

**Recreation District #1
Board of Commissioners Meeting
October 25, 2017**

Board present: Nixon Adams
Jeff Blackman
Todd Richard
Majure Savell
Rick Danielson
Daniel Seiden

Board absent: William Matthews

Board emeritus present: Tony Oramous

Staff present: Kathy Foley –Director
Kia Knight-Assist Director
Cindy Jackson –partial

Visitors: Larry Birch Northlake Nature Center
Grant Schlueter of Foley and Judell Bonding Attornies

The meeting was called to order by Chairman Adams at 6:00

Roll call taken

September Minutes

Discussion of minutes. Motion by R. Danielson to accept the September minutes with a slight correction. Second by J. Blackman. Vote 6-0. Motion passes.

Financials (attachment)

Tax Revenue-The board reviewed the tax revenue reports which show revenue has met budget projections.

Monthly reports-Nixon and Kathy recapped the monthly financials. Expenses will be under budget for the year. Revenue will meet or exceed budget.

Bank Statements-Nixon reported that he had reviewed the bank statements and they appear to match the financial reports.

Review of Credit Cards- deferred till next month

Motion by T. Richard to accept the October financials as prepared by Cindy Jackson, business manager. Second by M. Savell. Vote 6-0 in favor. Motion passes.

Discussion and update on Strategic planning process (attachments)

Land swap-Rick and Kathy updated the Board on the proposed land swap with the Parish. Waiting on survey now.

Northlake Nature Center Rick recapped that if the land swap happens the District would only be the lessee of the land but hope to move forward soon with a Letter of Intent/understanding with the Nature Center. Rick introduced Larry who explained to the Board what the Nature Center does, how it operates, how it is financed and it's mission. Discussion. Board stated that everything the Nature Center is currently doing is within the whelm of the Recreation District's mission.

Discussion of alternate sites –Rick stated that they had recently met with the Azby foundation about property they have north of 1-12. They were interested but may not be large enough for a golf driving range.

State Park land- Rick said they had recently met with State Parks and they are very interested in leasing or partnering with the District to develop either parcel.

Discussion of appraisal for present 230 acres-Kathy reported the State had the appraisal done but it was done without consideration of the encumbrances/lease. Discussion. Kathy to send letter to State appealing to appraisal process and ask for it to be done with encumbrances considered.

Discussion of Green 5 redevelopment- Kathy reminded the board that this field still needs redevelopment as well as Orange 1-3 fields needed new lighting system. Kathy asked board to send her ideas they might like to see developed at Green 5. Staff will also work on ideas.

Discussion of consideration of a bond issue in the spring-Nixon and Rick recapped that it wasn't good timing and strategic planning process has taken longer than expected. Discussion. Grant recapped the timeline for an spring election. Discussion. No motion was made to move forward with an election at this time. Issue died for lack of a motion. Grant will forward the board wording to be adopted that when they are ready for consideration of an election. This wording will allow costs spent now on strategic planning and consultants to be reimbursed by the bond issue.

Review of scope of work for future design professionals-Rick recapped that this was still in the development stage and needs cleaning up. Will keep working with it to get it ready.

Update on Castine Center roof repairs and AC replacement
(attachment)

Kia recapped the work and that all work was done. Discussion. Any funds remaining will be returned to the Board after all bills are paid.

Update on road resurfacing and restriping

Kathy reported that the work was completed. Discussion. Kathy recapped with the board funds spent and funds remaining. Majure asked the staff look at seams on the main road to see if correctly done.

Update on emergency replacement of Castine Center chiller unit
(attachment)

Kia recapped the work and that it was complete. Discussion. There should be no funds remaining in this project.

Update on CC LED Lighting (attachment)

Kathy recapped the work and reported that the project was complete. Discussion. Kathy and Kia both said that the dimming capabilities will greatly enhance the renting of the building.

Update on the District's information technology (attachment)

Kia recapped the installation of the new severer, research on the internet and other changes being made. Consultant and Kia both working to achieve goals and handling installations. Kathy thanked Kia and reported to the Board that Kia has been working nights and weekends during the change over.

Update on staffing issues

Kathy reported that Jason Walker, who was the Recreation Superintendent and Debra Zimmerman, Castine Center supervisor, are no longer with the District. Kathy will be reformatting the Recreation Division and it will have 4 supervisors and no superintendent. Advertisement for the open positions will be done soon.

Update on Phase 6 electrical and water separation

Kathy recapped that situation and time delays it is taking to separate utilities at phase 6. Both are in the works and just waiting on the two companies to order parts needed for the change over.

Discussion of proposed Bike Share program and consideration to request funding from North Shore Foundation-4th ward trust fund. (attachment)

Nixon recapped that the Parish feels they have the support of the partners to move forward with the project. Discussion. Motion by R. Danielson to approve staff to write a letter to ask for a grant from Northshore Foundation-4th ward trust fund for the \$25,000 to be the Recreation District's share. Second by M. Savell. Vote 5 in favor, Todd Richard abstained and 1 absent. Motion passes.

Request for funding for CC Arena Roof repairs (attachment)

Kia recapped the report with the Board. Discussion of options. Kia said the request should be for \$58,000 and not \$65,000.00. Discussion. Motion by R. Danielson to appropriate \$58,000.00 from the reserve account to be put in FCP Roof repairs for expenditures of up to \$58,000 for CC roof repairs. Second by J. Blackman. Vote 6-0 in favor. Motion passes.

Consideration of renewing cooperative endeavor for Senior Luncheon with Sheriff office for 2017 (attachment)

Kia recapped that last year the event was changed from intergovernmental to cooperative endeavor with the Deputies Association. Discussion. Motion by R. Danielson to enter into a cooperative endeavor (option #2) with the Deputy's association for the event. Second by M. Savell. Vote 6-0 in favor. Motion passes.

2018 budget process (attachment)

Kathy recapped the 2018 budget process for the staff and the requirements for public meeting. Discussion. Nixon stated the budget meeting would be held on November 29th prior to the November regular board meeting.

Concessions (attachment)

Board reviewed the monthly concession report.

New business

Daniel asked about the numbers for basketball. Kathy estimated that there were about 500 players in both girls and boys but would send him the exact numbers.

Old business

Kathy said that she hadn't heard anything from the meeting with the children's museum but expected a package from them soon.

Scope of work is still being developed for the marketing and sponsorship consultant.

With no further business, a motion was made by J. Blackman to adjourn the meeting at 7:40pm. Second by M. Savell. Vote 6-0 in favor.

Pending Board approval