

**COMMUNITY CENTER AND PLAYGROUND
DISTRICT 4 WARD 1
MEETING MONDAY, JANUARY 22ND, 2024**

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

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

In attendance: David Brossett – Brossett Architect, Cody White – Moss Bluff Little League (President), William Wilcox, Mitch Robertson, Toni Wilcox, and Richard Dow

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

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

David made a motion to accept the December 18th, 2023. Seconded by Bill Sommers. Motion passed unanimously.

Police Jurors Comments: No Police Jurors in attendance.

Treasurers Report: Richard presented the board with the Year-to-Date budget reports. Capital Account 773 was at \$1,439,533.60. Community Center maintenance budget item 774 was \$3,885,828.38. Senior Center account 775 stood at \$961,121.19. The Board was reminded that some of the reports did not indicate the monies that were already allocated in awarded bids. Bill Willis asked about the M&M Lawn & Irrigation invoice. Richard stated M&M Lawn & Irrigation repaired a leak at the Jones Road facility between fields 4 & 5. Bill Willis asked about the \$2,705.92 BECI invoice. Toni stated the covers the Main Complex and Jones Road facility. Bill Willis asked about the fuel invoice. Toni stated the larger invoice was for the off-road diesel tank.

Committee Reports:

Park: Richard stated preparation for the upcoming Little League season is underway. Little League has expressed concerns about the brick wall backstops. Richard stated he is currently looking into options for backstop padding. The Knights Soccer (Homeschool) Team is using the Jones Road Complex for practices through January. The Knight Baseball (Homeschool) has started practicing at the Jones Road Complex. The Football/Soccer Lighting project is complete, awaiting the 45-day clear lien to close out the project. The open-air gym basketball courts have had a lot of activity in the past month with the upcoming recreational basketball season starting soon. Bayou Irrigation came to evaluate the facility. They stated the fields are looking good. They have turned the irrigation system off currently due to the weather conditions. Richard stated the bleachers will be delivered tomorrow and staff will be assembling them pending weather.

Bill Willis stated he spoke with Bob Kleinschmidt, Assistant District Attorney, about the neighboring property owner building a fence with access to the facility. Bill Willis asked if there was any documentation of any conversation or documents on file in reference to allowing property owners to have access to the facility. Richard stated he had not found anything on file, but the property owner has stated in previous conversations he got permission in the past from former Board Members. Bill Willis stated Kleinschmidt suggested we speak to the property owner about his reasons/intentions for needing access to the facility. The District has concerns that if

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the property owner comes on the facility with any chemical substances and/or damages property the property owner will be full liability to clean/repair the facility.

Office: Richard stated due to the cold weather, the west restroom at the Main Complex had a pipe bust. Able Plumbing repaired the broken pipes. Booth Environmental had to pump out a tank at the Main Complex by the open-air gym. Bill asked about the playground equipment. Toni stated the playground equipment should be delivered around the third week of February. Richard presented the Board with a quote from Cintas for Automated External Defibrillator (\$130.50 per month per machine). Cintas would perform monthly maintenance on the machines, check the pad and battery life, software upgrades, and ongoing LifeReady 360 support for medical direction, tracking, registration with EMS and post-event guidance. Each site will be visited by a Cintas Service rep to audit and check each AED to ensure they're in working order at all times. Cody White stated monthly checks on the AED are not necessary, but he emailed Acadian Ambulance to see about sponsoring AED machines for the facilities. Bill Willis would like to reach out to other vendors for quotes on AED's. Cody White stated he is looking into hosting a CPR class for Little League coaches but would be open to offering a CPR class to the community if the Board wishes. Bill Willis stated he feels CPR classes may be a good way to offer something to the community.

Senior Center: Richard stated the new Senior Center sign is ready to be installed, pending weather. All the outside lights at the Senior Center are now working.

Old Business:

Maintenance Shop Repairs Project: Brossett stated the roof and wall panels have been delivered and waiting on no rain to begin the metal work. Major work will begin after clear weather, so the building is not left unprotected and open to the weather. Richard stated they started removing the gutters today. The projected completion date is March 20th, 2024. Brossett stated pending weather they may have the project completed at the end of February.

Upcoming Projects Update: Pickleball, Bleacher Canopies, Batting Cages & Senior Center Repairs: Brossett stated the Senior Center Repair 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. On the scope of work, the exterior and interior work listed is related to the hurricane damage. The alternate no.1 is to remove the remaining existing ceiling tile and associated insulation on top of tiles throughout the remaining building. Install new tiles at all lay in ceiling systems. David asked approximately what percentage of the ceiling tiles covered under the original scope vs. the alternate no.1. Brossett stated approximately 50% is covered under the original scope of work. The Board agrees that the Alternate No.1 would be a good enhancement for the Senior Center. David stated he would like to get an estimate for all the possible upgrades listed on the proposed scope of work. The only possible upgrade that would need more discussion and feedback would be for a new outdoor covered sitting area. Brossett explained the new outdoor covered sitting area would be a new covered pavilion area for members of the Senior Center to have an area to do

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outdoor activities. The Board asked Brossett to move forward with an estimate on the items listed on the proposed scope of work.

Brossett stated 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. Advertising will begin on January 26th. We will receive bids on February 21st.

Brossett stated 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 1st base dugout to 3rd base dugout and fully around the backstops. Construction cost is estimated to be \$850,000.00. This project was tabled in a previous meeting due to concerns about having construction during the upcoming baseball/softball season and pending FEMA review. Richard expressed concerns about not moving forward with the canopy project. Toni explained reducing the number of canopies per field would help reduce the construction cost. The proposed drawing has 40 canopies dugout to dugout. Reducing the number of canopies from 40 to possibly 11 to 18 canopies would help reduce the construction cost with the option to add more canopies in the future. Each canopy fully installed is estimated to cost approximately \$20,000.00 per canopy. Bill Willis stated he has concerns about the estimated cost of the canopy project (\$850,000.00) and there has been a significant amount of funds spent on the baseball/softball complex. The Board would like to hold off on moving forward with the canopy project until FEMA has completed their review.

Brossett presented the Board with the revised batting cage drawings per request made at the last meeting. 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. After discussion, the Board would like to have the 3-bay batting cage by field 9 and the 2-bay batting cage by the old field 6. Bill Willis asked about reducing the 12' batting cage. David stated after researching batting cages in our area, 12' is the standard and minimum size for a batting cage. Reducing the size of the batting cage would raise safety concerns. Bill Willis asked if there would be a way to possibly add a third bay to the 2-bay in the future. Brossett stated it would be hard due to the heights, angles, and other issues. David asked if we had the option to possibly bid the cage as a 2-bay with the alternate for a 3-bay on the eastside. Brossett stated as part of the bid package, we can have an alternate scope of work for a 3-bay batting cage as an option for the 2-bay batting cage.

David made a motion to authorize Brossett Architect to move forward with a bid package for (1) a 3-bay batting cage and (1) 2-bay batting cage as presented in the drawings. An alternative option for a 3-bay batting cage in the place of the 2-bay batting cage on the eastside. Seconded by Bill Sommers. Motion passed unanimously.

FEMA/Hurricane Laura and Delta: Richard stated Chris Solera with the Sulzer Group and himself have done their due diligence in giving FEMA the requested information. There are approximately 6 items stuck on someone's desk at FEMA. FEMA has recently gone through another staffing transition with program managers

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and other staff. Then it takes the new program manager a few months to catch up with all the projects before moving forward.

Guest Business: The Board recognized Cody White with Moss Bluff Little League. White stated Little League practices are projected to begin on Monday, February 19th with games starting on Monday, March 18th, and opening day on Saturday, March 23rd. He stated the number of registered players is consistent with last year but wee ball numbers being the only league that's lower. White stated as of today, they have 380 players registered (125 softball, 213 baseball, 42 wee ball). The last onsite registration is Saturday, January 27th.

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, February 19th, 6:00PM in an open-air conference room. *David made a motion to adjourn the meeting. Seconded by Bill Sommers. Motion passed unanimously. 7:05PM*

Minutes recorded by and reported by Toni Wilcox.