

**COMMUNITY CENTER AND PLAYGROUND
DISTRICT #4 WARD #1
MEETING Monday, January 23rd,2023**

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

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

Board Members not in attendance: Bobby Boom and Theo Chantlin

In attendance: Justin Gautreaux – VSG Architects & Toni Wilcox

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

Visiting Guest Agenda Items: Board recognized Justin Gautreaux with VSG Architect. Gautreaux stated the temporary fencing has been installed for the Football/Soccer Lighting Project. We met with BECI to set the location for their pole on the southwest corner of the Jones Road property. Gautreaux stated we met again today with the electrician and sporting lighting representative to discuss the issues with the field layouts. The surveyor was out last week determining the field layouts. Field 3 will need to be moved south approx. 50-60 feet due to the layout of the land. The project called for the maximum field dimensions of 210 x 360. Those dimensions will not work for field 3 & 5 because of the drainage on the westside of the property. Bobby attended the meeting today and emailed his recommendation for the field size to be approximately 165'-180'W x 300'-360'L. Gautreaux informed that Board that once a decision is made about the field sizes, the surveyor will come back out and properly mark the corners of the fields. David asked about the completion date. Gautreaux stated the project was scheduled to be complete in June, but weather will be the determining factor as it has been an issue already.

Previous Meeting Minutes: Minutes for the December 19th, 2022, meeting was presented to the Board.

Connie made a motion to accept the December 19th, 2022, minutes. Seconded by David. Motion passed unanimously.

Treasurers Report: Toni presented the board with the Year-to-Date budget reports. Capital Account 773 was at \$1,526,282.30. Community Center maintenance budget item 774 was \$2,285,611.24. Senior Center account 775 stood at \$845,016.66. The Board was reminded that some of the reports did not indicate the monies that were already allocated in awarded bids. Bill asked if there were any outstanding payments for the Capital Account. Toni stated she will be submitting a payment this week for the Football/Soccer Lighting Project and Dugout Project.

Committee Reports:

Park: Bill stated he seen some of the fields the infield is all dirt, he asked what the plan for the baseball fields. Toni stated the Maintenance guys have been trying to get the fields ready for baseball/softball season. The weather has been an issue the last few weeks. Bill expressed his concerns with making sure the Maintenance employees were leveling and getting the slopes correct for drainage purposes. Bill stated he did see some fields the grass needs to be cut. He asked when the last time M&M Lawn Services was at the park. Toni stated the last time they mowed was approximately the beginning of

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December. Bill asked about Little League. Toni stated that Little League registration will end soon. They tentatively would like to start practices mid- February. The Homeschool Baseball team is practicing at the soccer complex currently. Also, the Homeschool Soccer League has been practicing and has one more payoff game scheduled for this week.

Office: Toni stated everything is good. She is doing her best to keep everything going and update with Richard being out.

Senior Center: Bill asked about the status of the Senior Center new desk. Toni stated with the holidays, we have not been able to get the desk but it is on our to-do list.

Old Business:

Main Complex Fencing Project: All work is complete.

Main Complex Lighting Project: The lights and poles are installed and complete. The remaining gear to be installed are the surge protection devices. These have been delayed at the factory for many months. The anticipated ship date is January 30th. Once received they will be installed. The anticipated completion is mid-February. After Board discussion, more information is needed from Brossett on the items listed on the Moss Bluff Field Lighting -Change Order.

Main Complex Dugout Project: Project is on track to be completed in mid-February. The work is proceeding on schedule. We are proposing a change order to replace all remaining dugout benches with new except on Field 11. The current project includes new benches in 4 dugouts and the change order would replace benches in the remaining 14 dugouts with every field would be similar in look and feel. David stated he feels it would give the park a more aesthetically polished looked. The current dugout benches are not the same and don't match.

David made a motion to accept the Moss Bluff Recreation Dug Out Repair – Change Order #1 for \$29,976.00. Seconded by Connie. Motion passed unanimously.

Soccer/Football Field Lighting Project: Toni explained the field size for fields 3 & 5 needed to be narrowed to better fit the layout of the property. Fields 1,2 & 4 will fit a 210'W x 360'L layout per the survey. Bobby emailed his recommendation for the field size for fields 3 & 5 would be approximately 165'-180'W x 300'-360'L. After Board discussion, they would like to see the maximum dimensions for the 2 fields in question. It is the Board recommendation for field 3 & 5 to be 180'W x 360'L.

FEMA/Hurricane Laura and Delta: Toni stated the Insurance Engineers were onsite last week for 3 days evaluating all 3 properties.

New Business:

Adopt Procurement Policy - Resolution:

BE IT RESOLVED, that on January 23rd, 2023, the Board of Directors for the Community Center & Playground District 4 of Ward 1, approved the following action:

**COMMUNITY CENTER AND PLAYGROUND
DISTRICT #4 WARD #1
MEETING Monday, January 23rd,2023**

Authorized the adoption of the 2022 Update of the Calcasieu Parish Police Jury's Procurement Policy with respect to the purchases of the District. A copy of the Procurement Policy is on file with the Division of Finance for the Calcasieu Parish Police Jury.

Connie made a motion to Adopt the 2022 Updated Procurement Policy. Seconded by David. Motion passed unanimously.

Cal-Cam Termite Renewal: Senior Center – 5yr termite retreat on the main structure for \$1,595.00 with \$250.00 after first year (yearly renewal fee). Soccer Complex – 5yr termite retreat on 1 large concession stand for \$1,495.00 with \$250.00 after first year (yearly renewal fee). Moss Bluff Recreation Office – recommends a soil-based termite treatment for \$895.00 with \$200.00 after 1st year (yearly renewal fee). Moss Bluff Rec. Concession 1 – recommends soil-based termite treatment for \$1,100.00 with \$200.00 after first year (yearly renewal fee) and one bathroom structure on the southwest side for \$895.00 with \$100.00 after first year (yearly renewal fee). Moss Bluff Rec. Concession 2 - recommends soil-based termite treatment for \$1,100.00 with \$200.00 after first year (yearly renewal fee) and one bathroom structure on the northeast side for \$895.00 with \$100.00 after first year (yearly renewal fee). David asked how often they need to be retreated. Toni stated they will need to be retreated every 5 years. Connie asked if these prices are competitive with other companies. The Board would like to defer the approval and request quotes from other termite service companies.

Commissioner's Comments: Due to the holiday on Monday, February 20th, 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, February 27th, 6:00PM in open-air conference room.

David made motion to adjourn the meeting. Seconded by Connie. Motion passed unanimously. 7:18PM

Minutes recorded and reported by Toni Wilcox.