

**ST. MARY PARISH RECREATION DISTRICT #3
BAYOU VISTA COMMUNITY CENTER
1333 BELLVIEW STREET
P.O. BOX 635
PATTERSON, LA 70392
985-395-6552**

The Board of Commissioners of the St. Mary Parish Recreation District #3 met in regular session on Monday, February 26, 2024, at 5:30 p.m. in the meeting room at the Bayou Vista Community Center.

Members Present: Brian Head – Chairman, Lane Boudreaux – Vice Chairman, Dr. Jeffery Fitter, Javon Charles, Eddie Gay, Calvin Johnson, and Rachel Kidder
Employees of the District Present: Mark Richard – Facilities Manager, Angie Guillotte – Office Manager, Calley Williams – Activities Director
Secretary: Tyler Lambert
Guest: Leah Ruffin – Community Member, Kenney Alfred – Morgan City Jr. High School Baseball

Mr. Head called the meeting to order at 5:30 p.m. Everyone present stood for the pledge of allegiance.

Ms. Ruffin voiced her concern and desired to bring a community basketball program to the Bayou Vista area. She voiced her wishes to have a league within Bayou Vista which would allow children to not have to travel to surrounding recreation districts looking to play. She informed the board that she will begin laying the groundwork and will return to give the board updates as her plan progresses.

Mr. Alfred came before the board to seek permission to use the baseball field at the community center for a MCJHS baseball game. Due to a scheduling conflict, the game is unable to be played at the originally scheduled site. He asked the board for a reduced rate due to this being for one game only. The board discussed it, and Mr. Johnson made a motion that the MCJHS baseball team pay a fee of \$25.00 for the use of the baseball field. A second to the motion was made by Dr. Fitter. All were in favor and the motion carried.

Board members reviewed the minutes from the January meeting. Dr. Fitter motioned to accept the minutes as written. Ms. Kidder made a second to the motion. All were in favor and the motion carried.

Board members reviewed the minutes from the specially called January meeting. Mr. Gay motioned to accept the minutes as written. Dr. Fitter made a second to the motion. All were in favor and the motion carried.

Board members reviewed the accounts payable report. Mr. Johnson made a motion to accept the report as is and pay the bills. Mr. Gay made a second to the motion. All were in favor and the motion carried.

Employees of the district gave the community center report. Mark Richard gave quotes received to strip and wax the floors in the community center. After discussion, a motion was made by Mr. Charles to accept the bid from Clean Sweep Janitorial for \$4,800.00. Dr. Fitter made a second to the motion. All were in favor and the motion carried.

Angie Guillotte gave a report on the prior month's rentals Calley Williams gave a report of upcoming activities going on at the community center.

In old business, the board discussed the need to include a motion in the minutes to state that the Valentine's Banquet was to be a free event for the public to enjoy. No cover charge was charged for the event held earlier in the month. A motion was made by Mr. Gay, with a second coming from Dr. Fitter. All were in favor and the motion carried.

Also in old business, Ms. Guillote updated the board on the updated rate for the community center to be a member of the St. Mary Parish Chamber of Commerce. The updated rate is \$175.00 for the annual membership as a for-profit entity. Mr. Charles made a motion to accept this rate and join the Chamber. Mr. Johnson made a second to the motion. All were in favor and the motion carried.

In new business, Mr. Head reported to the board that Brady Borrel, on behalf of Tri-City Pentecostals, is requesting free passes to Noah's Adventures Mini Golf to give away at their Easter event. Mr. Boudreaux made a motion to give Tri-City Pentecostals ten (10) free passes. A second was made by Ms. Kidder. All were in favor and the motion carried.

A motion was made by Mr. Boudreaux to remove Monica Lestage as an authorized signatory on the bank accounts and add Tyler Lambert as he is now the board's secretary. Mr. Johnson made a second to the motion. All were in favor and the motion carried.

The board discussed the water district office being vacated as the water board will move its offices to the old MC Bank building on Southeast Blvd. in Bayou Vista. With them leaving, the recreation board will have to obtain its own subscription for an accounting software. Currently, a license is shared by the recreation office and the water office. Ms. Guillotte presented the board with some options. Mr. Gay made a motion that the board proceed with a Sage50 license at a cost of \$970.00. A second was made by Ms. Kidder. All were in favor and the motion carried.

Mr. Head requested that agenda item #6 under new business – Review Insurance Quote be tabled for another meeting to allow the board to obtain more information on the policies. A motion was made by Mr. Charles with a second from Dr. Fitter. All were in favor and the motion carried.

The board discussed increasing the price for admission into the spray park. After discussion a motion was made by Dr. Fitter to set the price at \$4.00 for anyone wishing to enter the spray park. There will be no charge for anyone wishing to remain outside of the gates. A second was made by Mr. Johnson. All were in favor and the motion carried.

The board also discussed expanding the hours for private party rentals. Ms. Guillotte presented the board with her suggested hours. There was no motion brought to the floor or vote on this item. Updated hours will be posted on the community center's Facebook page.

The board discussed setting a price for the rental of Central Park. This will include private access to the park. A motion was made by Mr. Charles to set the price at \$1,125.00. A second to the motion was made by Ms. Kidder. All were in favor and the motion carried.

A motion was made by Mr. Gay to set Brandan Keiffer pay to \$16.55 per hour with step raises to begin 1/1/25. A second was made by Ms. Kidder. All were in favor and the motion carried.

Javon Chales motion to increase Michelle Meranta's pay to \$11.55 per hour and to give her the title of park attendant. This is the classification she will fall under as it pertains to step raises. A second to the motion was made by Mr. Gay. All were in favor and the motion carried.

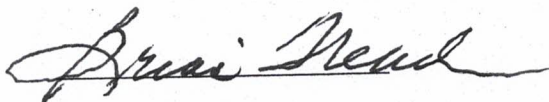
Ms. Guillotte presented the board with a request that it switch to a bi-weekly payroll schedule. After discussion, Mr. Gay made a motion to adopt a bi-weekly payroll schedule, effective immediately. Mr. Johnson made a second to the motion. All were in favor and the motion carried.

Ms. Williams presented the board with a date for the community center to host an Easter event. The date requested is 3/23/24. A motion was made by Mr. Gay to accept the date. A second to the motion was made by Mr. Charles. All were in favor and the motion carried.

The board discussed Ms. Guillotte and Ms. Williams' request for a line item in the budget for events put on and held at the community center. After discussion, a motion was made by Mr. Charles to allocate \$10,000.00 to the event budget. A second was made by Mr. Gay. All were in favor and the motion carried. The board will hold a budget meeting in the future to amend the budget for this addition.

Mr. Charles made a motion to move forward with the purchase of Square, a credit card payment system, which will allow the board to accept credit cards as a method of payment. A second to the motion was made by Mr. Gay. All were in favor and the motion carried.

With no further business to discuss, a motion to adjourn was made by Mr. Charles. A second was made by Mr. Gay. All were in favor. The motion carried and the meeting was adjourned.

A handwritten signature in cursive script that reads "Brian Head". The signature is written in dark ink and is positioned above the printed name.

Brian Head, Chairman

A rectangular area of the document that has been redacted, appearing as a light gray block with some faint lines underneath.