

COMMUNITY CENTER AND PLAYGROUND DISTRICT 4 OF WARD 1 MEETING MONDAY, JANUARY 13TH, 2025

The meeting was called to order by Connie Hoffpauir at 6:00pm.

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

In attendance: Darby Quinn – Police Juror District 1, Matt Trahan, Malcolm Rousseau, William Wilcox, Krystan Statum, and Toni Wilcox.

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

Previous Meeting Minutes: Minutes for December 9th, 2024, meetings were presented to the Board.

Bill Willis made a motion to accept December 9th, 2024, minutes. Seconded by Mister Edwards. Motion passed unanimously.

Police Jurors' Comment: Darby introduced Matt Trahan as the new board member, pending completion of his paperwork with the Parish. He also informed the Board that Mike Smith has been appointed Vice President of the Calcasieu Parish Police Jury Board. Darby then proposed that the Board consider issuing an RFP for the construction of a new indoor gymnasium facility. He noted that Moss Bluff is well-positioned to request funding and emphasized the importance of determining specific needs.

Treasurers Report: No treasurer reports available due to moving the meeting forward a week.

Committee Reports:

Park: Toni stated that Moss Bluff Little League has conducted its first onsite registration and plans to begin practices in mid-February. She also mentioned that Little League has inquired about hosting the Little League District Baseball All-Star Tournament. The Board expressed openness to the idea and requested details regarding the requirements for hosting the tournament.

Office: Toni mentioned that Mitch has resigned, and the Maintenance Technician position, which was posted for several weeks, has been offered to a candidate pending the completion of the hiring process.

Senior Center: Toni reported that the Moss Bluff Senior Center is having a birthday meal on Friday, January 31st, 2025.

Capital Planning: Bill Willis stated that he has reached out to Southland Environmental asking for an update, there has not been an update.

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Old Business:

Senior Center Repairs & Renovations: At the bi-weekly construction meeting, the contractor stated the metal is scheduled to be shipped the last week of January and possibly delivered the first week of February. The Contractor expressed concerns about completing the project before the end of February deadline. Toni presented the Board with the possibility of extending the rental contract with the Moss Bluff United Methodist Church by 1 month due to construction delays. The Board discussed and asked that it be extended for 1 month with the possibility of 2 months.

Bill Sommers motion to extend the Moss Bluff United Methodist Church rental agreement for 1 month with the possibility of a second month if needed. Second by Bill Willis. Motion passed unanimously.

FEMA/Hurricane Laura and Delta: Toni presented the Board with the draft of the Request for Proposal for Disaster Grant Management Services related to the FEMA Public Assistance Program. *Bill Willis made a motion to accept the Request for Proposal for Disaster Grant Management Services related to the FEMA Public Assistance Program. Seconded by Bill Sommers. Motion passed unanimously.*

New Business:

CPPJ Revised Human Resources Manual Adoption: Toni informed the Board of the proposed revisions to the CPPJ Human Resources Manual revisions incorporate current legislation, current practices, and adds clarifying language. Connie read the following:

RESOLUTION

HUMAN RESOURCES MANUAL ADOPTION

BE IT RESOLVED, that on January 13th, 2025, the Board of Directors for Community Center and Playground District 4 of Ward 1 approved the following action:

Authorized the adoption of the revised version of the Human Resources Manual of the Calcasieu Parish Police Jury, where applicable to the District. A copy of the current Human Resources Manual is on file with the District or Division of Human Resources for the Calcasieu Parish Police Jury.

Mister made a motion to adopt the new manual. Seconded by Bill Willis. Motion passed unanimously.

Re-Election of Board Secretary: Toni stated with David Nixon resignation, the Board needs to re-elect a new secretary. Connie nominated Bill Willis for Secretary. Seconded by Bill Sommers. Bill Willis accepted the nomination.

Board unanimously voted Bill Willis as Secretary.

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 17th, 6:00PM in an open-air conference room.

Mister Edwards made a motion to adjourn the meeting. Seconded by Bill Sommers. Motion passed unanimously. 6:51PM

Minutes recorded and reported by Krystan Statum.