

**COMMUNITY CENTER AND PLAYGROUND
DISTRICT #4 WARD #1
MEETING Monday, November 14th, 2022**

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

Board Members in attendance: Bill Willis, Connie Hoffpauir, and David Nixon

Board Members not in attendance: Bobby Boom and Vacant position

In attendance: David Brossett- Brossett Architects, Justin Gautreaux- VSG Architects, William Wilcox, Theo Chantlin, Toni Wilcox & Richard Dow

Prayer/Pledge: Prayer was led by David Nixon; followed by the Pledge of Allegiance by board members.

Visiting Guest Agenda Items: Board recognized Justin Gautreaux with VSG Architects, he stated contracts for the Soccer/Football Lighting Project were picked up from his office. Once the contracts are signed and filed with the Clerk of Court, he will set a pre-construction meeting date and send a notice to proceed to Trahan Construction, LLC.

The Board then recognized David Brossett with Brossett Architects; he stated the Moss Bluff Fencing Project has a little fence work left on field 11. He has the clear lien certificate and the as-builds for the Fencing Project. Brossett stated the Moss Bluff Demo Project is almost complete except for the hydroseeding. Brossett stated the light poles will be set by the end of the week for the Moss Bluff Lighting Project. We are still awaiting the surge protection devices. The manufacturer has stated they were shipped. Brossett is projecting for the lights to be fully operational by the end of the month. Brossett stated there is one outstanding change order which includes the cost to connect field 9 backstop outlet directly to rack gear, repair broken brackets on light poles, and repair broken underground 4" water line. Brossett stated the contracts for the Moss Bluff Dug Out Repairs were received at the pre-construction meeting. Once the contracts are signed and filed with the Clerk of Court, the notice to proceed will be issued and construction can begin. Construction time for the Moss Bluff Dug Out Project is 80 days. Bill stated at the pre-construction meeting K&J Development stated they do not anticipate any delays with materials.

Previous Meeting Minutes: Minutes for the October 17th & November 1st, 2022, meetings were presented to the Board.

David made a motion to accept the October 17th, 2022, minutes. Seconded by Connie. Motion passed unanimously.

Connie made a motion to accept the November 1st, 2022, minutes. Seconded by David. Motion passed unanimously.

Treasurers Report: Richard presented the board with the Year-to-Date budget reports. Capital Account 773 was at \$1,835,836.21. Community Center maintenance budget item 774 was \$2,314,162.08. Senior Center account 775 stood at \$840,916.35. Richard reminded the Board that some of reports did not indicate the monies that were already allocated in awarded bids. Bill asked about the M&M Lawn and Irrigation invoices. Richard stated the \$10,205.10 invoice is contract services and the \$3,291.53 is Soccer

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Complex Annual Irrigation Inspection/Repairs. Bill asked about the BECI, DP Aggregate, and Joes Electrical Power Tools invoices. Richard stated the BECI invoice is higher due to the Soccer/Football using the complex. The DP Aggregate is the rock for the Soccer Complex parking lot. Joes Electrical Power Tools is to repair the mower and paint sprayer.

Committee Reports:

Park: Richard stated SWLA Homeschool Soccer League has turned in all required paper. Their season will run from November to February. Brothers Keepers has finished their fall season and will kick off again in February. Richard stated hydric repairs were made to the tractor. Due to the age, wear and tear of the tractor, consideration needs to be determined moving forward to repair/maintain or replace the 2010 tractor. David asked Richard to get possible options for a new tractor to present to the Board. Field work has begun on the baseball/softball fields, all bases are set at 60 feet. We will begin working on leveling and preparing the fields to get ready for the upcoming season.

Office: Richard and Toni will be attending the Louisiana Recreation and Park Conference on November 15th -17th in Monroe, La. Richard stated we have a few items to bring to the upcoming auction. Connie asked how the portable concession stand will be moved around. Richard stated as part of the discussion with FEMA; the portable concession stand and truck will fall under an alternate project.

Senior Center: Richard stated the Senior Center has requested a new desk. Mrs. Sandi has sent over a picture from Home Depot of a desk. Bill stated we need to make sure the desk has a lock. The Board asked to look at other office supply stores for a desk to get the best price and quality. Connie suggested revaluing the filing cabinets as well. Richard stated the Senior Center hosted a successful Veterans Breakfast on Veterans Day.

Old Business:

Soccer/Football Update: Richard stated the Moss Bluff Youth Soccer League has finished their season. The Moss Bluff Youth Football League will be finishing the season this week.

FEMA/Hurricane Laura and Delta: Richard stated Bill was able to join the last FEMA meeting. Richard believes our Program Manager is fighting for us. We have given them everything they have asked. The CRC is having conflict with some of the paperwork between the FEMA inspector and Sulzer Group inspection. They are working on resolving issues between the inspections.

New Business:

Chad Evans, CCPD1W4: Bill stated Chad was not able to attend the meeting but will be available for the December meeting.

2023 Budget Review & Adoption: Bill asked if the part time employee should be increased from \$3,000 to \$8,000 time same as last year budget. The current employees consist of Richard, Toni and 3 full time maintenance employees. Connie believes the workers compensation needs to be adjusted. Richard stated he went off a formula but

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feels it may need to be adjusted. Connie suggested increasing the workers compensation to \$15,000. Connie asked about the status of the Bond. Richard stated he called the Parish and is waiting to hear back from them about the Bond payment. Connie asked about the Capital Improvements, Equipment budget and Transfer-Capital. Richard stated those amounts will cover things such as the tractor, golf cart, and other needs of the park. Connie reiterated the Parish has projected revenue numbers to be less than previous years.

David made a motion to accept the 2023 Budget with the modifications to the (774) Part Time Employee be increased from \$3,000 to \$8,000, (774) Workers Compensation be increased from \$10,800.00 to \$15,000 and (773) check the status of the Bond payment. Seconded by Connie. Motion passed unanimously.

Additional Field 11 Fence Repair: Bill stated this is to remove and replace 125' of 6' perimeter fence for \$4,750.00. Richard stated this was not included originally, this is the fence along the first base side of field 11. Ashton Richard had expressed his concerns previously about this area.

David made a motion to accept Delta Specialty Contractors, LLC to remove and repair 125' of 6' perimeter fence on field 11 for \$4,750.00. Seconded by Connie. Motion passed unanimously.

Cal Cam Pest 5-year Contract: Richard stated the last Termite & Pest Control Proposal (5yr contract) was signed on September 2017. Richard presented the Board with a proposal from Cal-Cam Termite & Pest Control. The Soccer Complex Proposal is a 5-year termite retreat on 1 large concession stand at \$1,300.00 with a one-year contract with a yearly renewal fee of \$250.00 after the first year. (However, they do service all 3 concession stands for general pest control currently.) The Senior Center Proposal is a 5-year termite retreat on the Senior Center Main Structure at \$1,495.00 with a one-year contract with a yearly renewal fee of \$250.00 after first year. Connie asked why we need the termite treatment. The Board asked for clarification about which building is considered the one large concession stand. The Board would like to get proposals from Cal-Cam Pest Control and J&J Exterminating.

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, December 19th, 6:00PM in open-air conference room.

Connie made motion to adjourn the meeting. Seconded by David. Motion passed unanimously. 6:48PM

Minutes recorded and reported by Toni Wilcox.