

**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
September 26, 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 September 26, 2024. The meeting was called to order at 5:03 p.m. by Chairman Kenneth Pointer. Commissioner Donna Collins Lewis 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; Clarice Gordon; Trina Hall; Nathan Rust; Collis Temple, Jr.; and Rossie Washington, Jr. Commissioner Dwayne Rogers arrived at 5:10 p.m. Commissioner Jason Hughes was absent. Staff members present were Corey K. Wilson, Superintendent; Reed Richard, Assistant Superintendent of System Planning; Aneatra Boykin, Chief Administrative Officer; Andrea Roberts, Chief Operating Officer; Chad Brewer; Katrina Coots-Ward; Jim Fleshman; Angela Harms; RaHarold Lawson; Mike Raby; Rhonda Williams; and Chris Marchiafava. Murphy Foster, legal counsel, was also in attendance. The rest of the audience consisted of other BREC staff and the public.

Public Comment

The Chair 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 August 22, 2024 be dispensed with, and that they be approved as written.

Motion to approve by Ms. Lewis

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 by Ms. Gordon

Second by Ms. Hall

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 August 14, 2024 to September 13, 2024.

Presentations

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

5 Years

Richard Terrell
Steven Turner
Sydney Parish

10 Years

Dominique Barlow
Mike Raby
Will LeBouef

15 Years

Henry Pointer
Jennifer Shields
Nicole Strauss
Norma Olivarez

20 Years

Nora Brown
Kim Lodrigue

25 Years

Chris Marchiafava

The Chairman recognized Superintendent Wilson who introduced Louis Smothermon, Executive Director of Baton Rouge Soccer Club (BRSC). Mr. Smothermon gave a brief presentation outlining the impact that BRSC has had on the community through the game of soccer. He expressed his gratitude to BREC for their support. Commissioner Temple asked about different aspects of the program including whether players continued with the sport in college and how BRSC is staffed. Mr. Smothermon stated that average of 40 players a year continue playing at a college level and that BRSC has about 50 professional coaches, 20 full-time staff, and a full-time sports medicine director. BRSC also utilizes about 250 volunteers to facilitate the soccer program throughout the year. There was a discussion about what BREC could do to help improve the program, including continued improvements of facilities.

Commissioner Washington asked to move the executive session up on the agenda. Mr. Temple made a motion, Ms. Gordon seconded, and the motion was unanimously approved to move the executive session. The Commission retired to executive session at 5:33 p.m.

The Commission returned from executive session and Mr. Washington made a motion to reconvene, Ms. Gordon seconded, and the Chairman called the meeting back to order in open session at 6:26 p.m. without objection.

The Chairman noted that no actions were taken in executive session.

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

Reports of Officers and Standing Committees

The Chairman recognized Superintendent Wilson who noted that there were four Administrative Matters for consideration. The Superintendent stated that the first item was the mid-year report. He then read the following resolution:

Resolved, That the Commission accept the 2024 Mid-Year Report.
Motion by Ms. Hall
Second by Mr. Washington
Unanimously approved

Superintendent Wilson stated that the next item was regarding the change of the date of the November Commission meeting. He stated that the date needed to be changed to be consistent with the date included in the tax election documentation as the date to canvass the election results. He then read the following resolution:

Resolved, That the Commission change the date of their regular Commission meeting in November from November 20, 2024 to November 21, 2024.

Motion by Ms. Gordon
Second by Mr. Temple
Unanimously approved

The Superintendent stated that the next item was a servitude agreement with Baton Rouge Water. He then read the following resolution:

Resolved, That the Commission approve a Predial Servitude Agreement with Baton Rouge Water Company granting a ten (10) foot wide permanent water servitude, to place a subsurface 16-inch water line in a portion of Burbank Soccer Complex. Baton Rouge Water is nearing the capacity to transmit water service to the surrounding area and this water line will benefit BREC and the community by providing support to the continued growth of the areas immediately adjacent to BREC's Burbank Soccer Complex. Authorize superintendent to execute necessary documents, pending final legal review.

Motion by Ms. Gordon
Second by Mr. Washington
Unanimously approved

Superintendent Wilson explained that the next item was needed to update the Records Retention Policy to include the language required for Community Development Block Grants. He then read the following resolution:

Resolved, That the Commission approve the BREC Records Retention Policy for Community Development Block Grants, as presented.

Motion by Ms. Hall
Second by Mr. Temple
Unanimously approved

Under Communications, Superintendent Wilson reviewed the August 2024 activity report. He told the Commission about the boom collecting trash from Bayou Foutain in collaboration with the Louisiana Stormwater Coalition removing 3,500 pounds of waste. He noted BREC had a volunteer fair on September 6 and held BREC's first Asian Mid-Autumn Festival. The Superintendent spoke at the Southern Overtime Coaches Show, City of Central Council meeting, and Baton Rouge Area Chamber highlighting the Imagine Your Parks 3 Plan and answering questions. He told the Commission about a partnership with Baton Rouge Police Department (BRPD) who met with facility staff and spoke about safety and security. BRPD plans to hold quarterly meetings with BREC staff to help further develop the relationship. Superintendent Wilson reminded Commissioners about the grand opening at Greenwood and the Zoo. He also noted that some staff were doing presentations at the upcoming NRPA Conference.

The Chairman stated that the Communications and Information Systems Committee report was information only.

Chairman Pointer noted that Treasurer Dwayne Rogers had to leave and recognized Rhonda Williams to read the following resolution:

Resolved, That the Commission accept the unaudited financial statements for the month ending and fiscal year-to-date period ending July 31, 2024, as presented.

Motion by Mr. Temple

Second by Mr. Washington

Approved without objection

Chairman Pointer recognized Ms. Gordon for the Human Resources Advisory Committee report. Ms. Gordon introduced Darlene Jarvis, Human Resources Director, to review the items for approval.

Ms. Jarvis stated the first item was the holiday schedule with no changes. She then read the following resolution:

Resolved, That the Commission approve BREC's 2025 Holiday Schedules for General Fund employees and CCD, as presented.

Motion to approve by Mr. Washington

Second by Ms. Hall

Unanimously approved

Ms. Jarvis stated that the committee recommended making no changes to the premiums or the benefit schedules for 2025. Ms. Jarvis read the following resolution:

Resolved, That the Commission approve a flat renewal in medical premiums with no change in medical benefit schedules; Non-participants of the Employee Wellness Program will be subject to a premium increase of \$20 per pay period or \$520 annually, as presented.

Motion by Mr. Washington

Second by Ms. Gordon

Unanimously approved

Ms. Jarvis explained that due to an increase in premiums proposed by the previous Medicare Advantage Plan administrator, BREC decided to seek proposals from others. The administrator being recommended will provide the same or enhanced coverage at a lower premium. Ms. Jarvis then read the following resolution:

Resolved, That the Commission approve the 2025 Retiree Medicare Advantage Plan administered by United Health Care at no cost to the retiree.

Motion by Ms. Hall

Second by Ms. Gordon

Unanimously approved

Ms. Jarvis noted that SB Wellness is a big contributor to the overall improvement in the health of the employees and BREC would like to retain them for the coming year. Ms. Jarvis then read the following resolution:

Resolved, That the Commission approve the 2025 Employer Paid Wellness Program administered by SB Wellness, as presented.

Motion by Mr. Temple

Second by Mr. Washington

Approved without objection

Ms. Jarvis explained the item and then read the following resolution:

Resolved, That the Commission approve BREC's 2025 Retiree Supplemental Pay, as presented.

Motion by Mr. Temple
Second by Ms. Gordon
Unanimously approved

Ms. Jarvis outlined the changes to the policy and then read the following resolution:
Resolved, That the Commission approve revisions to Cell Phone Policy, as presented.
Motion to approve by Mr. Washington
Second by Ms. Hall
Unanimously approved

The Chairman stated that the Zoo Advisory Committee report was information only.

Chairman Pointer recognized Ms. Hall for the Selection of Professionals Committee report.
Ms. Hall stated that there was one item on the agenda and then read the following resolution:

Resolved, That the Commission approve an amendment to the existing compensation terms in RFP #219 – Proposal for Holiday Lighting at BREC's Baton Rouge Zoo to Be the Light Decor, LLC for ZooLights where the original amount was \$99,177 with the additional renewals at \$84,300. This will increase in the renewal years from \$84,300 to \$119,185 due to the increased footage of lights needed for the new entry building and orientation plaza.

Motion by Ms. Gordon
Second by Mr. Washington
Approved by unanimous consent

Reports of Special Committees

None.

Special Orders

The Executive Session was moved up on the agenda.

Unfinished Business and General Orders

None.

New Business

The Chairman recognized the Superintendent who read the following resolution:
Resolved, That the Commission authorize settlement of the claim of Christopher Woosley for damages resulting from an auto accident in the amount of \$100,000.

Motion to approve by Mr. Washington
Second by Ms. Hall
Unanimously approved

Adjournment

Mr. Washington made a motion to adjourn, Ms. Gordon seconded, and the meeting was adjourned at 6:52 p.m. without objection.

Corey K. Wilson, Superintendent
and Ex-Officio Secretary

Kenneth Pointer, Chairman