

Ponchatoula Area Recreation District No. 1  
19030 Ponchatoula Park Dr.  
Ponchatoula, LA 70454  
**Regular Board Meeting Minutes**  
Thursday, February 16, 2023  
6:00 p.m.

**I. Call to Order:** Greg Fletcher, Chairman

*The regular meeting was called to order by Greg Fletcher, at 6:02 p.m.*

Roll Call: *Greg Fletcher (P), Terry Byers (P), Marshall Graves (P), Roger Kennedy (P), Patricia Landaiche (A)*  
Visitors : *Jacob Stevens, Shannon Aycock, Paul Riggs, Christie Barado,*

**II. Approval of Minutes:** January 19, 2023 Regular Meeting

*After review, it was motioned by Terry Byers and seconded by Roger Kennedy approving minutes.*

*Motion passed.*

**III. Approval of Financials:** January 19, 2023 - February 16, 2023

*After review, it was motioned by Marshall Graves and seconded by Terry Byers approving financials.*

*Motion passed.*

**IV. Old Business:**

*None to report*

**V. New Business:**

- A. James Lambert Riggs & Associates - *Christie Barado, senior auditor with James Lambert Riggs & Associates explains the preliminary audit planning procedures and review of internal control procedures. She provides an overview of their engagement, outlines the auditors' responsibilities and the gives details on the Developed Audit Plan.*
- B. Louisiana Compliance Questionnaire – *Not present so postponed till next meeting.*
- C. Surplus Property – *Aycock presented a list of unused computer equipment that has reached the end of its service life for the District and is no longer needed in the operation of the District and any future need of this property for operation is not foreseen. Terry Byers made a motion to declare this property as surplus and to authorize the donation of the surplus property to Trafton Academy school, ensuring financial resources are used to the maximum benefit of the district. Roger Kennedy seconds both motions. Motions passed by means of roll call votes.*

**VI. Reports:**

- A. Park Manager's Report - *Stevens reports on the scheduled road closure has been postponed, and gives an update on the minor improvements made to the grounds / facilities. Stevens explains that the Hospice Gala will no longer take place at PARD due to an electrical discrepancy. Then he announces a favorable expansion project has been discussed with the Parish Councilwomen and should take place in the near future regarding the possibility of a small tract of land on the eastside of the district will be donated and put under PARDs management. Fletcher asks Stevens for an update on the electrical issue with the heater in the new gymnasium, in response, Stevens explained that Entergy has come out and installed a voltage recorder on the electrical meter to gain some readings to determine the cause.*

- B. Program/Events update - *A listing of upcoming events scheduled at PARD was included in the board meeting packets by coordinator Tisha Smith. Fletcher pointed out that the Ponchatoula Youth Baseball / Softball league has already reached 695 player registrants and on track to have an outstanding number of registrations this season.*
- C. Chairman Remarks – *Fletcher discussed the latest update on the asphalt repairs, stating that PARD’s contact for the parish official working on the project has retired and his replacement is reviewing the project to resume the repairs to two damaged areas once the weather permits. Fletcher closes the meeting by giving thanks to the members of board for them giving their time to PARD.*

**VII. Adjournment:**

*There was a motion by Marshall Graves and seconded by Roger Kennedy to adjourn the meeting. All members were in favor and the meeting adjourned at 6:38 p.m.*

Greg Fletcher, Board Chairman

Shannon Aycok, Executive Secretary