

# COMMUNITY CENTER AND PLAYGROUND DISTRICT 4 OF WARD 1 MEETING MONDAY, DECEMBER 9<sup>TH</sup>, 2024

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

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

**In attendance:** Parker Cole – Hunter, Guillot, & Associates, Justin Schroeder – Hunter, Guillot, & Associates, Ernest Broussard – Hunter, Guillot, & Associates, William Wilcox, Mitch Robertson, Krystan Statum, and Toni Wilcox

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

**Previous Meeting Minutes:** Minutes for November 18<sup>th</sup>, 2024, meetings were presented to the Board.

*Connie made a motion to accept November 18<sup>th</sup>, 2024, minutes with the correction. Seconded by Bill Sommers. Motion passed unanimously.*

**Treasurers Report:** No treasurer report was available due to moving the meeting forward a week.

## **Committee Reports:**

**Park:** Toni stated Moss Bluff Little League has opened registration for the upcoming season and tentatively scheduled practices in February. David mentioned that he received public feedback requesting the pickleball court lights remain on until 11:00pm instead of 10:00pm. After discussion, the Board agreed to extend the court lighting hours to 11:00pm. David noted that the pleasant weather has led to high usage of the courts. He also remarked that the emerging pickleball community is a very welcoming and cooperative group.

**Office:** Toni noted she attended the Louisiana Recreation & Park Conference in Lafayette, LA. Bill W. expressed interest in exploring a National Recreation & Park Conference for the future. Connie inquired about the water fountains, and Toni responded that they are currently obtaining quotes for the repairs.

**Senior Center:** Toni reported that the Moss Bluff Senior Center is having December's birthday/Christmas meal on Friday, December 13<sup>th</sup>, 2024.

**Capital Planning:** Bill Willis stated Southland Environmental has sent the request to the Corp. of Engineers in reference to the Jones Road Complex Wetlands preliminary wetlands determination request. There has not been any update.

## **Old Business:**

**Batting Cage Project:** Toni presented the Board with the Recommendation of Acceptance and project acceptance punch list from Brossett Architect. Several of the punch list items have been completed.

*David made a motion to accept the Batting Cages Project – Recommendation of Acceptance as presented. Seconded by Connie. Motion passed unanimously.*

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**Senior Center Repairs & Renovations:** Toni presented the Board with the December 5<sup>th</sup> Field Report from Brossett Architect. The Project is proceeding on schedule with the estimated completion date of February 26<sup>th</sup>, 2025. The next construction meeting is scheduled for Thursday, December 12<sup>th</sup> at 8:30am.

**FEMA/Hurricane Laura and Delta:** No new updates to discuss.

## **New Business:**

**CCPD4W1/CCPJ 2024 Budget Amendment:** Toni presented the Board with the proposed 2024 Budget Amendment prepared with the Parish guidance.

*Connie made a motion to accept the proposed 2024 Budget Amendments as presented. Seconded by Bill Sommers. Motion passed unanimously.*

**Election of Board Member Roles:** The Board began nominations for the organizational roles for the Board of 2025.

- Mister nominated Bill for President. Bill declined the nomination.
- Bill Willis nominated Connie for President. Seconded by David. Connie accepted the nomination.  
*Board unanimously voted Connie as President.*
- David nominated Mister for Vice President. Seconded by Bill Sommers. Mister accepted the nomination.  
*Board unanimously voted Mister as Vice President.*
- Connie nominated David for Secretary. Seconded by Mister. David accepted the nomination.  
*The board unanimously voted David as Secretary.*

*Connie made a motion to go into executive session to discuss employee reviews. Seconded by David. Motion passed unanimously. 6:58PM*

*David made a motion to resume regular session. Seconded by Connie. Motion passed unanimously. 7:48PM*

**CCPD4W1 Employee Review:** *David made a motion for a payroll status change increase for each Community Center & Playground District 4 of Ward 1 employees as discussed in the executive session, effective January 1<sup>st</sup>, 2025. Motion seconded by Bill Sommers. Motion passed unanimously.*

**Guest Business:** The Board recognized Hunter, Guillot, & Associates in attendance. Ernest Broussard explained HGA has a proven track record of successfully supporting over \$50 billion in disaster and non-disaster recovery services for state and local clients to include economic, infrastructure, and housing projects. HGA staff has provided program management services involving multiple federal funding streams, such as FEMA's PA and Hazard Mitigation Assistance (HMA) programs and newer federal grant programs. HGA services include comprehensive program management and grant services from application to program closeout. HGA provides clients with the same level of professional program management excellence, whether it is a billion-dollar, large-scale infrastructure program or a housing rehabilitation program. Parker Cole explained HGA is providing support for the City of Lake Charles disaster recovery efforts; disaster

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recovery can be a painfully slow process due to the many stringent regulations surrounding the federal grants that fund it. However, HGA has given the City of Lake Charles a number of successes to date. The fee schedule amount (DAC) is 5% of the sum of the total project cost. Mister explained that, given the turnover among staff, and Board members, the Board seeks guidance from a consultant with a deeper understanding of the FEMA process. David inquired about the District's expenditure concerning the consultant fees. Ernest clarified that the fees are calculated as a percentage of the total project cost, which is reimbursable through a FEMA program. Connie asked what makes HGA different from other consultants. Ernest stated HGA is a multi-discipline engineering, disaster recovery and project management firm. After the discussion, the Board expressed interest in exploring the possibility of proceeding with a Request for Proposal for Disaster Grant Management Services related to the FEMA Public Assistance Program.

**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 13<sup>th</sup>, 6:00PM in an open-air conference room. The January meeting has been moved up a week from the regular scheduled meeting due to MLK Holiday. *Bill Willis made a motion to adjourn the meeting. Seconded by Mister. Motion passed unanimously. 7:53PM*

Minutes recorded and reported by Toni Wilcox.