

**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 25, 2024

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 25, 2024. The meeting was called to order at 5:01 p.m. by Chairman Kenneth Pointer. Commissioner Dwayne Rogers 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; Donna Collins Lewis, Vice Chair; Dwayne Rogers, Treasurer; Clarice Gordon; Trina Hall; Jason Hughes; and Rossie Washington, Jr. Commissioner Collis Temple, Jr. arrived at 5:11 p.m. Commissioner Nathan Rust was absent. Staff members present were Corey K. Wilson, Superintendent; Brandon Smith, Assistant Superintendent of Recreation; Aneatra Boykin, Chief Administrative Officer; Don Johnson, Chief Financial Officer; Chad Brewer; Katrina Coots-Ward; Angela Harms; Darlene Jarvis; Steven Knight; RaHarold Lawson; Mike Raby; Rhonda Williams; and Chris Marchiafava. Murphy Foster, legal counsel; Baton Rouge Zoo Foundation Executive Director Dee Blake; and BREC Foundation Executive Director Carl Stages were also in attendance. The rest of the audience consisted of other BREC staff and the public.

Public Comment

The Chairman announced that public comment would be allowed prior to a vote being taken on any agenda action item and explained the process to be observed.

Adoption of Minutes

Resolved, That the reading of the minutes of the Recreation and Park Commission Meeting of March 28, 2024 be dispensed with, and that they be approved as written.

Motion to approve by Mr. Washington

Second by Ms. Lewis

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 by Ms. Hall

Second by Mr. Rogers

Unanimously approved

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

Acceptance of Recommendations from the Human Resources Advisory Committee

Resolved, That the Commission approve the Routine Personnel Transactions from March 13, 2024 to April 10, 2024.

Presentations

The Commission viewed a brief video highlighting various upcoming events throughout the parish during the month of May.

The Chairman proposed moving the executive session up on the agenda because some of the Commissioners had to leave early. Ms. Lewis made a motion to move the executive session up on the agenda, Mr. Hughes seconded, and the motion was unanimously approved.

Chairman Pointer stated that the next item on the agenda is an Executive Session pursuant to LSA-R.S. 42:17(A)(1), for the purpose of discussion of a personnel matter.

Motion to go into executive session by Mr. Rogers

Second by Mr. Washington

Unanimously approved

The Commission members retired to an executive session at 5:09 p.m.

The Commission returned from executive session and Ms. Lewis made a motion to reconvene, Mr. Rogers seconded, and the Chairman called the meeting back to order in open session at 5:49 p.m. without objection.

Reports of Officers and Standing Committees

Chairman Pointer recognized Superintendent Wilson to provide the Superintendent's report. The Superintendent noted that there were two Administrative Matters. He stated that the first item was regarding the acceptance of some land being donated adjacent to Louisiana/Claycut Park on Antioch Road. The land was already being maintained by BREC and the owner offered to donate the property. The Superintendent then read the following resolution:

Resolved, That the Commission accept the proposed donation of one (1) 0.81-acre parcel of land along Antioch Road from the Family of Dr. Richard M. Hill via BREC Foundation located within the Woodlawn Terrace Subdivision and being described as Y-1-A-3 located in Section 61, T-7-S, R-2-E within the Greensburg Land District, contingent upon final environmental clearance. Authorize the superintendent to execute necessary documents.

Motion to approve by Mr. Temple

Second by Mr. Washington

Approved by unanimous consent

Superintendent Wilson stated that the next item was a new policy that will hopefully help attract and retain employees. He gave a brief explanation of the proposed policy. He stated that the item originally came to the Commission in November but there were several questions that needed to be resolved. Since then, there have been internal discussions regarding the policy as well as discussions with Commissioner Washington. This effort was led by Aneatra Boykin, Chief Administrative Officer and General Council, and the Human Resources Department. The Superintendent then read the following resolution:

Resolved, That the Commission approve the Alternative Schedules and Remote Work Policy, as presented.

Motion to approve by Ms. Gordon

Second by Mr. Hughes

Unanimously approved

Under Communications, Superintendent Wilson reviewed the March 2024 attendance report and noted that attendance was up 23%. He told the Commission about the Late Night Hype event held at Gus Young Park and showed a brief video highlighting the event. Superintendent Wilson noted that he spoke at a recent Council on Aging event. He also stated that he spoke to the Baker Chamber of Commerce. The Superintendent told the Commission about the DEI Festival that was held earlier in the day and showed the video about the diversity at BREC. Superintendent

Wilson stated that it was important to reinforce, to staff, BREC's commitment to diversity after some recent social media activity. He told the Commission about the upcoming Parks and Rec Day at the Capitol on April 30. The Superintendent announced that Shanda Crosby was elected to the City Parish Retirement System board.

The Chairman stated he was speaking on behalf of the Commission. He stated that they serve as stewards of diversity and inclusion as BREC Commissioners and serve the entire East Baton Rouge Parish. The Chairman continued that the social media post referenced by the Superintendent was an incident that was in no way supported by the Commission. The Chairman said that he didn't think that the post was meant in a discriminatory or malicious way. He said he just wants everyone to know that the BREC Commission is inclusive in diversity for all of East Baton Rouge Parish.

Chairman Pointer recognized Treasurer Dwayne Rogers for the Finance Advisory Committee report. Mr. Rogers stated that he commits to making sure no one is discriminated against. Mr. Rogers then stated that all the items from the Finance Committee come to the Commission recommended by the committee. Mr. Rogers recognized the Superintendent who then thanked Rhonda Williams for stepping up under very difficult circumstances to serve as the Interim Finance Director. Superintendent Wilson then introduced the new Chief Financial Officer Don Johnson and told the Commission about his background. Mr. Johnson thanked the Commission for the opportunity to speak to them. He spoke briefly about his first days at BREC.

Ms. Williams then read the following resolution:

Resolved, That the Commission accept the unaudited financial statements for the month ending and fiscal year-to-date period ending February 29, 2024, as presented.

Motion by Mr. Temple

Second by Mr. Rogers

Unanimously approved

Ms. Williams noted that the next items were under Contracts and Bids then read the following resolution:

Resolved, that the Commission approve awarding SB 1836 Sandy Creek Bridge Replacement to the lowest responsive bidder, Brown Industrial Construction LLC for the base bid of \$229,500.

Motion to approve by Mr. Rogers

Second by Mr. Washington

Unanimously approved

Ms. Williams then read the next resolution:

Resolved, that the Commission approve awarding SB 1835 Bluebonnet Swamp Education Building HVAC Replacement & Renovations to the lowest responsive bidder, White Group Partners for the base bid of \$400,000.

Motion to approve by Ms. Hall

Second by Mr. Washington

Unanimously approved

Ms. Williams then read the following resolution:

Resolved, That the Commission award SB 1808 Annual Contract for Concrete Finishing for the prices quoted in the bid documents in the following manner:

Item 1 – Concrete Slab (401 S.F. and over): The Luster Group, LLC;

Item 2 – Exposed Aggregate: Cain Construction and Fabrication, LLC.

Item 3 – Curb: Cain Construction and Fabrication, LLC.

Item 4 – Daily Wage for Foreman (under 400 S.F.): The Luster Group, LLC.

Item 5 – Daily Wage for Finisher/Laborer (under 400 S.F.): Cain Construction and Fabrication, LLC.

The contract will be for the period from March 26, 2024 to December 31, 2024, with the option to renew for two additional 12-month terms, at same prices, terms, and conditions, not to exceed 36 months. The estimated annual cost is \$75,000.

Motion by Ms. Gordon

Second by Mr. Rogers

Approved without objection

The Human Resources Advisory Committee routine transactions were approved on the consent calendar.

The Chairman recognized Ms. Hall for the Selection of Professionals report. Ms. Hall then read the following resolution:

Resolved, That the Commission approve an amendment to Contract 2023000013 with Atlas Technical Consultants, LLC to add a not to exceed amount of \$300,000 and extend the contract to December 31, 2024. The original contract fee was \$1,768,000, the new contract amount will be \$2,068,000.

Motion by Mr. Washington

Second by Ms. Gordon

Unanimously approved

Ms. Hall then read the following resolution:

Resolved, That the Commission approve amending Contract 2024000066 with Lewis A. Rhodes dba Piper Productions LLC, increasing the contract in the amount of \$35,000 for Theatre Stage and Technical Labor, from \$40,000 to the new contract total of \$75,000 for the contract period of January 1, 2024, to December 31, 2024.

Motion by Mr. Washington

Second by Ms. Gordon

Unanimously approved

Ms. Hall then read the following resolution:

Resolved, That the Commission approve awarding a contract for RFP No. 224 - Proposal for Summer Camp Food Services to the responsive bidder, All Star Catering, LLC. The total estimated annual contract is not to exceed \$225,000. The contract will be for 12 months, with the option to renew for two additional 12-month periods, at the same prices, terms and conditions, not to exceed 36 months.

Motion by Mr. Rogers

Second by Ms. Gordon

Unanimously approved

Ms. Hall then read the following resolution:

Resolved, That the Commission approve a contract with Custom Security Systems, Inc. for Installation of Alarm System at BREC Baton Rouge Zoo Administration Building in the amount of \$15,967.69; and approve a contract for Installation of Zoo Main Building and Gates Access Controls in the amount of \$50,901.16.

Motion by Mr. Washington

Second by Mr. Temple

Unanimously approved

Special Orders

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

Jason Hughes

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| Dwayne Shelton | Communications & Information Systems |
| Myra Richardson | Finance |
| Rev. Shelton Dixon | Golf |
| Johnathan Hill | Human Resources |
| Byron Washington | Planning & Park Resources |
| Larry Bradford | Recreation |
| Kirk Robertson | Zoo |

Donna Lewis

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| Terrence Lockett | Communications & Information Systems |
| Matthew Robinson III | Finance |
| David Dubriel | Golf |
| Martin Taylor | Human Resources |
| Kenneth Wright | Planning & Park Resources |
| James Anderson | Recreation |
| Shatonda Chandler | Zoo |

Kenneth Pointer

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| Kirt Guerin | Communications & Information Systems |
| Bruce Walker | Finance |
| Michael Thomas | Golf |
| Melvin Sylvester | Human Resources |
| Kenrick Nixon | Planning & Park Resources |
| Anthony Lewis | Recreation |
| Frederick Boutté | Zoo |

Dwayne Rogers

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| Linton Naquin | Finance |
| Jared Watkins | Golf |
| Lindsey McMorris | Planning & Park Resources |
| Debbie Dougherty | Recreation |
| Laurie Gilpin | Zoo |

Rossie Washington, Jr.

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| Todd Sterling | Communications & Information Systems |
| Devin Harrison | Golf |
| Matthew Valliere | Human Resources |
| A. Brock Avery | Planning & Park Resources |
| Kenneth Holmes | Recreation |
| Reggie Abraham | Zoo |

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

Unfinished Business and General Orders

Chairman Pointer read the following resolution:

Resolved, That the Commission approve additional funds for the cooperative endeavor agreement with Friends of the Baton Rouge Zoo, authorizing the expenditure of up to an additional \$150,000, for a total amount not to exceed \$300,000 for 2024; authorize the Superintendent to execute the necessary documents.

Motion by Mr. Temple

Second by Ms. Hall

Unanimously approved

Adjournment

Mr. Washington made a motion to adjourn, Mr. Temple seconded, and Chairman Pointer adjourned the meeting at 6:22 p.m. without objection.

Corey K. Wilson, Superintendent
and Ex-Officio Secretary

Kenneth Pointer, Chairman