

# 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, May 21, 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
5. Approval of Minutes
  - a. Board of Commissioner Special Called Meeting Minutes – April 5, 2025  
**Recommendation:** Motion to approve the meeting minutes for the special Commission Meeting held on April 5, 2025
  - b. Board of Commissioner Regular Meeting Minutes – April 16, 2025  
**Recommendation:** Motion to approve the meeting minutes for the regular Commission Meeting held on April 16, 2025
6. New Business
  - a. PJ's Coffee/Ballard Brands – Concessions  
**Sponsor:** Suzanne Fisher Reeder, Executive Director  
**Recommendation:** Staff recommend approval of the proposed partnership with PJ's Coffee / Ballard Brands for the sale of non-carbonated beverages (coffee, tea, and lemonade) at Pelican Park concession stands and acceptance of the associated \$3,500 sponsorship.  
**Attachment(s):** Cover memo, Proposal
  - b. Canoe and Trail Adventures (CTA) Bike Rental Program Revenue Share Agreement  
**Sponsor:** Louisette Scott, Planning Director  
**Recommendation:** Staff recommends authorizing the Executive Director to sign the revenue sharing agreement with Canoe and Trail Adventures (CTA) for the implementation of the bike rental program.

- Attachment(s):** Cover memo, Revenue Sharing Agreement, Exhibit B
- c. Cleco Emergency Use Agreement
- Sponsor:** Suzanne Reeder, Executive Director
- Recommendation:** Staff recommend continuing negotiations with Cleco.
- Attachment(s):** Cover memo, Draft Emergency Use Agreement
- d. Burglar Alarms & Fire Panel Updates
- Sponsor:** Doug McLemore, Assistant Director - Parks
- Recommendation:** Park Staff recommendations Board approval the funding of \$8,000.00 to replace the current Security panels/keypads at all buildings. Funding available in Acct# 5286.
- Attachment(s):** Agenda Memo, Equipment and Monitoring Proposals for each location
- e. Policy Update – REC008.2.1 – Inclement Weather Policy
- Sponsor:** Suzanne Fisher Reeder, Executive Director
- Recommendation:** Staff recommend the Board approved Updated Policy REC008.2.1 with an effective date of 05/21/2025.
- Attachment(s):** Cover memo, Policy Approved 08/21/2024 with updates identified, Draft Policy for Approval
- f. L7 Pictures – American Dream Proposal
- Sponsor:** Suzanne Fisher Reeder, Executive Director
- Recommendation:** Review and discussion of a proposal submitted by L7 Pictures. No formal recommendation is being made by staff at this time.
- Attachment(s):** Cover memo, L7 Proposal
- g. Security Deposits Policy – FP005.3.2
- Sponsor:** Scott Goodwill, CFO
- Recommendation:** Staff recommend the Board approve and adopt the Security Deposit Policy FP005.3.2 with an effective date of 5/21/2025.
- Attachment(s):** Draft Policy FP005.3.2

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## h. Millage Renewal Resolution #2025-02

**Sponsor:**  
**Recommendation:**

Scott Goodwill, CFO  
Motion to adopt Resolution #2025-002, levying the following millages on the 2025 tax roll on all property subject to taxation by Recreation District #1 of St. Tammany Parish as follows:

- **6.050 mills** for Acquisitions & Maintenance (Millage Key 1069 148), expiring in 2043; and
- **0.700 mills** for Bond (Millage Key 1069 147), expiring in 2042.

**Attachment(s):** Resolution #2025-03

## i. Grants Policy – FO005.4.1

**Sponsor:**  
**Recommendation:**

Scott Goodwill, CFO  
Staff recommends the Board approve and adopt Policy FO005.4.1 with an effective date of 05/21/2025

**Attachment(s):** Draft Policy FR005.4.1

## 7. Financials

- Monthly Summaries (vote)
- Review of Bank Statements and Credit Card Statements

## 8. Committee Meeting Updates

- Sports Committee – 5/6
- Finance Committee – 5/16

## 9. Division Monthly Reports

- Administration
- Planning/Environmental Education
- Parks
- Recreation
- Castine Center
- Concessions

## 10. Old Business

- NRPA Conference September 16 – 18: Discussion to amend Board Meeting Schedule and move meeting to Wednesday September 24, 2025
- Visit the Northshore – Every Wave Welcome

## 11. Public Comments

## 12. Adjourn