

**COMMUNITY CENTER AND PLAYGROUND  
DISTRICT 4 WARD 1  
MEETING MONDAY, AUGUST 21<sup>ST</sup>, 2023**

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

**Board Members in attendance:** Connie Hoffpauir, David Nixon, Bill Sommers, Theo Chantlin and Bill Willis

**In attendance:** David Brossett- Brossett Architect, James Hearne – SHHS Swim Team, Stephanie Buta – Moss Bluff Marlin’s Swim Team, Mitch Robertson, John Todd, Toni Wilcox, and Richard Dow

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

**Police Jurors Comments:** No Police Jurors in attendance. Bill Willis spoke with Randy Burleigh (District 14 Police Juror) about the current capital projects, possible future capital projects and capital needs. Burleigh plans to attend future meetings.

**Visiting Guest Agenda Items:** Board recognizes David Brossett with Brossett Architect. Brossett stated the Moss Bluff Maintenance Shop Repairs was awarded at the last meeting and K&J Development of SWLA has turned in all required documents. K&J Development of SWLA contract for the Maintenance Shop Repairs was presented to the Board for the appropriate signatures and file with the Clerk of Court. Once the contract is filed with the Clerk of Court, a pre-construction meeting will be set and the date of Notice to Proceed will be determined.

Brossett stated the Moss Bluff Field Repairs and Irrigation Project was awarded at the last meeting. Bayou Irrigation has submitted the 10-day documents. Upon receiving the 10-day documents, Brossett sent Bayou Irrigation the Moss Bluff Field Repairs and Irrigation Contract. Once the contract is received back, Brossett will submit it to the Board for appropriate signatures and to file with the Clerk of Court. Brossett stated we should receive the contract later this week or early next week.

Brossett presented the Board with the revised drawings for the Bleacher Canopies Project. The bleacher canopies will go from dugout to dugout. Concrete will be added behind the backstop on field 9. There are some creosote poles in the concrete by fields 1-5; those will be taken care of and concreted over as part of the scope of work. Bill expressed concerns about drop off areas/trip hazards along the sidewalks. Richard asked what is the estimated life span of the canopies? Brossett stated the canopies have approximately a 10-year life span. The canopies are removeable.

*David made a motion to authorize Brossett Architect to advertise for the Moss Bluff Recreation Canopy Project with the addendum to add sideways repairs and dirt work. Seconded by Connie. Motion passed unanimously.*

Brossett presented the Board with the revised Pickleball Project drawings. Bill Sommers asked will the tree beside the pickleball courts will cut down. Brossett stated the tree will not be taken down. David asked if the electrical system will be part of the bid package? Brossett stated the electrical system will be part of the scope of work for this project. Connie asked if the manual was ready for the bid process. Brossett stated there are a few things they are waiting on such as the electrical plans for the lighting system. Bill Willis asked if the lighting will be equivalent to what we have today. Brossett stated the lights will be on 25ft poles, it will be equivalent to tennis court lighting. Connie asked if the lights would tie into the current system? Brossett stated

**COMMUNITY CENTER AND PLAYGROUND  
DISTRICT 4 WARD 1  
MEETING MONDAY, AUGUST 21<sup>ST</sup>, 2023**

it will be a separate lighting system. David asked the Board their thoughts on controlling the lights like the current Musco system (schedule lights to turn on/off during certain times) or a manual timer switch. Richard expressed concerns about the manual timer switch. He suggested something like the Musco system so the lights will be scheduled to turn on/off during certain hours. By setting the lights to turn on/off it will help try to deter late night mischievous activities. David stated maybe there is a system that will allow the community to turn the lights on to use the courts but will have the capabilities to set when the lights can be turned on/off.

*Connie made a motion to authorize Brossett Architect to advertise for the Moss Bluff Recreation Pickleball Project, once the plans are finalized based on everything that was discussed. Seconded by Theo. Motion passed unanimously.*

Then Brossett presented the Board with the potential scope of work for the Moss Bluff Senior Center Repairs. The scope of work was based upon the insurance and FEMA documentation. The scope of work & A/E services will be to repair the existing Senior Center on Hwy 171. The building was damaged by Hurricane Laura/Delta and repair work will repair damage and provide improvements including new roof and exterior wall panels, new suspended ceiling tiles, insulation/and other items as may be identified as damaged and agreed to by all parties. Brossett stated the scope of work may change after he is able to evaluate the property. Bill Willis asked if Brossett will be able to determine after evaluating the property if it is worth repairing the damage or gutting the building and starting over. Brossett stated after he can evaluate the property, he will be able to make that determination. Bill Sommers asked once the construction starts, will the Senior Center activities be temporarily relocated or will they stop activities during the duration of the project. Bill Willis stated there is a possibility of the Senior Center being displaced, the Board will have to investigate other temporary locations that would have space to accommodate their needs. Connie stated the estimated construction time will be a factor, as well. Once Brossett can evaluate the property to determine the scope of work and the estimated time frame, the Board will have the necessary information needed to have a discussion to determine what will be needed to move forward. Bill Sommers stated our Seniors actively participate in activities at the Senior Center. He would like the Board to consider finding a possible temporary location to relocate them if they are displaced while repairs are being made. Locations such as churches, family life centers, VFW are possible temporary locations.

*Connie made a motion to give Brossett Architect permission for Architectural/Engineering Service Authorization for the Moss Bluff Senior Center Repairs assessment. Seconded by Theo. Motion passed unanimously.*

The Board recognized James Hearne - Coach of the Sam Houston High School Swim Team and Moss Bluff Marlins Swim Team. Hearne stated he would like to open the dialogue for a community swimming pool. The SHHS Swim team currently has 18 swimmers, last year they had 24 swimmers. The Moss Bluff Marlins have about 100 youth participants that swim every summer. The Marlins have 4 meets and a championship. They currently use McNeese, Spar, and Westlake pools for practice. Hearne stated a community pool would give our Moss Bluff swimmers a place to call home. He stated he has a small and big dream; small would be an 8-lane pool and a big dream would be a pool, basketball court and community center. He understands a pool would be a very large expense but wants to open the discussion to the possibilities and would love to help in any way possible. He stated it could make

**COMMUNITY CENTER AND PLAYGROUND  
DISTRICT 4 WARD 1  
MEETING MONDAY, AUGUST 21<sup>ST</sup>, 2023**

revenue. Hearne spoke with a CrossFit gym owner about the idea of a community pool. The gym owner stated CrossFit members would be interested in using the pool. Hearne stated he envisions a pool not only benefiting the swim team, baseball teams, football teams, and the growing Moss Bluff community. Bill Sommers asked what size pool 25m or 50m? Hearne replied ideally an L-shaped pool would be great, 25m on the short side (covered) and 50m on the long side. The swim team would need diving blocks and lane lines. David asked is it a requirement to have the pool indoors or covered to host a tournament/event? Hearne stated he would assume it was a requirement due to the state championship event is the weekend before Thanksgiving. Buta stated the temperature of the pool does matter depending on the events/activities. Bill Willis explained that a community center with a basketball court is in the future plans. The Board is very interested in looking at other activities to help diversify our complex. The Board asked Hearne to email his ideas for a pool such as lane size, depth of the pool, length of pool, and other possible requirements that may be needed.

**Previous Meeting Minutes:** Minutes for the July 17<sup>th</sup> & August 9<sup>th</sup>, 2023, meetings were presented to the Board.

*Connie made a motion to accept the July 17<sup>th</sup>, 2023, minutes. Seconded by Bill Sommers. Motion passed unanimously.*

*David made a motion to accept the August 9<sup>th</sup>, 2023, minutes with the date correction. Seconded by Theo. Motion passed unanimously.*

**Treasurers Report:** Richard presented the board with the Year-to-Date budget reports. Capital Account 773 was at \$1,392,615.43. Community Center maintenance budget item 774 was \$4,764,190.91 (the insurance funds were deposited in this account). Senior Center account 775 stood at \$978,643.49. The Board was reminded that some of the reports did not indicate the monies that were already allocated in awarded bids. Toni stated Sylvan Security (for additional cameras) were reclassified from the Capital Account 773 to the Maintenance Account 774, as requested. David asked should the insurance funds be transferred to the account that the projects were covered by? Richard stated the funds were deposited into the Maintenance Account per the Parish due to auditing and reporting purposes. The funds can be distributed to the appropriate account if needed with Board action. David wanted to reiterate that approximately 2.3 million currently in the Maintenance Account were funds used to restore/repair the facility from the Capital Account.

**Committee Reports:**

**Park:** Richard stated the thunderstorms about a month shorted out the blower to the sewage tank by the open-air gym. Booth Environment came out on Thursday to install the new blower. In preparation for the upcoming soccer and football season, we have been running the irrigation system at the Jones Road complex. M&M Lawn & Irrigation was called due to some brown spots in the grass found by our staff. They had to replace several station decoders, a bad solenoid, and a pressure switch & pressure gauge. They also stated one of the booster pumps may need to be replaced. M&M is now conducting an efficiency test on the whole irrigation system.

**COMMUNITY CENTER AND PLAYGROUND  
DISTRICT 4 WARD 1  
MEETING MONDAY, AUGUST 21<sup>ST</sup>, 2023**

**Office:** Richard stated some staff have scheduled vacation time, but this will not disrupt maintenance and preparation. The Louisiana Recreation and Park Association conference is set for November 14<sup>th</sup> – 16<sup>th</sup> in New Orleans, Louisiana. Bill Willis asked about updating the website. Richard stated he is currently working on updating the website with the upcoming new projects and status of current projects.

**Senior Center:** Richard informed the Board; the desk was installed today. We are currently looking for new desk chairs and a bench for the front as per their request. Bill Willis asked about the Senior Center sign. Richard stated all paperwork has been submitted. We are currently waiting for the proposal to be reviewed by the variance board since the Senior Center is in an overlay district.

**Old Business:**

**New Projects Update – Maintenance Shop, Field Repairs & Irrigation:** Update given earlier in the meeting.

**Soccer/Football Field Lighting Project:** No update currently. We are currently waiting for the electrical gear to arrive. The estimate for the electrical gear is Mid-October.

**Potential Projects Update: Pickleball, Bleacher Canopies, Senior Center, Playgrounds:** Pickleball, Canopies and Senior Center update given earlier in the meeting. Connie asked about playground ideas. Toni stated we are currently looking at 2 smaller playground areas to be located on each side of the complex by the baseball/softball fields. Also envisioning a larger playground area possibly located in front of the new pickleball court area. There are different playground surface area options such as poured rubber safety surface, rubber mulch or regular mulch. If playgrounds are located by fields, there will need to be a netting over the playground area for safety. The draft estimated cost for the small playgrounds starts at approximately \$40,000+ depending on the playground equipment, surfacing, and other necessary safety elements required. Bill Willis stated he would like to have playgrounds for the next baseball/softball season.

**Football/Soccer Update:** Bill Willis asked if the fields are ready for the upcoming leagues? Richard stated staff has filled areas with sand as needed. Bill Willis asked when will recreation Soccer begin. Richard stated Bobby Boom with Moss Bluff Youth Soccer League came to the office today to turn in paperwork. The soccer league will hold tryouts Saturday, August 26<sup>th</sup> and start practices next week. Connie asked about the arrangements with Calcasieu Soccer Club. Toni stated Moss Bluff Youth Soccer will run the same as past years with Calcasieu Soccer Club observing this year with possible changes with the league taken place next season.

Moss Bluff Youth Football has filled out and turned in all required paperwork for the upcoming season. The Football League has held on-site registration the past few Saturdays and is having a coaches meeting this week. Moss Bluff Youth Football League has pushed tryouts back a week due to low registration numbers. Football tryouts will now begin the week of August 28<sup>th</sup> with practices starting the following week. Connie asked who the president of the football league is. Richard stated Mike Synder is the president of the Moss Bluff Youth Football League. The football league lowered the

**COMMUNITY CENTER AND PLAYGROUND  
DISTRICT 4 WARD 1  
MEETING MONDAY, AUGUST 21<sup>ST</sup>, 2023**

registration fee from \$200.00 to \$130.00 for tackle football this year; with the option to rent equipment for \$30 a piece (helmet and shoulder pads) if needed. Flag football registration fees changed from \$100.00 to \$80.00, and cheer fees changed from \$75.00 to \$55.00 this year.

**FEMA/Hurricane Laura and Delta:** Richard stated we are continuing to move forward with FEMA.

**New Business:**

**Adopt Calcasieu Parish Millage Rates for 2023 Tax Year:**

RESOLUTION

BE IT RESOLVED, that the following millage(s) are hereby levied on the 2023 tax roll on all property subject to taxation by Community Center Playground District 4 of Ward 1:

<u>MILLAGE</u>	
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: 5

NAYS: 0

ABSTAINED: 0

ABSENT: 0

CERTIFICATE

I hereby certify that the foregoing is a true and exact copy of the resolution adopted at the board meeting held on August 21<sup>st</sup>, 2023, at which meeting a quorum was present and voting.

**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, September 18<sup>th</sup>, 6:00PM in an open-air conference room.

*Bill Sommers made a motion to adjourn the meeting. Seconded by Connie. Motion passed unanimously. 7:19PM*

Minutes recorded and reported by Toni Wilcox.