

**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 23, 2017

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 23, 2017. The meeting was called to order at 5:01 p.m. by Lloyd H. Benson II, Chairman. Mr. Benson recognized Pastor Elmo Winters who offered the invocation. Commissioner Rossie Washington led the pledge of allegiance. Roll was taken and a quorum of Commissioners was present including Shelton C. Dixon, Vice Chairman; Sandra Davis; Kenneth Pointer; Mike Walker, and Rossie Washington, Jr. Commissioner Davis Rhorer arrived at 5:05 p.m. Commissioner Larry Selders arrived at 5:23 p.m. Commissioner David Tatman was absent. Staff members present were Carolyn McKnight, Superintendent; Dale Auzenne, Assistant Superintendent of Recreation, Programs and Facilities; Reed Richard, Assistant Superintendent Planning and Construction; Corey Wilson, Chief of Management and Business Services; Phil Frost; Steven Knight; Juan Martinez; Cheryl Michelet; Mike Raby; Brandon Smith; Justin Smith; Stephanie Trim; and Chris Marchiafava. Jim Raines, legal counsel, and Carl Stages, Executive Director of BREC Foundation, were also in attendance. The audience consisted of BREC staff, media, and the general public.

Public Comment

Mr. Benson opened the floor for public comment on the agenda items and asked if there was anyone who would like to speak on any agenda item. Hearing none, Mr. Benson closed the floor.

Adoption of Minutes

Resolved, That the reading of the minutes of the Recreation and Park Commission Meeting of February 23, 2017 be dispensed with and that they be approved as written.

Motion by Mr. Walker

Second by Mr. Washington

Approved by unanimous consent

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. Pointer

Second by Mr. Dixon

Approved by unanimous consent

The following items were 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 for the month of March 2017.

Presentations

Mr. Benson recognized Ms. McKnight who presented employee service awards to the following staff:

5 Years

Ryan Ferand

Erica Floyd-Holliday

10 Years

Daniel Brown

Lester Coleman

Gregory Williams, Jr.

Ms. McKnight recognized Brandon Smith for receiving the Louisiana Recreation and Park Association (LRPA) Individual Citation Award at the 2017 LRPA Conference. Mr. Benson expressed his appreciation to Mr. Smith for his hard work.

Ms. McKnight presented Gracie Perkins with a spot award for the positive recognition she brings to BREC and for helping the women who participate in her rhythmic aerobics class stay strong and healthy. Ms. Perkins teaches the class for seniors twice a week at BREC's North Sherwood Forest Community Park.

The Commission viewed an informational video highlighting the Birds and Beyond Paddle program and upcoming events in April.

Mr. Benson and Mr. Dixon recognized Ms. McKnight expressed appreciation for her leadership and presented her with her five-year service award.

Reports of Officers and Standing Committees

Mr. Benson recognized Ms. McKnight for the Superintendent's Report. Ms. McKnight noted that the Commissioners had each been provided a copy of the 2016 Annual Report. She stated that many of the accomplishments in the report are tied directly to the strategic plan. Ms. McKnight recognized the leadership team for their efforts in producing the results outlined in the report.

Mr. Benson 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 Ms. Davis

Second by Mr. Rhorer

Unanimously approved

Mr. Benson recognized Mr. Martinez who explained that two sealed bids had opened after the Finance Advisory Committee meeting. He then read the following resolution:

Resolved, That the Commission award Sealed Bid #1698 – Lease of Trailers/Modular Buildings for Howell Community Park Temporary Facility to the low bidder, Satellite Shelters Inc., for a total annual cost not to exceed \$52,020, with one possible one year extension for total contract time not to exceed 24 months.

Motion to approve by Mr. Dixon

Second by Mr. Selders
Unanimously approved

Mr. Martinez asked if there were any questions about the Womack Park bid. Mr. Benson asked how the fields will be used. Reed Richard gave a brief explanation of the project and stated the fields could be used for football, soccer, and lacrosse. Ms. McKnight also spoke about the youth who are currently using the field. Mr. Benson asked about access to the site. Mr. Richard stated that the public will have access from both parking lot areas. Mr. Martinez then read the following resolution:

Resolved, That the Commission award Sealed Bid #1696 – Womack Park Multi-Use Fields and Parking Lot Improvements to the low bidder, Industrial Enterprises Inc., for the Base Bid of \$685,634.86.

Motion by Mr. Washington
Second by Mr. Rhorer
Unanimously approved

Mr. Martinez gave a brief explanation about the applications for postponement of taxes.

Ms. McKnight noted that the Commission members are required to file the Tier 2.1 personal financial disclosure by May 15.

Ms. McKnight asked the Commission if they would like to hold an ethics training during one of their regular meetings. Mr. Rhorer and Ms. Davis both stated that they already do the training at their jobs with their staff. Ms. McKnight then stated that she may set up a special ethics training meeting for any commissioner that would like to attend.

Mr. McKnight stated that BREC had received a certificate of appreciation from Holy Grill Interfaith Federation for helping them feed the hungry.

Mr. Dixon recognized Mr. Selders for the Finance Advisory Committee report. Mr. Selders recognized Juan Martinez, Finance Director, to review the items. Mr. Martinez reviewed the financial statements and read the following resolution:

Resolved, That the Commission approve the unaudited financial statements for the second month ending February 28, 2017 (fiscal year-to-date period January 1 – February 28, 2017), as presented.

Motion to approve by Mr. Selders
Second by Mr. Rhorer
Unanimously approved

Mr. Selders requested that Mr. Martinez take the Contracts and Bids separately. Mr. Martinez read the following resolution:

Resolved, That the Commission award Sealed Bid #1693 – Hooper Road Recreation Center Roof Repair/Replacement to the low responsive bidder, Roofing Solutions, for the Base Bid of \$73,830.00.

Motion to approve by Mr. Walker
Second by Ms. Davis
Unanimously approved

Mr. Martinez read the following resolution:

Resolved, That the Commission award Sealed Bid #1695 – Independence Community Park Volunteer Support Building to the responsive and responsible bidder, Charles Carter Construction, Co., Inc., for the Base Bid of \$335,700.00 with a concurrent deductive Change Order for a reduction of \$12,000.00; adjusted award amount to be \$323,700.00.

Motion to approve by Mr. Pointer

Second by Mr. Selders

Unanimously approved

Mr. Martinez read the following resolution:

Resolved, That the Commission approve accepting all qualified high bidders for the sale of surplus equipment opened March 3, 2017, as noted on the bid recap, for a total of \$26,009.00.

Motion by Mr. Washington

Second by Mr. Rhorer

Unanimously approved

The Chairman recognized Mr. Dixon for comments on the Golf Advisory Committee meeting. Mr. Benson then asked Mike Raby, Golf Director, about the rounds played in 2017. Mr. Raby stated that it appears that the rounds usually played at Howell Golf Course seem to have transferred to the other BREC courses since Howell closed.

Mr. Dixon asked Mr. Raby to tell the Commission about Beaver Creek rounds. Mr. Raby stated that the rounds at Beaver Creek are up substantially from last year. Mr. Raby noted that a contact from the Golf Advisor website informed him that in the last six months Beaver Creek was the number one rated public golf course reviewed by their users in the state of Louisiana. Mr. Raby stated that rounds were up more than 800 over last year at Beaver Creek.

Mr. Benson recognized Mr. Rhorer for the Planning and Park Resources Advisory Committee Report. Mr. Rhorer asked Mr. Richard to review the action items. Mr. Richard informed the Commission about the offer by Woman's Hospital to purchase Pinehurst Park. Mr. Richard explained that the park's users have other parks nearby that have more amenities. He stated that the proceeds from the sale of the park would be reinvested in park and recreation facilities in the Pinehurst Park service area. Mr. Richard also stated that Woman's Hospital plans to keep the park as a recreational space.

Mr. Selders asked if BREC had talked to the residents of the nearby neighborhood about the park. Mr. Richard introduced Stan Shelton, with Woman's Hospital, who explained their commitment to making the park and the other improvements accessible to the residents of Briar Place subdivision.

Ms. Davis asked if Woman's Hospital was opening the charter school that will be built near the park. Mr. Shelton explained that Woman's Hospital is a corporate charter partner and the hospital's only role is to provide the land for the school.

Mr. Richard read the following resolution:

Resolved, That the Commission declare that Pinehurst Park is not needed for public purposes and approve the sale of the property for a minimum of \$220,000 pending legal review. The proceeds will be used to reinvest in parks and recreation facility improvements in the same service area. Authorize superintendent to execute necessary documents.

Motion to approve by Mr. Walker

Second by Mr. Rhorer

Unanimously approved

Mr. Richard gave a brief explanation of the next item and read the following resolution:

Resolved, That the Commission approve a Louisiana DOTD Permit Request for Guide Signs on State Right of Way for Knock Knock Children's Museum located at 1900 Dalrymple Drive in City-Brooks Community Park. Two signs requested will be located on I-10 East and West approaching Exit 156B, and two signs requested will be located on the I-10 East and West exit ramps approaching Dalrymple with directional arrows. Authorize superintendent to execute necessary documents.

Motion by Mr. Dixon

Second by Mr. Selders

Unanimously approved

Mr. Richard gave the construction update.

Mr. Benson recognized Mr. Walker for the Selection of Professionals Committee report. Mr. Walker reviewed the item and read the following resolution:

Resolved, That the Commission approve contracting with First Student, Inc. to provide school bus transport services for BREC's Summer Camp Programs for 2017 with two possible one year extensions, at the rates shown on the rate sheet. The projected annual cost is \$150,000.

Motion to approve by Mr. Walker

Second by Mr. Rhorer

Unanimously approved

The Communications and Information Technology, Human Resources, and Zoo Advisory Committees had nothing to report.

Reports of Special Committees

Ms. Davis stated there was nothing to report for the Internal Process Review Committee.

Special Orders

The Chairman announced his appointment of representatives to the following boards:

BREC's Magnolia Mound Plantation	Davis Rhorer
BREC Foundation	Rossie Washington, Jr.
Knock Knock Children's Museum	Sandra Davis
Baton Rouge Basketball and Volleyball Association	Larry Selders
Baton Rouge Garden Center, Inc. Board	Brandon Smith

Mr. Benson announced there were standing committee appointments that needed approval. Mr. Washington made a motion to approve the appointments as follows:

Lloyd H. Benson II

Dwayne Murray	Communications & I.T.
Barbee Pipes	Finance
Michael Benson	Golf
Williams Bates	Human Resources
D'Adario Conway	Planning & Park Resources
Earl Doomes	Recreation & Special Facilities
Mazie Doomes	Zoo

Sandra Davis

Todd Cooper
Cody Jackson
Austin Lindsay
John B. Firmin
Tim Gaines
André Prejean
Barry Heil

Communications & I.T.
Finance
Golf
Human Resources
Planning & Park Resources
Recreation & Special Facilities
Zoo

Shelton C. Dixon

Craig Stevens
Michael Mallet
Mark Greggs
Roland Sutton
Geoffrey Sykes
Wendell Braxton
Arthur Dubriel

Communications & I.T.
Finance
Golf
Human Resources
Planning & Park Resources
Recreation & Special Facilities
Zoo

Kenneth Pointer

Louis Benjamin

Finance

Davis Rhorer

Jacques Berry
Bill Scheffy
Rip Wilkinson
Ralph Herig
Gabe Vicknair
Otis Washington
John Butler

Communications & I.T.
Finance
Golf
Human Resources
Planning & Park Resources
Recreation & Special Facilities
Zoo

Larry Selders

Benjamin Stove III
Jay Little
Ryan Tucker
Eric Brady
Henry J. Brown

Finance
Golf
Human Resources
Planning & Park Resources
Recreation & Special Facilities

Mike Walker

Leslie Hamilton
Hal Butt
Leslie Nickels
Al Jarreau

Finance
Golf
Human Resources
Zoo

Rossie Washington, Jr.

Calvin Mills
Devin Harrison
Dr. Shanta Proctor
A. Brock Avery
Kenneth Holmes
Seconded by Mr. Rhorer

Communications & I.T.
Golf
Human Resources
Planning & Park Resources
Recreation & Special Facilities

Unanimously approved

Adjournment

Ms. Davis made a motion to adjourn, Mr. Dixon seconded, and Mr. Benson adjourned the meeting without objection at 6:05 p.m.

Carolyn McKnight, Superintendent
and Ex-Officio Secretary

Lloyd H. Benson II, Chairman