the new executive director of Baton Rouge Zoo Foundation, Ms. Dee Blake. Superintendent Wilson briefly spoke about Ms. Blake’s background and welcomed her to BREC. Ms. Blake spoke briefly about her previous experience and how she is looking forward to the opportunity to serve the community. Commissioner Temple asked for a little more information about her previous experience and Ms. Blake expounded on her experience.

Mr. Wilson offered congratulations to the Commission for being the third Commission to bring home a Gold Medal Award. He expressed appreciation to the construction crew for making a stand to display the award. He spoke about excellence being one of BREC’s ten values. The Superintendent thanked Cheryl Michelet and the Communications team for telling BREC’s story. He stated that all the departments contributed to BREC winning the award. He thanked the Commissioners who were able to come to conference and share in the celebration. The Superintendent noted that SSA Consultants had sent BREC a cake to commemorate the occasion. He told the Commission that BREC’s Chief Legal Officer Aneatra Boykin stated that according to the ethics law the Commission and staff are only allowed to have the cake because a representative from SSA (Sarah Bowdon) was present to share it with them. Superintendent Wilson thanked SSA for the cake.

Mr. Wilson explained the information provided on the August attendance report.

Mr. Pointer noted that the Communications and Information Technology Advisory Committee items were information only.
Chairman Pointer recognized Ms. Hall for the Finance Advisory Committee report. Ms. Hall stated the first item was the financial statements and read the following resolution:

Resolved, That the Commission accept the unaudited financial statements for the seven months ending July 31, 2022 (fiscal year-to-date period January 1 – July 31, 2022), as presented.

Motion by Ms. Bernard
Second by Mr. Temple
Approved with no objections

Mr. Scheffy asked Tracy Fountain, Chief Financial Officer, for an update on BREC’s daily sweep account since the interest rates are now higher. He also asked that consideration be given to turn the two restricted reserve fund balance accounts into restricted cash accounts. He stated that these items could be provided at a later date for future discussion. Ms. Fountain said she would provide those items.

Ms. Hall stated that the surplus sale items were approved on the consent calendar. She noted that the next item was for Frenchtown Conservation Area and read the following resolution:

Resolved, That the Commission award Sealed Bid No. 1821 – BREC Frenchtown Conservation Area: Water Well Drilling and Enclosure, to the lowest responsive bidder, ANR Construction, LLC for the base bid of $291,400.

Motion to approve by Mr. Washington
Second by Mr. Scheffy
Approved by unanimous consent

Mr. Pointer recognized Mr. Richard for the Planning and Park Resources Advisory Committee report. Mr. Richard explained the action item regarding a servitude and then read the following resolution:

Resolved, That the Commission grant a thirty ft. (30’) wide Right of Way servitude to Entergy Louisiana LLC for the installation of a re-routed line and re-location of poles to a new location in a portion of Greenwood Community Park; authorize superintendent to execute necessary documents.

Motion by Mr. Scheffy
Second by Mr. Temple
Unanimously approved

Mr. Pointer stated that the Recreation and Special Facilities Advisory Committee and the Zoo Advisory Committee items were information only.

Chairman Pointer recognized Ms. Hall for the Selection of Professionals Committee report. Mr. Richard reviewed the item regarding the program manager. He then read the following resolution:

Resolved, That the Commission approve awarding a contract for RFP No. 214 – Capital Improvement Program Management Services to Atlas Technical Consultants, LLC to perform a broad array of capital improvement program and project management functions including, but not limited to, all phases of design, construction document production, environmental services, right-of-way and servitude agreement services, assistance in public engagement, bidding and procurement of capital construction and infrastructure projects, construction administration and inspection, and project closeout for a Not to Exceed Fee of $1,768,000.

Motion to approve by Mr. Temple
Second by Ms. Hall
Approved by unanimous consent
Mr. Richard explained the reason for the amendment to the contract with Sasaki Associates. He then read the following resolution:

Resolved, That the Commission approve Amendment No. 5 to Contract No. 2020-112 with Sasaki Associates, the prime design professional for Phase 1 of the Greenwood Park and Baton Rouge Zoo Design and Construction project, for a net increase not to exceed $59,000, for a total lump sum fee of $6,572,303 including reimbursable expenses, for necessary revisions and drawing repackaging efforts for the Giraffe Overlook/Feeding platform, and additional design revisions for the train track alignment due to unforeseen field conditions, by the zoo sub-consultant; revisions to Zoo maintenance gates and access locations; additional revisions to the concrete drainage flume at Tapir exhibit by the structural engineer sub-consultant; and DOTD requested Highway 19 traffic studies and cost benefit analysis options by the civil engineer sub-consultant for the Highway 19 intersection improvements. Net increase of $59,000 or 1.0%

Motion by Mr. Temple
Second by Ms. Bernard

Ms. Hall stated that another item was added to the committee’s agenda. Mr. Scheffy stated that the item would need to be added to the Commission agenda. Mr. Pointer asked for a motion to add the item to the agenda. Mr. Scheffy moved to add the item, Ms. Bernard seconded, and the motion to add the item was unanimously approved.

Ms. Fountain read the following resolution:

Resolved, That the Commission approve extending contract #2022000192 with Robert Half International, Inc. beginning on October 1, 2022 for Finance staff augmentation for an additional amount not to exceed $165,000 for a new contract total of $503,960. At the following rates: Financial Project Manager at $122 per hour, Financial Project Manager at $85.40 per hour, and Finance Manager at $85.56 per hour.

Ms. Fountain gave a brief explanation of the need for the extension. Mr. Temple made a motion to approve, Mr. Washington seconded, and it was approve by unanimous consent.

Chairman Pointer asked for a motion to go into executive session to discuss legal issues regarding ad valorem tax millages.

Mr. Washington made a motion to go into executive session at 6:21 p.m.
Ms. Davis seconded
Unanimously approved

The Commission returned and Ms. Davis made a motion to return from executive session and call the meeting back to order, Mr. Washington seconded, and the motion was unanimously approved. The meeting resumed at 6:40 p.m.

Adjournment
Chairman Pointer stated there was no further business and asked for a motion to adjourn. Ms. Hall made a motion to adjourn, Mr. Washington seconded and the meeting was adjourned at 6:41 p.m. without objection.

Corey K. Wilson, Superintendent                              Kenneth Pointer, Chairman
and Ex-Officio Secretary