

**COMMUNITY CENTER AND PLAYGROUND
DISTRICT 4 WARD 1
MEETING MONDAY, DECEMBER 18TH, 2023**

The meeting was called to order by Bill Willis at 6:02pm.

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

In attendance: Madison Sommer, Brittany Phillips, Mitch Robertson, John Todd, Toni Wilcox, and Richard Dow

Prayer/Pledge: Prayer was led by Bill Willis; followed by the Pledge of Allegiance by board members.

Previous Meeting Minutes: Minutes for the November 27th, 2023, meetings were presented to the Board. Bill stated on page 3 surfaces needed to be changed to services. *David made a motion to accept the November 27th, 2023, minutes with the revisions. Seconded by Theo. Motion passed unanimously.*

Police Jurors Comments: No Police Jurors in attendance.

Treasurers Report: Richard presented the board with the Year-to-Date budget reports with last week's account balances. Capital Account 773 was at \$405,590.37. Community Center maintenance budget item 774 was \$1,602,652.77. Senior Center account 775 stood at \$1,312,279.60. The Board was reminded that some of the reports did not indicate the monies that were already allocated in awarded bids. Bill W. asked about Red Sticks Sports. Richard stated Red Sticks Sports was the purchase of field maintenance paint. Bill W. asked about Epic Sports. Toni stated Epic Sports was to purchase two full size soccer goals, soccer goals nets, and soccer flags.

Committee Reports:

Park: Richard stated the Knights Soccer (Homeschool) Team is using the Jones Road Complex for practices and games through January. Maintenance staff have started filling in low areas and fixing yellow toppers at the Main Complex. Moss Bluff Little League had a Board work today this past weekend to organize and begin getting ready for the upcoming season. We have been able to confirm that a 4 row, 15' low rise bleacher will fit behind the backstop areas. The Board was presented with a quote from BSN Sports for ten bleachers. David asked who will be assembling the bleachers. Richard stated the maintenance staff will be assembling the bleachers. David stated the one bleacher behind the backstop at each field worked well last season.

David made a motion to accept the BSN Sports quote for (10) 4 rows, 15' low rise bleachers. Seconded by Connie. Motion passed unanimously.

Bill stated he noticed the property owner that is currently building a fence has left a gap, is his expectations to put a gate there? Richard replied yes, the property owner intends to install a gate. The property owner is building back what he had previously before the fence was damaged by the hurricanes. Bill W. stated he has concerns about the property owners' access to the facility.

Richard presented the Board with playground equipment quotes from Kincade Recreation (Miracle). The quoted prices are only good until December 29th, 2023. The installation fee is 30% of the equipment. The quotes have two options for surfacing. The first option is wood fiber (mulch). The second option is synthetic turf surfacing. Also

**COMMUNITY CENTER AND PLAYGROUND
DISTRICT 4 WARD 1
MEETING MONDAY, DECEMBER 18TH, 2023**

quoted are four sensory panels to be added to the bottom of the playground system. Playgrounds can also provide a variety of opportunities for sensory play for kids on the autism spectrum or with a sensory processing disorder. The playgrounds will be earth tone colors. Connie asked about the footprint of the playgrounds. David stated based upon google maps measuring tools, the playgrounds are relatively close in size to what we had before. Brittany Phillips with Moss Bluff Little League asked about possibly considering rubber mulch instead of wood mulch. After speaking with Tracey from Kincade Recreation, the rubber mulch is approximately 3x's the cost of wood mulch. The wood fiber would be approximately 12" deep and rubber fiber would be approximately 6" deep. The turnaround time is approximately 12 weeks and installation will take approximately a week. Madison Sommers with Moss Bluff Little League stated she has concerns about where the old playground on the westside was located. After discussion, the east playground location will be behind field 1 & 2 by field 4 and the west playground location will be by field 9. The Board agreed to have System 1 on the west side and System 2 on the east side.

Connie made a motion to accept the Kincade Recreation – Miracle quotes with rubber mulch surfacing for System 1 for \$100,407.06 and System 2 for \$68,674.06. Seconded by David. Motion passed unanimously.

Office: Richard stated we are working with the Parish to submit invoices and information to close out the year. Theo suggested purchasing AED (Automated External Defibrillators) for each of the facilities. Madison Sommers suggested getting with Acadian Ambulance about getting the AED machines.

Senior Center: Richard stated the Senior Center had their Christmas/Birthday Meal last Friday. They had a fantastic turnout with approximately 104 attendees. Bill W. asked about the security light. Toni stated the outage has been reported to BECI. Richard stated the Senior Center staff asked if the new sign could say "Moss Bluff Activity Center". After discussion, the Board would like the name to remain the same (Moss Bluff Senior Center).

Old Business:

Maintenance Shop Repairs Project: Richard stated construction has begun. K&J Development LLC is the contractor. The total construction cost is \$271,800.00. The project metal roof and walls panels will be delivered mid-January 2024. Major work will begin after receipt, so the building is not left unprotected and open to the weather.

Turf Irrigation & Reconditioning Project: Richard stated Bayou Irrigation will be returning in January to evaluate the fields. The baseball/softball fields are closed, and signage has been posted on each of the fields. The Moss Bluff Recreation Field Repairs substantial completion have been signed and filed with the Clerk of Court.

Soccer/Football Field Lighting Project: Richard stated the Football Field Lighting Project substantial completion has been signed and filed with the Clerk of Court. David asked if the new lights are the same at the Main Complex. Richard stated the lights are the same and the current system operates both facilities Musco lights.

**COMMUNITY CENTER AND PLAYGROUND
DISTRICT 4 WARD 1
MEETING MONDAY, DECEMBER 18TH, 2023**

Upcoming Projects Update: Pickleball, Bleacher Canopies, Batting Cages & Senior Center Repairs: Richard stated Brossett sent a status report for the Senior Center Repair project. This project is to repair damage from Hurricane Laura/Delta. A list of proposed renovation work has been developed for review in addition to the proposed damage repair work. We are waiting for FEMA to review the scope of work before moving forward with the project design.

Richard read Brossett status report in reference to the Pickleball Court project. The project would construct a total of 4 pickleball courts with an added alternate to build an additional 2 courts. The courts will be fully fenced in and include court lighting for nighttime use. The available funds for construction as approved are \$250,000.00. Future alterations can convert the courts to tennis courts. One tennis court would require three pickleball courts for proper conversion. A motion was made at the last meeting to move forward with the pickleball project.

Richard read Brossett status report on the Bleacher Canopies project. The design drawings for the project to install new canopies on 9 fields are complete. Field 11 is not included in the project. Various areas of new concrete repair and replacement work are included in the drawings. The new canopy system extends from the 3rd base dugout to 1st base dugout and fully around the backstops. Construction cost is estimated to be \$850,000.00. Brossett is waiting for final Board approval to prepare a bid package. This project was tabled at the last meeting due to concerns about having construction during the upcoming baseball/softball season and pending FEMA review.

Richard read Brossett status report about the Batting Cage project. This project is to replace the previous batting cages that were damaged by Hurricane Laura/Delta and removed. The new batting cages will be a 3 bay batting cage and a 2-bay batting cage. Facilities to be fully lit for nighttime use. Construction estimate is \$251,663.00. Final location within site yet to be determined. This project was tabled at the last meeting due to concerns about having construction during the upcoming baseball/softball season and pending FEMA review. Connie asked about the lighting in the batting cages. David explained the lights are on a timer switch. Bill asked about possibly reducing the 5' border around the batting cages to help reduce the footprint. David wants to confirm the batting cages will have turf surfacing.

New Business:

CCPD4W1/ CPPJ 2023 Budget Amendment: Richard presented the Board with the 2023 Budget Amendments suggested by the Parish. Connie asked about the FEMA reimbursement line item that was received in November. Richard stated he will contact the Sulzer Group to get more information about the FEMA reimbursement. Bill asked about the Repairs & Maintenance – Building line item. Richard stated that covers all the Main Complex and Jones Road Complex.

Connie made a motion to accept the proposed 2023 budget amendment as presented. Seconded by Theo. Motion passed unanimously.

2024 Budget Review and Adoption: Richard presented information about the highlighted line items the Board asked him to review at the last meeting. Bill W. asked to adjust the playground amount according to the recently approved proposals. Bill W. asked about Capital Equipment. Richard stated to purchase (1) tractor with accessories, (1) Side by Side, (1) Lawnmower, and pop-up items. Bill W. asked to remove the pop-up item amount from the budget. Bill W. asked about the 775 Capital

**COMMUNITY CENTER AND PLAYGROUND
DISTRICT 4 WARD 1
MEETING MONDAY, DECEMBER 18TH, 2023**

Improvements building repairs. Richard stated the 775 Capital Improvement is for the Senior Center repairs per Brossett Architects estimate. Connie asked about the 775 CCOA line item. Richard stated that is reimbursement to CCOA.

David made a motion to accept the 2024 budget with the adjustment to the (773) Capital Improvement for the playground line items to match the approved proposal and to remove the (773) Equipment pop-up line item. Seconded by Connie. Motion passed unanimously.

Election of Board Member Roles: The Board began nominations for the organizational roles for the Board of 2024.

- David nominated Bill Willis for President. Bill W. accepted the nomination. *Board unanimously voted Bill Willis as President.*
- Theo nominated David Nixon for Vice President. David accepted the nomination. *Board unanimously voted David Nixon as Vice President.*
- Connie nominated Theo for Secretary. Theo declined the nomination.
- David nominated Connie Hoffpauir for Secretary. Connie accepted the nomination. *The board unanimously voted Connie Hoffpauir as Secretary.*

Guest Business: Madison Sommers stated will be speaking with the Calcasieu Soccer Club about getting things set up for next season. Madison asked if the fields at the Jones Road Complex will be resurfaced. Bill W. stated resurfacing the fields has been discussed but no official plans have been made for this upcoming year. David asked if it is Calcasieu Soccer Club's intent to have a spring soccer season this year. Madison stated due to the transition; they will not have a spring soccer season this year. In 2025, they will possibly have a spring and fall recreational soccer season.

Brittany Phillips asked about the plans moving forward for Moss Bluff Recreational Football. Richard stated we intend to move recreational football to field 3 under the new lights. Brittany stated they are still waiting for the competition of the audit before making any financial decisions for the Moss Bluff Recreational Football League.

Madison Sommers stated Little League would like to get the shed insulated and install a mini-split to help preserve equipment. Richard stated the Little League shed does have power now. Bill W. stated these needs must be brought to the Boards attention so the Park can address the issues.

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, January 22nd, 6:00PM in an open-air conference room. Meeting moved to avoid conflict with the Martin Luther King Day holiday & secure quorum.

Connie made a motion to adjourn the meeting. Seconded by David. Motion passed unanimously. 8:11PM

Minutes recorded by and reported by Toni Wilcox.