

**COMMUNITY CENTER AND PLAYGROUND
DISTRICT 4 WARD 1
MEETING MONDAY, OCTOBER 16TH,2023**

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

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

In attendance: David Brossett- Brossett Architect, Daniel Myers- Moss Bluff Youth Football, Cody White- Moss Bluff Little League, Gil Broussard, Scott Bailey, Keith Gray, William Wilcox, Mitch Robertson, John Todd, Toni Wilcox, and Richard Dow

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

Police Jurors Comments: No Police Jurors in attendance.

Visiting Guest Agenda Items: The Board recognizes David Brossett with Brossett Architect. Brossett stated the drawing has been revised as per the request made at the last meeting of the Pickleball Court Project. The rough estimated cost of the Pickleball Court Project is approximately \$300,000. David asked if we had the option to submit two options such as a 6-court option and a 4-court option. Brossett stated yes, we can have bid out two options. Connie stated we have put a lot of thought and time into the design of the courts and feels the 6-court option is good. Bill Sommers expressed concerns about moving forward with the Pickball Court Project. Bill Sommers would like to get more community feedback on the project. David asked if the bid comes in over the estimated cost of construction; does the Board have the option to decline the bid. Brossett stated if the bid total is over the estimated cost of construction the Board can decline the offer. If the bids come in below the estimated cost of construction, the Board would have a very limited opportunity to reject the offer. Gill Brossard asked where will the funds for the Pickleball Project come from? Bill Willis stated funds for the Pickleball Project would come from the Capital Account for improvements. Bill Willis explained the Board is looking at other activities such as pickleball to offer something for young adults to adults in our community. Scott Bailey asked if there was a possibility of an indoor gymnasium facility that could host basketball, volleyball, pickleball, wrestling, and many other activities. Bill Willis explained the Board has had discussions about a multi-purpose building; one of the major hurdles is funding. Rough estimates for a multi-purpose building are approximately \$2.5 million. Keith Gray stated Moss Bluff Recreational Basketball League struggles to get practice times at Sam Houston High School gym. Gray stated Moss Bluff Recreational Basketball League would benefit from a multi-purpose building. Broussard asked how many people have expressed interest in Pickleball? Bill Willis stated on the low side, he has had approximately 85 people express interest in Pickleball. White asked in relation to the other structures that were damaged and torn down such as playgrounds and batting cages, where are those on the priority list compared to Pickleball? Bill Willis explained Pickleball is on the top of the list, the Park has been focused and prioritizing the restoration of the baseball/softballs projects such as the new lighting system, fencing, dugouts, field reconditioning and irrigation system. The Board has prioritized projects based on youth sports, it's the vision to broaden activities available to reach young adults to adults of our community. Youth recreational participant league numbers have declined in some sports over the past several years. Gray suggested

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possibly setting up pickleball in the open-air gym as a trial to see if the community would benefit from pickleball courts.

Bill Willis made a motion to proceed with a bid packet for the Moss Bluff Pickleball Court Project. Seconded by Connie. Motion did not pass. 2 yays (Bill Willis & Connie) – 2 nays (Bill Sommers & David)

Brossett presented the Bleacher Canopies Project drawings to the board. The sidewalk repairs have been added to the scope of work as required. Connie asked what is the estimated cost for the Bleacher Canopies Project? Brossett stated the original approximate cost is roughly \$275,000. David asked what is the estimated construction time for the project? Brossett stated he would have to speak with the canopy companies to check the availability of the materials. David has concerns about the timeline of the project interfering with the Baseball/Softball season. White stated Moss Bluff Little League is projecting to have opening day towards the beginning of April, with practices starting at the beginning of March. Bill Willis stated he feels it might be best to table the Bleach Canopy Project until after the Baseball/Softball season but move forward with the purchase of the bleachers. Bayou Irrigation submitted an estimate for additional fill and sod at edges of concrete in various areas around the complex for \$11,392.00. Toni stated the Bayou Irrigation estimate is for dirt & sod work only. Bill Willis asked Richard is this something our maintenance staff can do with our equipment. Richard stated we have maintenance staff capable of doing the job if we have the proper equipment. Currently, the tractor is not working at full capacity. David asked about the concrete areas that need to be addressed. Toni asked the Board to refer to the Bleacher Canopy drawings on page A1.2 and A1.3; everything marked with a no. 1 is what is quoted from Bayou Irrigation. Richard stated he has concerns with the recontouring of the fields, we do not know where the natural washouts will be yet. David stated he would like to physically go out and look at the areas of concern before proceeding with the additional fill and sod at the edges of the concrete.

Connie made a motion to table the Bleacher Canopy Project. Seconded by Bill Willis. Motion passed unanimously.

David made a motion to table the change order for the additional fill and sod at edges of concrete in various areas around the complex. Seconded by Bill Willis. Motion passed unanimously.

Brossett presented the Board with the Moss Bluff Senior Center Repairs drawings. The scope of the work would consist of a new roof, new exterior panels, painting the walls in the bingo room, replacing flooring in the bingo room, and replacing the ceiling tiles in the bingo. Brossett expressed concerns about replacing and painting items in only the bingo room, it may cause the other areas to appear more dated. Bill Willis stated if we are going to do something there, we need to do it right. The Moss Bluff Senior Center participants' number are steadily increasing. David stated if we are having to temporarily relocate the Senior Center; then this is the perfect time to make all repairs needed to the whole facility. Bill Sommers asked what is the estimated construction time? Brossett stated the estimated construction time is approximately 6 months with the current scope of work. Connie asked does the kitchen have any repairs needed? Richard stated the suppression system fan is having

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issues. Brossett stated he will add the comments and request to the scope of work then send the revised drawings and scope of work once it has been completed for review.

Brossett updated the Board on the Field Repairs and Irrigation Project. Bill Willis asked if Bayou Irrigation will fill and smooth all the trenched areas. Brossett stated Bayou Irrigation will fill and smooth all the trenched areas. On the west side of the complex, the fields have been leveled, the irrigation system is fully operational, and the fields have been sprigged. The clay has been delivered but has not been installed on the west side yet. On the east side of the complex, all fields have been rough graded, finished leveling 2 fields, close to completing the irrigation system, and sprigging will begin once the final level is complete. They have started installing the clay around the bases on the east side fields. Bayou Irrigation goal is to be done by the end of October; at that time, we will be waiting on the establishment of the Bermuda grass on the fields. Brossett stated Bayou Irrigation estimate to overseed newly graded fields with athletic rye grass is \$9,078.00. David asked when would they over-seed with the athletic rye grass? Brossett stated they would overseed with athletic rye grass in November/December time frame. Brossett stated Bayou Irrigation submitted an estimate to install (2) new booster pumps for the irrigation system in new locations in lieu of installing at existing locations for \$19,268.00. Bayou Irrigation will provide new conduit and wiring to bring power to new booster pumps. The existing power had been cut underground. Richard explained one of the old booster pumps was located by field 10 (next to the BBQ area) and the other old booster pump was located by old field 6. Relocating the new booster pumps will give the new system Wi-Fi access and shorten the distance needed to get power. Bill Willis asked why this was not considered in the original scope of work. Brossett stated he did not realize the power was not operational. David stated this estimate is only to relocate the new booster pumps. The actual new booster pump cost is part of the original bid and scope of work. David explained there are two options to leave the boosters in the existing locations and run power to them or relocate the boosters to the new suggested locations which will be closer to power.

David made a motion to accept the change order to over-seed newly graded fields with athletic rye grass for \$9,078.00. Seconded by Bill Sommers. Motion passed. 3 yays (Bill Willis, Bill Sommers, & David) – 1 abstain (Connie)

David made a motion to accept the change order to install (2) new booster pumps for the irrigation system in new locations in lieu of installing at existing locations. Bayou Irrigation will provide new conduit and wiring to bring power to new booster pumps. For the total of \$18,268.00. Seconded by Bill Willis. 3 yays (Bill Willis, Bill Sommers, & David) – 1 nay (Connie)

Brossett updated the Board on the Moss Bluff Maintenance Shop Repairs Project. Brossett stated all materials have been ordered. We have a construction meeting with K&J Development of SWLA tomorrow to get updates on this project.

Previous Meeting Minutes: Minutes for the September 18th & September 26th, 2023, meetings were presented to the Board.

Bill Willis made a motion to accept the September 18th, 2023, minutes. Seconded by Bill Sommers. Motion passed. 3 yays (Bill Willis, Bill Sommers, & Connie) – 1 abstain (David)

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David made a motion to accept the September 26th, 2023, minutes. Seconded by Bill Sommers. Motion passed. 3 yays (Bill Willis, Bill Sommers, & David) – 1 abstain (Connie)

Treasurers Report: Richard presented the board with the Year-to-Date budget reports. Capital Account 773 was at \$1,361,474.12 with encumbrances at \$363,926.25. Community Center maintenance budget item 774 was \$4,659,748.02 (the insurance funds were deposited in this account) with encumbrances at \$131,332.00. Senior Center account 775 stood at \$963,983.79. The Board was reminded that some of the reports did not indicate the monies that were already allocated in awarded bids. Richard stated at the November meeting amendments to the current budget as well as the review of the 2024 budget will be discussed.

Committee Reports:

Park: Richard stated Mike Snyder, President of Moss Bluff Youth Football League resigned on September 27th, 2023. Snyder has been President of the league since June, 2018. Daniel Myers has stepped up to the President position for Moss Bluff Youth Football League. Daniel Myers has been on the Moss Bluff Youth Football Board as vice-president and equipment manager. Myers is currently working on filling board member positions, reviewing the by-laws, and conducting an audit of the league's account. Cody White, President of Moss Bluff Little League stated board elections and setting the upcoming season dates will take place at the meeting on October 25th. Richard stated Moss Bluff Youth Soccer League received a donation from Diamond Lumber of wood for benches and Sam Houston's FFA Agriculture Department built the benches for the League.

Office: Richard stated the Louisiana Recreation and Park Association conference is set for November 14th – 16th in New Orleans, Louisiana. Richard presented the Board with an A-1 American Fence quote. As requested, a quote for the fencing at the Jones Road Complex area is provided. Currently, we have installed No Parking Signs and flagged off the area. This appears to be working; there have only been a handful of people not obeying the signs. Richard stated he does not feel installing a fence in the area is necessary. Bill Willis asked why a green coated fence was quoted. Richard stated he is not sure but can get a quote for a regular fence. At the Main Complex on field 10, maintenance and other parties with large equipment cannot access the field due to the location of the gate. Bayou Irrigation had to ask that the fencing material and one of the support poles be removed to allow their tractors and equipment to gain access to the field. With the fencing material currently peeled back, this is the time to decide to put in a new gate that will allow access in the future. On field 11, we currently do not have access to the light pole. This has created troubles when needing access to the pole as well as to clean trash and vegetation. That fence has been held together with zip ties and we need a walk-through gate for processional access. The gate and fencing behind field 7 were destroyed during the Hurricanes. We had to place a temporary fence there during the Little League season as we had safety issues regarding vehicles parking behind fields 8 and 10. The fence and gate will run from field 7 to the corner with a gate for ambulances, maintenance vehicles, and equipment. Bill Willis asked what the cost of a pipe gate would be, like we had there in the past. Richard explained the park would be more secure with a regular gate vs. the pipe gate. Bill Willis asked about the fence from the drainage ditch to the maintenance area. Richard stated the property owner has

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expressed he will have a fence installed by the end of the year. Bill Willis requested to get a quote on fence from the drainage ditch to the maintenance area. Richard stated the other area of concern is the Buddy Ball parking area. Last year during Little League season, this area had some trouble keeping people driving around the gate and parking field 4. Adding fencing and a gate will help secure the areas behind field 5 and field 4. White stated this upcoming year, they will have a board member present to open and close the buddy ball gate. White stated last year the code was given out to people to open the buddy ball gate, but moving forward only board members will have gate codes. Bill Willis asked if any other companies were contacted about the fencing quote. Richard stated Delta Specialty Contractors submitted a quote which was much higher.

David made a motion to accept the A-1 American Fence proposal for the field 10 gate to gain access to the field with equipment for \$2,600.00. Seconded by Bill Sommers. Motion did not pass. 2 yays (Bill Sommers & David) – 2 nays (Bill Willis & Connie)

David made a motion to accept the A-1 American Fence proposal for the field 11 gate to gain access to the light pole and our property for \$1,000.00. Seconded by Bill Sommers. Motion passed. 3 yays (Bill Willis, Bill Sommers, & David) – 1 nay (Connie)

David made a motion to table the A-1 American Fence proposal for the maintenance access behind field 7 with the request to get an estimate for a pipe gate. Seconded by Bill Sommers. Motion passed unanimously.

No Motion was made for the A-1 American Fence proposal for the Buddy Ball fence and gate.

Senior Center: Richard stated the Senior Center required two metal carts to assist in different areas around the center. The carts have been put together and delivered to the Senior Center. As requested at the last meeting, Richard sent the Board color options for the Senior Center sign. Richard stated the two most popular color schemes were option#4 (black and red) and option#6 (grey and purple). Acme Sign Company suggested option#4 (black and red).

David made a motion to go with option #4 the black and red color scheme. Seconded by Bill Sommers. Motion passed unanimously.

Capital Planning: Update given earlier in the meeting.

Old Business:

Maintenance Shop, Field Repairs & Irrigation: Update given earlier in the meeting.

Turf Irrigation & Reconditioning: Update given earlier in the meeting.

Soccer/Football Field Lighting Project: Richard stated the Parish has granted the permit to allow Beauregard Electric to install the pole. Beauregard Electric has sent notification of the permit. Currently, we are awaiting Beauregard Electric to install the pole.

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Upcoming Projects Update: Pickleball, Bleacher Canopies & Senior Center Repairs:
Update given earlier in the meeting.

FEMA/Hurricane Laura and Delta: Richard stated the Sulzer Group is working with the District on a plan to move forward with FEMA with the information that is available. They are working on allocating the funds towards projects to best coordinate the insurance fund.

Commissioner's Comments: Connie stated she would like the agenda go back to what used to be in the past with conducting the Parks business first then addressing any guest business. Connie feels this may be more helpful to the community to hear about the Park business first. 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, November 27th, 6:00PM due to the holiday in an open-air conference room.

Bill Sommers made a motion to adjourn the meeting. Seconded by David. Motion passed unanimously. 8:02PM

Minutes recorded and reported by Toni Wilcox.