

**COMMUNITY CENTER AND PLAYGROUND  
DISTRICT #4 WARD #1  
MEETING  
Monday, February 22nd 2021**

Meeting was called to order by David Nixon at 6:0pm.

**Board Members in attendance:** David Nixon, Bill Willis and Billy Wilcox

**In attendance:** Richard Dow, Randy Albarez-Musco Sports Lighting, Tod Spears-Musco Sports Lighting, Scotty Baudoin- M&E Consulting, John Miguez-MBLL, Ashton Richard-District 4 Police Juror

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

**Visiting Guest Agenda Items:** David opened the floor to guests. Randy Albarez of Musco Lighting introduced an independent consultant and electrical engineer to address the board. Scotty Baudoin of M&E Consulting out of Lafayette emphasized that he would assist if needed prepare construction documents to take care of any electrical existing logistical issues and anything associated with electrical needed for lighting. That would include any specific issues whether that was light levels on the fields, glare and light trespass, and any warranty needs the park would require. They would write the specs to adhere to State bid law. Scotty has personally worked on several projects with recreation districts across the state. Scotty said his firm is also experienced on working with FEMA and explaining why we might be replacing certain items including code and standard upgrades. Baudoin stated he would work directly with Moss Bluff Park and Rec. Fees would be based on and included in construction bids. Bill Willis and David Nixon joined that this was common practice of many of the projects done at our facilities. Basically, provide oversight from cradle to grave. David noted that an overview and knowing where the wires are and how they are distributed would be challenging but probably needs to be done at this point. Baudoin agreed and said that cleaning up existing electrical needs was something they could do. Scotty said he could prepare a proposal but would need to do a walk through to create an order of magnitude. David agreed that Scotty was right on track with what the next steps were for the Park were, including creating something that could be competitively bid. David mentioned that one standard for the lighting would be to match Little League International standards since the league that was one of our biggest users was run by Little League. The other important standard would be light interference to the sub-divisions that surrounded the Park. David thanked both M&E and Musco Lighting for attending the meeting.

The floor was then opened to John Miguez of Moss Bluff Little League. John said it was becoming apparent that the fields would not be readily available for league play. He stated that he had been approached by Westlake who was offering to open up their fields to MBLL this season and play a combined schedule. Miguez said that being said, the board did not need to worry about getting the fields ready for MBLL. Miguez's biggest concern was that there was not some sort of contract between the parties that required MBLL to play at our Park. There is no binding contract, and both the board and Miguez agreed that if the insurance from Little League transferred to whatever park they played at, there were no issue. Miguez has already talked to LL District Director Ron Turner and that was perfectly legal. David stated that it was the boards hope with the time change and as the season progressed that there may be some opportunity for weekend

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availability, with no lighting, that could be made available as the facility clean up improved. Miguez asked for a realistic date that maybe the fields would be available. David said that while there was no way that all the fields would be available since fencing and other issues still are a ways out from being fixed, 50% of the fields potentially could be available by May since that is the direction we have always been heading in. Bill Willis asked when a realistic time was to expect the debris to be moved, and what was holding us getting fencing and netting replaced and repaired. Richard explained that demolition bids were to have been available for vote at tonight's meeting but were delayed from the Parish being closed during the Winter Storm. The board asked Richard to begin on process on bidding out the fence project so that could be done as soon as possible. Bill reminded the board that a plan to temporary light the football field was already underway and asked why something similar could not also be done for baseball/softball. David said it was the boards hope to support MBLL and give them as many options as possible, and while the season would have a different feel with parents bringing their own chairs and lighting being temporary or non-existent there were things to consider. Bill said that since we have already received funds from the insurance company, the Park should be able to start spending whatever money we have on fencing and other projects. David said it was evident that the Park would be receiving funds from FEMA as well, and they are just waiting to see what is exhausted by insurance monies before deciding on what dollar amount that would be. He felt confident we would be financially fine; we just need to be prudent in how we award all the projects. Richard said that much of the metal had already been transported off by Louisiana Scrap and that Park staff was continually filling up bins for that transport. The board said that a special meeting could be called to award the demolition bid so that it would not have to wait till next meeting in March. Discussion was had about the damage from fields one and two with the brick and mortar around the fence. David questioned if it was possible to ask the Parish if the bid process was necessary with the fencing since a bid was previously already given for that project, or if the time was too long since it was originally done. Ashton Richard asked what the latest word we had received about the L15 drainage project, and how that would affect repair improvements to the fields. David said that project was still in hiatus, and that should not affect things being repaired as of right now. There was discussion about the goal placing turf on the complex. Bill asked John what age group and fields that would benefit from turf the most. John suggested it would be the older groups. The board asked Richard to call Sam Houston High School and find out what they were going to do with the turf that was placed and pulled up after hurricane Laura. David remarked that most facilities are choosing to go with turf fields because they can't afford to lose the money that comes with rainouts and other issues that present themselves with grass and that for the future of financial opportunities in long term that turf made the most sense. Also pointing out that Westlake is looking at upgrading to turf sometime in the near future.

**Previous Meeting Minutes:** Bill made a motion to approve the minutes from January 19<sup>th</sup>, 2021 as written. Second by Billy. All in favor; board minutes accepted.

**Police Jurors Comments:** Ashton Richard was in attendance and did not have anything at the moment.

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**Committee Reports:**

**Treasurers Report:** Board Members were presented with a copy of report. Richard stated that the Parish was running off a 2021 budget that Renee had given in pencil prior to her departure in November. Richard questioned whether that budget still needed to be ratified by the board.

*David made a motion that board accept the 2021 budget as currently written for the Capital (773575), Moss Bluff Senior Center (775577), and Community Center 4 of Ward 1 (774575), and that the board can come back at a future date with amendments as more information was available. Seconded by Bill. All in favor. Motion accepted.*

There was discussion about the Hercules bill, with David thinking it was higher. After conversation, it was found the bill was correct.

Bill asked about the higher bills from Beauregard Electric. Richard said some of the issue was that the bill was higher because of overdue payment from the Parish and increases that BECI had since the hurricanes.

**Park:** Richard stated there were several water pipes at both the baseball and soccer complex because of the Winter Storm. Pipes from both the East and West bathrooms were found gushing water, as well as a broken pipe in the ceiling of the soccer complex. There was damage of the soccer concession ceiling but not to the actual walls of the concession stand. Walls in all those areas are cinder block and did not receive damage. The board asked that the next time temperatures are close to hitting where they were during the storm to turn water off at the mains for preventative maintenance. Able & Sons were called to help with repairs to soccer complex, and soccer representatives were called to come clean out some things so they would not mold and mildew. Richard said the debris removal process of the metal continues with Louisiana Scrap bringing in and taking out bins. Consultants are now on site from the Sulzer Group who were brought in to take a comprehensive look at damages from hurricanes Laura and Delta. This group will work in conjunction with FEMA to make sure all damages are covered and documented correctly, and work with FEMA throughout the process till the end. FEMA has a damage assessment group that will follow the work done by the Sulzer Group. While they were scheduled to be on site soon, that was delayed till further notice because of the Winter Event. Probably late March. The parking lot at the soccer field continues to be repaired and progress is being made.

**Office:** Richard presented the board with a memorandum that stated board would follow the Parish Human Resources procedures that paid full-time employees for days missed due to the Winter Event. This was needed from Parish Special Districts.

*David made the motion that language in the memorandum be adopted. Seconded by Bill. All in Favor. Motion passes.*

Richard said that a new computer for the office was on the way. Bill suggested that the next time we order we make sure we cover all office and Senior Center needs at one time so that we can keep everyone up to date for maximizing network and servicing issues. This will also keep things looking cleaner so there are not additional wires everywhere.

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**Senior Center:** Along the lines of computers, Bill asked about what Mary Jane Sensat's needs along those lines were at the Senior Center. Richard stated that he had not discussed anything like that with her but would in the future. Richard reported that there was a water issue at the Senior Center. A tank that controls the overflow of clean water from the sewer system had a pump burn out and is overflowing the tank. The local water district has been out to inspect and could not find the issue. K-Jon was brought out to clean out the tank. Once the pump was fixed, we will see if the issue continues and make changes from there. As requested to Richard by the board in February's meeting, Richard presented the board with the contract agreement used when third parties want to rent the Senior Center for space.

**Old Business:**

**Senior Center Parking Lot Phase III:** The parking lot project is scheduled to be underway shortly. A notice to proceed was supposed to be in place for February 15<sup>th</sup> but delayed because of the Winter Event. An official Notice to Proceed was issued today, February 22<sup>nd</sup>. Bill said that would make the project March 3<sup>rd</sup> through May 5<sup>th</sup> since there was a 45-day window to complete the project as promised by the contractor.

**Hurricanes Laura and Delta:** David said Richard has been working weekly with FEMA and the Sulzer Group and that was moving in the right direction. Fencing and demo bids need to begin, except for field 6, telling them that we want the fields to be restored to the way they looked previous of the hurricanes. Field 10 is also an exception, making the fence to the height of netting so that netting is no longer needed.

**New Business:** No new business at this time.

**Commissioner's Comments:**

Next regular meeting for the Board of Commissioners for the Community Center and Playground District 4 of Ward 1 will be March 15th, 2021, at 6pm.

*David made a motion to adjourn meeting; second by Billy. All in Favor. Motion passed. 7:17 pm.*

Minutes recorded and reported by Richard Dow.