



NOTICE OF PUBLIC MEETING

Date of Notice: December 16, 2024

Time Posted: 11:00 a.m.

Pursuant to the provision of Title 42, Section 19, Louisiana Revised Statutes, notice is hereby given of a public meeting of a regular session of the Finance Advisory Committee of the Recreation and Park Commission for the Parish of East Baton Rouge.

DATE: Tuesday, December 17, 2024
TIME: 11:30 a.m.
PLACE OF MEETING: BREC Administration Building
6201 Florida Boulevard, Room 1800
Baton Rouge, LA

AGENDA

- I. **Call to Order**
- II. **Roll Call**
- III. **Review and Adoption of Prior Meeting Minutes – November 19, 2024, Meeting**
- IV. **New Business**
 - A. **Budget Status Report**
 1. Resolved, That the Commission accept the unaudited monthly Budget Status Report for the month ending and fiscal year-to-date period ending November 30, 2024, as presented.
 - B. **Contracts and Bids**
 1. Resolved, that the Commission approve awarding SB 1843 Santa Maria Clubhouse Roof Replacement to the lowest responsive bidder, Coleman Roofing and Construction Gonzales, LLC, for the base bid amount of \$320,000. Authorize the Superintendent to execute appropriate documents
 - C. **Claims and Settlement – None**
- V. **Administrative Matters – None.**
- VI. **Information Items**
 - A. **Applicable Monthly Reports**
 1. Budget Information
 - a. The Superintendent, upon recommendation of the Chief Financial Officer, may at any time authorize the transfer of any unencumbered balance of an appropriation, or portion thereof, to supplement another appropriation made in the same budget to the same functional program, or unit thereof including but not limited to the division, park location, park revenue division or department to meet total appropriations and/or forestall a deficit. This authority is granted to allow such action along with the establishment of a balanced budget and maintenance thereof after its adoption and up until the next adoption. Such an act will be viewed as an amendment to the budget for the aforementioned purposes.

b. The Commission reduce the excess budget authority of the appropriation made under the Capital Improvement Fund for Grant Revenue by \$3.2M. This action is necessary as the collections for this specific revenue stream are projected to be insufficient and the reduction is in compliance with the requirements of the Louisiana Government Budget Act.

c. Summary of Expenditures

2. Construction Update
3. Capital Outlay Purchases Over \$25,000
4. Contracts \$50,000 and Under
5. Small Claims Paid - None

VII. Adjournment

Respectfully,

Rhonda Williams, Director of Finance
Finance Department
Recreation and Park Commission
6201 Florida Boulevard
Baton Rouge, LA 70806
(225) 272-9200

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Wendy DeVall, at (225) 272-9200 ext. 1380, describing the assistance that is necessary.