

St. Mary Parish Recreation District 3
Bayou Vista Community Center
1333 Belleview St.
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The Board of Commissioners of St. Mary Parish Recreation District #3 met in regular session on Monday, October 25, 2021 at 5:30 p.m. in the meeting room at the Bayou Vista Community Center.

Members present: Javon Charles-Chairman Bayleigh Barbier, Lane Boudreaux, Dr. Jeffrey Fitter, Brian Head, Calvin Johnson, Steven Kelly

Employees of the District: Simone Besse, Mark Richard, Jackie Romero

Secretary-Treasurer: Monica Lestage

Guest: Gwen Hidalgo-parish council member, Michael and Georgia Ford, Thomasina Naverro

Javon Charles called the meeting to order.

All stood for the pledge of allegiance.

Roll was called.

Michael and Georgia Ford of Barney & Baby Bop Daycare presented a proposal to the board requesting the use of space at the golf course building for a second location of a day care that has been in business in Patterson for many years. It is run under the La. Board of Education guidelines. The room would be vacated by 5:00 pm daily, Monday-Friday. Hours would be 6:30 am-5:30 pm, with no cooking done on site. The playground would be utilized, with supervision. Javon Charles recommended a 3-6 month lease as a trial period. After much discussion, it was determined that Eric Duplantis would be contacted for legal advice. Bayleigh Barbier offered the motion to table the request until all questions can be answered. With a second from Calvin Johnson, and all in favor, motion passed.

Ms. Naverro had paid for a party Saturday, October 23rd. When she got there to decorate, she was given a hard time. The employee was not aware of a party. Even though she had a receipt, the employee said it wasn't on the schedule. The party was allowed to be held. It turned out that employees had switched shifts and the rental details had not been shared. The employees must have better communication to avoid this situation in the future. The was customer was satisfied in the end.

Election was held for the position of Vice Chairman. Lane Boudreaux made a motion to nominate Brian Head. With a second from Calvin John, and all in favor, motion passed.

Motion was offered by Bayleigh Barbier to go into executive session. With a second from Dr. Fitter, and all in favor, the board members left the room. After a lengthy discussion, board members returned to the meeting room. Motion was made by Dr. Fitter to leave executive session and return to the regular scheduled meeting. Calvin Johnson offered a second and all were in favor. Motion passed.

Board minutes from the September meeting were approved as circulated. Dr. Fitter offered a motion to accept, seconded by Calvin Johnson. With all in favor, motion passed.

Accounts payable were reviewed and approved for payment by motion from Dr. Fitter. With a second by Calvin Johnson, and all in favor, motion passed.

Javon Charles gave the Community Center report. There has been an increase in bookings.

Mark Richard presented the maintenance report. Robichaux Plumbing repaired a leak in the spray park. The cypress tree roots were dug up and cement replaced to solve the problem of the front doors sticking. Gutters were cleaned, fences repaired, flower beds maintained, pressure washing, trees trimmed and a gasket replaced in the men's restroom. Electrical receptacles were replaced on the exterior of the concession and the dug outs and bases replaced. The battery was replaced and oil changed on the scag. Control Fire and Safety inspected the fire extinguishers. Repairs were made to the soft surface area at central park. As soon as it's repaired, kids peel it up again. The workers will keep an eye on the cameras to see if they can be stopped as it's happening.

Approval of rental rates was discussed. Any action was tabled until the next meeting by motion from Bayleigh Barbier, seconded by Dr. Fitter. With all in favor, motion passed.

Update of the Policy and Procedure Manual was discussed. The Chairman had a very detailed manual from Terrebonne parish. The last time Rec district 3's was updated was 2014. Mr. Charles will have quotes for the next meeting for preparing a rough copy of the manual so board members can make notes for any changes to be discussed. Committee meetings could be held every other Monday @ 4 pm, beginning November 8th. It was decided to put all plans on hold until Eric Duplantis, District Attorney, could be consulted.

Two job descriptions for facility manager were discussed. One from prior hiring of the district and one from Terrebonne as a comparison. It was tabled by motion from Bayleigh Barbier. With a second from Calvin Johnson, and all in favor, motion passed.

A compensation plan was tabled by motion from Brian Head until the board has time to review it. With a second by Bayleigh Barbier, and all in favor, motion passed.

A letter was received from Kolder, Slaven & Co., LLC requesting that an engagement letter be adopted permitting them to audit the year ending September 30, 2021. Dr. Fitter made the motion to accept Kolder Slaven & Co, LLC. With a second from Lane Boudreaux, and all in favor, motion pass

Louisiana Rural Water (LRWA) is scheduled to host the annual 2 day conference at the community center, November 9th and 10th. Water and sewer companies from all over Louisiana attend to receive the accredited hours needed to hold certifications in their field. The board agreed to the use of the building, without compensation.

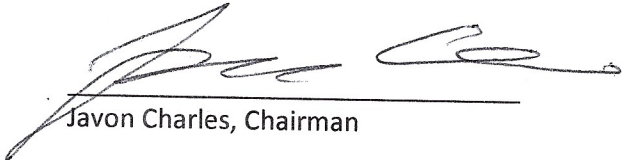
Fiscal year recap was presented by the Chairman. Accomplishments in the past year are as follows: playground mulch was added, landscaping freshened up, several tournaments were held, passed per diem resolution, new shirts for spray park employees, updated light fixtures, website and Facebook implemented. Goals for next fiscal year include: update tennis courts, turf on baseball fields, replace

diem resolution, new shirts for spray park employees, updated light fixtures, website and Facebook implemented. Goals for next fiscal year include: update tennis courts, turf on baseball fields, replace rusted playground equipment, improve drainage on playground and baseball fields, improve training of employees, surplus sale, get shelter and emergency ready, and the return of kids camp.

New signature cards need to be obtained from Whitney Bank and MC Bank. Tyler Lambert, former secretary needs to be removed from signing and replaced with current secretary, Monica Lestage. Brian Head, Vice Chairman, will also be added to the signature cards. Lane Boudreaux made the motion to proceed. Calvin Johnson offered a second. With all in favor, motion passed.

The chairman discussed the secretary having access to petty cash for supplies needed. It was deemed unnecessary and declined by motion from Lane Boudreaux, seconded by Steven Kelly. All were in favor. If supplies are needed, they can be obtained from the Rec office.

There being no further business to address, motion to adjourn was offered by Lane Boudreaux, seconded by Bayleigh Barbier. With all in favor, motion passed.



Javon Charles, Chairman