

**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
March 25, 2021

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 March 25, 2021. The meeting was called to order at 5:04 p.m. by Chairman Kenneth Pointer. Commissioner Donna Lewis offered the invocation. Commissioner Rossie Washington, Jr. led the pledge of allegiance. Roll was taken, and a quorum of Commissioners was present including Kenneth Pointer, Chair; Sandra Davis, Vice Chair; William Scheffy, Treasurer; Connie Bernard; Donna Collins Lewis; Collis Temple, Jr.; and Rossie Washington, Jr. Commissioner Jason Hughes 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; Chad Brewer; Phil Frost; RaHarold Lawson; Michael Raby; Lester Rainey; Stephanie Trim; 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

Mr. 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, Mr. Pointer closed the floor.

Adoption of Minutes

Resolved, That the reading of the minutes of the Recreation and Park Commission Meeting of February 25, 2021 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 Mr. Temple

Unanimously approved

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

Acceptance of Recommendations for the Finance Advisory Committee

Resolved, That the Commission approve accepting all qualified high bidders for the sale of surplus equipment which closed on March 19, 2021, as noted in the bid recap.

Acceptance of Recommendations for the Human Resources Advisory Committee

Resolved, That the Commission approve the Routine Personnel Transactions from January 14, 2021 to February 11, 2021.

Presentations

Chairman Pointer stated that the next item was a memorial for Mr. (Davis) Rhorer. Mr. Pointer offered some of his memories of Mr. Rhorer and expressed his condolences to his family. Next, Commissioner Scheffy shared his remembrances of Mr. Rhorer and noted how much he was able to accomplish over the years to transform downtown Baton Rouge. Mr. Scheffy also shared some personal memories. Superintendent Wilson expressed his condolences to Mr. Rhorer's family. He stated that Mr. Rhorer's passion and commitment not only to downtown but to Baton Rouge and BREC will be sorely missed. He shared that Mr. Rhorer was excited about the recently approved parish-wide Pedestrian and Bicycle Master Plan and encouraged BREC to push forward with the plan and dream big.

Due to technical difficulties the BREC video was not available. Chad Brewer, Assistant Director of Communications, stated that each Commission member had been provided a spring and summer program guide. Mr. Brewer gave a brief explanation about the program guide and the additional ways the public can find information about BREC events and programs.

Reports of Officers and Standing Committees

Mr. Pointer recognized Mr. Wilson for the Superintendent's Report. Superintendent Wilson stated that there were some administrative matters for consideration. He then explained that due to the spring holidays, the school board had to move its regular meeting to April 22 and as a result the Commission also needed to move their April meeting. He then read the following resolution:

Resolved, That the Commission approve moving the next regular Commission meeting from April 22, 2021 to April 29, 2021 due a scheduling conflict with the East Baton Rouge Parish School Board meeting.

Motion to approve by Mr. Scheffy

Second by Ms. Davis

Unanimously approved

Superintendent Wilson stated that the next item, the Louisiana Compliance Questionnaire, is required by the Legislative Auditor. He then read the following resolution:

Resolved, That the Commission approve the execution of the "Louisiana Compliance Questionnaire" by the Chairman, Treasurer, and Superintendent and authorize it to be delivered to Postlethwaite and Netterville as required by the Louisiana Legislative Auditor for audit engagements of government entities.

Motion to approve by Mr. Washington

Second by Ms. Bernard

Unanimously approved

Superintendent Wilson stated that the last item was the 2020 Annual Report. Mr. Wilson stated that there was a slide show to give a recap of 2020 but it is not available at the moment. He then read the following resolution:

Resolved, That the Commission accept the 2020 Annual Report.

Motion to approve the resolution by Ms. Lewis

Second by Mr. Washington

Approved without objection

Chairman Pointer recognized Ms. Bernard for the Communications and I. T. Advisory Committee report. Commissioner Bernard stated that she wanted to thank the Communications Department for providing copies of the new program guide to distribute to the other school board members. She stated that she also announced BREC summer camps and had received emails

from teachers thanking her the information and expressing excitement about the upcoming camps.

Chairman Pointer recognized Mr. Scheffy for the Finance Advisory Committee report. Mr. Scheffy asked to take the first two items together. He read the following resolutions and gave a brief explanation:

Resolved, That the Commission accept the unaudited financial statements for the one month ending January 31, 2021 (fiscal year-to-date period January 1 – January 31, 2021), as presented.

Resolved, That the Commission accept the unaudited financial statements for the two months ending February 28, 2021 (fiscal year-to-date period January 1 – February 28, 2021), as presented.

Motion to approve by Mr. Temple

Second by Ms. Bernard

Approved by unanimous consent

Mr. Scheffy gave a brief explanation of the first item under Contract and Bids and read the following resolution:

Resolved, That the Commission revise the award of Sealed Bid #1802 – Annual Contract for Ready Mix Concrete with the following changes:

Make a correction to the company name from Cajun Ready Mix Concrete, Inc. to Cajun Ready Mix Concrete, LLC;

Make a correction to the company name from Quality Concrete to Ascension Quality Materials, LLC. (Quality Concrete merged with other entities and operates under Ascension Quality Materials, LLC);

Items 6 and 7 will be awarded to both Cajun Ready Mix Concrete, LLC and Ascension Quality Materials, LLC.

All other provisions of the original award shall remain in effect as previously approved.

Motion to approve by Mr. Washington

Second by Ms. Davis

Approved by unanimous consent

Mr. Scheffy read the resolution and gave an explanation of the following item under Claims and Settlements:

Resolved, That the Commission approve a negotiated full and final settlement with Lucky Law Firm and Precious Woods in the amount of \$13,500.00 for past and future medical claims or losses incurred from an accident on May 5, 2020.

Motion to approve by Mr. Washington

Second by Ms. Bernard

Approved by unanimous consent

Mr. Scheffy explained the item under Administrative Matters and then read the following resolution:

Resolved, That the Commission approve the following revision to the Purchasing Policy and Procedures Manual to provide an exception for use of purchasing cards to purchase retail inventory as follows:

Exceptions for the use of purchasing cards for resale inventory shall be allowed only when requested in writing by the Department Director and deemed an “Emergency” by the Chief Administrative Officer and/or the Superintendent in writing. Any use of the purchasing card to purchase resale inventory without a formal written request and subsequent written approval from

the Chief Administrative Officer and/or the Superintendent shall be deemed a violation of policy with the cardholder's purchasing privileges being suspended as deemed necessary by the Chief Administrative Officer and/or the Superintendent.

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

Chairman Pointer recognized Mr. Temple for the Golf Advisory Committee report. Mr. Temple stated that there were information items only.

Mr. Pointer recognized Mr. Scheffy for the Planning and Park Resources Advisory Committee report. Mr. Scheffy recognized Reed Richard who stated that there were four action items and that he would like to have the third item tabled until next month in order to provide the Commission more information on the item. Mr. Temple made a motion to table the item, Mr. Washington seconded, and the motion to table passed without objection.

Mr. Scheffy then read the following resolution:

Resolved, That the Commission approve the introduction of a proposed resolution authorizing the sale of 0.254± acre of land in Perkins Road Park, located in Section 42, T7S, R1E, Baton Rouge, subject to the reservation of an exclusive recreational servitude and right of use in favor of BREC and exclusive use for public recreational purposes, to provide an Access Parcel fronting Perkins Road to AMG Mansions Development LLC for the minimum price of \$100,000. Any opposition received during the fifteen-day notice period of March 31 through April 16, 2021 will be heard at a public hearing during the regular meeting of the Commission on April 29, 2021 at BREC Administrative Office in Womack Park, 6201 Florida Boulevard, Baton Rouge, Louisiana.

Mr. Richard gave an explanation of the item and answered questions. Mr. Temple made a motion to approve the introduction of the resolution.

Seconded by Ms. Bernard
Approved by unanimous consent

Mr. Scheffy then read the following resolution:

Resolved, That the Commission approve a Cooperative Endeavor Agreement with Entergy Louisiana LLC granting a 20' wide recreational personal servitude and right of use and a 25' wide temporary access and construction servitude to BREC within the existing Dawson Creek drainage servitude for a multi-use recreational pathway for public use contingent upon final legal review. Authorize superintendent to execute necessary documents.

Mr. Richard gave an explanation of the item and answered questions. Ms. Lewis made a motion to approve the resolution contingent upon final legal review.

Seconded by Mr. Temple
Unanimously approved

Mr. Scheffy then read the following resolution:

Resolved, That the Commission approve the Airline Highway Park Master Plan as presented.

Mr. Richard stated that the consultants for the master plan, Will Jones and Gabriela Weber with TBG Partners, were available via Zoom to give a presentation. Ms. Weber shared her screen and reviewed the process used to gather public input to formulate the master plan. Mr. Richard,

Ms. Weber, and Mr. Jones answered the Commissioners questions about the plan. There was an extensive discussion. After the discussion Mr. Scheffy restated the resolution as follows:

Resolved, That the Commission approve the Airline Highway Park Master Plan as presented.

Motion to approve by Ms. Lewis

Second by Ms. Bernard

Unanimously approved

Chairman Pointer recognized Superintendent Wilson who gave the previously mentioned presentation outlining how BREC navigated the challenges due to the pandemic as well as highlighting the many accomplishments achieved throughout 2020.

Mr. Pointer recognized Mr. Washington for the Recreation and Special Facilities Advisory Committee report. Mr. Washington asked Brandon Smith to review the item recommended by the committee for approval. Mr. Smith then read the following resolution:

Resolved, That the Commission approve the Cooperative Endeavor Agreement with Fathers On a Mission, as presented.

Motion to approve by Mr. Temple

Second by Ms. Davis

Approved by unanimous consent

Mr. Smith told the Commission about the summer camp registrations and upcoming events such as BREC's EGG-stravaganza DriveThru Egg Hunt, Earth Day, and the Kids to Parks Day.

Mr. Smith answered some questions from Mr. Temple about the average number of children in the traditional summer camps in some locations. Mr. Temple asked about the YMCA facility in Old South Baton Rouge. Mr. Wilson stated that he had been in touch with the YMCA executive director regarding the Baranco Clark facility to let him know that BREC would be interested in participating as a partner or possibly purchasing the facility. Mr. Temple suggested revisiting the issue with the YMCA. Mr. Wilson assured Mr. Temple that he would follow up on the Baranco Clark facility. Mr. Wilson stated that currently BREC has entered an agreement with the YMCA to provide swimming lessons. Mr. Smith stated that BREC is also able to provide free swim lessons and free entry at BREC's neighborhood pools.

Mr. Pointer stated that the Zoo Advisory Committee report was information only.

Special Orders

Chairman Pointer announced the next item was the election of officers.

Mr. Scheffy opened nominations for Chair. Mr. Washington nominated Mr. Pointer for Chair. Mr. Temple moved to close the nominations. Mr. Scheffy asked if there were any objections to closing the nominations. Hearing none, he closed the nominations for Chair and declared Mr. Pointer was elected by acclamation.

Mr. Pointer opened nominations for Vice Chair. Mr. Pointer nominated Ms. Davis for Vice Chair, seconded by Mr. Temple. Mr. Temple moved to close nominations. Nominations were closed without objection and Ms. Davis was elected by acclamation.

Mr. Pointer opened nominations for Treasurer. Ms. Davis nominated Mr. Scheffy. Mr. Washington moved to close nominations and Mr. Temple seconded. Nominations were closed without objection and Mr. Scheffy was elected by acclamation.

Mr. Pointer then took up the appointments to standing committees as follows:

Donna Lewis

Terrence Lockett	Communications & I.T.
Ted White	Golf
Martin Taylor	Human Resources
Kenneth Wright	Planning & Park Resources
James Anderson	Recreation & Special Facilities
Robert Hulbert	Zoo

Kenneth Pointer

Kirt Guerin	Communications & I.T.
Mpho Mmopi	Golf

Rossie Washington, Jr.

Calvin Mills	Communications & I.T.
Donnie Miller	Finance
Devin Harrison	Golf
Matthew Valliere	Human Resources
A. Brock Avery	Planning & Park Resources
Kenneth Holmes	Recreation & Special Facilities
Reggie Abraham	Zoo

New Business

The Chairman recognized Zoo Director Phil Frost for the New Business item. Mr. Frost gave a presentation reviewing the process utilized to gather information and formulate the strategic plan for the Zoo. Mr. Frost answered questions and then read the following resolution:

Resolved, That the Commission approve the BREC's Baton Rouge Zoo Strategic Plan, as presented.

Motion by Mr. Washington

Second by Ms. Davis

Unanimously approved

Adjournment

Mr. Washington made a motion to adjourn, Ms. Davis seconded, and Mr. Pointer adjourned the meeting without objection at 6:53 p.m.

Corey K. Wilson, Superintendent
and Ex-Officio Secretary

Kenneth Pointer, Chairman