



SPAR
Sulphur Parks & Recreation



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

**SULPHUR PARKS AND RECREATION
REGULAR BOARD OF COMMISSIONERS MEETING**
Held at the SPAR Recreation and Aquatic Center Multipurpose Room
933 W. Parish Road Sulphur, Louisiana 70663
Tuesday, January 15, 2019 5:30 P.M.

The Board of Commissioners of Sulphur Parks & Recreation met on Tuesday, January 15, for the regular scheduled session, in the multipurpose room at SPAR Recreation and Aquatic Center in Sulphur, Louisiana. The meeting was called to order and a roll call was taken; Board members present were: Doug Como, Mitch Bowers, Tina Brown, David Couvillon, and Johnny Stanley.

The staff notified the Board that financials for December 2018 would be presented at the February 19th, 2019 Board meeting to allow staff additional time to complete year-end closeout. (No action required by Board)

On a motion by Mr. Bowers, second by Mr. Como, and carried followed by a unanimous roll call vote with all five (5) board members present and voting, approved and adopted a resolution approving the Louisiana Compliance Questionnaire required by Louisiana Legislative Auditor in connection with Sulphur Parks and Recreation's Audit for 2018.

A resolution authorizing Steve Gayfield, 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 approved on a motion by Mr. Como, second by Mr. Couvillon, and carried followed by a unanimous roll call vote with all five (5) board members present and voting.

The staff was granted permission from the board to pursue grant opportunities as they become available following a motion by Mr. Bowers, second by Mr. Couvillon, and carried. The director stated permission would allow staff to work within tight timelines for grant opportunities. The staff will present to board for final approval prior to entering into grant funding agreements.

On a motion by Mr. Bowers, second by Mr. Couvillon and carried, the board gave permission for the staff to quote for professional services for the repair, cleaning, paint/polish of waterpark slides located on the original side of park (5-slides, 2-kiddie, 3-large). Estimated approximate cost \$45k - \$55k. The director described the refurbishment needed to include re-caulking seams, smoothing rough patches, and resurfacing; improving the performance, safety and appearance of the structures. The board inquired as to the inspection process for the slides and if recommendations for improvement are received and followed. Mr. Gayfield stated that the equipment is reviewed annually by both an outside inspector, as well as the State Fire Marshall and that SPAR corrects any inspector recommended issues prior to review by the Fire Marshall.

The staff received permission to quote, order, and purchase replacement ballfield and tennis windscreens, estimated approximate cost \$10k - \$12k on a motion by Mr. Couvillon, second by Mr. Bowers and carried. The board asked if windscreens were used on all fields. Ms. Veazey, Sports Supervisor stated that the screens were used on various fields while some fields had metal outfield fences.

The director described the need to improve the facility in conjunction with the addition of alcohol service. Permission to quote and purchase items outlined below for the Frasch Grill renovations was granted following a motion by Mr. Bowers, second by Mr. Couvillon, and carried:

- Replacement flooring in the Dining, Kitchen, Storage, and Stairwells areas, estimated cost \$20k - \$25k. Cost to include Materials, Labor, and Removal/Disposal of old flooring
- Furniture, Fixtures, & Equipment, estimated approximate cost \$20k - \$25k.

The board, on a motion by Mr. Bowers, second by Mr. Couvillon and carried, accepted the low line item public bids received and opened on January 10, 2019 for Swimming Pool Chemicals for 2019. The low public bidder for calcium hypochlorite granules was received from Leslie Pool Mart, and the low public bidder for Trichlor tablets was received from Sabine Pools as outlined below: *(Board granted the staff permission to place for Public Bid at the November 20, 2018 Regular Board Meeting).*

BIDDER	ITEM #1 Pulsar Plus Briquettes Calcium Hypochlorite (price per pound)	ITEM #2 Calcium Hypochlorite Granules (price per 100 lb. Bucket)	ITEM #3 Trichlor 3" Tablets Stabilizer (price per 50 lb. Bucket)
Sabine Pools	No Bid	\$168.00	[\$101.00] **Claim Louisiana Preference
R & K Commercial Aquatics	No Bid	No Bid	No Bid
Pro Pools & Spa	No Bid	\$168.00	\$109.00
Industrial Chemicals	No Bid	No Bid	No Bid
C & L Aqua Professionals	No Bid	No Bid	No Bid
Halogen Pool Supply	No Bid	No Bid	No Bid
In the Swim	No Bid	No Bid	No Bid
Poolsure	No Bid	No Bid	No Bid
Commercial Aquatics/Ewing Pools	No Bid	No Bid	No Bid
Leslie Pool Mart, Inc.	No Bid	[\$134.95]	\$ 99.98

The staff received permission to quote, order, and receive the swimming pool chemical - Pulsar Plus Briquettes Calcium Hypochlorite for 2019 on a motion by Mr. Couvillon, second by Mr. Stanley, and carried. This item was included in the public bid that was opened on January 10, 2019, with no public Bid being received for item. The staff estimated the annual expenditure for this item to be approximate \$10k - \$15k.

Notifications to the Board.

a) The board was notified of upcoming events scheduled at various locations:

- Texas/LA Junior Golf Winter Tour – Sun. Feb. 2, 2019 (Frasch Golf Course)
- Sulphur High School Baseball Jamboree – Fri. Feb. 15, 2019 (McMurry Park)
- Louisiana State (13 yr. & up) Short Course Swim Meet – Thurs.-Sun. Feb. 14-17, 2019 (Aquatic Center)


b) The Board and Staff recognized the following retiring employees for their years of service provided to SPAR:

- Bryan Stewart, Personnel Supervisor – 22 years (May 1997 – Jan. 2019)
- Keith Anderson, Greenkeeper – 18 years (May 2001 – Jan. 2019)


Mr. Stewart addressed the board and stated that working at SPAR fulfilled a childhood dream of working for the parks. He appreciated the twenty-two years he was able to spend with Sulphur Parks and Recreation. Mr. Gayfield highlighted the ownership and care Mr. Anderson applied to North Frasch Park from its construction. The director thanked both gentlemen for welcoming him when he joined SPAR and said they exemplified the level of excellence displayed by SPAR staff.

All business taken care of, motion to adjourn was made by Mr. Couvillon, second by Mr. Como, and carried

Meeting was adjourned at 5:49 pm.



Approved (Board Member)



Attested



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, on motion by Mr. Bowers, second by Mr. Como, and carried unanimously, did adopt the following Resolution.

BE IT RESOLVED that the 2018 Louisiana Compliance Questionnaire has been adopted as completed for Sulphur Parks and Recreation for the year ending December 31, 2018.

I, Laurie Koelzer, 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 15th day of JANUARY, 2019, 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: 1/15/2019

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. Como, second by Mr. Couvillon, and carried unanimously, did adopt the following Resolution.

BE IT RESOLVED that Steven Gayfield, 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 Steven Gayfield, 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, Laurie Koelzer, 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 15th day of January, 2019, 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: 1/15/19

Secretary

Board Member