



COMMUNITY CENTER & PLAYGROUND DIST. NO. 3
 Ward 7 Calcasieu Parish 1615 Horridge Street, Vinton, La 70668
 PHONE: (337)589-5181 FAX:(337)589-5182
 ADMIN. DIRECTOR: Loren Labby
 BOOKKEEPER: Cade Henderson

WARD 7 RECREATION COMMUNITY CENTER
Regular Board of Commissioners Meeting
Held at Ward 7 Community Center Meeting Room
1615 Horridge Street, Vinton, LA 70668
Wednesday, November 8, 2023, 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 November 8, 2023, 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
 Derek Durio, Commissioner

Absent: Kristal Eastwood, Vice President
 Johnathan Harbert, Commissioner

Others: Loren Labby, Director
 Edmond Southern, Maintenance Supervisor
 Ashley Courville, Sports Director
 Cade Henderson, Bookkeeper

On a motion by Mrs. Conner, seconded by Mr. Durio, and carried unanimously, the Board approved the minutes as presented for the September 13, 2023, regular board meeting.

The first item on the agenda was to discuss and approve the 2023 Amended Budget. Mr. Henderson was running late but upon arrival will present the amended budget and item number two, 2024 Proposed Budget.

November bills were presented to the Board for approval, including a list of bills that were approved through email through the previous month. Mr. Spell introduced RFP No. 32 for Scott Taylor Construction: Payment Application 3 for \$367,308.13 approved by Meyer & Associates for the Recreation Facility Improvements Project. Mr. Durio made a motion to approve, seconded by Mrs. Conner, and carried unanimously. No public is present to comment. Mrs. Labby informed the Board that she will send a reminder on Thursday to call the bank and approve the transfer to make the payment.

Mrs. Labby provided each Board member with updates from Meyer & Associates and Scott Taylor Construction regarding the Recreation Facility Improvements Project.

Meyer & Associates gave the following project status:

Construction activities are actively progressing, and Scott Taylor advised that they are experiencing delays in electrical materials. Scott Taylor has provided the most recent estimated schedule for the completion of the electrical scope of work:

Estimated Shipping Dates for Fixtures and Gear	
Light Poles	11/20/23
Lights	11/16/23
Panel Interior	12/08/23
Panel Enclosure	10/25/23
Lighting Subcontractor	12/11/23
Quazite Boxes	11/24/23
Pedestals	10/30/23

Scott Taylor has advised that they anticipate the project being substantially complete in December 2023.

Scott Taylor Construction gave an update that the project is set to be completed by November 28th; aside from electrical materials previously mentioned by Meyer & Associates. A decision on sod type is needed soon, so that the order can be placed. Mrs. Labby presented the two options: St. Augustine or Bermuda grass. The chart below are the differences that were discussed between the two types of grass.

Bermuda	St. Augustine
Warm Weather	Warm Weather
Drought-resistant	Requires a lot of water
Doesn't tolerate shade	Shade-resistant
Frequent Mowing @ 1.5"	Mow 2.5" to 4" tall
Fertilize 2x year	Fertilize every 10 weeks
Tolerates high foot traffic	Does not tolerate high foot traffic

The Board discussed with Mrs. Labby the benefits of either kind. Mrs. Labby feels that Bermuda will be better due to the foot traffic expected in the areas that require sod. Mr. Durio made a motion to move forward with Bermuda, seconded by Mrs. Conner and carried unanimously. The roadway will be tied up until the end of November, continuing to be one-lane. Concrete for the south side of the road should be poured next week. Then construction will begin on the revetment. Fences are being constructed now. Court surfacing will begin once the fences are completed.

Mrs. Labby presented the board members with a report and breakdown from the previous month. October was a busy month. The windows were painted to participate in the town spirit competition. Then the workers decorated for Halloween. Trunk or Treat was a huge success this year. Crossroads Baptist Church counted around 1200 people coming through their Fall Festival. Check-ins and memberships both increased through last month. We are also seeing an increase in rentals.

Mrs. Courville presented the board with an update on sports for the month. Soccer games went through the month of October and will end November 11th. Volleyball registration stretched out longer than anticipated. They were able to start practicing. Uniforms will be ready to pick up November 17th and games will start the following week. Basketball registration is open with the draft set for December 9th.

Mr. Southern informed the board that the maintenance crew has been working on the fields to keep them up for soccer games. After the soccer season ends, they will start the off season work on the fields.

Mr. Henderson presented the 2023 Amended Budget along with a copy of the initial 2023 budget. Comparing changes, Mr. Henderson pointed out the main differences: Community Programs, Insurance, Maintenance & Supplies, and Office Expenses. Mrs. Conner made a motion to approve the amended budget, seconded by Mr. Durio, and carried unanimously.

Mr. Henderson presented the board with the 2024 Proposed Budget. Capital Outlay is much higher as we are expecting to complete the current project and use the remaining bond proceeds. Mrs. Labby will publish an ad in official journal in compliance with the Louisiana budget requirements for political subdivisions. The budget will be presented for discussion and approval at the December 13, 2023, meeting.

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