

**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
August 24, 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 August 24, 2023. The meeting was called to order at 5:05 p.m. by Chairman Kenneth Pointer. Commissioner Dwayne Rogers offered the invocation. Commissioner Jason Hughes led the pledge of allegiance. Roll was taken and a quorum of Commissioners was present including Kenneth Pointer, Chair; Dwayne Rogers, Treasurer; Trina Hall; Jason Hughes; Donna Collins Lewis; and Collis Temple, Jr. Commissioners Sandra Davis, Nathan Rust, and Rossie Washington, 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; Jim Fleshman; Angela Harms; Darlene Jarvis; Steven Knight; RaHarold Lawson; Cheryl Michelet; Mike Raby; Rhonda Williams; and Chris Marchiafava. Murphy Foster, legal counsel, Carl Stages, Executive Director of BREC Foundation, and Dee Blake, Executive Director of Baton Rouge Zoo Foundation, were also in attendance. The rest of the audience consisted of other BREC staff, sign language interpreters, 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.

Adoption of Minutes

Resolved, That the reading of the minutes of the Recreation and Park Commission Meeting of July 27, 2023 be dispensed with, and that they be approved as written.

Motion to approve by Ms. Lewis

Second by Mr. Rogers

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. Rogers

Second by Mr. Temple

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 July 12, 2023 to August 10, 2023.

Presentations

Chairman Pointer recognized Assistant Superintendent of System Planning Reed Richard to provide the construction update. Commissioner Rogers asked Mr. Richard about the collection of the information for the needs assessment for the system-wide master plan currently underway. Mr. Richard explained that the information for the needs assessment was being gathered using a statistically valid community needs assessment survey. He stated that report would be presented using the information compiled from the survey. Mr. Richard also noted that stakeholder meetings will include elected officials, neighborhood groups and others and that there would also be open house meetings to gather information from the public.

The Chairman stated we were going to move the BREC video and take up the Superintendent's report to recognize some special guests. Superintendent Wilson noted that two and a half weeks ago BREC lost a valuable member of the BREC team, Ms. Tracy Fountain (Chief Financial Officer), who had only been at BREC for 16 months. The Superintendent recognized her family and friends who were in attendance. He expressed his gratitude for her work at BREC and said that her impact on the agency would continue. He expressed his condolences to her family and stated that she would be remembered at BREC. The Superintendent deferred to the Commission to share their thoughts. Chairman Pointer stated that Tracy made a great impact at BREC and put together a plan to help the agency move forward. The Chairman expressed his condolences and stated he wanted the family to know that Tracy was happy. Treasurer Rogers stated that as a recent appointee to the Commission he quickly got to know and trust Tracy. He immediately recognized that she was very capable of handling the task she had been given. Treasurer Rogers expressed that he would miss her both personally and professionally. Commissioner Hall stated that she knew Tracy before she came to BREC and knew that she would be an asset to the agency. Commissioner Hall noted that we lost a huge part of this organization. Commissioner Lewis stated that Tracy laid a great foundation at BREC and pushed back when necessary. She expressed her condolences to the family. The Superintendent offered condolences again to Tracy's family and friends.

The Superintendent continued with his communications. He noted the declarations of July as Park and Recreation Month at the council meetings in Zachary and Central. He told the Commission about ribbon cuttings at Jackson Community Park and Gus Young Park. Superintendent Wilson informed the Commission about the Community Advisory Council that was created to help with the master planning process. The Superintendent stated that he was an instructor for NRPA Directors School, and that Andrea Roberts and Aneatra Boykin recently graduated from the two-year program. The Superintendent told them about the visit to the Chicago Park District. He gave the attendance report for July.

One of Tracy's friends, Juanita Coverson, expressed appreciation on behalf of the family for the support shown by BREC during this time. George Fountain IV, Tracy's brother, offered his thanks for BREC's support and kind words.

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

Reports of Officers and Standing Committees

Chairman Pointer recognized Treasurer Rogers for the Finance Committee report. Commissioner Rogers asked Superintendent Wilson to review the agenda items. The Superintendent gave a brief overview of the financial statements. He noted that BREC has received additional revenue of about million dollars in interest income due to an increase in interest rates. He then read the following resolutions:

Resolved, That the Commission accept the unaudited financial statements for the month ending and fiscal year-to-date period ending May 31, 2023, as presented.

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

Motion to approve by Mr. Temple

Second by Mr. Hughes

Commissioner Lewis asked what the interest income was last year and how the additional interest income would be used. The Superintendent stated last year the interest income was about a hundred thousand dollars compared to a million dollars this year. He stated that the additional interest income would be added to the general fund to help offset higher costs due to inflation.

The motion was approved without objection.

The Superintendent reviewed the item under Contracts and Bids and then read the following resolution:

Resolved, That the Commission award the Hartley / Vey Oak Villa Maintenance Facility contract to the lowest responsive bidder, Jones Construction Solutions, LLC, for the base bid of \$232,665.00.

Motion by Mr. Temple

Second by Mr. Hughes

Unanimously approved

Chairman Pointer recognized Ms. Hall for the Selection of Professionals Committee report. Ms. Hall reviewed the first item and then read the following resolution:

Resolved, That the Commission approve Amendment 5 extending contract #20220000192 with Robert Half International, Inc. beginning on August 1, 2023 for Finance staff augmentation for an additional amount not to exceed \$360,920 for a new contract total of \$1,029,880.

Motion by Ms. Lewis

Second by Mr. Hughes

Unanimously approved

Ms. Hall recognized Mr. Richard who reviewed the next item. He then read the following resolution:

Resolved, That the Commission approve a contract with Sasaki Associates, Inc. for advisory services on the alignment of the Cypress Bayou Green Infrastructure project with the Greenwood Master Plan objectives, including but not limited to consultation on potential operational partners, conceptual design studies, alternative funding streams, surrounding infrastructure integration or other capital projects related to the master plan and operations and maintenance consultation for NTE \$35,000 including reimbursables.

Motion by Ms. Hall

Second by Mr. Rogers

Approved by unanimous consent

Special Orders

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

Jason Hughes

Kirk Roberson

Planning and Park Resources

Unfinished Business and General Orders

There was no Unfinished Business and General Orders.

New Business

There was no New Business.

Adjournment

Ms. Lewis made a motion to adjourn and Chairman Pointer adjourned the meeting at 6:07 p.m. without objection.

Corey K. Wilson, Superintendent
and Ex-Officio Secretary

Kenneth Pointer, Chairman