

Recreation District #1 of St. Tammany Parish



Chairman: Nixon Adams
Vice Chairman: Majure Savell
Commissioner: Rick Danielson

Commissioner: Shearn Lemoine
Commissioner: William B. Matthews, Jr., J.D.
Commissioner: John Neill

Commissioner: deShea Richardson
Executive Director: Jennifer Dexter

Recreation District #1 of St. Tammany Parish Board of Commissioners Meeting Minutes Wednesday, June 14, 2023 Castine Center Conference Rooms

Board present: Nixon Adams
Rick Danielson
William Matthews
John Neill
deShea Richardson

Board absent: Majure Savell, Shearn Lemoine

Staff present: Jennifer Dexter, Executive Director
Kia Knight, Asst. Director
Doug McLemore, Asst. Director
Scott Goodwill, Finance Director
Steven Knecht, Recreation Superintendent
Tina Massel, Human Resources Manager
Niki Butler, Marketing Administrator
Louisette Scott, Park Planner/Environmental Educator

Staff absent:

Visitors: None

Call to order:

The meeting was called to order by Chairman, N. Adams at 6:00 p.m. Marketing Administrator, N. Butler, called the roll. The staff recognized Nixon's Birthday.

Welcome visitors:

No visitors present

Open agenda for proposed new items:

No proposed items

New Business:

No proposed items

Approval of minutes (attachment):

The previous month's Minutes were reviewed and approved with two changes. Add Louisette to the staff present at previous meeting and finish sentence on page 3 to include how many

weeks are booked for Nature Camp. Motion by W. Matthews to accept May 2023 board minutes with changes. Seconded by J. Neill. Vote 5-0 in favor.

Financials:

Month end May 2023 financial statements, bank statements, and credit St. Tammany Fund reviewed and approved. The District will submit the second quarter reimbursement for the St. Tammany Fund by early July. This will be the last reimbursement under the current CEA with the St. Tammany fund. (since their fiscal year ends in June). N. Adams asked to move for approval of the financials. M. Savell was absent. His review of the month ending May 2023, will be deferred until the July 19th Board meeting. Motion by R. Danielson to approve financial statements without the credit card statement review. Seconded by d. Richardson. Vote 5-0 in favor.

Resolutions:

- None

Reports in brief:

- Selection of the District's Official Journal (Vote)
 - The staff recommends to continue with the District's current Official Journal and authorize the St. Tammany Farmer as their Official Journal. Motion by R. Danielson to approve the St. Tammany Farmer as the District's Official Journal. Seconded by B. Matthews. Vote 5-0 in favor.
- Request for Exception to the Castine Center Cancellation Policy (Vote)
 - The Castine Center staff is asking to make an exception against the Castine Center Cancellation Policy for the "All in Combat" rental. This is a recurring customer that would like to change their August contract from a 3-day rental to a 2-day rental. The August rental will be their 3rd rental for this current year. This change is against the 10-month cancellation rental agreement policy that states they would lose their deposit. Discussion. The Board authorized the Castine Center Staff to continue these negotiations and exception to the policies that would benefit our returning clients and make sure to keep a good relationship with them, without Board approval. If there is a substantial policy issue that the staff is not comfortable with handling, the Board will gladly step in and assist on those issues when needed. Motion by J. Neill to approve the All in Combat policy cancellation and allow the Castine Center staff to authorize these policy exceptions in the future. Seconded by B. Matthews. Vote 5-0 in favor.
- Broker of Record (Vote)
 - Executive Director, Jennifer Dexter, presented the information received by Assured Partners insurance carriers that have recently met with staff members and given them a presentation as well as a strategic blueprint for the District. The blueprint assured the staff that the commission fees will be the same, but the level of coverage and risk management would be more beneficial for the District. Discussion. At this time, the Board would like to have a written Request for Proposal (RFP) sent out to local and other selected insurance brokers before moving forward. Motion by J. Neill to send out RFPs. Seconded by B. Matthews. Vote 5-0 in favor.

Updates:

Administration Update

J. Dexter provided an update on current projects and events.

- Nine staff members went to the LRPA Day at the Capitol event in Baton Rouge to be present for the Parks and Recreation Resolution that was being signed on the House and Senate Floor. The staff was able to make connections with other Recreational Districts and vendors.
- The auditors mentioned there were no findings during the audit of Recreation District #1's documents and will present their report during the next monthly board meeting on July 19th.
- J. Dexter had the privilege of spending the day with R. Danielson and N. Adams as they went to the Chamber Meeting and Lt. Governor, Billy Nungesser, had a presentation on Tourism. Great relationships were made during this meeting.
- The next LRPA conference will be on November 14-16 in New Orleans. J. Dexter asked the staff and Board members to let her know if they would like to go.
- The next NRPA conference will be on October 10-11 in Dallas, Texas. We will have to make decisions on who will be going, because we will need to book flights, room and classes. At this point we are looking at Rick, Nixon, Jenny, Doug, Jesse, and Steven.

SunStop Kiosks is a company that presented their product to the staff. They are wanting to install their kiosks to many Park facilities to give access to free sunscreen to the public to reduce the risks of skin cancer. These are installed at no cost to us and are paid for by sponsors with a 10% revenue share. SunStop will find the sponsors for the Park and the staff has also talked to Susan Sheehan to make sure these sponsorships would not conflict with Ripple Resources sponsorship program. Discussion. Motion by R. Danielson to continue to proceed to a contract with SunStop Kiosks. Seconded by J. Neill. Vote 5-0 in favor.

Division reports:

Castine Center – K. Knight-Absent (attachment)

- MMA fight is this weekend in the Castine Center.

Park – D. McLemore (attachment)

- Congratulations to Doug McClemore for his 25 years of service at Recreation District #1/ Pelican Park. To celebrate his 25th Anniversary, J. Dexter and many staff member went on the stage during Doug's band performance in Slidell and presented him with gifts and kind words.

Recreation – S. Knecht (attachment)

- Summer Registration is high this season and has several on the waiting list.
- Team Genius is the new player evaluation software that was used this season.
- Nature Explorers Summer camp has gone well and W. Matthews mentioned that his grandson is registered and loves the camp and has had a great time so far.
- Jinx Vidrine and the World of Wonder Foundations (WOW Foundation) has given the District money to help both diverse and low income families in the way of scholarships for the Nature Explorers Summer Camp at Pelican Park.

- Baseball and softball parent evaluations have been collected digitally and will be shared with Jenny, Doug, Andrew, Steven, the Recreation Staff and John Neill would also like access as part of his position in the Youth Sports Committee.

Master Plan – L. Scott (attachment)

- L. Scott passed out an attachment of the Development Fund Projects with cost and information regarding the proposed projects.
- RCL is currently working on The Groves event stage construction drawings and will put out a bid at the end of June.
- The Newline Skatepark was also shown in the Development Fund Projects with a proposal of costs for the Board to review.
- The staff will be meeting with Neel Schaeffer and Quality Courts to continue proposals for the additional pickleball courts and sand volleyball courts.
- Doug McLemore will be working with A&E for designs for the needed water well.

Motion by R. Danielson to give staff authority to move forward to enter an agreement with Newline Skateparks after reviewing outlined proposal at or below the current proposed cost. Seconded by J. Neill. Vote 5-0 in favor.

Old Business:

None.

Public comments:

None.

Adjourn:

With no further business, a motion to adjourn was made by J. Neill at 7:41 p.m. Seconded by d. Richardson. Vote 5-0 in favor.