

**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
July 27, 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 July 27, 2017. The meeting was called to order at 5:03 p.m. by Lloyd H. Benson II, Chairman. Mr. Benson recognized Pastor Willie Benson with Cathedral World Worship Center who offered the invocation. Commissioner Sandra Davis led the pledge of allegiance. Roll was taken and a quorum of Commissioners was present including Sandra Davis; Kenneth Pointer; Mike Walker, and Rossie Washington, Jr. Commissioner Larry Selders arrived at 5:11 p.m. Commissioner Davis Rhorer arrived at 5:14 p.m. Commissioners Shelton C. Dixon and David Tatman were 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; Michael Hutchison; Cheryl Michelet; Mike Raby; Christel Sims; 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 action 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 June 22, 2017 be dispensed with and that they be approved as written.

Motion by Ms. Davis

Second by Mr. Walker

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. Washington

Second by Mr. Pointer

Approved by unanimous consent

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 for the month of July 2017.

Presentations

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

10 Years

Carletta Jenkins

15 Years

John Lopez

Lois Cook

Ms. McKnight presented a spot award to Tara Brown for her work on the parental leave policy.

Mr. Benson recognized Councilmember Chauna Banks to introduce a video pertaining to the historical background of the zoo. Mr. Coleman Brown passed out copies of the Istrouma Journal with articles supporting keeping the zoo in its current location. The Commission viewed the first 10 minutes of the video. After the video stopped there was a brief discussion between Chairman Benson and Councilmember Banks regarding the amount of time allotted for the video. The Chairman told Councilmember Banks that she could present the other half of the video at the next meeting.

The Commission viewed an informational video highlighting the Movie in the Park held at Flanacher Road Park, and the upcoming events in August.

Reports of Officers and Standing Committees

Mr. Benson recognized Ms. McKnight for the Superintendent's Report. Ms. McKnight stated that there was one item for consideration under Administrative Matters. The Superintendent stated that the NRPA Conference was being held in New Orleans during the last week of September which is when the Commission is scheduled to meet. Ms. McKnight requested that the Commission approve moving the regular September Commission meeting to Wednesday, September 20, 2017. Mr. Washington made a motion to approve moving the meeting to September 20, 2017, Mr. Selders seconded, and the motion was approved without objection.

Ms. McKnight recognized Reed Richard to give the construction update. Before Mr. Richard began Ms. McKnight announced the Waves of Valor event being held at Liberty Lagoon on July 29. The Superintendent also announced that BREC had received proclamations from the Mayor-President of Baton Rouge / East Baton Rouge Parish, the Mayor of Baker, and the Mayor of Central celebrating July as Park and Recreation month with BREC. Mr. Richard gave the construction update. There was a brief discussion about some of the projects. Mr. Richard commended his staff for the hard work they put into the projects.

Mr. Benson stated that he had received letters of support for BREC's proposal to relocate the Baton Rouge Zoo to a more sustainable location from Lt. Governor Billy Nungesser, Louisiana Bed and Breakfast Association, Louisiana Travel Promotion Association Board of Directors, the Louisiana Office of Tourism, and a retired professor of biology from Southern University.

Mr. Benson recognized Mr. Selders for the Finance Advisory Committee report. Mr. Selders asked Michael Hutchison, Finance Director, to review the items recommended for approval. Mr. Hutchison took a moment to comment on a recent article in the Business Report

and the characterization of BREC's finances. Mr. Hutchison said that he disagreed with the article and that the Finance Department takes a great deal of pride in accounting for the public's money. Mr. Hutchison stated that he recently had a productive meeting with the committee member quoted in the article and BREC's external auditor to find ways to help improve the financial reporting. Mr. Hutchison then reviewed the executive summary for the financial statements and then read the following resolution:

Resolved, That the Commission accept the unaudited financial statements for the six months ending June 30, 2017 (fiscal year-to-date period January 1 – June 30, 2017), as presented.

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

Mr. Selders stated that the other item was the Purchasing Policy. Mr. Hutchison reviewed the most significant changes to the policy. Mr. Washington asked how the City-Parish non-competitive dollar threshold compares to BREC's new \$1,000 threshold set by in the policy. Mr. Hutchison stated that he understood that the City-Parish has the same \$5,000 threshold as the state of Louisiana. Mr. Hutchison then read the following resolution:

Resolved, That the Commission approve the revised Purchasing Policy.
Motion to approve by Mr. Washington
Second by Ms. Davis
Unanimously approved

Special Orders

Mr. Benson stated that there was standing committee appointment from Mr. Tatman that needed approval. Mr. Washington made a motion to approve the appointment as follows:

David Tatman
Franz Borghardt Finance
Seconded by Mr. Pointer
Unanimously approved

Adjournment

Mr. Pointer made a motion to adjourn and Mr. Benson adjourned the meeting without objection at 5:49 p.m.

Carolyn McKnight, Superintendent
and Ex-Officio Secretary

Lloyd H. Benson II, Chairman