

**Recreation District #1
Board of Commissioners Meeting
July 20, 2022**

Board present: Nixon Adams
Majure Savell
Rick Danielson
Shearn Lemoine
William Matthews
John Neill
deShea Richardson

Board absent: none

Staff present: Margie Lewis – Executive Director
Kia Knight – Assistant Director
Cindy Jackson – Business Manager
Niki Butler – Marketing & PR Supervisor

Visitors: Grant Schlueter–RD#1 Bond Attorney with Foley & Judell, LLP
Stephanie Ferry–RD#1 Municipal Financial Advisor with
Raymond James

Call to Order:

The meeting was called to order by Chairman N. Adams at 6:30pm. Executive Director, Margie Lewis, called the roll. All Board members were present.

Welcome visitors:

Executive Director Lewis introduced the visitors: Grant Schlueter, Recreation District #1's bond attorney with Foley & Judell, LLP and Stephanie Ferry, Recreation District #1's Municipal Financial Advisor, with Raymond James.

Open agenda to proposed new items:

Chairman N. Adams asked if there was anyone wanting to open the agenda for new items. M. Savell asked to add Northlake Nature Center to the agenda. N. Adams added it under old business.

Approval of the Previous Month's Minutes:

There are no changes to the previous month's minutes. Motioned by J. Neill to accept the minutes with no changes, seconded by R. Danielson. Vote 7-0. Motion passes.

Financials:

N. Adams stated that the salary structure which was changed at a previous Board meeting, should be within the amounts budgeted due to not filling all positions in the budget. The revenue this year has been on target, employee salaries, funded construction project, and the rentals have been on target the last few months.

- N. Adams reviewed the bank statements and all of the balances are accurate with no discrepancies.
- M. Savell reviewed both May and June's credit card statements. M. Savell did not find any discrepancies or have any questions.

Motion by R. Danielson to accept the financials as presented. Second by J. Neill. Vote 7-0. Motion passes.

Resolutions/Announcements:

- Grant Schlueter with Foley and Judell, LLP discussed the July 20, 2022 resolution to be voted at this meeting to call an election on December 10, 2022 to renew the .7 mil currently levied.
- Mr. Schlueter explained the process and read the resolution to consider adopting the .7 mils at the December election.
 - Wednesday, July 27th St. Tammany Parish Council Meeting at 6:00pm – Agenda Review Meeting. Mr. Schlueter will attend and is asking for a District Representative to also attend. N. Adams will attend.
 - Thursday, August 4th St. Tammany Parish Council Meeting at 6:00pm – Full Council Meeting. Mr. Schlueter will attend and is asking for a District Representative to also attend. Executive Director Lewis will attend.

Motion by d.Richardson to call to vote Resolution 2022-04 to adopt for a special election to authorize incurring debt and issuance of bonds if approval is granted by the State Bond Commission. Second by J. Neill and a roll call vote was recorded. **Roll call vote:**

- Nixon Adams - For
- Rick Danielson - For
- Shearn Lemoine - For
- William Matthews - For
- John Neill - For
- deShea Richardson - For
- Majure Savell – For

Vote 7-0 in favor. Motion passes. Resolution 2022-04 will be updated with the roll call votes and signed.

Reports in Brief:

Transfer Additional Funds to Castine Center Renovation project (Neon Orange)

The renovation project has been funded but the fee for the construction observer that has been working was not included in the original funding of the job. The staff is asking for an additional \$52,000 for the 650 hours that the construction observer has or will work. In addition, there are 4 new offices in this plan that will need new desks and shelves so the fit-out will be short approximately \$21,300.

Motion by R. Danielson to move the \$73,300 from Strategic Planning Job to the Castine Center Renovation and Office Expansion Job the additional funds for the construction observer and fit-out of the new offices and furniture needed.

Roll call vote.

- Nixon Adams - For
- Rick Danielson - For
- Shearn Lemoine - For
- William Matthews - For
- John Neill - For
- deShea Richardson - For
- Majure Savell – For

Second by J. Neill. Vote 7-0. Motion passes.

Update on Memorandum of Understanding with the Mandeville Soccer Club (Yellow) Full report included in official minutes.

- MSC has met all the criteria required by the MOU and staff did not have any concerns that needed to be addressed for the 2021-2022 year. MSC has about 72% of their players that are at a recreational level. A new Memorandum of Understanding is being issued for the 2022-2023.

Ripple Resources Sponsorship Update (Turquoise) Full report included in official minutes.

- Susan Sheehan, Co-Founder of Ripple Resources, LLC gave the Board a written update to read about her upcoming meetings with significant sponsors.

Updates:

Castine Center Renovations and Office Expansion Job

- Executive Director Lewis updated the Board regarding the construction project. The skylights are installed and they are working hard to meet the September deadline. There are issues with many supplies and other products that the contractor is not able to get on the site in a timely manner.

Division Reports:

- **Parks**- (Report included in official minutes on green paper)
- **Recreation**- (Report included in official minutes on blue paper)
- **Castine Center**- (Report included in official minutes on pink paper)
- **Environmental Education**- (Report included in official minutes on gold paper) The Nature Explorers Summer Camp was a huge success this summer and the staff is already planning next year's camp to be even bigger.

New Business

No new business at this time.

Old Business

- **Hurricane Ida**- Our fees for the retainer and rental rate for CLECO's setup base during hurricanes are set by our Board Members and a contract is signed by all parties. The new CLECO employee that was working with us questioned the contract prices during their use of the Park during Hurricane Ida. All has been settled. The District's staff worked on an updated version of the contract with more detailed information for this next year and forwarded the details to Cleco. Cleco has paid their retainer for June 1, 2022 to May 31, 2023.
- **Bleachers**- Insurance money received from FEMA for Hurricane Ida damage of bleachers has been deposited into the Funded Construction checking account that will be used to replace the bleachers.
- **Northlake Nature Center**- A meeting has been scheduled for this Friday morning, July 22, 2022 to do a walk through the Nature Center and take a good look at the old club house. Update to follow.

Motion to adjourn meeting at 7:10 pm by J. Neill. Second by M. Savell. Vote 7-0 in favor. Meeting Adjourned