



NOTICE OF PUBLIC MEETING
SULPHUR PARKS AND RECREATION
Agenda for Monday, October 23, 2023
Held at the SPAR Recreation and Aquatic Center Multipurpose Room
933 W. Parish Road, Sulphur, Louisiana 70663
5:30 P.M.

The Board of Commissioners of Sulphur Parks and Recreation (SPAR) met in the multipurpose room at SPAR Recreation & Aquatic Center in Sulphur, Louisiana for the rescheduled meeting held at 5:30pm on Monday, October 23, 2023. The meeting was called to order and roll call was taken. Board members present were Don Martin, David Devall, Mike Boyette, and David Couvillon. Len Lemelle was absent.

On a motion by Mr. Devall, seconded by Mr. Couvillon, and carried, the board approved the minutes as presented for the September 25, 2023, regular board meeting,

On a motion by Mr. Devall, seconded by Mr. Couvillon, and carried, the board approved the financial statements as presented for September 2023. The director, Ms. Laurie Koelzer, shared that revenues and expenses were as expected and that the amended 2023 & proposed 2024 budget hearings would be held prior to next board meeting.

After review, discussion, and consideration, the board approved staff recommended changes / additions to SPAR’s Sports and Facility Manual as presented to be effective January 2024, on a motion by Mr. Couvillon, seconded by Mr. Devall, and carried.

The board adopted the proposed rescheduling of the November 21, 2023, board meeting to Thursday, November 30, to accommodate the Thanksgiving holiday on a motion by Mr. Couvillon, seconded by Mr. Devall, and carried.

On a motion by Mr. Devall, seconded by Mr. Couvillon, and carried following a roll call vote, the board adopted a resolution of authorized staff and board members to sign financial and business instruments as necessary to complete SPAR business transactions. The roll call vote was as follows:

YEA (4): Martin, Devall, Boyette, Couvillon
NAY (0):
ABSTAIN (0):
ABSENT (1): Lemelle

Notifications -

- a) The public bid opening for the Center Circle Pool & Pool House was held on Tuesday, September 26, 2023, with all bids falling under the estimated budget. The low bidder was Trahan Construction with a total bid amount of \$2,722,650.00. Construction timeline is 190 calendar days from date of issuance of Notice to Proceed. (Board granted permission for director to accept and award the low bid at the September 25, 2023, rescheduled board meeting. Project was budgeted at \$3,400,000) Public bids received as listed below:

Bid Date: 9-26-2023 []=low bid

Bidder name	LA License No.	Base Bid	Alternate #1 (Canopy of Pool Equip Yard)	Total Base + Alt #1
Russell Stutes Constr.	13484	\$2,684,000.00	\$86,000.00	\$2,770,000.00
Scott Taylor Constr.	27110	\$2,809,182.00	\$42,812.00	\$2,852,994.00
Shannon Smith Constr.	40596	\$2,827,000.00	\$40,000.00	\$2,867,000.00
Trahan Constr.	42520	[\$2,647,000.00]	[\$75,650.00]	[\$2,722,650.00]

- b) Change order #4 was issued to Scott Taylor Construction for the Kyle Street Hurricane Laura Repairs Project in the amount of \$48,042.56 for additional drainage swale and pipe to comply with mandated drainage study.
- c) Staff accepted the low quote received and purchase the following budget item:
 - One (1) 2024 GMC Terrain SLE mid-sized SUV - \$32,872 – All-Star GMC
- d) Staff submitted applications for two projects to the Calcasieu Parish Police Jury for funding under the state's Community Development Block Grant – Disaster Recovery (CDBG-DR) program which would provide for 80/20 (CPPJ/SPAR) cost sharing.
 - Frasch Park Revitalization – Inclusive playground/splashpad, hard surface inclusive field, restrooms, underground utilities – Estimated cost is \$6 million.
 - Pattison Park Revitalization – Inclusive playground, restrooms, underground utilities, upgraded sports lighting – Estimated cost is \$8 million.
- e) November 2023 SPAR Board meeting to include presentation, discussion, and consideration to amend the 2023 Financial Budget and presentation, discussion, and consideration to adopt the 2024 Financial Budget. Public Hearing will be conducted at 5:30 p.m.; followed by regular board meeting.
- f) Upcoming Events:
 - SPAR Employee Health Fair – 8 am – Mon., Oct. 16, 2023 (Recreation & Aquatic Center)
 - Calcasieu Champs Swim Meet (SHS) – Thurs., Oct. 19, 2023 (Recreation & Aquatic Center)
 - SPAR Arts & Recreation – Youth Art Class – 5:30 pm – Tues., Oct. 24, 2023 (Recreation & Aquatic Center)
 - 2nd Annual BOO Bash – 5 pm – Sat., Oct. 28, 2023 (Frasch Park)
 - Member Appreciation Gumbo – 11 am – Oct. 31, 2023 (Recreation & Aquatic Center)
 - FREE Junior Golf Clinic – 10 am – Sat., Nov. 11, 2023 (Frasch Park Golf Course)
 - LHSAA Swimming State Championship – Wed.-Sat., Nov. 15-18, 2023 (Recreation & Aquatic Center)
 - GLOW Ball Night Tournament – 5:30 pm – Sat., Nov. 18, 2023 (Frasch Park Golf Course)
 - Gobble Games – 8:00 am – Mon., Nov. 20, 2023 (Recreation & Aquatic Center)

All business taken care of, a motion to adjourn was made by Mr. Devall, seconded by Mr. Martin, and carried.

Meeting adjourned at 5:56 pm.

Approved (Board Member)

Attested