

**COMMUNITY CENTER AND PLAYGROUND  
DISTRICT 4 WARD 1  
MEETING MONDAY, FEBRUARY 17<sup>TH</sup>, 2025**

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

**Board Members in attendance:** Connie Hoffpauir, Bill Willis, Mister Edwards, and Matt Trahan.

**In attendance:** David Brossett – Brossett Architect, Rosalind Berry – CCOA, Cody White MBLL, Krystan Statum, and Toni Wilcox

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

**Previous Meeting Minutes:** Minutes for January 13<sup>th</sup>, 2025, meetings were presented to the Board.

*Bill Willis made a motion to accept January 13<sup>th</sup>, 2025, minutes. Seconded by Mister. Motion passed unanimously.*

**Treasurers Report:** Toni presented the Board with the Year-to-Date budget reports. Capital Account 773 was \$1,766,501.87. Community Center Maintenance budget 774 was \$4,395,680.92. Senior Center account 775 stood at \$1,053,424.28.

**Committee Reports:**

**Park:** Toni presented the Board with quotes to have the Jones Road Complex irrigation system repaired by having a new controller installed and new decoders installed at all valves. The current decoders are becoming more obsolete and more expensive to replace.

*Bill Willis made a motion to accept the quote received from Hornsby Sports Specialties in the amount of \$5,600.00 with a detailed description quote. Seconded by Mister. Motion passed unanimously.*

Toni presented the Board with quotes to have the existing Open Air Gym water fountains to be demo'd and replaced with new refrigerated bi-level fountain with bottle filler in wall drinking fountain.

*Bill Willis made a motion to accept the quote received from Able Plumbing LLC for \$7,350.00. Seconded by Matt Trahan. Motion passed unanimously.*

Toni presented the Board with quotes to have the West Concession Stand drinking fountains replaced with new Elkay drink station pedestal with bottle filling station.

*Bill Willis made a motion to accept the quote received from Able Plumbing, LLC in the amount of \$9,500.00 with the clarifications being made about the freeze protection. Seconded by Matt Trahan. Motion passed unanimously.*

Brossett presented the Board with a solution for the turf in the Batting Cages, the glue that was originally placed down has started to come up and has caused the turf to be unsecure to the foundation. His solution is to install a metal threshold at the entrance of the Batting Cages to prevent the turf from coming up.

**Office:** Toni informed the Board that we have a potential employee going through the hiring process. Toni shared that Darby Quinn, District 1 Police Juror, has shown interest in the District's master plan and its needs. Bill W. then mentioned that he has reached out to Daktronics for a quote on baseball/softball field scoreboards, with each scoreboard estimated to cost around \$9,000.00.

**COMMUNITY CENTER AND PLAYGROUND  
DISTRICT 4 WARD 1  
MEETING MONDAY, FEBRUARY 17<sup>TH</sup>, 2025**

**Senior Center:** Per the information presented to the Board by Berry, while all the services and programs the center provides are free of charge, the Centers are mandated to ask for donations from the participants per the Governor's Office of Elderly Affairs. The donations are entirely voluntary, and the participants are not obligated to contribute unless they wish to do so. To ensure that the donations received are properly managed and utilized for the benefit of the programs and participants as well as recordkeeping to show the state that the Center is receiving donations/contributions and utilizing them. Both employees at the Moss Bluff Senior Center were hired in 2021. After discussion, the Board would like to make a recommendation to CCOA that the Moss Bluff Senior Center Employees receive a 3% raise.

**Capital Planning:** Bill Willis stated that he did reach out to Southland Environmental for an update, Southland Environmental let him know that they are contacting the Core of Engineers every 2 weeks asking for an update, no update has been given at this time.

**Old Business:**

**Senior Center Repairs & Renovations:** Brossett provided the Board with an update on the Senior Center Repairs and Renovations Project and presented Change Order #2. This Change Order is to replace the existing roof purlins on the front porch. The current roof purlins appear to be heavily rusted and are not adequate for the new roof. Bill W. inquired about how far into March the change order would push the project. Brossett responded that the change order would add two weeks, resulting in a new completion date of March 15th. The original completion date was February 26th, 2025. Brossett mentioned that the interior work is mostly finished and could be completed by the end of February. Bill W. voiced concerns about the lack of progress made in the previous months. With the current progress, the possibility of moving the Senior Center back to the original location is the 3<sup>rd</sup> or 4<sup>th</sup> week of March. Brossett stated the Contractor is aware the State must be notified prior to being closed.

*Bill Willis made a motion to accept the Senior Center Project – Change Order #2 as presented for \$3,004.00. Seconded by Mister Edwards. Motion passed unanimously.*

**FEMA/Hurricane Laura and Delta:** Toni presented the Board with the Request for Proposal (RFP) for Disaster Grant Management Services concerning FEMA proposals. On Tuesday, February 11th, 2025, five proposals were submitted. The proposals were reviewed, and the Review Committee finalized the scorecards.

*Mister Edwards made a motion to accept the Request for Proposal for Disaster Grant Management Services related to FEMA proposal as provided by Hunt, Guillot, & Associates, LLC. Seconded by Bill Willis. Motion passed unanimously.*

**New Business:**

**CPPJ: Accept December 7<sup>th</sup>, 2024, Election Results:**

**EXCERPT OF MINUTES, PROCES VERBAL, AND RESOLUTION**

The Board of Commissioners of Community Center and Playground District no. Four of Ward One, Calcasieu Parish, State of Louisiana, met at its regular meeting place located at 1180 Don Manuel Blvd., Lake Charles, Louisiana, on Monday, the 17<sup>th</sup> day of February 2025, at 6:00 o'clock P.M., with the following members present: Connie Hoffpauir, Mister Edwards, Bill Willis, and Matt Trahan. Absent were Bill Sommers.

**COMMUNITY CENTER AND PLAYGROUND  
DISTRICT 4 WARD 1  
MEETING MONDAY, FEBRUARY 17<sup>TH</sup>, 2025**

The meeting was called to order and the roll called with the above result.

The President stated that the purpose of the meeting was to examine and canvass the returns of the election held on December 7, 2024, in the district; to preserve a proces verbal of the canvass and to promulgate the result of the election.

The Board of Commissioners canvassed the returns of the election and after receiving the compiled statement of votes and results of the voting machines from the Clerk of Court attached to and made part hereof as Exhibit A. On the motion of Bill Willis, seconded by Mister Edwards, the board presented the following Proces Verbal, which was adopted by the following vote:

YEAS: 4

NAYS: 0

ABSENT: 1

NOT VOTING: 0

PROCES VERBAL

On this 17<sup>th</sup> day of February 2025, at 6:00 o'clock P.M., the Board of Commissioners met at its regular meeting place located at 1180 Don Manuel Blvd., Lake Charles, Louisiana. The Board received the compiled statement of votes and results of the voting machines from the Clerk of Court for the election held in the District on December 7, 2024, and canvassed the votes on the following proposition:

**COMMUNITY CENTER AND PLAYGROUND DISTRICT NO. FOUR OF WARD ONE**

Shall Community Center and Playground District No. Four of Ward One of Calcasieu Parish (the "District") be authorized to renew, levy and collect a special tax of 2.0 mills on all property subject to taxation within the District for a period of ten (10) years beginning on January 1, 2026, and ending December 31, 2035, with collections from the renewed levy estimated to be \$253,642.00 for one entire year, for the purposes of improving, maintaining, and operating the District's Senior Citizen Center and for acquiring equipment, improving facilities, and developing programs for provision of services to senior citizens in the District?

Upon the examination and canvass of the returns it was determined that the election result was as follows:

	<u>YES</u>	<u>NO</u>
Absentee Votes:	<u>380</u>	<u>255</u>
GRAND TOTAL:	<u>979</u>	<u>628</u>

It was therefore ascertained that the majority of the electors voting at the election in the Community Center and Playground District no. Four of Ward One on the Proposition voted for the Proposition. Therefore, the Board of Commissioners of the District declared that the result of the election is for the proposition.

The Actual cost of the election as determined by the Secretary of State is \$1,050.09.

**COMMUNITY CENTER AND PLAYGROUND  
DISTRICT 4 WARD 1  
MEETING MONDAY, FEBRUARY 17<sup>TH</sup>, 2025**

A resolution promulgating the election results was adopted, and the President was ordered to have the resolution distributed, published and recorded according to law. The motion to adopt this resolution was made by Bill Willis and seconded by Mister Edwards.

It was adopted by the following vote:

YEAS: 4

NAYS: 0

ABSENT: 1

NOT VOTING: 0

**Guest Business:** The Board acknowledged Rosalind Berry from CCOA, who provided an update on the Moss Bluff Senior Center. Berry reported that from June 2024 to the present, the center has welcomed 5,082 visitors, averaging about 20-60 visitors per day. The Moss Bluff Senior Center is ranked 2nd among the 6 local Senior Centers. Berry noted that both employees at the Moss Bluff Senior Center work part-time, averaging 25-30 hours per week, with no benefits. The center operates 5 days a week, from 8:00 AM to 1:00 PM, and any changes to these hours would require State approval. The CCOA is overseen by the Governor's Office of Elderly Affairs. Local errands or shopping are expected to be completed during business hours, with no travel reimbursement.

The Board acknowledged Cody White, President of Moss Bluff Little League. White shared that there are around 700 participants signed up for this year, which is lower than the previous year. Last year, the league had approximately 53 teams, while this year there are currently 49 teams. Official games will begin on March 17th, with Opening Day scheduled for March 22nd, 2025. White mentioned they are planning activities for Opening Day, including possibly inviting farmers market vendors. He also noted that the overall complex, including the fields and batting cages, is in great condition.

**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, March 17<sup>th</sup>, 2025, 6:00PM in an open-air conference room.

*Mister Edwards made a motion to adjourn the meeting. Seconded by Matt Trahan.  
Motion passed unanimously. 7:49PM*

Minutes recorded and reported by Krystan Statum.