

**COMMUNITY CENTER AND PLAYGROUND
DISTRICT #4 WARD #1
MEETING Monday, July 18th, 2022**

Meeting was called to order by Bill Willis at 6:00pm.

Board Members in attendance: Bill Willis, Connie Hoffpauir, Jonathan Simien and Bobby Boom

In attendance: David Brossett-Brossett Architects; Justin Gautreaux- VSG Architects, Bob Suydam, Toni Wilcox; and Richard Dow

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

Visiting Guest Agenda Items: Board recognized Bob Suydam, he is attending the meeting on behalf of the Senior Center. Richard explained to the Board that Mr. Suydam is putting his name in the hat to be our Senior Center Representative with CCOA. Suydam inquired about the status of the flagpole for the Senior Center.

The Board then recognized Justin Gautreaux with VSG Architects, stated Daryl Hicks, Electrical Engineer, has completed the drawings for the soccer/football complex. The drawings were sent to the Board to review. Gautreaux confirmed he will be able to receive power from Bozo Road for the 2 fields. He also stated that the current electric box is maxed out. The proposed new electric box can supply power for all 5 fields if needed in the future, additional equipment would need to be added. The new line would be ran on the west side of the complex from Bozo Rd with a control box between fields 3 & 5. The new light poles will have cellular wireless capabilities to turn the lights on/off as well as manual switches. Bill asked what size fields does the proposed lighting cover. Gautreaux stated the layout of field when used for soccer is 360' x 210', also approximately limits of field when used for football is 360' x 160'. Bobby asked if there would be any delays in the completion of the project. Gautreaux stated he doesn't see any problems after speaking with both the electric engineers and Musco but understand that issues and shortages to arise on occasion.

Bill asked Gautreaux where he would envision an additional concession stand other than the one already one site. Gautreaux suggested possibly at the end of the existing sidewalk area. Bobby added that the new concession would not need bathrooms, just the concession area. Richard stated the Park is also looking into a mobile concession to accommodate the need for additional concession stands. Bill asked Gautreaux, if the Park in the future, added a new permanent concession stand, would the proposed electric panel be able to supply electricity. Gautreaux stated he would need to speak with the electrical engineer to confirm anything, but he doesn't see it being a problem.

Board then recognized David Brossett; he stated the fencing project should be done towards the end of July. The change order to install 150' of 4ft tall chain link fence is \$5,100.00. Gravity Drainage has agreed to pay half for the fencing around the drainage area. Connie expressed concerns about the height of the fence around the drain area. Bill explained the fence along with the concrete bollards are a deterrent only. Bill asked Brossett what is lacking with the completion of the fencing project. Brossett stated there are several gates to install, few of the brick backstops need to be finished, once the brick backstops are completed the Nets of Texas will come install the nets. Bill asked about the completion date of July 14th. Brossett explained with the change order and allowed weather delays, he suggested no action is needed at this time. Brossett then

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discussed the 6-foot chain link fence to secure the northwest of complex from the new drainage area to field 11 and fence with 12ft wide double gate on south side of field 11. The change order for fencing will be approx. \$40,000. Once Brossett has the final paperwork for the fencing change order #3, he will submit it to the board. The fencing project is approx. 60-65% complete, Brossett stated. Foul poles have been installed.

Brossett stated all the light pole bases have been set and are working on connecting the conduit to the pole bases. We have received about half of the gear packages. All of the light poles and lights are onsite. Brossett stated the lighting project is on track with the completion date of October 9th, roughly 60% done with the lighting project.

The Demo Project was advertised on July 15th, preview of bid is July 26th, and open bids is August 11th, David stated. The demo project consists of the demo of the 3 old concession stands and the old shed used by little league.

Previous Meeting Minutes: Minutes for the June 20th meeting were presented to the Board.

Connie made a motion to accept the June 20th, 2022 minutes. Seconded by Jonathan. Motion passed unanimously.

Police Jurors Comments: No Police Jurors in attendance.

Treasurers Report: Richard presented the board with the Year-to-Date budget reports. Capital Account 773 was at \$3,671,393.56. Community Center maintenance budget item 774 was \$2,501,544.71. Senior Center account 775 stood at \$868,976.30. Richard reminded the Board that some of reports did not indicate the monies that were already allocated in awarded bids. Connie asked about the M&M being coded differently. Richard explained one was for contract services and the second was for repairs not part of the contracted services. Connie suggested the Board may need to amend the budget in reference to the Senior Center Insurance.

Committee Reports:

Park: Richard stated most of the progress was already discussed by Brossett. Richard explained we are updating the open-air gym with new rims and changing out backboards. BECI has been out to the park to mark underground lines. Due to the bad weather, the soccer complex was not used for Red, White & Boom. Connie asked about the status of the mobile concession. Richard stated he has reached out to the Parish to assist in the bid package for the mobile concession. Connie asked about the status of the drone footage. Toni stated she reached out to JP with the Parish and is awaiting his response.

Office: Richard stated Toni is adjusting well. Sylvan Security was called out to update some of our equipment that was no longer working. Richard is working with the Parish to budgetary break down projects by individual codes. This would help us to be more detailed with project cost per individual projects. Connie asked about the status on the new router. Richard stated the router has not been purchased yet but will take care of it this week.

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Senior Center: Richard reported he spoke with Thomas with Star Services about the flagpole they recently installed at their location next door to the Senior Center. The location of the flagpole would have to be closer to the building due to the requirements set by DOTD. Richard suggested the need for a new sign. The current sign is up but the letters don't stay on it. Bill asked to add an update from the DOTD information about the sign for the next meeting. Mrs. Chris from the Senior Center asked maintenance to look at a handwash sink that wasn't working. We were able to repair it for them. The Maintenance guys were able to assist them in cleaning a room out, building shelves and purchased bins to help things stay organized in storage.

Capital Planning: Richard stated we are working with Brossett with Phase 3 starting with the demo project. Brossett is continuing to work on a "Master Plan" for potential future projects. Bill reiterated to keep in mind the parking issues when planning future projects for the soccer complex. Bill has a list of future plans and ideas for the next three years. He would like to have a master plan in place by the end of year of future projects.

Old Business:

Main Complex Fencing Project: Richard reported we are waiting on the final total for the fence on the northwest side of the complex. Delta Specialty change order #3-2 proposal is to furnish and install 150' of 4ft tall chain link fence around the drainage area. At the Gravity Drainage meeting on July 12th, the Board approved to cover half the cost of the fence around the drainage area. Bobby and Connie expressed concerns about the 4ft tall fence being easy for young children to climb over. The Board requested to change the fence to a 6ft tall fence for more of a deterrent.

Hurricanes Laura and Delta: Richard stated we haven't been assigned a new FEMA Program Manager yet. Richard has been in contact with the Sulzer Group to try to finalize some thing to stay on track. Connie informed the board she received an email from Wes Romero with Mudd, Bruchhaus, & Keating Law Firm, in reference to not receiving documentation required. Richard was able to get the required documentation to Wes Romero on Friday, July 15th. Wes Romero will update the Board, once he has had time to review all the information. Connie would like to board to be vigilant to this matter, due to the deadline fast approaching.

Soccer/Football Update: Bobby stated there was a meeting between himself, Moss Bluff Youth Soccer President and Mike Snyder, Moss Bluff Rec. Football President. Football will use fields 4,6 and 7. Soccer will use fields 1,2,3 and 5. Football will operate the concessions on Monday, Tuesday, and Thursday's. Soccer will operate the concession on Saturday's. Bobby stated soccer teams will practice during the week and only play games on Saturday's. Bobby expressed concerns about the use of the soccer goals for football goal post. Also, Bobby expressed concerns about parking at the complex. Bobby plans to have a Calcasieu Parish Sheriff's Office Deputy sit in the parking lot to help with traffic needs.

Leagues: Bill has spoken to Bob Kleinschmidt, Parish Attorney, about the league/field usage agreements and requirements. Connie stated she believes the recreation leagues should use the fields without a cost also; tournament teams/leagues should pay for

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field usage. The Board wishes to enhance communication with the Recreational Leagues President and their Boards. The Board would like to keep open dialogs with the Leagues on issues and concerns that may arise with transparency being of upmost importance.

Richard wanted to know the boards thoughts in reference to Cody White's, Little League Board Member, request to name fields. Connie stated she is not in favor of name of the fields, but Leagues can do their own recognition. Bobby stated he is opposed to naming the fields at this time also. He is open to the possibility of other memorial options. Jonathan understands the naming of fields in the major leagues and professional leagues but doesn't feel it is necessary at our level. Bill is opposed to nameing fields and/or building after someone. He is not opposed to looking at other options in the future.

Bobby made a motion to decline the request to names fields after a person, business, or any other entity; if League would like to name a field during the season, they may hang a sign. League would be responsible for hanging and removing the sign. Seconded by Jonathan. After discussion, Bobby withdrew his motion.

Insurance Unlimited Flood Insurance quote: Richard presented the Board with a quote of Flood Insurance. Connie asked if it covered contents. Richard stated the only contents covered is in the Open Air Gym Office. The Maintenance Building can not be insured at this time due to the building is still damaged. This quote was in reference to the questionnaire sent from the Insurance company. After discussion, the Board has decided to not get Flood Insurance at this time.

New Business:

Accept April 30th Election Results:

EXCERPT OF MINUTES, PROCES VERBAL, AND RESOLUTION

The Board of Commissioners of Community Center and Playground District No. Four of Ward One, Calcasieu Parish, State of Louisiana, met at its regular meeting place located at 1180 Don Manuel Blvd., Moss Bluff, Louisiana, on Monday, the 18TH day of July, 2022, at 6:00 o'clock p.m., with the following members present: Bill Willis, Connie Hoffpauir, Jonathan Simien and Bobby Boom. Absent board member: David Nixon

The meeting was called to order and the roll called with the above result.

The Chairman stated that the purpose of the meeting was to examine and canvass the returns of the election held on April 30, 2022 in the District; to preserve a proces verbal of the canvass and to promulgate the result of the election.

The Board of Commissioners canvassed the returns of the election and after receiving the compiled statement of votes and results of the voting machines from the Clerk of Court attached to and made part of as Exhibit A. On the motion of Connie Hoffpauir, seconded by Bobby Boom, the board presented the following Proces Verbal, which was adopted by the following vote:

YEAS: 4

NAYS: 0

ABSENT: 1

NOT VOTING: 0

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PROCES VERBAL

On this 18TH day of July, 2022, at 6:00 o'clock p.m., the Board of Commissioners of Community Center and Playground District No. Four of Ward One, Calcasieu Parish, State of Louisiana, met at its regular meeting place located at 1180 Don Manuel Blvd., Moss Bluff, Louisiana. The board received the compiled statement of votes and results of the voting machines from the Clerk of Court for the election held in the District on April 30, 2022, and canvassed the votes on the following proposition:

**COMMUNITY CENTER AND PLAYGROUND
DISTRICT NO. FOUR OF WARD ONE**

Shall Community Center and Playground District No. Four of Ward One, of Calcasieu Parish, Louisiana, renew, levy and collect a ten (10) mill capital improvement and maintenance ad valorem tax on all taxable property not to exceed ten (10) years beginning January 1, 2023, with collections from the renewed levy estimated to be \$984,643.00 for one entire year, for the purpose of operating, acquiring, constructing, improving, extending and maintaining public recreational services and facilities within the district?

Upon the examination and canvass of the returns it was determined that the election result was as follows:

	<u>YES</u>	<u>NO</u>
Absentee Votes:	<u>216</u>	<u>153</u>
GRAND TOTAL:	<u>449</u>	<u>305</u>

It was therefore ascertained that the majority of the electors voting at the election in the Community Center and Playground District No. Four of Ward One on the Proposition voted for the Proposition. Therefore the Board of Commissioners of the District declared that the result of the election is for the proposition.

The actual cost of the election as determined by the Secretary of State is \$8,768.24.

A resolution promulgating the election results was adopted, and the Chairman was ordered to have the resolution distributed, published and recorded according to law. The motion to adopt this resolution was made by Connie Hoffpauir and seconded by Bobby Boom.

It was adopted by the following vote:

YEAS:4

NAYS:0

ABSENT:1

NOT VOTING:0

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Adopt Millage Rate:

RESOLUTION

BE IT RESOLVED, that the following millage(s) are hereby levied on the 2022 tax roll on all property subject to taxation by Community Center Playground District 4 of Ward 1:

MILLAGE

Maintenance and Operations (1028 123)	4.930 Mills
Operations (1028 135)	9.85 Mills
Maintenance and Operations (1028 139)	1.970 Mills

BE IT FURTHER RESOLVED that the proper administrative officials of the Parish of Calcasieu, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2022, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

The foregoing resolution was read in full, the roll was called on the adoption thereof, and the resolution was adopted by the following votes:

YEAS: 4

NAYS: 0

ABSTAINED: 0

ABSENT: 1

CERTIFICATE

I hereby certify that the foregoing is a true and exact copy of the resolution adopted at the board meeting held on July 18th, 2022, at which meeting a quorum was present and voting.

A/C Services: Richard presented the Board with a quotes from Star Services, Inc of Lake Charles for routine maintenance proposals for the A/C units at the Main Complex, Soccer Complex, and the Senior Center. Bill stated this is not in the budget for this year. Bobby stated he feels the quotes are high for the services proposed. Jonathan stated he likes the services they offer but would like to see quotes from other vendors for the same services. Board requested to have three quotes for the August meeting.

Commissioner's Comments: The next regular meeting for the Board of Commissioners for the Community Center and Playground District 4 of Ward 1 is scheduled to be held Monday, August 15th, 6:00PM in open-air conference room.

Connie made motion to adjourn the meeting. Seconded by Jonathan. Motion passed unanimously. 7:51PM

Minutes recorded and reported by Toni Wilcox.