

**Recreation District #1 Board of Commissioners
December board meeting
Castine Center Conference Rooms
Wednesday January 25th, 2017
6:30pm**

Board present: Rick Danielson
Nixon Adams
Jeff Blackman
Bill Matthews
Todd Richard

Board absent: Majure Savell
Daniel Seiden

Board member Emeritus: Tony Oramous

Staff present: Kathy Foley – Director

Visitors - none

The meeting was called to order by Chairman Adams at 6:30pm.

Roll call taken- 5 members present with two absent

Visitors/public-there were no visitors/public in attendance

Staff present: Kathy Foley-Director
Cindy Jackson- Business Manager

Minutes (attachments)

Motion to approve the December minutes was made by B. Matthews.
Seconded by J. Blackman. Vote 5-0 in favor. Motion passes

Financials (attachments)

December 2016 monthly report

Board reviewed. Discussion. Motion by R. Danielson to accept the
December monthly financials as prepared by Cindy Jackson. Second by B.
Matthews. Vote 5-0 in favor. Motion passes.

Review of official 2016 end of the year budget

Board discussed. Reports reflect that there is \$350,948.00 surplus from the 2016 budget. Discussion

Recap of encumbered funds for 2016. Kathy and Cindy recap that there was a number of projects/items funded in 2016 O and M budget but that have not be completed or purchased at this time. The funds for these items were "encumbered" and charged to 2016 budget and the funds put in FCP account till spent.

Board discussion of transferring 2016 surplus funds

Discussion of where to allocate the \$350,948.00. Motion by T. Richard to transfer (\$20,810.67) the amount needed to bring Reserve for replacement up to board approved level and transfer balance of funds to FCP Land Acquisition. Second by J. Blackman. Vote 5-0 in favor. Motion passes.

Bank statements

Nixon reported that he had reviewed the bank statements to the financial reports and they appear in order

Credit Card statements

Bill stated that he had reviewed the credit card statement and all charges appear to have proper documentation and for correct purposes.

Recap of 2017 January tax revenue

Kathy reported that the tax reports shows that both of the District's self borrows have been funded fully and 72% of 2017 budget projection for tax revenue has been received. Discussion.

Update on large taxpayer who is allowed monthly payments

Cindy's report shows that one taxpayer is paying their tax bill monthly and the amount to the District should be \$13,345 monthly(includes both O&M / debt service)

Motion by B. Mathews to accept all financial reports as presented. Second by J. Blackman. Vote 5-0 in favor. Motion passes.

Bill asked about the board's request to consult District's bonding attorney about our present bank. Kathy reported that Grant with Foley & Judell stated he had no concerns and didn't know of any other governmental agencies who had expressed concerns. Kathy stated the District was fully collateralized.

Engagement letter for audit firm (attachment)

Board recapped background, rate and contract for audit firm. The District is in the last year of a three year contract. Discussion. Motion by T. Richard to authorize engaging LaPorte at the rate of \$16,800 and to authorize Nixon and Kathy to sign any necessary paperwork. Kathy stated the on-site work will be scheduled for late March.

Update on Lacrosse and efforts for Northshore Lacrosse to meet conditional exempt status. (attachments)

Kathy reported that Northshore did not have enough players for leagues in any of the age groups offered. Discussion. Kathy stated staff is committed to working with them next fall to offer clinics to try and increase interest. Kathy stated their travel program would most likely rent via quarterly rentals.

Northshore wasn't certain but they thought they would try to somehow keep the recreation level players who registered.

Consideration to open gold field 1 to quarterly rentals (attachment)

The board reviewed the report. Discussion. Motion by B. Matthews to declare gold 1 as a surplus field for the months of February, March and April and allow it to be incorporated into the quarterly rental program. (option #2) Second by R. Danielson. Vote 5-0 in favor. Motion passes.

Parish Council recent resolution about credit cards and review by taxing agencies. (attachment)

Bill stated that the resolution is only a recommendation by the Parish Council and the District already has stricter procedures and review of credit cards.

Discussion of Parish Council request that District's designate who their legal provider will be (attachment)

Bill recapped the situation. Discussion. Board is taking the request under consideration and is not taking any action at this time.

Division updates (attached)

Kathy recapped with the board the Parks division, Recreation Division and Castine Center monthly updates.

Old business

Rick updated the board on the discussions from the latest strategic planning meeting held and that monthly meetings have been set for the 2nd Monday each month. Board asked if wetland's consultant can attend next meeting. Discussion of which consultants will need to be hired will be held at the next strategic planning meeting.

Lighting District- Kathy reported she has not heard but will reach out again. She stated she believes that they are trying to go out for the millage renewal again.

Utilities Phase 6- Kathy stated that last week she met with Cleco and other stake holders in phase 6. Cleco has developed a plan to separate all area. There will be no direct cost from Cleco for their work but the District will have to install new transformers and meter pans. Kathy reported a letter is being sent to Tammany Utilities asking for a leak check and the District will pay under protest till done.

Idea of possibly connecting to the City of Mandeville utilities. No one stated they were working on it. Kathy said this is a concept that should be part of strategic planning.

Wi-Fi for the Park- Kathy reported Kia is working on finding a consultant. Discussion. Todd stated Board had discussed and was looking for building Wi-Fi and not total Park access.

Status of consultant for salary study. No one stated they were working on this. Nixon stated NRPA should have a study done soon and it would be good to see what that included.

Update on sales tax- Kathy reported the Parish's first draft to the council was tabled as being too broad. Most recent version only applies to gate receipts. May have to address with State for change in statute.

New business-

Jeff stated he had found a company that does both inside and outside shooting range design with new innovative sound proofing. Material given to Rick to use with strategic planning.

Nixon said normally they would ask for audience comments but since there were no visitors it was not done.

Motion by T. Richard to adjourn at 7:40pm. Second by J. Blackman. Vote 5-0 in favor. Motion passes.

