

**COMMUNITY CENTER AND PLAYGROUND  
DISTRICT 4 WARD 1  
MEETING MONDAY, NOVEMBER 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, Matt Trahan, and Mister Edwards.

**In attendance:** Steve Monnig – Hunt Guillot and Associates, Justin Shroeder – Hunt Guillot and Associates, 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 from October 20<sup>th</sup>, 2025, meeting was presented to the Board.

*Bill Willis made a motion to accept October 20<sup>th</sup>, 2025, meeting minutes.  
Seconded, by Matt Trahan. Motion passed unanimously.*

**Treasurers Report:** Krystan presented the Board with the Year-to-Date budget reports. Capital Account 773 was \$2,134,518.24. Community Center Maintenance budget 774 was \$4,419,294.55 Senior Center account 775 stood at \$652,720.99.

**Committee Reports:**

**Parks:** Toni provided an update on the leagues. The soccer league season has ended, and the SWLA Knights Homeschool Soccer League is scheduled to begin soon; they've been able to utilize the Jones Rd Complex fields for practice and games. Football season is nearing its end, with playoffs beginning this week. Toni met with Bryan Scott from Gravity Drainage regarding the area along the woods located on the west side of the Jones Road Complex. Mr. Scott advised that the area functions as a natural water runoff from the surrounding fields and property. To address erosion control and support proper drainage away from the fields of play, he recommended consulting with an architect to design appropriate coverage with catch basins/storm drain.

**Office:** Krystan and Toni leave Tuesday of this week for the Louisiana Recreation and Park Association Conference and will return on Friday, November 21, 2025.

**Senior Center:** Krystan and Toni attended the Senior Center Thanksgiving meal last Friday; everything there is running smoothly.

**Capital Planning:** Toni stated that, regarding the Bleacher Awning Project, upon the Board's determination of a construction start date, Brossett will develop a tentative plan for advertising and proceeding with the project.

**Old Business:**

**FEMA/Hurricane Laura and Delta:** Steve Monning with Hunt Guillot and Associates (HGA) provided an update on the status of the FEMA mitigation process and the projects currently in queue. He emphasized the importance of attention to detail on every document submitted to FEMA. They expect that over the next few months, meaningful progress will be made, and from that point forward the projects should begin moving along more quickly.

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**Open-Air Gym Renovations Project:** The bid opening for the Open-Air Gym Renovation Project will be held on Wednesday, November 19, 2025, in the conference room at the main complex.

**Cooperative Endeavor Agreement with Calcasieu Council on Aging:** Toni stated that at this time, there is insufficient information to determine how to move forward.

**New Business:**

*Matt Trahan made a motion to go into executive session to discuss employee reviews. Seconded by Bill Willis. Motion passed unanimously. 6:24PM*

*Bill Willis made a motion to resume regular session. Seconded by Mister Edwards. Motion passed unanimously. 7:11PM*

**CCPD4W1 Employee Review:** Matt Trahan 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 December 21st, 2025. Motion seconded by Bill Willis. Motion passed unanimously.

**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, December 15<sup>th</sup>, 2025, 6:00PM in the open-air conference room.

*Matt Trahan made a motion to adjourn the meeting. Seconded by Mister Edwards. Motion passed unanimously. 7:13PM*

Minutes recorded and reported by Krystan Statum.