

**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  
June 29, 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 June 29, 2023. The meeting was called to order at 5:06 p.m. by Vice Chair Sandra Davis. 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 Sandra Davis, Vice Chair; Dwayne Rogers, Treasurer; Trina Hall; Jason Hughes; Donna Collins Lewis; and Rossie Washington, Jr. Chairman Kenneth Pointer arrived at 5:09 p.m. and Commissioner Collis Temple arrived at 5:12 p.m. Commissioner Nathan Rust was 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; Tracy Fountain, Chief Financial Officer; Shanda Crosby; Jim Fleshman; Angela Harms; Steven Knight; RaHarold Lawson; Cheryl Michelet; Mike Raby; and Chris Marchiafava. Chris Billings, legal counsel, and Carl Stages, Executive Director of BREC Foundation, were also in attendance. The rest of the audience consisted of other BREC staff, sign language interpreters, and the public.

**Public Comment Announcement**

Vice Chair Sandra Davis announced that public comment would be allowed prior to a vote being taken on any agenda action item. She instructed everyone to fill out a comment card at the back table if they would like to make a comment.

**Adoption of Minutes**

Resolved, That the reading of the minutes of the Recreation and Park Commission Meeting of May 25, 2023 be dispensed with, and that they be approved as written.

Motion to approve by Mr. Washington

Second by Mr. Hughes

Unanimously approved

Chairman Pointer joined the meeting.

**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 Ms. Davis

Second by Mr. Rogers

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 May 11, 2023 – June 13, 2023, as presented.

### **Presentations**

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

#### **10 Years**

Leo Square  
Jerry Turner

#### **15 Years**

Tonya Smith

#### **20 Years**

Jonathan Bethley  
Terone Chambers  
Dedrick McKinley  
Sonja Smith  
Jermaine Vanner  
Damon Walker

The Superintendent recognized Valerie Selvage (20 years), from the Recreation Department, who could not attend due to the recent loss of her sister. He asked everyone to keep her in their prayers.

Superintendent Wilson stated he would present the spot awards during his communications portion of the Superintendent's Report.

Chairman Pointer recognized Assistant Superintendent of System Planning Reed Richard to provide the construction update. Mr. Richard gave a progress report on the Greenwood / Zoo project and then reviewed information for the other ongoing and upcoming projects. Mr. Richard gave an overview of the system master plan process being undertaken by the agency. He explained the different phases of the project involving multiple methods of data gathering and public input. The project is due to be completed in mid-2024. There was a discussion about the sale of some park property designated as obsolete land.

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

Mr. Pointer recognized Mr. Wilson for the Superintendent's Report. Mr. Wilson stated that there were no administrative items. Under Communications, Mr. Wilson told the Commission that there are approximately 800 children a week participating in summer camps at about 35 locations across the parish. He informed the Commission about the summer camp programs in partnership with East Baton Rouge Parish schools and Central Community schools. The Superintendent then reviewed the May activity report which showed that Recreation attendance is up year-to-date (YTD) serving 25% more people than last year. He credited some of the increase to the Recreation Department's athletics division working with Park Operations and Planning and Engineering to have Hartley / Vey Park at Oak Villa available for out-of-town tournaments on the weekends as well as for use during the week by Louisiana Youth Sports for their baseball league. Superintendent Wilson noted that the activity report showed 20,000 rounds of golf played in the month of May which is the most rounds ever played in one month. He continued with the attendance numbers at Liberty Lagoon. The Superintendent went on to tell the Commission about an event involving a patron who experienced a breathing emergency at Liberty Lagoon and how the immediate response of staff members who provided lifesaving care helped lead to the recovery of the patron. The staff members who received Spot Awards for their participation in this rescue effort were Briajah Matthews, Kevin Smith, Marlin Loveless, Daniel Burg, and Alex Lacey.

Commissioner Washington expressed his gratitude to those responsible for putting the emergency procedures in place and then following up with the hospital on the status of the patient.

Mr. Wilson pointed out that the Commission had been provided cards with a QR code for a survey to gather community input.

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

Vice Chair Davis noted the Communications and Information Systems Advisory Committee items were information only and no action was necessary.

Vice Chair Davis recognized Mr. Rogers for the Finance Advisory Committee report. Mr. Rogers expressed his appreciation to Chief Financial Officer Tracy Fountain for her leadership in the Finance Department. Ms. Fountain told the Commission about the topics discussed at the Finance Advisory Committee meeting regarding the impact of the 13 rain days in April on self-generated revenue. The other topics noted were the timing of capital outlay purchases and that the large construction projects summary now includes a column that shows anticipated change orders under review. Ms. Fountain 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 April 30, 2023, as presented.

Motion by Mr. Washington

Second by Mr. Temple

Unanimously approved

Ms. Fountain stated that the next item was a sealed bid for engineered wood fiber that had only one bidder. She then read the following resolution:

Resolved, That the Commission award Sealed Bid No. 1829 – Engineered Wood Fiber Playground Surfacing to the lowest responsive bidder The Fibar Group LLC, for prices stated on the Bid Tabulation. The estimated total contract amount is not to exceed \$200,000 annually. The contract period will be for 12 months, with the option to renew for two (2) additional 12-month terms, not to exceed 36 months.

Motion by Ms. Hall

Second by Mr. Temple

Unanimously approved

Ms. Fountain stated that the information item listing contracts of \$50,000 and under now includes a year-to-date running total. This amount is not obligated but is a not to exceed amount.

Chairman Pointer noted the Golf Advisory Committee items were information only and no action was necessary.

Chairman Pointer recognized Ms. Davis for the Human Resources Advisory Committee report. Ms. Davis asked Shanda Crosby, Assistant Director of Human Resources, to give an explanation of the Dress Code Policy. Ms. Crosby explained the policy and answered questions. She then read the following resolution:

Resolved, That the Commission approve the Dress Code Policy, as presented.

Motion by Mr. Washington

Second by Mr. Rogers

Approved by unanimous consent

Ms. Crosby then explained the Sick Leave Bank Policy. Ms. Davis stated that the policy was thoroughly discussed in the committee meeting. Chief Administrative Officer Aneatra Boykin, Ms. Crosby, and Ms. Fountain responded to questions from Commissioners Hall, Rogers, and Washington regarding:

- how incapacitated employees can access the benefit;
- that the policy only applies to the sick leave left unused by retirees not employees terminating prior to retirement;
- the transfer of sick leave from a retiree to the sick leave bank having no material impact on the budget;
- anyone on worker's compensation would receive the percentage needed to bring them to 80 hours.

Ms. Crosby then read the following resolution:

Resolved, That the Commission approve the Sick Leave Bank Policy, as presented.

Motion to approve by Mr. Rogers

Second by Ms. Lewis

Approve by unanimous consent

Ms. Crosby explained the next item, the revision of Ch. 9 – Hours of work: Annual, Sick, and Other forms of Leave. Mr. Washington acknowledged that he understood that this revision would eliminate the ability of the Superintendent to advance sick leave to an employee with less than one year of service. Ms. Hall continued that the current policy gave the Superintendent the ability to grant leave to those employed less than the year. A discussion continued on how to include giving the Superintendent authority to grant sick leave to those employed for less than a year. After the discussion, Ms. Boykin stated the Commission could approve the proposed revision of this section of Chapter 9 and then the Commission could reconsider the previous item and amend it to give the Superintendent authority to grant leave from the sick leave bank to those employed less than a year under extenuating circumstances.

Ms. Crosby then read the resolution:

Resolved, That the Commission approve the revision of Ch. 9 – Hours of work: Annual, Sick and Other forms of Leave removal of item 15 – Advance of Sick Leave.

Motion to approve by Ms. Lewis

Second by Mr. Washington

Unanimously approved

Ms. Lewis made a motion to reconsider the Sick Leave Bank Policy to make a revision.

Seconded by Mr. Washington

Unanimously approved

Ms. Crosby then read the following resolution:

Resolved, That the Commission approve the Sick Leave Bank Policy with noted amendment, as presented.

Motion to approve by Ms. Lewis

Second by Mr. Washington

Unanimously approved

Mr. Washington made a motion to delete Item V. under Human Resources.

Ms. Davis seconded

Unanimously approved

Mr. Pointer recognized Ms. Lewis for the Planning and Park Resources Advisory Committee report. Ms. Lewis asks Mr. Richard to review the action item. Mr. Richard gave a brief explanation and then read the following resolution:

Resolved, That the Commission accept the donation of three (3) parcels of land from ExxonMobil via BREC Foundation located within Hollywood Subdivision and being described as Block 3 (three), Lots 15 (Fifteen), 17 (Seventeen), and 19 (Nineteen), located at the intersection of Amarillo Street and Alamonster Avenue, and being further identified and described in acts recorded in Original 303, Bundle 10188, Original 956, Bundle 10200, Original 425, Bundle 10181, and Original 426, Bundle 10181 of the records of the Clerk of Court's Office of East Baton Rouge, Louisiana, contingent upon final environmental clearance. Authorize the superintendent to execute necessary documents.

Motion by Ms. Hall

Second by Ms. Lewis

Approved by unanimous consent

Chairman Pointer noted the Recreation Advisory Committee items were information only.

Chairman Pointer noted the Zoo Advisory Committee items were information only.

Chairman Pointer recognized Ms. Hall for the Selection of Professionals Committee report. Ms. Hall stated that there were related to change orders for GMP 1, 2A, and 2B and a contract for design for the Perkins Road Community Park. Ms. Hall asked Mr. Richard to read resolutions a through c together and then d separately.

Mr. Richard read the following resolutions:

Resolved, That the Commission approve Change Order No. 7 to the existing GMP 1 Amendment with Lemoine Company, LLC for the Greenwood & Zoo Phase 1 project for a Not to Exceed total of \$203,257 for the following items: \$160,061 for Storm Drainage Modifications throughout the Zoo; \$7,448 and 175 contract days for Baker Gas Delay, Gas Regulator Correction, Animal Delays; \$31,254 for removal and replacement of a portion of an existing wall at the Zebra exhibit; and \$4,494 for modifications to electrical service at the Kangaroo yard. Original contract amount was \$20,851,893; the new contract amount through Change Order No. 7 is \$ 222,957,162 for a total contract increase of 10.10%.

Resolved, That the Commission approve Change Order No. 4 to the existing GMP 2A Amendment with Lemoine Company, LLC for the Greenwood & Zoo Phase 1 project for a Not to Exceed total of \$42,814 for the following items: \$33,155 for remediation of unsuitable soils at Golf Course cart paths from Hole 5 to 6; Credit of (\$4,905) for Landscaping Modifications and seeding changes in Golf Course and Zoo; \$14,564 for Zoo service area fencing and gate modifications including earthwork, landscaping and electrical revisions. Original contract amount was \$16,109,864; the new contract amount through Change Order No. 4 is \$16,067,115 for a total contract increase of -0.27%.

Resolved, That the Commission approve Change Order No. 3 to the existing GMP 2B Amendment with Lemoine Company, LLC for the Greenwood & Zoo Phase 1 project for a Not to Exceed total of \$127,690 for the following items: \$64,703 for changes due to Fire Marshal review for elevator, vestibule, stairs, ADA planters; and fire rated doors & frames; \$43,876 for unforeseen conditions causing pile cap changes, added piles, and pre-drilling for piles; \$19,111 to add ventilation in the elevator machine room, access control & security camera conduit and wiring.

Original contract amount was \$14,797,581; the new contract amount through Change Order No. 3 is \$15,716,901 for a total contract increase of 6.21%.

Motion by Ms. Hall

Second by Mr. Washington

Approved unanimously

Mr. Richard then read the following resolution:

Resolved, That the Commission approve a contract with Joseph Furr Design Studio, LLC to provide design processes and production of a new concept Master Plan for Perkins Road Community Park for NTE \$194,500; authorize superintendent to execute appropriate documents. (JFDS was approved for the Perkins Community Park Master Plan design development and Ph 1 construction project in the advertised 2021 Professional Services RFQ.)

The Chairman recognized Mr. Rogers for a question. Mr. Rogers asked if the item could be delayed and included in the development of the ten-year master plan.

Mr. Richard stated that this park was one of the community parks and the master plan is needed due to multiple infrastructure issues. The park is BREC's extreme sports complex with many elements at the end of their life cycle or in need of repairs therefore the entire park needs to be evaluated. Mr. Richard stated that the system master plan addresses high-level, not park-specific design projects. He noted that it was one of the most popular and heavily use community parks.

Mr. Rogers stated that the community park (Sandy Creek) in the northeast part of the parish is nothing but nature trails which recently had to be closed when he found and reported that the bridge used to access the park was sinking and in need of repair. Mr. Rogers stated that the nearest community park, Jackson Road Park, is about 15 miles away. He stated BREC was not equitably spending funds and that he is hesitant to approve new projects until other parks BREC has are addressed properly.

Mr. Temple gave a brief history of Perkins Road Park. He stated that it may be a problem not upgrading a park that is high profile and very heavily used. He stated that the northern part of the parish is sparsely populated in comparison to the area around Perkins Road. Mr. Temple stated that in the past BREC has been criticized for not keeping up facilities properly.

The discussion continued and Mr. Richard interjected in the discussion that the master planning would be starting soon on Doyle Bayou Park and Sandy Creek Park and that the issue with the bridge is a priority. Mr. Rogers stated that was a great consolation.

The Chairman recognized Ms. Davis who wanted to clarify that what the Commission was approving today was just the contract for the master plan and that any further expenditures would have to come back to the Commission. Mr. Richard explained that the master plan would identify phased projects.

The Superintendent stated that there would be no additional expenditures without Commission approval.

Ms. Hall made a motion to approve the resolution.

Mr. Temple seconded.

Unanimously approved

## Special Orders

Chairman Pointer then took up the appointments to standing advisory committees as follows:

Dwayne Rogers

Laurie Gilpin

Zoo

David McDavid, Mayor of Zachary

Sharon Phillips

## Communications & Information Systems

Deanna Mankins

Finance

Scott Reitzel

Golf

Gary Hay

Human Resources

Brandie Triche

## Planning & Park Resources

Ira Gene Causev

## Planning & Recreation

Jill McGraw

Zoo

Motion to approve by Mr. Rogers

Second by Mr. Washington

Approved by unanimous consent

## Unfinished Business and General Orders

Chairman Pointer asked for a motion to defer the item regarding the Superintendent contract amendment to the next meeting.

Mr. Washington made a motion to defer the item.

Mr. Temple seconded.

Unanimously approved

## New Business

Superintendent Wilson explained the item regarding the name change for Hooper Road Park and stated that the name change was supported by Metro Councilmember Chauna Banks. He then read the following resolution:

Resolved, That the Commission approve changing the name of BREC's current Hooper Road Park to Sharon Hills Park, in alignment with the name of the surrounding Sharon Hills neighborhood and in accordance with BREC's Naming and Endowment Policy.

Motion by Ms. Lewis

Second by Mr. Temple

Approved by unanimous consent

## Adjournment

Ms. Davis moved to adjourn, Mr. Washington seconded, and Chairman Pointer adjourned the meeting at 6:56 p.m. without objection.

Corey K. Wilson, Superintendent  
and Ex-Officio Secretary

Kenneth Pointer, Chairman

Sandra Davis, Vice Chair