

HAMMOND AREA RECREATION DISTRICT #1

RECREATION DISTRICT BOARD

Jeffrey Cooper, Chairman
Guy Recotta, Vice Chair
Robert Williams
Jessica Bennett
Duane Shafer

DIRECTOR
Ryan Barker

DEPUTY DIRECTOR
Amber Andrews



MINUTES

REGULAR MEETING
CHAPPAPEELA SPORTS PARK
19325 HIPARK BOULEVARD

Thursday, January 22, 2026

5:00 p.m.

- I. **Call to Order:** Chairman, Jeffrey Cooper called the meeting to order at 5pm.
- II. **Board of Directors Roll Call:** Jessica Bennett (A), Robert Williams Jr. (P), Duane Shafer (P), Guy Recotta (P), Jeffrey Cooper (P)
- III. **Approval of Minutes: December 18, 2025:** There was a motion by **Robert Williams Jr.**, and seconded by **Duane Shafer** approving minutes of December 18, 2025.
- IV. **Reports:**
 - A. **Auditor Presentation:** Megan Young, CPA with James Lambert Riggs & Associates, Inc. Megan provided each board member with handouts for the upcoming audit. She informed the board of reminders for the Annual and upcoming Audit. Mrs. Young reviewed the Required Communication Letter. The Auditors responsibility is to issue an opinion on the financial statements. Megan stated the staff and Mr. Burns does an amazing job with the financial statements. In addition, also review Internal Control Policies and test those policies. Also, different compliance testing will be done. The board responsibility is to answer any questions the Auditors may have that's a part of regular procedures. There will be Related Party Letter Questionnaires sent out. Megan asked once completed return questionnaire. The timeline will be after March 15th tax deadline to begin the audit if not attendance at the May meeting Auditors will attend the June board meeting. In addition to the Audit there is a separate engagement called the Statewide Agreed Upon Procedures required for all Louisiana Governmental organizations. It's Required by the Legislature Auditors

Office with 14 different areas to be tested that is included in the handout. This is on a rotating basis year 1 is a full year of testing and year 2 test the items that had exceptions. This is year 1 so full testing will be this year. The new procedure is under Credit card area making sure if any employee is terminated that their card is deactivated. Megan, informed the board her contact information is listed in the handout if anyone has questions.

- B. Director's Report (Ryan Barker) Mr. Barker informed the board that the website is finally launched playhard1.com. Mr. Barker informed the board total individuals served 7,560 and this does not include schools or tournaments that rent the facility.

Total individuals Served: 7560
Program Participation (Leagues, Camps, Training)
Subtotal:3,940

BST 548
Spring Soccer: 425
Fall Soccer: 423
Flag Football: 344
Fall Volleyball: 154
Sand Volleyball: 71
Chiefs: 56
Tackle Football (Season): 105
Tackle Football (Off-season): 89
Fall Cheer: 85
Winter Cheer: 80
Training Tots (Spring): 98
Training Tots (Fall): 88
Basketball: 398
Aspire Soccer: 19
Aspire Basketball: 27
Aspire Baseball: 18
North Oaks Winter Camp: 18
North Oaks Fall Program: 18

Summer Skills Programs
Subtotal:588

Soccer: 119
BST 108
Football: 84
Volleyball:72
Cheer: 100
Basketball: 105

Zemurray Programs
Subtotal:288

Soccer:76
Flag Football: 55
Basketball: 157

Community Events

Subtotal: 2,744

Easter Event: 1,500

Back to School Bash: 1,100

Tots of Terror: 800

Gobble & Go Run: 220

Grand Total Served in the Community: 7,560 Student Athletes

Retention rate is high over 90% in every program. The team attended RCX conference that was bought by Ice Cube. At the conference connections were made a bid was placed to host Women's Flag RCX Championship.

Zemurray

Registration 168 student athletes.

Little Legions at CP Mitchell 68 registered expecting 75 to 80. Multiple sports from ages 3 to 7 registration starts with basketball. This is a 6-wk. course that based on multiple sports.

Mr. Barker stated he will update the board on Sponsorships next meeting.

Signed another contract for Concessions 18%.

Mr. Barker informed the board that the Tax Revenue check was received. He reminded the board that his Evaluation is approaching.

- c. Operating Account Budget Status (Ed Burns) Mr. Burns reviewed Balance Sheet Compared to last Year. Operating funds December 31,2025, 640,682.66 down from last year -204,868.28.

Capital Project funds December 31,2025, 7,399,353.91 with Capital projects going difference of -6,825,597.23. The Debt Service Fund 750,436.00. Accounts Receivables for December 31,2025 is at 22,695.00. Tax Revenue Receivables 4,046,453.73 up 237,526.09.

Accounts Payable and Accrued Accounts payable combined 911,867,43. Retainage payable 208,514.22 up 191,264.22 this is parking and gym retainages.

Revenues and expenses for the month of December last year. Revenues are up 425,520.72 compared to last year. Total Operating Expenses 436,000.00 exclude Capital Improvements.

Operating Revenues for the year has increased by 651,000.00.
Mr. Burns informed the board looking at 2 months of reserves.

D. Financial Committee Report (Jessica Bennett) **NONE**

E. Executive Committee Report (Duane Shafer) **NONE**
(Mr. Shafer informed the board Mr. Barker evaluation is in 3wks.,
and the committee.)

v. **Old Business: NONE**

vi. **New Business:**

A. Approval and Adoption of La Compliance Questionnaire.

There was a motion by **Guy Recotta** and seconded by **Robert Williams Jr.**
approving the adoption of La Compliance Questionnaire.

Vote: Robert Williams Jr. (Y), Duane Shafer (Y), Guy Recotta (Y), Jeffrey Cooper (Y)
Approved 4-0

B. Review/Approval of proposed “Change Order No. One (1)” – Contract A
– NE Parking & Site Preparation: \$38,612.98 extra (addition of
additional sidewalks, etc.) – results in \$210,000 budget surplus.

There was a motion by **Robert Williams Jr.**, and seconded **Duane Shafer**
approving proposed “Change Order No. One (1)” – Contract A – NE Parking & Site
Preparation: \$38,612.98 extra (addition of additional sidewalks, etc.) – results in
\$210,000 budget surplus.

Vote: Robert Williams Jr. (Y), Duane Shafer (Y), Guy Recotta (Y), Jeffrey Cooper (Y)
Approved 4-0

c. Substantial Completion of Contract A – NE Parking & Site Preparation.

There was a motion by **Duane Shafer** and seconded by **Robert Williams Jr.**,
approving substantial completion of Contract A- NE Parking & Site Preparation.

Vote: Robert Williams Jr. (Y), Duane Shafer (Y), Guy Recotta (Y), Jeffrey Cooper (Y)
Approved 4-0

- D. Review/Approval of proposed “Change Order No. One (1)” – Cont. C – Playgrounds A & B Improvements: add 10 days to contract term (no change in contract amount).

There was a motion by Duane Shafer and seconded Robert Williams Jr., approving proposed “Change Order No. One (1)” – Cont. C – Playgrounds A & B Improvements: add 10 days to contract term (no change in contract amount).

Vote: Robert Williams Jr. (Y), Duane Shafer (Y), Guy Recotta (Y), Jeffrey Cooper (Y)
Approved 4-0

- E. Approval of Requisition #46 - \$36,677.22 to Jim-Toy-5 Contracting for “Contract A – NE Parking & Site Preparation”

There was a motion by Guy Recotta and seconded by Duane shafer approving Requisition #46 - \$36,677.22 to Jim-Toy-5 Contracting for “Contract A – NE Parking & Site Preparation.”

Vote: Robert Williams Jr. (Y), Duane Shafer (Y), Guy Recotta (Y), Jeffrey Cooper (Y)
Approved 4-0

- F. Approval of Requisition #47 - \$409,723.06 to Brunt Construction for “Contract B – Gymnasium Annex”.

There was a motion by Robert Williams Jr., and seconded by Duane Shafer approving Requisition #47 - \$409,723.06 to Brunt Construction for “Contract B – Gymnasium Annex”.

Vote: Robert Williams Jr. (Y), Duane Shafer (Y), Guy Recotta (Y), Jeffrey Cooper (Y)
Approved 4-0

- G. Approval of Requisition #48 - \$394,447.08 to HoneyB Construction for “Contract C – Playgrounds A & B Improvements”.

There was a motion Guy Recotta and seconded by Robert Williams Jr., approving Requisition #48 - \$394,447.08 to HoneyB Construction for “Contract C – Playgrounds A & B Improvements”.

Vote: Robert Williams Jr. (Y), Duane Shafer (Y), Guy Recotta (Y), Jeffrey Cooper (Y)
Approved 4-0

- h. Approval of Requisition #49 - \$1,278.00 to Stratum Engineering for testing/QA/QC on “Gym Annex”.

There was a motion Robert Williams Jr., and Duane Shafer approving Requisition #49 - \$1,278.00 to Stratum Engineering for testing/QA/QC on “Gym Annex”.

Vote: Robert Williams Jr. (Y), Duane Shafer (Y), Guy Recotta (Y), Jeffrey Cooper (Y)
Approved 4-0

- i. Approval of Requisition #50 - \$35,040.92 to Spangler Engineering – Inv. 26-08 (\$8,897.54); 26-09 (\$9,022.30 – GGB Architects); 26-10 (\$17,121.08 – Roy Dufreche).

There was motion Guy Recotta and seconded by Robert Williams Jr., approving Requisition #50 - \$35,040.92 to Spangler Engineering – Inv. 26-08 (\$8,897.54); 26-09 (\$9,022.30 – GGB Architects); 26-10 (\$17,121.08 – Roy Dufreche).

Vote: Robert Williams Jr. (Y), Duane Shafer (Y), Guy Recotta (Y), Jeffrey Cooper (Y)
Approved 4-0

- j. Approval and authorization to pay Guerin Insurance in the amount of \$19,427.66 for general liability and surplus audit.

There was a motion by Guy Recotta and seconded by Duane Shafer to ratify, approve, and authorize payment to Guerin Insurance in the amount of \$19,427.66 for general liability and surplus audit.

Vote: Robert Williams Jr. (Y), Duane Shafer (Y), Guy Recotta (Y), Jeffrey Cooper (Y)
Approved 4-0

- k. Approval and authorization to pay the State of Louisiana Department of Justice in the amount of \$20,878.84 for the 2024 Election for Millage Renewal.

There was a motion by Guy Recotta and seconded by Robert Williams Jr., approving and authorizing payment the State of Louisiana Department of Justice in the amount of \$20,878.84 for the 2024 Election for Millage Renewal.

Vote: Robert Williams Jr. (Y), Duane Shafer (Y), Guy Recotta (Y), Jeffrey Cooper (Y)
Approved 4-0

- L. Authorization to accept quote from Pumps, Motors and Controls, INC in the amount of \$4,429.42 for the repairs of irrigation system.

There was a motion by Duane Shafer and seconded by Robert Williams Jr., authorizing the acceptance quote from Pumps, Motors and Controls, INC in the amount of \$4,429.42 for the repairs of irrigation system.

Vote: Robert Williams Jr. (Y), Duane Shafer (Y), Guy Recotta (Y), Jeffrey Cooper (Y)
Approved 4-0

- M. Approval to pay Chappapeela Park Services in the amount of \$9,000.00 payment 2 of 2 for Rye Grass AWR GM1.

There was a motion by Robert Williams Jr., and seconded by Duane Shafer approving payment to Chappapeela Park Services in the amount of \$9,000.00 payment 2 of 2 for Rye Grass AWR GM1.

Vote: Robert Williams Jr. (Y), Duane Shafer (Y), Guy Recotta (Y), Jeffrey Cooper (Y)
Approved 4-0

- N. Approval of "Accounts Payable – Operating Account, December 2025

There was a motion by Guy Recotta and seconded Robert Williams Jr., approving "Accounts Payable – Operating Account, December 2025.

Vote: Robert Williams Jr. (Y), Duane Shafer (Y), Guy Recotta (Y), Jeffrey Cooper (Y)
Approved 4-0

- O. Other business brought before the Board. **February 26, 2026**

VII. **Public Comments: NONE**

- VIII. **Adjournment:** There was a motion by Jeffrey Cooper and seconded by Duane Shafer to adjourn the meeting. All board members were in favor of adjourning.

JEFFREY COOPER, CHAIRMAN
(Name and Position of Authorized Person)
HAMMOND AREA RECREATION DISTRICT #1
(Name of Taxing District)
(985) 543-6767
(Telephone #)