

# Recreation District #1 of St. Tammany Parish



Chairman: Nixon Adams  
Vice-Chairman: Shearn Lemoine  
Commissioner: Rick Danielson

Commissioner: John Neill  
Commissioner: deShea Richardson  
Commissioner: Barrett McGuire

Commissioner: Ed Bee  
Executive Director: Suzanne Reeder

**Recreation District #1 of St. Tammany Parish  
Board of Commissioners Meeting Agenda  
Wednesday, March 19, 2025  
6:30PM  
Castine Center – Conference Room E**

1. Call to Order
2. Agenda Approval
  - a. Additions, Deletions, Substitutions
3. Welcome/Visitor Presentations
4. Proclamations
  - a. Ken & Vicki Winn
5. Approval of Minutes
  - a. Board of Commissioner Regular Meeting Minutes – February 19, 2025  
**Recommendation:** Motion to approve the meeting minutes for the regular Commission Meeting held on February 19, 2025
6. New Business
  - a. Wind Hail Insurance Renewal  
**Sponsor:** Suzanne Reeder, Executive Director  
**Recommendation:** Motion to approve and authorize executive director to renew wind hail insurance with Citizens for the gyms in the amount of \$37,615.  
**Attachment(s):** Agenda memo + Renewal Invoice
  - b. Auditor Compliance Questionnaire  
**Sponsor:** Scott Goodwill, CFO  
**Recommendation:** Motion to adopt Resolution 2025-001: A resolution acknowledging receipt and compliance with Louisiana Compliance Questionnaire for audits engagements of Governmental Agencies from the Louisiana Auditor's Office and authorize Executive Director and Chairman of the Board to endorse Resolution.  
**Attachment(s):** Agenda Memo + Resolution 2025-001

c. Water Well & Storage Tank Project Bids:

**Sponsor:** Louissette Scott, Dir. Planning & Env. Education

**Recommendation:** Motion to reject the award of the sole bidder, Gottfried Construction, LLC due to bid exceeding the Engineer's opinion of Probable Construction Cost and project budget of \$1,235,000.

**Attachment(s):** Bid Tab & Memo from Neel Shaffer

d. Authorization to execute Agreement with Batture, LLC for Sand Volleyball Additional Services

**Sponsor:** Louissette Scott, Dir. Planning & Env. Education

**Recommendation:** Motion to approve and authorize the Executive Director to formally endorse the additional scope proposal from Batture, LLC and to initiate the solicitation of bids in accordance with applicable procurement regulations.

**Attachment(s):** Scope & Price Proposal – Bathroom + Storage Building (additional scope) & Updated Opinion of Probable Construction Cost

e. Reallocation of Development Fund Jobs

**Sponsor:** Scott Goodwill, CFO

**Recommendation:** Motion to approve the reallocation of Development Funds as recommended by staff and discussed in the Strategic Planning Committee meetings as follows: reducing the Water Well / Hydraulic Study allocation to \$101,027, reallocating \$1,233,973 to increase funding for the Sand Volleyball Courts (+\$910,000) and Pickleball Courts (+\$100,000), and increasing the Unallocated Fund balance by \$223,973.

**Attachment(s):** Agenda Memo

f. FMLA Policy Approval

**Sponsor:** LyKinda Thibodeaux, HR/People Operations

**Recommendation:** Motion to approve Human Resources Policy 4.2.2 – FMLA and Additional Unpaid Leave Policy as presented, with an effective date of March 19, 2025.

**Attachment(s):** Agenda Memo & Policy 4.2.2

7. Financials

a. Monthly Summaries (vote)

b. Review of Bank Statements and Credit Card Statements

8. Committee Meeting Updates

a. Strategic Committee Meeting – 2/27 & 3/13

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## 9. Division Monthly Reports

- a. Administration
- b. Planning/Environmental Education
- c. Parks
- d. Recreation
- e. Castine Center
- f. Concessions

## 10. Old Business

## 11. Public Comments

## 12. Adjourn