



**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, Louisiana 70663  
Tuesday, January 17, 2023 @ 5:30 P.M.**

The Board of Commissioners of Sulphur Parks and Recreation (SPAR) met at 5:30 pm on Tuesday, January 17, 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, David Couvillon, and Len Lemelle.

The minutes from the December 20, 2022 regular board meeting were approved as presented on a motion by Mr. Couvillon, seconded by Mr. Devall, and carried.

Staff issued a notification that financial statements for December 2022 would be presented at the February board meeting to allow for additional time to complete year end closeout.

The board on a motion by Mr. Couvillon, seconded by Mr. Lemelle, and carried following a unanimous roll call adopted a resolution approving the Louisiana Compliance Questionnaire as required by the Louisiana Legislative Auditor in connection with Sulphur Parks & Recreation's financial audit for FY-2022.

A resolution authorizing Laurie Koelzer, Executive Director of Sulphur Parks & Recreation, to submit and execute cooperative endeavor request for funding through the Riverboat Fund programs for Special Projects by Ward and/or Special Services District Grants and/or Road and Drainage Trust Funds and/or Economic Development Grants, and/or any other funding grants as provided for by the Calcasieu Parish Police Jury was adopted following a unanimous roll call vote after a motion by Mr. Couvillon, seconded by Mr. Devall, and carried.

Staff was granted permission on a motion by Mr. Devall, seconded by Mr. Couvillon, and carried, to pursue grant opportunities as they become available. Staff will present to board for final approval prior to entering into grant funding agreements.

Following review and discussion, the board granted the director, Laurie Koelzer, permission to negotiate and enter into an agreement for the sale of a 4.93-acre tract of vacant SPAR property located at IH-10 north frontage road and Saunier Street, Sulphur, Louisiana to the Calcasieu Parish Sheriff Department on a motion by Mr. Couvillon, seconded by Mr. Lemelle, and carried. Price of parcel will be offered at the fair market "as is" value of \$752,000 as reflected in appraisal performed by Mr. Nelson Moss of Moss & Associates Appraisal Firm in November 2022. Legal fees for sales transaction will be the responsibility of the purchaser. *(Cal. Parish Sheriff Dept. approached SPAR to consider selling property in order to build an emergency response headquarters in the next 18-24 months.)*

The board, on a motion by Mr. Como, seconded by Mr. Devall, and carried, adopted the updated Personnel/Human Resources Manual as presented.

**Notifications -**

- a) Notification of Change Orders to the contract with Scott Taylor Construction for the Carlyss Park Hurricane Repair Project. Total contract to date equals \$1,891,267.43 and includes change orders #1 & #2 as listed below:
  - Change order #1 - \$88,068.03 + contract time increased by 30 calendar days
  - Change order #2 - \$192,337.40 + contract time increased by 90 calendar days
- b) Ms. Koelzer provided an update on various improvements and status of Hurricane Laura repair projects. She indicated that most repairs have been completed with only Carlyss & Kyle Street remaining with significant work to be performed.

c) Upcoming events scheduled at various SPAR locations:

- Curio-oddities Lost & Found Art Exhibit – Jan. 19-Mar. 9, 2023 (Henning Cultural Center)
- Knights of Columbus Free Throw Competition – Sat. Jan. 21<sup>st</sup>, 2023, 9 am (Rec & Aquatic Center)
- SPAR Arts & Rec Kids Art Class – Sat. Jan. 21<sup>st</sup>, 2023, 9:30 am-11:00 am (Rec. & Aquatic Center)
- American Red Cross Lifeguard Training Class – Fri. - Sun. Jan. 27-29, 2023 (Rec. & Aquatic Center)
- SPAR Arts & Rec Young Adult Art Class–Sat. Jan. 28<sup>th</sup>,2023 10am-11:30am (Rec. & Aquatic Center)
- LHSAA Umpire Scrimmages – Sat. Jan. 28, 2023 (McMurry Park)
- SPAR Arts & Rec Adult Art Class–Sat. Jan. 31<sup>st</sup>,2023 6pm-7:30pm (Rec. & Aquatic Center)
- SPAR Rec Adult Basketball Playoffs & Championship–Sat. Feb. 4<sup>th</sup>, 2023 (Frasch Park Benglis Gym)
- SPAR Stars Rec.Youth EOS All Star Tournament-Sat.Feb.4<sup>th</sup>,2023 9am-12noon (Rec. & Aquatic)
- Recreation Sensory Swim – Sat. Feb. 4, 2023, 2:00pm-4:00pm (Rec. & Aquatic Center)
- Louisiana State Senior Swim Championship – Thurs.-Sun., Feb.9-12, 2023 (Rec. & Aquatic Center)
- Ping Club Fitting Day – Thurs. Feb. 9<sup>th</sup>, 2023, 12noon-4pm (Frasch Golf Course)
- Frasch Park Sweetheart Scramble – Fri., Feb. 10, 2023, 1pm-5:30pm (Frasch Golf Course)
- Second Saturday's Junior Golf Clinic – Sat. Feb. 11, 2023, 10am-11am (Frasch Golf Course)

Ms. Koelzer asked for a roll call vote to add an agenda item related to rescheduling the February board meeting to accommodate the Mardi Gras holiday. Mr. Devall motioned to add the agenda item, Mr. Como seconded, and the board carried following a unanimous roll call.

Following discussion, the February meeting was moved to Thursday, February 23, 2023, at 5:30pm on a motion by Mr. Devall, seconded by Mr. Como, and carried.

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

Meeting adjourned at 6:03 pm.

  
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Approved (Board Member)

  
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Attested

## RESOLUTION BY SULPHUR PARKS AND RECREATION

Sulphur Parks and Recreation, on motion by Mr. Couvillon, seconded by Mr. Lemelle, and carried by a unanimous roll call vote, did adopt the following Resolution.

**BE IT RESOLVED** that the **2022 Louisiana Compliance Questionnaire** has been adopted as completed for Sulphur Parks and Recreation for the year ending December 31, 2022.

I, Natalie Bowers, Secretary of The Board of Commissioners of Sulphur Parks and Recreation hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the Board of Commissioners of Sulphur Parks and Recreation at a meeting duly held on the 18<sup>th</sup> day of JANUARY, 2023, at which a quorum was present and voting throughout, and that same has not been repealed or amended, and remains in full force and effect and does not conflict with the by-laws of said corporation.

Date: 1/17/2023

  
Secretary

  
Board Member



**SPAR**  
**Sulphur Parks & Recreation**



933 W. Parish Road • Sulphur, Louisiana 70663 • Tel: (337) 527-2500 • Fax: (337) 528-4934 • www.sulphurparks.com

## RESOLUTION BY SULPHUR PARKS AND RECREATION

Sulphur Parks and Recreation Board of Commissioners on motion by Mr. Couvillon, seconded by Mr. Devall, and carried unanimously, did adopt the following Resolution.

**BE IT RESOLVED** that Laurie Koelzer, as Director of this Government Entity, and in its name, be authorized to submit and execute Cooperative Endeavor Requests for funding through the Riverboat Fund programs for special projects by Ward and or Special Service District Grants and/or Road and Drainage Trust Funds and/or Economic Development Grants and/or any other Funding Grants as provided for by the Calcasieu Parish Police Jury.

**BE IT ALSO RESOLVED** that Laurie Koelzer, as Director of this Government Entity, and in its name, be authorized to enter into contracts and agreements with the Calcasieu Parish Police Jury if and as required to authorize and execute the said programs.

I, Natalie Bowers, Secretary of The Board of Commissioners of Sulphur Parks and Recreation hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the Board of Commissioners of Sulphur Parks and Recreation at a meeting duly held on the 17<sup>th</sup> day of January, 2023, at which a quorum was present and voting throughout, and that same has not been repealed or amended, and remains in full force and effect and does not conflict with the by-laws of said corporation.

Date: 1/17/2023

  
Secretary

  
Board Member