



COMMUNITY CENTER & PLAYGROUND

Ward 7 Calcasieu Parish 1615 Horridge Street, Vinton, La 70668

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ADMIN. DIRECTOR: Loren Labby

BOOKKEEPER: Cade Henderson

WARD 7 RECREATION COMMUNITY CENTER

Board of Commissioners Meeting

Held at Ward 7 Community Center Meeting Room

1615 Horridge Street, Vinton, LA 70668

Wednesday, October 9, 2024, 5:30 PM

Minutes of the regular meeting of the Community Center & Playground District #3, Calcasieu Parish, Vinton, LA held in the meeting room of the Community Center on October 9, 2024, at 5:30 PM. After full compliance with all regulations as to notice otherwise and respect to conveying of said meeting with the following present:

Present: Diane Conner, Secretary
 Scott Spell, President
 Kristal Eastwood, Vice President
 Derek Durio, Commissioner

Absent: Johnathan Harbert, Commissioner

Others: Loren Labby, Director
 Cade Henderson, Bookkeeper

On a motion by Ms. Eastwood, seconded by Mrs. Conner, and carried unanimously, the Board approved the minutes as presented for the August 14, 2024, regular board meeting. No public comment.

Mr. Henderson presented the bills from October for board approval. He informed the Board of Commissioners that he did not have reconciliation reports for them to review due to a few issues that have come up while trying to build the financials in the new Tyler Software System. Some discrepancies were found within the financial records. Although the expense and revenue totals are correct, the general ledger lines need to be adjusted so that the correct information is uploaded into the new system. Mr. Henderson has a meeting scheduled with Mr. Abshire on Thursday, October 10, 2024, to review and update all of these financials. In November's meeting the board will review and discuss the 2024 amended budget. Mr. Henderson did not have any other areas of concern regarding financials.

Mrs. Labby wanted to draw attention to the current contract with Calcasieu Mechanical Contractors. CMC is the subcontractor that installed and has maintained all HVAC systems in the new Community Center. There are a few units, and other problems, that have reoccurred without a permanent resolution. There are open items awaiting repairs. There was also an issue with items from the quarterly contract not being completed. The District has maintained a contract with CMC since the installation of these units. Per CMC, there is no active warranty on the units therefore the repairs are the Districts full responsibility. Mrs. Labby would like the board to at least consider other HVAC companies when the current contract expires.

Mrs. Labby updated the board of commissioners on the flooring issues at the Community Center. The problem

has been discussed since first moving into the new building. Initially, the contractors looked for a leak but did not find anything. Water continued to come out of the hole where the tile and grout were cracked. There was also a persistent issue with glue seeping in between the vinyl tiles in both the meeting room and office area. Both problems were discussed with the contractor without a resolution. In August, the tile with the crack in it was removed to be replaced. When removed, there was standing water under the tile. Three more tiles were removed, all of which had water underneath them. Pictures were sent to Pat Williams superintendent, Dusty Benoit. Pat Williams scheduled moisture reading tests to be completed in that area and the areas where the glue is still an issue. The moisture tests came back good so there still isn't an explanation of where the water may be coming from. Pat Williams has set up for the floor contractor to come remove more tiles and check for water. If the surrounding area does not have any standing water, the contractor will apply a moisture sealant and relay the tile.

Mrs. Labby distributed signature cards to each board member to be signed that will be used with the new Tyler Software System.

On a motion by Ms. Eastwood, seconded by Mr. Durio, and carried unanimously, the Board approved financials as presented. No public comment.

Mrs. Labby reviewed the results of the community survey that was sent to all facility members as well as advertised on social media. The overall goal of the survey was to receive public input on programs, projects, and operations. There were less than 50 surveys completed. Overall, the results expressed satisfaction with programs, events, and operations. Surveys showed a desire to expand operating hours, see improvements and upgrades to the pool, and installation of shade structures in outdoor areas.

Mrs. Labby updated the board on reimbursements for the lateral improvements. Gravity Drainage Board will discuss drafting a Cooperative Endeavor Agreement at their next meeting to be able to issue reimbursement payment.

Calcasieu Parish Police Jury sent an amendment for Mr. Spell to sign that will extend the current contract until December 2024. The amendment reads:

THIS AMENDMENT is hereby made and entered into this 9th day of October 2024, by and between the CALCASIEU PARISH POLICE JURY, hereinafter referred to as the "PARISH", a political subdivision of the State of Louisiana, represented herein by its duly authorized President, Anthony L. Bartie and COMMUNITY CENTER AND PLAYGROUND DISTRICT NO. THREE OF WARD SEVEN, hereinafter referred to as the "DISTRICT," and represented herein by its duly authorized President.

WHEREAS, the PARISH previously executed an agreement with the DISTRICT on the 28th day of June, 2023, for financial assistance in an amount up to \$265,000.00 from PARISH Gaming Funds (Ward 7) for one-third of the cost associated with the relocation of the W13 drainage lateral, and

WHEREAS, the citizens of both the PARISH and the DISTRICT will benefit from the authorized use of these Gaming Funds thereby providing a much needed public benefit that is proportionate to the associated cost. NOW THEREFORE, the PARISH and the DISTRICT do mutually agree to the following amendment:

Section 2 of Original Agreement - Term of Agreement

The original term of the agreement is hereby extended to December 31, 2024.

All other provisions of the original agreement hereby remain in effect.

On a motion by Mrs. Conner, seconded by Ms. Eastwood, and carried unanimously, the Board approved Mr. Spell to sign the amendment. No public comment.

There being no further business, Ms. Eastwood made a motion to adjourn, seconded by Mrs. Conner and carried unanimously.