

**COMMUNITY CENTER AND PLAYGROUND  
DISTRICT #4 WARD #1  
MEETING Monday, December 13<sup>th</sup>, 2021**

Meeting was called to order by David Nixon at 6:01pm.

**Board Members in attendance:** David Nixon, Bill Willis, and Connie Hoffpauir, Billy Wilcox and Jonathan Simien

**In attendance:** Ashton Richard-Police Juror Ward 1, Richard Dow, David Brossett-Brossett Architects; Justin Gautreaux, VSG Architects; Representing Moss Bluff Little League; John Miguez-President, Philip Rider, Amanda Hollier, Richard Smith, Buck Livingston

**Prayer/Pledge:** Prayer was led by Bill Willis; followed by the Pledge of Allegiance by board members.

**Visiting Guest Agenda Items:** Justin Gautreaux of VSG Architects updated the board on the firm's layout for upgrading the lighting at Soccer/Football Complex. Gautreaux explained that the service from Beauregard Electric that services the three current fields being lit is tapped out, and that any additional plans to place LED lighting on the fields expected to be used by football in the future would need additional service. VSG is in contact with Musco Lighting, who is a different company from the one who placed the original lighting. Musco will put down their own poles and place LED lighting. Essentially 8 new steel poles. Service could be run from the right of way created two years ago just off Bozo Road to the south of the complex. Bill asked if there were preliminary prices on upgrading all the lights at the complex and there are. Musco will use the existing the light poles with their lights. Gautreaux said for just the football field lights with construction and 8 new poles would be \$575,000. The relighting of the other new fields to LED would be \$327,600.

David Brossett was given the floor to talk about plans to fix the Main complex. The fencing portion of the project is ready to place for advertisement. The project has been broken down to base repair work as seen needed by insurance and FEMA, and alternate work that the District would like to see done. Bill asked if there was some of the fencing that would remain, and David said there was. Bill's concern was more aesthetic one as old fencing would show up badly with new fencing. Brossett said doing it this way is easier to justify from FEMA and breaks down replacing and rebuilding. Brossette said he has worked to get paperwork the way the police jury needs it and so everything is ready in one package. It will be advertised in the paper and Brossett said he will also make sure it gets specifically sent to potential bidders who specialize in this work as to get the three necessary bids. The advertisement will go for 28 days. Total completion is looking at four months. Both Bill and Connie asked about cost estimates which were not complete at this time.

*Bill made the motion to allow Brossett and Associates the authorization to put the bid package for fence repair at the Main Complex out for advertising to the public. David seconded. Motion passed unanimously.*

David asked that Brossett give the date to Richard as to when the bid package would be available for opening so that lead work could be done to make that so smoothly, even it was not a regular meeting date for the Board. Brossett said that a preliminary set of plans for relighting the Main Complex was already underway with hopes to begin setting in motion plans to start advertising as early as mid-January. Connie asked that Brossett reconfirm what he said about preliminary completion time for fencing project of being

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four months which would place timing into May of 2022. Brossett agreed. Connie expressed her concern that the more people in the complex also slows down the contractor work. David says he envisions some sort of split between the fields on the eastern side of the complex done and then begin work on western side while leagues and others are allowed to play ball. That's best-case scenario with materials, labor and weather all playing a factor in contractor work time. Richard asked if a 6-to-8-week time frame was still what lighting companies were suggesting as lead time for new lights. David reminded everyone that while that might be achievable with some jobs around the area, that we were re-aligning all electrical work which probably placed the time frame outside that timeline. The Board thanked Brossett for his time

**Previous Meeting Minutes:** The Board was presented minutes from the November 15<sup>th</sup> Board Meeting. *Bill made the motion to accept the November minutes as written. Seconded by Johnathan. Motion passed unanimously.*

**Police Jurors Comments:** Ashton Richard was in attendance and said he had nothing to add at this point.

**Treasurers Report:** Board Members were presented with a copy of both the year to date and month today fiscal report. Capital balance is \$3,557,990.92. Community Center Maintenance fund is \$2,295,896.23. And Senior Center balance is \$720,222.73. Connie asked about Able Plumbing bill and United Rental bill. Richard explained that the plumbing was for backflow preventer repair and pipe repair in both bathrooms and under concrete on west side of Main Complex. Connie asked about the Senior Center Parking lot bills. Richard said he did have to re-submit bill to Parish and have it recoded, but it was in process.

**Committee Reports:**

**Park:** Richard said the backflow preventer problems were fixed by Able Plumbing. Able also fixed solenoids in both the west and east bathrooms at the Main Complex that went bad and burst during the winter storm in February of 2021. Able also repaired a break in the main water source that led to Concession stand 2 and replaced the concrete there. Richard said after review, all three sets of playground equipment at the Main Complex were bad and rusting through. Those were being taken down by park labor. The tires on District truck were replaced. Necessary because they were the original tires when truck was purchased in 2017. The battery on the tractor was also replaced. Richard said the football league was done and he would do a walk through the concession stand at Soccer/FB complex at some point. Richard said he has joined a group of all the park and rec departments throughout Southwest Louisiana. They met recently and discussed what fields and facilities that were available and those still closed from hurricane damage. He reported to those in attendance that there were considerably more areas closed than opened throughout SWLA, with baseball fields being hit the hardest locally. David used the opportunity to discuss the idea of using temporary backstops out at the Soccer Complex. John Miquez liked the idea. He also stated that Westlake has postponed some of their work and invited Moss Bluff to join them again this year. Miquez asked that if it was an option to play on just half the complex. David said that was a conversation that needed to be had with contractor working on the fencing project, but if it was deemed safe the answer would be a tentative 'yes'. Ashton inquired how that

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decision would impact insurance needs. Bill and Johnathan said the question would be isolation and segregation and identify that. David said the most recent experience here at the Main Complex was the concession stand projects that required segregation and disposal of trash, but felt the scenario was a doable one with coordination with both insurance and the contractors put in charge of project.

**Office:** Richard said he is looking to add another temporary worker but will wait after the holidays to do so. Jody in the front office is doing a good job. Richard has some medical procedures coming up.

**Senior Center:** Richard thought they had some shelves for the Senior Center, but they were sold out. Mitch has said he can build some which is important so they can put Christmas decorations away when the season ends. Numbers at the Senior Center are rising. They are scheduled for their Christmas party at the end of the week. Johnathan asked how Classy Cleaning service was working out. Richard said they were ok. The Senior Center was not happy with first cleaning. There was an issue on the first day but corrected that very day. Richard is working to create a more regular schedule and keeping in touch with the Senior Center staff to be sure things are being done as expected.

**Capital Planning:** No Capital Planning to discuss tonight.

**Old Business:**

**L-15 Drainage Project:** There has been activity. Richard deferred to Ashton to report what he knew. Ashton said the tie in process has been tedious with taking an existing round culvert and tying in to create the rectangular culverts being used at the complex. Bill asked if there was an engineer on site when contractors poured concrete or did the tie ins checking off that it was done correctly and okaying the next step of the process. Ashton said there is an inspector and that he would give the clearance to cover up when that time was. Johnathan asked if there was a projected date of completion. That completion date was December 21, 2021, but Bill has had conversations with the contractor that included Covid illness, and manpower issues that obviously put that date out of the picture, but they would fast-track that as soon as they could. Ashton pointed out that there were issues prior to the storms that the contractor honored when asked to hold back on the project and that is why some levity might be being granted by the Parish who ultimately is in charge of the project.

**Hurricanes Laura and Delta:** Meetings have decreased but progress continues to be made.

**Soccer and Football Complex Lighting:** Most issues were discussed in Park report prior in the meeting.

**New Business:** David read the following resolution:

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***BE IT RESOLVED***, that on December 13th, 2021 the Board of Directors for Community Center and Playground District Four of Ward One approved the following action:  
Authorized the adoption of the 2021 Version of the Calcasieu Parish Police Jury Accounting and Grants Manual, where applicable to the District. A copy of the 2021 Version of the Accounting and Grants Manual is on file with the Division of Finance for the Calcasieu Parish Police Jury.  
*\*Motion to approve motion made by David. Seconded by Bill. Motion passed Unanimously*

Some in attendance were concerned about the ruts and grading issues in the parking lot of Soccer Complex. Bill said that contractually the group that used the parking lot after the storms for vegetation removal were supposed to have brought it back to original condition. Richard said park labor was used to flatten out the rock in November and he would re-send staff there to fix ruts and issues. Bill also stated that trucks with big tires are recreating the ruts and pothole issues. The Board was addressed that the site that shows meetings was not working. Richard will work with the web-designer and make sure that the problem is fixed.

*\*David made a motion that the Board go into executive session to discuss personnel issues. Second by Johnathan. Motion passed. Time 7:02PM*

*\*David made a motion to rejoin regular session at 7:32PM. Seconded by Connie. Motion Passed.*

*\*David made the motion for the following wage increases, effective January 1, 2022.  
Richard Dow from a salary of \$55,000 to \$60,000  
Julius Mitch Robertson from \$17.25 an hour to \$18.80  
Sandi Chambers (Senior Center) of \$13.00 hourly to \$14.25  
Chris Johns (Senior Center) from \$10.75 hourly to \$11.75  
Robert Grove- Unchanged from \$17.25 an hour  
Motion seconded by Johnathan. Motion passed unanimously.*

**Commissioner's Comments:** The next regular meeting for the Board of Commissioners for the Community Center and Playground District 4 of Ward 1 would normally fall on Monday January 17<sup>th</sup>, 2022, but was changed to Monday January 10<sup>th</sup>, 2021 to avoid Parish holiday and continue speed up of construction issues at Main Complex

*David made a motion to adjourn meeting; second by Connie. All in Favor. Motion passed. 7:36 pm.*

Minutes recorded and reported by Richard Dow.