



COMMUNITY CENTER & PLAYGROUND DIST. NO. 3
 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
Regular Board of Commissioners Meeting
Held at Ward 7 Community Center Meeting Room
1615 Horridge Street, Vinton, LA 70668
Wednesday, September 13, 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 September 13, 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: Kristal Eastwood, Vice President
 Diane Conner, Secretary
 Johnathan Harbert, Commissioner
 Scott Spell, Commissioner
 Derek Durio, Commissioner

Absent: None

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

On a motion by Mr. Harbert, seconded by Ms. Eastwood, and carried unanimously, the Board approved the minutes as presented for the August 14, 2023, regular board meeting.

Mr. Paladino's resignation was effective September 1, 2023. Calcasieu Parish Police Jury voted to fill Mr. Paladino's vacancy with Mr. Derek Durio. Mr. Durio is present at tonight's meeting. The Board recognized Mr. Durio and welcomed him to the Board. Mr. Harbert made a motion to update all bank accounts to reflect the addition of Mr. Durio, seconded by Mrs. Conner, and carried unanimously.

Mr. Spell announced that due to Mr. Paladino's exit from the board, an election to fill the position of president needed to occur. Mr. Harbert made a motion to open the floor for nominations, seconded by Ms. Eastwood, and carried unanimously. Mrs. Conner felt like Mr. Spell is a great nominee to fill that role. Ms. Eastwood nominated Mr. Spell for president, seconded by Mrs. Conner, and carried unanimously.

Mrs. Labby gave an update on the Lateral Project at Ted Lyons Ballpark. Following the meeting Mr. Paladino attended to discuss the punch list items, the list has been approved as completed by Meyer & Associates. Mrs. Eastwood made a motion to move **Approval of Substantial Completion** to the last item to give all board members an opportunity to read through it, seconded by Mrs. Conner, and carried unanimously. Mr. Spell presented the board with Change Order Number 2, relating to the Lateral Project. Change Order #2 removes Alternate 1, Parking Lot Expansion, as previously voted on. It also adds our portion of the agreed upon amount for dirt removal and rock for drive on the punch list. Ms. Eastwood made a motion to approve the change order, seconded by Mrs. Conner, and carried unanimously.

Mr. Harbert presented the board with the quotes that he gathered to add shade trees to Ted Lyons Ballpark. Mr. Harbert also presented the other board members with a drawing of possible placement of these trees. Mr. Southern gave input on areas to avoid due to irrigation, sewer, water, & underground electrical lines. The board feels like all utility lines need to be marked. As well as having M&M Irrigation come out and mark their irrigation lines. Once that has been done, upon suggestions from the nursery, a new drawing can be made for placement. Mrs. Eastwood made a motion to set a budget of \$20,000 for shade trees at the ballpark, seconded by Mrs. Conner, and carried unanimously.

Due to other obligations, Mr. Racca was not able to attend the meeting to discuss the Recreation Facility Improvements Project. Mrs. Labby presented the quote for the restroom facility provided by Scott Taylor Construction. The quotes received were as follows:

4" SEWER & 2" WATER SERVICE FROM RESTROOM BUILDING TO OWNER FURNISHED TAPS AT ROAD LOCATION	\$24,579.00
FOUNDATION ONLY	\$22,169.00
COMPLETE RESTROOM VALUE ENGINEERED ON FOUNDATION. (EXCLUDES SEWER & WATER)	\$179,897.00

Mrs. Labby read correspondence between the office, Meyer & Associates, & Goodloe Architects. Mrs. Labby spoke with them regarding what should've been included in the base bid and what would've been part of Alternate No. 1 – Restroom Facility. Even with the correspondence, it seems unclear. The board feels that a meeting should occur to get a solid answer before any decision is made. Ms. Eastwood made a motion to table deciding on restroom options, seconded by Mr. Harbert, and carried unanimously.

Mrs. Labby presented Asset B1425 – Precor Adaptive Motion Trainer to the board to be listed as a surplus item. This piece of equipment was purchased in 2021 with all the equipment for the new fitness room. In an effort to make room for equipment that is used more often, it would be beneficial to move this piece out. Westlake Recreation District No. 1 has shown an interest in this item. They also have donated their own retired items to us in the past. Mr. Harbert asked if they have any items currently listed as retired items that could be traded. Mrs. Labby agreed to contact them again and inquire. Mr. Harbert made a motion to list Precor AMT for auction with a reserve of \$4,000, if Westlake passes on item, seconded by Mrs. Conner, and carried unanimously.

Mrs. Labby presented a quote from C3 Construction for two units to be built and installed in the large activity room. These units would store the tables and chairs so that they don't need to be moved in and out of the room for each rental. Ms. Eastwood made a motion to approve up to \$6,000.00 for cabinetry, seconded by Mr. Harbert, and carried unanimously.

Mrs. Labby presented the board with an update on the current Pilates class. The instructor met with Mrs. Labby and expressed the need for a beginners' class. The Pilates class is the largest attended fitness class. Most of the participants have been attending since the class started a year ago. They are more advanced, and it is harder for the newcomers to follow along with them. In an effort not to sacrifice sessions, Mrs. Labby suggested adding an assistant instructor to the class that the beginners could follow. Ms. Eastwood made a motion to pay non-certified instructors \$15.00 per class, seconded by Mr. Harbert, and carried unanimously.

Mr. Spell introduced two RFD's submitted from Meyer & Associates for open projects. Ms. Eastwood made a motion to approve and pay Ted Lyons Ballpark Lateral Submittal No. 31 to Smith & Sons Dirt Service in the amount of \$11,826.00, seconded by Mrs. Conner, and carried unanimously. Ms. Eastwood made a motion to approve and pay Recreation Facility Improvements Submittal No. 25 to Scott Taylor Construction – Pay Application No. 1 – in the amount of \$221,308.22, seconded by Mrs. Conner, and carried unanimously. Mr. Harbert asked for the record to show that the engineer has signed off on the projects. Mr. Henderson informed the board that there was nothing out of the ordinary for the month in regards to the financials. The amended budget will be ready to be presented in October.

After all board members had the opportunity to review the Substantial Completion paperwork submitted by Meyers & Associates, Ms. Eastwood made a motion to accept and sign the substantial completion certificate, seconded by Mr. Harbert, and carried unanimously.

Mrs. Labby presented a written report to the board members overviewing the month. Last month a rower was purchased for the fitness room. It has quickly become a favorite piece of equipment for many members. VHS Volleyball is currently using our facility for their home games due to a broken air conditioner in their gym. They are working on getting it repaired. Ward 7 Recreation Center is happy to be able to provide them a place to use in the meantime. Mr. Southern informed the board that the maintenance department has been working on the fields for the soccer season. They are also preparing for the Incrediball tournament to be held next month. Mrs. Courville gave an update on soccer season. Practices have started and games are scheduled to start September 30th. Schedules have been sent out and pictures will be taken on opening day. Volleyball registration is still open. Practices will start at the beginning of October. The public expressed an interest in flag football being available for a wider age range. Mrs. Courville opened registration for flag football for ages 5-12. So far, there are 7 registrants. We will have registration open until Oct. 6th. If we don't receive more sign ups, we won't have the program this year.

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