

**COMMUNITY CENTER AND PLAYGROUND
DISTRICT #4 WARD #1
MEETING Monday, December 19th, 2022**

Meeting was called to order by David Nixon at 6:00pm.

Board Members in attendance: Connie Hoffpauir, David Nixon, and Theo Chantlin

Board Members not in attendance: Bobby Boom and Bill Willis

In attendance: David Bruchhaus and Wes Romero – Mudd Bruchhaus & Keating, LLC, Chad Evans (Director) and Karen Bondreaux (Sports Manager) – CCPD1W4 & Richard Dow

Prayer/Pledge: Prayer was led by Connie Hoffpauir; followed by the Pledge of Allegiance by board members.

Visiting Guest Agenda Items: Board recognized Chad Evans with CCPD1W4, he expressed his appreciation for allowing Westlake kids to play in the Moss Bluff Youth Football League and was very grateful that Moss Bluff Little League kids got to play baseball/softball in Westlake the past two years. Evans expressed his concerns about the debate over allowing Westlake kids to play in the football playoffs. He stated several parents and coaches reached out to him about needing equipment and questioning the registration fees. Evans explained Westlake Football League numbers have gone down and would like to work with Moss Bluff Youth Football to combine leagues and work together. David explained we maintain the fields, but the leagues are independent. Richard explained some of the conflict stems from Westlake kids get to play for free and Moss Bluff kids must pay to play. Connie stated the two communities working together to allow the kids to play is wonderful and there needs to be more discussion involving the leagues combining.

The Board then recognized David Bruchhaus with Mudd Bruchhaus & Keating, he stated they have made a lot of progress on the claim filed. Bruchhaus stated there are some important deadlines coming up and some information will be needed but Richard has done a great job getting them what they need. Bruchhaus explained the process of the next steps to come in the next few months. Romero discussed the initial settlement process.

Connie made a motion to authorize Bruchhaus to make the initial offer of \$5,536,000. Seconded by Theo. Motion passed unanimously.

Previous Meeting Minutes: Minutes for the November 14th, 2022, meeting was presented to the Board.

Connie made a motion to accept the November 14th, 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 \$1,575,022.79. Community Center maintenance budget item 774 was \$2,280,441.80. Senior Center account 775 stood at \$833,258.39. Richard reminded the Board that some of reports did not indicate the monies that were already allocated in awarded bids. David asked what if left owed on the projects. Richard stated he does not know the dollar amounts, but the Moss Bluff Rec Lighting, Fencing and Demo projects are getting close to the final payments.

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Committee Reports:

Park: Richard stated all the light poles are up. We have started scraping the fields and getting the ready for baseball/softball season. The tractor is back so we have been able to get some dirt work done. SWLA Homeschool Soccer will finish playing games this week but will continue to practice. Richard stated with the cold weather coming in, the Park & Senior Center has been winterized. Richard stated looking forward about the awnings for the stands, he would like to get away from the metal awnings and look at other options. The more fabric style canopies come in all varied sizes, shapes, and colors. These canopies can be taken down quite easy to clean or put away after a season or in the event of a hurricane.

Office: Richard stated the Post Office Box renewal has been paid. He stated after Thursday due to the holiday schedule; there will be at least one person on site during the week. The back flow preventers report has been taken care of for the Water District. Richard would like to look into a monitor system for presentations purposes.

Senior Center: Richard stated he has not been able to sit down the Mrs. Sandi or Mrs. Chris about getting the desk picked out due them being sick and out of the office.

Old Business:

Main Complex Fencing Project: All work is complete.

Main Complex Lighting Project: All work is completed except for the surge protector devices and substantial acceptance is recommended. Richard stated before the substantial is accepted, there is a change order that we did not accept, and we are working with Brossett to get more information on.

Moss Bluff Rec Demo: All work is complete.

Main Complex Dugout Project: Demo work is mostly done. Existing posts painting is mostly complete. Completion date is set for February 9th, 2023.

Soccer/Football Field Lighting Project: The Notice-to-Proceed was issued to the contractor with the state date of December 12th, 2022, and the completion date of June 10th, 2023. The contractor has sent Geotech group to the site for soil testing so that Musco can engineer the pole foundations. Next week we are going to have a brief on-site meeting to discuss the project, once that date has been scheduled Gautreaux will let everyone know.

Soccer/Football Update: The Football season is complete. They have cleaned up the concession stand, but have not turned in keys. We have sent an email to have the keys turned in by December 20th.

FEMA/Hurricane Laura and Delta: The Program Manager is up to date on our file. We are moving forward and hoping to sign off on a few projects such as the Senior Center soon. They have been looking at the lighting project with the electric

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standpoint. The goal is to have most of the projects with FEMA completed by April 2023.

New Business:

Lucas Perere – Stallion Mowers: He was not able to attend the meeting but will reschedule for another time.

LR-15 Payment: Richard stated Gravity Drainage was invoiced for their portion of the fence around the drainage ditch. They have already submitted payment to the Parish.

Little League: They were not able to get the information needed to present to the board but will reschedule once they have everything needed.

CCPD4W1/ CPPJ 2022 Budget Amendment: Richard stated the following items need to be amended for the 2022 budget. (773) Capital Improvements \$807,000, Repairs & Maintenance – Building \$4,500, Bank Service Charges \$30, Election Expense \$9,000. Interest Income \$20,000, Transfer from Fund Balance \$800,530.

Connie made a motion to Amend the 2022 Budget as proposed. Seconded by Theo. Motion passed unanimously.

District Adoption of Parish Cafeteria Insurance Plan:

***COMMUNITY CENTER AND PLAYGROUND DISTRICT NO. 4 OF WARD 1
ADOPTION AGREEMENT FOR CALCASIEU PARISH POLICE JURY SECTION 125
FLEXIBLE BENEFITS PLAN***

The undersigned, Community Center, and Playground District No. 4 of Ward 1, ("Adopting Employer"), by executing this Adoption Agreement, hereby adopts the Calcasieu Parish Police Jury Section 125 Flexible Benefits Plan (the "Plan"). Calcasieu Parish Police Jury, by executing this Adoption Agreement, hereby consents to the adoption of the Plan by the Adopting Employer.

Effective Date: The "Effective Date" of the adoption of the Amended and Restated Plan is January 1, 2023.

Benefit Option. A Participant may elect the following benefit:

(X) Qualifying Insurance Premium Conversion to pretax status

(X) Health Flexible Spending Account (FSA)

(X) Dependent Care Assistance Plan Flexible Spending Account

The Adopting Employer agrees that it is adopting the Plan for the benefit of its Employees (as such term is defined in the Calcasieu Parish Police Jury Section 125 Flexible Benefits Plan).

The Adopting Employer recognizes that it is in the best interest to have the Plan reviewed by legal counsel to ensure that the Plan as adopted by the Adopting Employer is suitable and appropriate for adoption by the Adopting Employer.

By executing this Adoption Agreement, the Adopting Employer agrees to the provisions of the Plan and the obligations, responsibilities and duties imposed with respect to the Plan.

David made a motion to adopt the agreement for the Calcasieu Parish Police Jury Section 125 Flexible Benefits Plan. Seconded by Connie. Motion passed unanimously.

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**David made a motion that the Board go into executive session to discuss annual personal elevations. Second by Connie. Motion passed. Time 7:14PM*

**David made a motion to rejoin regular session at 7:43PM. Seconded by Connie. Motion passed unanimously.*

CCPD4W1 Employee Review:

David made the motion for the following wage increases, effective January 1st, 2023:

Richard Dow from a salary of \$60,000 to \$62,400

Toni Wilcox from a salary of \$50,000 to \$52,000

Julius Mitch Robertson from \$18.80 to \$20.00 per hour

John Todd from \$17.24 to \$18.50 per hour

Mack Rousseau from \$17.00 to \$18.00 per hour

The Board would like to make the recommendation to CCOA of the following:

Sandi Chambers (Senior Center) from \$14.25 to \$16.00 per hour

Chris Johns (Senior Center) from \$11.75 to \$13.00 per hour

Motion seconded by Connie. Motion passed unanimously

Commissioner's Comments: Due to the holiday on Monday, January 16th, 2023, 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, January 23rd, 6:00PM in open-air conference room.

David made motion to adjourn the meeting. Seconded by Connie. Motion passed unanimously. 7:52PM

Minutes recorded and reported by Toni Wilcox.