

**Recreation District #1
Board of Commissioners Meeting
January 19, 2022**

Board present: Nixon Adams
Majure Savell
Rick Danielson
Bill Matthews
Shearn Lemoine

Board absent: John Neill
deShea Richardson

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

Visitors: None

The meeting was called to order by Chairman N. Adams at 6:30pm. Executive Director Lewis called the roll. Five board members were present with two members, John Neill and deShea Richardson, that were absent.

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

Approval of the Previous Months Minutes.

There is a change on page 2 under Executive Session. Add the Subject: To discuss the Executive Directors Performance.

Motion by W. Matthews to accept the minutes with that change. Second by M. Savell. Vote 5-0 in favor. Motion passes.

Financials

Chairman N. Adams, reviewed the current monthly summaries and read the 2021 end of year surplus amounts out loud.

- N. Adams stated that he reviewed the bank statements and all of the balances are accurate.
- M. Savell stated that the credit card statements are good, but had a few questions about why we had 3 Sam's Club memberships. (The Board received a report of the Sam's Club Membership that states, there is in fact, only one membership. The yearly invoice separates each member, since the fees for adding additional members are all at a different rate.)

Motion by M. Savell to accept the financials. Second by W. Matthews. Vote 5-0. Motion passes.

Reports in Brief:

- **Allocation of the 2021 Surplus Funds** (Complete reports-attached to the official minutes on yellow paper)
Chairman N. Adams read the 2021 end of year surplus amounts out loud. **Discussion.** The Board needs to review the surplus and bring our reserve for replacement back up to \$300,000. Once all money from Hurricane Ida damages with insurance, Cleco rental and FEMA are collected, the Strategic Planning Committee will meet, hopefully before the next meeting, and make suggestions to the Board on where to allocate the funds. Looking ahead for 2022, we look adequately funded for all of the new projects. **Discussion.**

Motion by R. Danielson to bring the Reserve for Replacement back up to \$300,000 and the remainder to Strategic Planning. Second by W. Matthews. Vote 5-0 in favor. Motion passes.

- **Change Order to the Castine Center Upgrades** (Complete reports-attached to the official minutes on pink paper) The report shows the potential change orders for the Castine Center Renovation Project. These are 2 of the 5 change orders needed. The other 3 change orders are smaller amounts that the staff and Nixon has the ability to make the decisions and sign appropriate contracts. The two projects listed below, are for substantial amounts of money, and the staff is seeking the Boards approval in order to move forward. The Funded Construction Project job account has the funding for these change orders, and the materials need to be ordered now.
 1. Recover the moveable partitions with fabric that will complement the color scheme and design of the newly renovated Castine Center.

2. Have LED lights for the front canopy to have the ability to alternate and customize the colors for each event.

Discussion.

Motion by W. Matthews to accept the staff's request of the two Castine Center change orders presented. R. Danielson clarifies that the Board would like to move the amount needed to Funded Construction and take care of the change orders. Second by S. Lemoine. Vote 5-0 in favor. Motion passes.

Update on Castine Center Renovations:

Executive Director Margie Lewis gave an update of the Castine Center renovations. They are working on the storage expansion and the foundation in front of the offices at this time. The renovations are scheduled to be completed by late September 2022.

Update on Sponsorships:

W. Matthews stated that there was a Sponsorship Committee Meeting before this current board meeting. Ripple Resources would like to discuss some possible changes to the sponsorship catalogue and their contract. The Sponsorship Committee is open to this discussion, but the committee would like a specific proposal from Ripple Resources. I.e. "Smile Doctor's would like to pay quarterly" or "OLOL would like to try one year verses signing a three year contract."

Division Reports:

- **Parks**- (Report included on green paper)
 - All of the areas in the Park are done with the exception of Silver. They have been working on this project for almost 2.5 years.
 - The shade structure over the adult exercise area in The Groves is still being worked on by an outside party.
- **Recreation**- (Report included on blue paper) registration for volleyball looks great this season, with 256 registered for girls' volleyball and 68 for older boys' basketball.
- **Castine Center**- (Report included on pink paper) events have picked up, they have just booked a dance competition and are in the process of booking a bee convention in October. Staff is working on updating all of the rental rates and other prices currently being published.
- **Environmental Education**- (Report included on yellow paper) Margie Lewis discussed the last two events that were held recently within the Park. Louisiana Iris Conservation Initiative came on December 28th and planted around 60 test irises in the area by the Silver fields. They

returned recently on January 15th and planted an additional 100+ irises around the Park. Also, LSUAg have designated their 2022 Master Gardner project as a site in Pelican Park. Class members will plant a pollinator garden between the Brown Pelican Gym and the Pickleball Courts.

New Business

None

Old Business

W. Matthews would like an update on the Nature Center and the pipeline at the back of the Park.

- The Nature Center held a meeting at the end of December and we will be schedule a time to meet with staff and discuss the future of the Nature Center. **Discussion.**
- Who owns the pipeline property? If Recreation District #1/Pelican Park owns the land, we need to research the property with Paul Mayronne with Jones Fussell, L.L.P. and see what changes need to be made.

Motion to adjourn meeting at 7:22PM by W. Matthews. Second by M. Savell. Vote 5-0 in favor. Motion passes.