

**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
April 29, 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 April 29, 2021. The meeting was called to order at 5:05 p.m. by Chairman Kenneth Pointer. Commissioner Sandra Davis 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; Trina Hall; Jason Hughes; Donna Collins Lewis; Collis Temple, Jr.; and Rossie Washington, Jr. Commissioner Connie Bernard arrived at 5:20 p.m. 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; Phil Frost; Angela Harms; Michael Johnson; Steven Knight; RaHarold Lawson; Cheryl Michelet; Lester Rainey; Stephanie Trim; and Chris Marchiafava. Jim Raines, 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 March 25, 2021 be dispensed with, and that they be approved as written.

Motion to approve by Mr. Temple

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 Ms. Davis

Second by Mr. Temple

Unanimously approved

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

Acceptance of Recommendations for the Human Resources Advisory Committee

Resolved, That the Commission approve the Routine Personnel Transactions from March 11, 2021 to April 14, 2021.

The Chairman asked for a consent to consider adding an item to the agenda as follows:

Resolved, That the Recreation and Park Commission for the Parish of East Baton Rouge strongly opposes Louisiana Senate Bill 205 which proposes to reallocate millages that East Baton

Rouge Parish voters voted to fund BREC's nationally accredited and award-winning park system to three new, additional park agencies that have not yet been formed in the cities of Central, Zachary, and the proposed City of St. George. The bill was filed without the input of the public in any areas of East Baton Rouge Parish, including the subject cities and puts major parish-wide projects at risk.

Mr. Washington made a motion to add the item to the agenda.

Ms. Lewis seconded.

The Commission unanimously approved adding the item to the agenda.

The Chair clarified that the item would be taken up immediately and then read the resolution again as follows:

Resolved, That the Recreation and Park Commission for the Parish of East Baton Rouge strongly opposes Louisiana Senate Bill 205 which proposes to reallocate millages that East Baton Rouge Parish voters voted to fund BREC's nationally accredited and award-winning park system to three new, additional park agencies that have not yet been formed in the cities of Central, Zachary, and the proposed City of St. George. The bill was filed without the input of the public in any areas of East Baton Rouge Parish, including the subject cities and puts major parish-wide projects at risk.

Motion to approve by Ms. Lewis

Second by Mr. Hughes

Unanimously approved

Presentations

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

15 Years

Angela Harms

5 Years

Patricia Dogan

Nolaine Bogan-Potts

Antionetta Payne

Kathleen McCutcheon

The Chairman recognized Robyn Lott, Director of Marketing and Public Relations for the Zoo, who gave a presentation about the Zoo's Sensory Inclusion Certification. In March of 2020, the Zoo became the first facility in Baton Rouge to be officially certified as a sensory inclusive facility. Almost 80% of staff received the related training far exceeding the 50% required for certification.

Chairman Pointer recognized Reed Richard who gave the construction update. Commissioner Temple asked if Mr. Richard had an estimate of current and future funding designated for Central, Zachary, and the St. George area. Mr. Temple said he wanted the information so that the public will know that BREC is not neglecting those areas and so the Commission can also be up to date about the funding being provided. Mr. Richard noted that he would provide the information immediately.

The Commission viewed a brief video highlighting the recent 2021 Bioblitz event held at BREC's Zachary Community Park, summer camp registration, and other upcoming events in May.

Reports of Officers and Standing Committees

Mr. Pointer recognized Mr. Wilson for the Superintendent's Report. Superintendent Wilson stated that there were no administrative matters. Under communications, Mr. Wilson noted that BREC had recently hired its first veterinarian at the Zoo. He recognized Zoo Director Phil Frost to provide the introduction to the Commission. Mr. Frost gave the background information about the Dr. Gordon Pirie's past service as the veterinarian at the Zoo and the Association of Zoos and Aquarium requirement to have a veterinarian on staff going forward. Mr. Frost introduced the new veterinarian, Dr. Michael Warshaw, who made a brief statement.

Mr. Wilson noted the Commissioners each had been provided a copy of the stylized 2020 Annual Report. He introduced and welcomed back Communications Director Cheryl Michelet to give an overview of the report. Ms. Michelet gave a brief explanation of how the report was compiled in conjunction with BREC's application for the Gold Medal. She also outlined how it would be distributed electronically and how the printed copies would be used. The Commissioners also welcomed Ms. Michelet back.

Superintendent Wilson told the Commission about the recent loss of long time BREC employee, Gwen Major. Ms. Major worked in the Park Operations Department from June of 1993 until her passing on April 18. She was a dedicated employee who will be missed by all who knew her. Mr. Wilson asked for everyone to observe a moment of silence in her honor.

The Superintendent stated that there were no new cases of Covid-19 among employees since the March Commission meeting. Mr. Wilson then thanked the staff of the Human Resources Department and the Training and Development Division for their diligent efforts to insure all BREC employees had completed by March 31, the two hours of annual training required by the state for public employees.

Superintendent Wilson informed the Commission about the status of Senate Bill 205 that is being considered during the current legislative session and is scheduled for a hearing on May 6.

Chairman Pointer recognized Mr. Scheffy for the Finance Advisory Committee report. Mr. Scheffy reminded the Commissioners that the impact of Covid-19 in 2020 affected the numbers. He also told them about some new charts and reporting that they will be provided in the future.

Mr. Scheffy recognized Lester Rainey, Finance Director, who provided an overview of the financial statements. Mr. Rainey then read the following resolution:

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

Motion to approve by Ms. Davis

Second by Mr. Washington

Approved by unanimous consent

Mr. Scheffy gave a brief explanation of the first two items under Contract and Bids and read the following resolutions:

Resolved, That the Commission award Sealed Bid #1804 – Maplewood Park Site Improvements to the lowest responsive bidder ANR Construction, LLC for the Base Bid of \$207,900 and Alternates #1 and #2 respectively at \$17,500 and \$4,700 for a total of \$230,100 contingent upon concurrence from State of Louisiana Facility Planning and Control.

Resolved, That the Commission award Sealed Bid #1805 – Cadillac Street Park Site Improvements to the lowest responsive bidder Industrial Enterprises, Inc. for the Base Bid of \$206,954.76 and Alternates #1, #2 and #3 respectively at \$2,162, \$2,451 and \$2,595 for a total of \$214,162.76 contingent upon concurrence from State of Louisiana Facility Planning and Control.

Motion to approve by Ms. Lewis
Second by Mr. Hughes
Approved by unanimous consent

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

Resolved, That the Commission award Sealed Bid #1809 – Central Sports Park: Synthetic Turf Infields – Phase 2 to the lowest responsive bidder T3 Global Projects, LLC for the Base Bid only totaling \$582,000.

Motion to approve by Ms. Bernard
Second by Mr. Washington
Approved by unanimous consent

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

Resolved, That the Commission award Sealed Bid #1810 – BREC Park ID Signage to the lowest responsive bidder Comet Signs Corporation for a Base Bid totaling \$309,580.

Motion to approve by Ms. Hall
Second by Mr. Hughes
Approved by unanimous consent

Mr. Pointer recognized Ms. Davis for the Human Resources Advisory Committee report. Ms. Davis asked Stephanie Trim, Human Resources Director, to review the items recommended by the committee for approval. Mr. Trim then read the following resolution:

Resolved, That the Commission approve revisions to the BREC Employee Training Policy as it relates to reimbursements for employees who resign, quit, or terminate as follows:

CONTINUATION OF EMPLOYMENT FOR TRAINING/TRAVEL REIMBURSEMENT

If the employee voluntarily terminates employment prior to two (2) years following the date of completion of the training event, the employee agrees to reimburse BREC the related costs incurred by BREC as determined by the schedule below. Repayment may be made through payroll deduction or a lump sum paid to BREC within a reasonable time frame after departure.

No. of months employed from (training) completion date	Reimbursement amount
Months 0 – 6	100%
Months 7 - 12	75%
Months 13 - 18	50%
Months 19 - 24	25%
Month 24+	0%

The reimbursement requirements do NOT apply to an employee's general appearance at a conference recommended by the employee's Director or immediate supervisor or licenses, training/certification renewals required for performance of their duties and responsibilities with BREC.

Any employee who attends a conference within six (6) months of resignation of employment, will be required to reimburse all funds expended by BREC for the travel and attendance at a conference scheduled during the six-month time period.

There were several questions and an extended discussion regarding the item. Ms. Lewis made a motion to defer the item to next month. The discussion continued. The Chairman reminded the Commission that Ms. Lewis made a motion to defer the item until more information and clarification could be provided and he asked for a second. Mr. Washington stated that the item had merit and that as stewards of public money further consideration is warranted.

Mr. Hughes seconded the motion.

The motion was approved without objection.

Ms. Trim gave a brief explanation of the next item and answered questions regarding the Position Control Management Policy and Procedures. Ms. Bernard made a motion to approve the following:

Resolved, That the Commission approve the Position Control Management Policy and Procedures.

Second by Mr. Scheffy

Unanimously approved

Special Orders

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

Donna Lewis

Matthew Robinson III Finance

Sandra Davis

Todd Cooper Communications & I.T.
Austin Lindsay Golf
Jeremy O'Banion Human Resources
Tim Gaines Planning & Park Resources
André Prejean Recreation & Special Facilities
Barry Heil Zoo

William Scheffy

Joe Toranto Communications & I.T.
Linton Naquin Finance
Charles "Chuck" Trask Golf
Andrée Talbert Human Resources
Glenn Ledet Planning & Park Resources
Robert Frazier Recreation & Special Facilities

David Barrow, Mayor of Central

Wayne Messina Finance
Robert "Buddy" Wicker Golf
Ricky McKnight Human Resources
Suzonne Cowart Planning & Park Resources
Norman Shiflett Recreation & Special Facilities

Motion to approve by Mr. Washington

Second by Mr. Scheffy

Unanimously approved

Unfinished Business and General Orders

Chairman Pointer stated that the next item was to hold a public hearing and approve the following:

Resolved, That the Commission approve a 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. This ordinance shall become effective on May 9, 2021, ten days after its adoption.

Motion by Ms. Bernard

Second by Ms. Hall

Mr. Scheffy asked a question to clarify the item. Mr. Richard answered his question.

A roll call vote was taken with the following results:

Yeas: 8 Ms. Bernard, Ms. Davis, Ms. Hall, Mr. Hughes, Ms. Lewis, Mr. Pointer, Mr. Scheffy, Mr. Washington

Nays: 0

Abstain: 0

Absent: 1 Mr. Temple

Adjournment

Mr. Washington made a motion to adjourn, Mr. Scheffy seconded, and Mr. Pointer adjourned the meeting without objection at 6:48 p.m.

Corey K. Wilson, Superintendent
and Ex-Officio Secretary

Kenneth Pointer, Chairman