

**Recreation District #1
Board of Commissioners Meeting
February 16, 2022**

Board present: Nixon Adams
Majure Savell
Bill Matthews
Shearn Lemoine
John Neill
deShea Richardson

Board absent: Rick Danielson (Via Phone)

Staff present: Margie Lewis – Executive Director
Kia Knight – Assistant Director
Doug McLemore – Assistant Director
Bobby McKinney – Recreation Superintendent
Cindy Jackson – Business Manager
Niki Butler – Marketing & PR Supervisor
Louisette Scott – Environmental Educator

Visitors: Karen Reisch and Rue McNeill – Northlake Nature Center

The meeting was called to order by Chairman N. Adams at 6:30pm. Executive Director Lewis called the roll. Six board members were present with one, Rick Danielson, being absent, but joined the meeting via Phone. Commissioner Danielson, will not be casting votes.

Chairman N. Adams asked if there was anyone wanting to open the agenda for new items. No items were suggested.

Approval of the Previous Month's Minutes.

There are no changes to the minutes.

Motion by W. Matthews to accept the minutes. Second by S. Lemoine. Vote 6-0 in favor. Motion passes.

Financials

Chairman N. Adams, discussed the current monthly summaries. The Board members and staff stated extra sources of income that will come from hurricane Ida insurance and FEMA reimbursements, hotel/motel taxes, sports tournaments etc. **Discussion.** N. Adams stated that he reviewed the bank statements and all of the balances are accurate with no discrepancies.

- M. Savell stated that the credit card statements are in order with no questions.

Motion by J. Neill to accept the financials as presented. Second by M. Savell. Vote 6-0. Motion passes.

Resolutions:

- Resolution 2022-01 – Approval of Louisiana Compliance Questionnaire for the auditors for year ending December 31, 2021

N. Adams reads the resolution to the Board.

Roll call vote. (Commissioner R. Danielson will not be voting)

Nixon Adams - For

John Neill - For

deShea Richardson - For

Majure Savell - For

Shearn Lemoine - For

William Matthews - For

Vote 6-0 in favor. Motion passes. The resolution will be updated with the roll call votes and signed.

Updates:

- **Castine Center Renovations and Office Expansion Job**

Executive Director Lewis informed the board that the conference room bathrooms are partially complete. The Park will be receiving liquidated damages from the contractor for any contract deadlines missed. The contractors are waiting for several items that have been delayed due to issues with shipping.

Even with construction in progress, both Mardi Gras balls in the last few weeks were very successful and they had a great time.

- **Strategic Planning- 2 Project Updates**
 - **Funding Silver Fencing-** Executive Director Lewis reported that the demand and use of the silver fields is growing rapidly. In 2021, the Board agreed to improve maintenance and through Capital

improvements, budgeted for fencing, gates, dugouts, player benches, fans etc. S. Lemoine presented the history and prices of the fencing in the past, compared to the new pricing currently with expenses and material prices going up drastically. Staff has purchased most of the supplies for this project, but due to the increase in fencing prices, staff is asking for additional funds to complete the project as planned. The additional \$19,300 would come from the 2022 Capital Outlay account which has \$47,421 listed as “to be determined.” **Discussion.** If we are adding fencing, should we add scoreboards out there as well for rentals? Lewis stated that scoreboards and other improvements will be requested in next year’s budget.

Motion by J. Neill to accept the staff’s request for the funds as presented to complete the project as planned. Second by W. Matthews. Vote 6-0 in favor. Motion passes.

- **Master Plan- Discussion.** Executive Director Lewis reported that four proposals for professional design services to create a Master Plan for the entire 483 acre park were received. Dana Brown & Associates, Inc., a local Landscape Architect, came in with the lowest bid and has given our staff their ideas for the master plan by assisting Recreation District #1 in expanding the Parks programming and integrating the acreage as one unified facility. The staff is asking to move \$85,000 from strategic planning to a construction project account called Master Planning. **Discussion.** Extra money was added into the full amount as a buffer for the Reimbursable Expenses. This is for any out-of-pocket expenses that may occur, such as milage for professional employees to travel, extra prints, etc. The Board is asking for a cap of \$5,000 for the reasonable reimbursable expenses.

Motion by S. Lemoine to accept the staff’s request to move \$85,000 from strategic planning to a construction project account called Master Planning with a cap of \$5,000 for the reasonable reimbursable expenses. Second by M. Savell. Vote 6-0 in favor. Motion passes.

Division Reports:

- **Parks**- (Report included on green paper)

- **Recreation**- (Report included on blue paper) d. Richardson commended Superintendent McKinney for a very well organized basketball season.
- **Castine Center**- (Report included on pink paper)
- **Environmental Education**- (Report included on yellow paper)

New Business

None

Old Business

- Northlake Nature Center Update:
 - d. Richardson reported that a meeting was held with the Nature Center last week. Richardson is recommending the Board put together a committee with one member each from the Recreation Districts legal and strategic planning committees, Executive Director Lewis and Environmental Educator, Louissette Scott designated members from the Nature Center Board. **Discussion.** Per Chairman N. Adams, the selected Nature Center Committee should consist of:
 - N. Adams
 - R. Danielson
 - d. Richardson
 - Margie Lewis
 - Louissette Scott
- Update on the pipelines that runs next to the Park's property. W. Matthews is asked the staff questions about the pipelines: Are they surveyed, are they on our property, if so, should we be getting money for the property that this Parish is using? **Discussion.** Paul Mayronne with Jones Fussell, L.L.P. is still in the process of finding out the details of these properties. He will update the staff when he finds out more information.
- Update on Sponsorships- Executive Director Lewis reported on information received from Ripple Resources: A potential whole park sponsor has emerged. A full report will be provided at the March meeting.

Motion to adjourn meeting at 7:17PM by J. Neill. Second by M. Savell. Vote 6-0 in favor. Motion passes