



**SULPHUR PARKS AND RECREATION (SPAR)
Regular Board of Commissioners Meeting
Held at the SPAR Recreation and Aquatic Center Multipurpose Room
933 W. Parish Road Sulphur, LA 70663
Thursday, February 23, 2023, 5:30 pm**

The Board of Commissioners of Sulphur Parks and Recreation (SPAR) met at 5:30 pm on Thursday, February 23, 2023 in the multipurpose room at SPAR Recreation & Aquatic Center in Sulphur, Louisiana for a regular scheduled board meeting. The meeting was called to order and a roll call was taken. Board members present were David Devall, Doug Como, Mike Boyette, and Len Lemelle. David Couvillon was absent.

The minutes from the January 17, 2023 regular board meeting were approved as presented on a motion by Mr. Devall, seconded by Mr. Como, and carried.

Staff presented the financial statements for December 2022 prior to year-end adjusting entries. The director, Ms. Laurie Koelzer, stated that all expenses and revenues were within budget and as expected. Financials were approved on a motion by Mr. Como, seconded by Mr. Lemelle, and carried.

Ms. Koelzer presented the financial statements for January 2023 with the comment that the statements appear cash heavy due to the receipt of Ad Valorem taxes in January and that all expenses and revenues were within budget and as expected. The January 2023 financial statements were approved on a motion by Mr. Como, seconded by Mr. Devall, and carried.

On a motion by Mr. Como, seconded by Mr. Devall, and carried, the board approved the terms of engagement agreement to include the statewide agreed-upon procedures for professional service(s) as provided for the financial audit for FYE 2022 to be conducted by Gragson, Casiday, & Guillory, LLP. *(Board approved resolution at the Dec. 20, 2022, regular board meeting to adopt Gragson, Casiday, & Guillor, LLP as auditor for SPAR for year ending 12/31/2022.)*

The director was granted permission on a motion by Mr. Como, seconded by Mr. Lemelle, and carried, to enter into a lease agreement for the leasing of the cart fleet for Frasch Golf Course in lieu of purchasing. EZ-Go/PNC Equipment will finance the leasing of 2023 model RXV Elite Electric Golf Carts with lithium batteries. Twenty (20) carts are to be received March/April of 2023, followed by an additional forty (40) carts to be received before year end. Ms. Koelzer stated that older carts would be declared as surplus and traded-in as new carts are received. *(Board granted staff permission to declare as surplus and sell used assets as needed at the December 2022 regular board meeting.)*

On a motion by Mr. Devall, seconded by Mr. Como, and carried, the board granted the director authority to enter into agreement with a contractor to remove and clear the underbrush, fallen and decayed trees on the undeveloped property located on the east side of Pattison Park and for staff to prepare the area for additional parking for the park facilities for a total cost not to exceed 75k. *(non-budgeted improvement)*

Notifications -

- a) Notice of increases to part-time pay scale to be implemented prior to the 2023 seasonal hiring. Adjustments will be extended to existing staff.
- b) Memorandum received from Calcasieu Parish Police Jury of Committee and Liaison assignments for 2023.
- c) Notice to Proceed was issued to Scott Taylor Construction for Kyle Street Park Hurricane Laura Repairs. This is a "limited" notice allowing for work on the Gymnasium and parking area to proceed at this time due to the City of Sulphur not issuing a permit for the remainder of the Kyle Street Park project until a hydraulic study/No Rise Certificate is completed and submitted for FEMA approval.
- d) Notice of substantial completion for Phase II McMurry and Pattison Park Hurricane Repairs.

- e) Notice of the Recreation Sports schedule for Try-Outs & Drafts
- Softball (ages 9-18) - Try-Outs – February 27, 2023, Draft – March 2, 2023
 - Baseball (ages 9-19) - Try-Outs – February 28, 2023, Draft – March 2, 2023
 - Baseball & Softball Coach Pitch – Try-Outs – March 21, 2023, Draft – March 23, 2023
 - Baseball & Softball T-Ball / Wee Ball – Draft – March 23, 2023
- f) Re-opening of McMurry Tennis Complex to include addition of six (6) Pickleball Courts – February 27, 2023
- g) Ceramics Group will resume meeting on February 27, 2023, at the Mines Annex
- h) Frasch Golf Course greens will be aerated on March 27, 2023.
- i) **Upcoming events scheduled at various locations:**
- SHS Baseball - SPOT Classic Tournament - Feb. 23 – Feb. 25, 2023 (McMurry Park)
 - American Red Cross Lifeguard Training and Instructor Training - Feb. 24 – Feb. 26, 2023 (Rec & Aq Center)
 - Fairy Story Time - Sat, Feb. 24, 2023, 11:00 am - 1:00 pm (Henning Cultural Center)
 - Perfect Game Middle School Championship - Sat, Feb. 25 – Sun, Feb. 26, 2023 (North Frasch Complex)
 - Knights of Columbus Free Throw Competition - Sat, Feb. 25, 2023, 10:00 am - 12:00 pm (McMurry Park)
 - Enchanted Teatime - Wed, March 1, 2023, 4:00 pm - 6:00 pm (Henning Cultural Center)
 - SHS Baseball - Navarre Shootout Tournament- Thurs, March 2 – Sat, March 4, 2023 (McMurry Park)
 - Sensory Swim - Sat, March 4, 2023, 2:00 pm - 4:00 pm (Rec & Aq Center)
 - USSSA Tournament - Sat, March 4-Sun., March 5, 2023 (Pattison Complex)
 - Youth Tennis Clinic – Sat, Mar 4 - May 6 (8-12yo @ 10 - 11:30 am & 13-15yo @ 1 - 2:30 pm). (McMurry)
 - Healthy Nutrition with Leslie Petross – Thurs in March (Rec & Aq Center)
 - American Red Cross Lifeguard Training Class – Thurs, - Sun., March 9-12, 2023 (Rec & Aq Center)
 - Barbe Baseball Tournament - Fri, March 10, 2023 (McMurry Park)
 - SHS Baseball JV Tournament - Fri, March 10 – Sat., March 11, 2023 (McMurry Park)
 - SPAR Arts & Rec Kids Art Class - Sat, March 11, 2023, 10:00 am - 11:30 am (Rec & Aq Center)
 - Second Saturday's Jr. Golf Clinic - Sat, March 11, 2023, 10:00 am - 11:00 am (Frasch Golf Course)
 - 2D Sports Tournament - Sat, March 11 – Sun, March 12, 2023 (Pattison Park)
 - Swim & Sport Camp - Mon, March 13, 2023, 8:00 am - 12:00 pm (Rec & Aq Center)
 - SPAR Arts & Rec Adult Art Class - Tue, March 14, 2023, 5:30 pm - 7:30 pm (Rec & Aq Center)
 - Middle School Golf Tournament – Thurs, March 16, 2023, 4:00 pm - 8:00 pm (Frasch Golf Course)
 - Sulphur Tor Invitational – Sat, March 18, 2023 (Frasch Golf Course)
 - SHS Softball Tournament - Sat, March 18, 2023 (North Frasch Complex)
 - After School Mini Sports Camp - Tues, March 21 & 28, 2023, 3:30 pm - 5:00 pm (Frasch & Carlyss Park)
 - SBA Tournament (Scramble, Best ball, Alternate shot) - March 25, 2023 (Frasch Golf Course)
 - Ladies Clinic - March 28, 2023, 5:00 pm (Frasch Golf Course)

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

Meeting adjourned at 5:55 pm.


 Approved (Board Member)


 Attested