

**COMMUNITY CENTER AND PLAYGROUND
DISTRICT 4 WARD 1
MEETING MONDAY, MARCH 18TH, 2024**

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

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

In attendance: David Brossett – Brossett Architect, Shannon Spell – Spell Structural Consulting, LLC, William Wilcox, Mitch Robertson, Toni Wilcox, and Richard Dow

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

Previous Meeting Minutes: Minutes for the February 19th, 2024, meeting were presented to the Board.

Connie made a motion to accept the February 19th, 2024 minutes. Seconded by David. Motion passed unanimously.

Police Jurors Comments: Richard stated Darby Quinn (Police Juror – District 1) would like to see the Boards vision for the next three, five, and ten years for Moss Bluff Recreation.

Treasurers Report: Richard presented the Board with the Year-to-Date budget reports. Capital Account 773 was at \$2,327,401.64 with the encumbrances at \$364,914.87. Community Center maintenance budget item 774 was \$4,341,715.08. Senior Center account 775 stood at \$1,152,215.23 with the encumbrances at \$23,864.84. The Board was reminded that some of the reports did not indicate the monies that were already allocated in awarded bids.

Committee Reports:

Park: Richard stated we have been preparing the Main Complex for the Moss Bluff Little League season. Tonight is the start of league games with Opening Day set for Saturday, March 23rd. Moss Bluff Little League requested approval to land a military helicopter at the Main Complex on Opening day to be present as a static display. After conversation with legal representation and correspondence from the underwriter of the district's property insurance, the request was denied. The underwriter will not insure against any liabilities or injuries that may occur. Therefore, legal has determined that there is no sure way to protect the district in the rare yet still plausible chance of some sort of property or personal damage from the risks of landing and taking off with vehicles and onlookers, or the surrounding community homes. Richard stated Kincade Recreation has installed the two new playgrounds at the Main Complex and they are open for play! Richard stated we have received one of the John Deere X570 tractor mowers. Sunshine Equipment will deliver the second John Deere X570 tractor mower this week. Richard stated Sylvan Security has reinstalled the cameras in the maintenance shop with the completion of the repairs. Abell & Son, Inc. repaired the hydraulic issues and replaced some leaking hoses on the tractor. We have requested a quote for air filters, oil, and other items needed to service the tractor.

Richard stated the one working Kubota mower we had, stopped working last Friday. Abell & Son's quote to make the repairs needed for the Kubota mower is \$5,880.69. The Kubota mower is approximately 12 years old. Richard presented the Board with quotes for a John Deere Z994R 60" and a John Deere Z994R 72". The

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difference in the quotes is between air tires (pneumatic) and plastic tires (tweel). The air tires are better for grass, but the other tires shouldn't have issues with nails or metal they may pick up. Richard stated he feels purchasing two new Ztr's is the better option rather than spending \$6,000.00 to repair the existing mower. While making the repairs needed to the Kubota mower would be good, the rest of the machine is over 12 years old and there are still issues with motors and other parts. David asked if the existing mower was diesel. Richard stated yes, the Kubota is diesel. David stated he has noticed more entities and commercial businesses are going with the tweel tires. Bill W. asked where the zero turn mowers will be used. Richard started the common areas at the Main Complex and the Jones Road Complex. Robertson expressed concerns about having the manpower to mow the complexes. The 72" mower would make mowing easier with few passes. The 60" mower may be better for tighter spaces.

David made a motion to accept the Sunshine Quality Solutions quote for (1) Z994R 60" Diesel Tweel and (1) Z994R 72" Diesel Tweel Lawn Mowers for \$37,071.54 with an amendment to purchase (2) shade canopies; not to exceed a total of \$41,000.00. Motion was seconded by Connie. Motion passed unanimously.

Office: Richard stated the Westaff temporary worker is doing very well. The backstop padding was ordered after the last meeting, with a ship date of March 27th. Richard stated he would like to have a discussion regarding charging tournament teams a monthly fee for use of the fields. There are ten tournament teams practicing currently at the main complex. Currently, tournament teams are required to submit a \$200.00 damage deposit which is reimbursed at the end of their season. Bill W. asked what does other parks require for tournament teams to practice? Richard stated he does not have all the details of the requirements for other recreational districts in reference to tournament teams but will get that information. Connie asked when the best time frame would be to possibly make changes for tournament teams. Toni stated around August/September is when the new season for tournament teams begins. David stated if any changes are made to the tournament team requirements, teams will need to be educated in the June timeframe, so they are able to budget accordingly. The Board expressed concerns about the parking issues of big trucks and trailers.

Senior Center: Richard stated Acme Sign LLC has installed the new LED Senior Center sign.

Capital Planning: Bill W. stated Brossett sent ideas for capital planning projects a few months ago. He asked the Board to review those options and be prepared to come to the next meeting ready to discuss the future vision for possibly upcoming capital planning projects. David stated he will email the master copy of the capital planning projects that was previously started to the Board.

Old Business:

Maintenance Shop Repairs Project: Brossett presented the Board with the Maintenance Shop Repairs Project Recommendation of Acceptance with the punch list. Brossett stated the contractor has been provided with the list; they have begun working on items listed on the punch list. The Contractor has 45 days to complete the punch list.

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Connie made a motion to accept the Maintenance Shop Repairs Project - Recommendation of Acceptance as presented. Seconded by David. Motion passed unanimously.

Review of the Pickleball Court Bids: Brossett presented the Board with the Pickleball Court Project bid tabulation sheet from the bids that were received on Wednesday, February 21st, 2024. The pickleball project would construct a total of 4 pickleball courts with an added alternate to build an additional 2 courts. All base bids were over the award of contract (AFC) of \$250,000.00. Gunter Construction Inc. had the lowest base bid at \$293,000.00 with the alternate scope of work at \$143,800.00. Connie stated she has had people reach out to her very interested in the pickleball courts. She would like to move forward with the alternate scope of work to construct 6 pickleball courts. David stated he also had good feedback from people interested in pickleball. Connie asked about the estimated construction time. Brossett stated the construction time is set at 181 days.

Bill W. made a motion to adjust the AFC to accept Gunter Construction Inc. base bid of \$293,000.00 and the alternate scope of work for \$143,800.00, totaling \$436,800.00. Seconded by Connie. Motion passed unanimously.

Upcoming Projects Update: Batting Cages & Senior Center Repairs: Brossett stated he will be meeting with Richard this week to discuss suggestions for the Senior Center Repairs.

Brossett stated the advertisement for the Batting Cages will begin next week. The new batting cages will be a 3-bay batting cage on the west side and a 2-bay batting cage with an alternative option for a 3-bay batting cage in place of the 2-bay batting cage on the east side.

FEMA/Hurricane Laura and Delta: Richard stated we are continuing to work with FEMA. A resolution needs to be made soon due to the upcoming Parish audit. The last few meetings have been good.

Guest Business: The Board recognized Shannon Spell with Spell Structural Consulting, LLC. Spell stated he has 28 years of engineering experience. Spell has performed engineering duties either independently as a licensed professional engineer or under the supervision of licensed engineers including detail engineering of steel and concrete structures, shallow and deep foundations, timber or wood structures, light gauge metal framing, and water or soil retaining structures. Spell explained he offers a unique blend of experience that includes expertise in construction, engineering, and project management. Spell Structural Consulting, LLC can provide reliable budget estimates, planning tools, engineering expertise, and additional project management support from either a long-term planning perspective or day to day activities in service of the needs and interests for the Community Playground District. David asked with project management experience, if the District wanted to build a building with architectural services, would that be a service he offers. Spell stated his strength is engineering but with project management, he would build a team of professional services needed to complete the project.

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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, April 15th, 6:00PM in an open-air conference room.

Connie made a motion to adjourn the meeting. Seconded by David. Motion passed unanimously. 7:08PM

Minutes recorded by and reported by Toni Wilcox.