

PONCHATOULA AREA RECREATION DISTRICT #1

CHAIRMAN AND BOARD

The PARD # 1 held a regular meeting on Thursday, May 18, 2017. Rocquin called the meeting to order at 6:39 p.m. and the roll was called.

Present: Byers, Fletcher, Rocquin

Absent: Kennedy, Palmer

Guest: J. Stevens, A. Ryan, L. Eleser, P. Riggs, C. Barado

Ronnie Rocquin asked to allow guests to move up on the agenda to allow them to leave at their convenience.

Ashley Ryan, representing the Chelsea Hutchison Foundation Stomp for Epilepsy and SUDED awareness, introduced her daughter, Lindsay and her service dog Finn to the board. Ryan explained the projects, areas of support, and goals of the non-profit charity and requested the use of PARD for a 5K family walk/run on Saturday, September 17, 2017. Funds raised by the Chelsea Hutchinson Foundation provide grants for seizure-response dogs, life-saving movement monitors and educate the public about SUDED. Ryan would like her hometown and local community the opportunity to participate in the 5K and to give back to the charitable foundation. The board discussed corporative endeavor for non-profits and thanked Ryan for her time.

Eleser addressed the board and requested use of the Dottolo pavilion for a benefit for a community member in need of donations for medical expenses. Benefits plan to sell dinners and to auction donated items on Saturday, June 10. The board thanked Eleser for her time and agreed to discuss the request.

Riggs and Barado from James, Lambert, Riggs and Associates, CPA discussed the preliminary audit for 2016. Field work will begin next week on Thursday and Friday. The final audit will be reviewed and presented to PARD at the exit conference at the end of June and present audit to Legislative Auditor by June 30, 2017. Riggs also discussed with the board the Louisiana Compliance Questionnaire, the related parties' letters and Louisiana Legislative Auditor Statewide Agreed-Upon Procedures (AUP's) effective June 30, 2017.

Palmer suggested to take a 15 minute break to allow time for Kennedy to join the meeting. Byers made a motion for a 15 minute break. Palmer seconded the motion. There being no discussion, all board members present were in favor and the motion passed and meeting took a break at 7:20 p.m.

The board reconvened in regular session at 7:38 p.m. and the roll was called.

Present: Byers, Fletcher, Kennedy, Palmer, Rocquin

Absent: None

After review of the April 20, 2017 regular meeting minutes, Palmer made a motion to accept the minutes as written. Fletcher seconded the motion. There being no discussion, all board members present were in favor and the motion passed.

After a review of the financials provided by Martin, Byers made motion to accept the financial review report. Palmer seconded the motion and all board members present were in favor and the motion passed.

Rocquin presented the Louisiana Compliance Questionnaire for Audit Engagement of Government Agencies and confirmed this year audit will be conducted by James, Lambert, Riggs & Associates, Inc. Motion was made by Fletcher and seconded by Kennedy to accept the resolution.

RESOLUTION

The following resolution was offered by Fletcher and seconded by Kennedy:

WHEREAS, Ponchatoula Area Recreation District No. 1 as a part of its audit of financial statements as of December 31, 2016 and for the one year period then ended, is required to complete the Louisiana Compliance Questionnaire furnished by the Louisiana Legislative Auditors and,

WHEREAS, upon completion, the questionnaires must be presented to and adopted by the board of the Ponchatoula Area Recreation District No.1, by means of a formal resolution in an open meeting and,

WHEREAS, the completed questionnaire and a copy of its adoption must then be given to the accountant at the beginning of the audit engagement. The auditor will, during the course of this audit, test the accuracy of the responses in the questionnaire.

WHEREAS, The Louisiana Compliance Questionnaire was reviewed and all questions answered by the board of directors of the Ponchatoula Area Recreation District No.1,

THEREFORE BE IT RESOLVED that the Ponchatoula Area Recreation District No.1 hereby adopts this resolution on the 18th day of May 2017 by the following roll call vote:

YEAS: Fletcher, Palmer, Rocquin, Byers, Kennedy

NAYS: None

ABSTAINED: None

ABSENT: None

Rocquin introduced a resolution to adopt 10 Mil and 4 Mil rates to be adopted at public meeting on July 20, 2017.

Rocquin discussed baseball opening day and dedication of softball complex in honor of the late J. Dufreche. Boy Scout Eagle Scout planted 800 Louisiana irises in flower boxes around the pond and duck boxes are being made for the pond.

Palmer discussed the football camp and breakfast benefit to provide scholarship for a local student in the community. Thanked PARD for their support in the use of facility for camp and benefit breakfast.

Under the managers report Stevens reported successful opening day of baseball and football camp. Ken Russell from Louisiana Pond Management advised Stevens that blue gill and small mouth bass are ready for harvest. Stevens will keep records of species and size of fish removed from pond for further evaluation. An accident was reported on practice field number 8 when an observer was hit with a stray BB gun from adjacent property. Accident was report to authorities and is under investigation. Fletcher call for the report to be pulled from Sheriff Department records for further review. Byers suggested to look into possibility for PARD to purchase the neighboring property to avoid further conflict with the safety of the park. Stevens updated the ongoing drainage project with two bids having different size of pipe to be used. Byers proposed a consult with engineer for a recommendation of size pipe. Rocquin will follow-up on pipe size as Stevens continues work on the infrastructure.

Palmer inquired about annual performance review and percentage of pay raises for employees and the procedure of the evaluation. Palmer suggested a mid-year evaluation to address issues and allow time to make adjustments before the annual review. Board discussed evaluations and procedures.

Fletcher made a motion to adjourn. Kennedy seconded the motion. There being no discussion, all board members present were in favor and the motion passed. The meeting adjourned at 8:50 p. m.

Ronnie Rocquin, Chairman

Charlotte Martin, Secretary

