



**SULPHUR PARKS AND RECREATION
REGULAR BOARD OF COMMISSIONERS MEETING
Held at the SPAR Recreation and Aquatic Center Multipurpose Room
933 W. Parish Road Sulphur, LA 70663
Tuesday, February 19, 2019 5:30 P.M.**

The Board of Commissioners of Sulphur Parks & Recreation met on Tuesday, February 19, 2019 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: Mitch Bowers, Tina Brown, David Couvillon, and Johnny Stanley; Doug Como was absent.

On a motion by Mr. Couvillon, second by Mr. Stanley, and carried, minutes from January 15, 2019 regular board meeting were approved as presented.

The staff presented financial statements for December 2018. Financials were approved as presented on a motion by Mr. Bowers, second by Mr. Couvillon, and carried.

On a motion by Mr. Bowers, second by Mr. Couvillon, and carried the financial statements for January 2019 were approved as presented.

The staff recommended for acceptance the low public bid received and opened on February 8, 2019 for a new golf course irrigation system, received from Trahan Construction, LLC for the base bid of \$560,100.00, plus Alternate #1 for \$22,300.00, Alternate #2 for \$885.00, Alternate #3 for 27,600.00, for a total of \$610,885.00. (This Project was presented in the 2019 budget and approved as a 2019 capital outlay project by the board at the November 20, 2018 regular board meeting, estimate cost \$750k). The Board inquired on the bid pricing variance received from vendors, and whether specifications of scope and materials of project were verified to be met by the low bid submitted. Mr. Curtis Vincent, Architect for the project was in attendance and was recognized by the Board. Mr. Vincent confirmed that the specifications were verified that they were met by Trahan Construction, performance bond was provided, and that the subcontractor for Trahan Construction is McMillian Irrigation and has the experience in this type of project. Mr. Vincent added that he has worked with Trahan Construction on other project, and would recommend this project to be awarded. The board accepted the low bid on a motion by Mr. Bowers, second by Mr. Stanley, and carried. Bids received as outlined below. Board ask the staff to keep the board informed on the time schedule of the project.

Bid Date: 2-8-19

[] = low Bid

| BIDDER | Base Bid | Alt #1 (Add) PLC & Touchscreen | Alt. #2 (Add) Relocate Hydraulic Pump | Alt #3 (Add) Driving Range Irrigation | TOTAL BID (Base + Alt. #1,#2,#3) |
|------------------------------------|---|--------------------------------------|--|--|--|
| Duininck Inc. | Disqualified due to bid delivered late (Monday 2/11/19) | | | | |
| Mid-America Golf & Landscape, Inc. | \$917,967.90 | \$ 3,720.00 | \$ 1,465.00 | \$31,360.00 | \$954,512.70 |
| Trahan Construction, LLC | [\$560,100.00] | [\$22,300.00] | [\$ 885.00] | [\$27,600.00] | [\$610,885.00] |
| Rotolo Consultants, Inc. | \$866,500.00 | \$29,200.00 | \$ 5,000.00 | \$50,000.00 | \$950,700.00 |
| Eagle Golf & Athletics | \$697,950.00 | \$22,354.00 | \$ 3,893.00 | \$31,050.00 | \$755,247.00 |
| Greentree Irrigation | \$850,000.00 | \$36,000.00 | \$ 7,500.00 | \$37,650.00 | \$931,150.00 |

The staff requested and was granted permission, on a motion by Mr. Bowers, second by Mr. Couvillon, and carried, for the director to issue and execute change orders as necessary not to exceed 15% greater than the public bid received and Contract awarded to Trahan Construction, LLC by the board for the new golf course irrigation system.

On a motion by Mr. Stanley, second by Mr. Couvillon, and carried, the director was granted permission to enter into contract with Vincent and Shows Architects for the new golf course irrigation system. Architect service fees not to exceed 7.5% of the awarded contract amount plus reimbursable expenses.

The staff requested and was granted permission from the board to quote and perform repairs and renovation work to the golf course grill kitchen to bring up to current standards on a motion by Mr. Bowers, second by Mr. Couvillon, and carried. Estimated expense \$20k-\$25k. Mr. Stanley request consideration be given to return to serving to fresh burgers instead of the pre-cooked, as patrons has expressed their preference.

Adoption to amend the resolution of authorized staff and board members to sign financial and business instruments as necessary to complete SPAR business transactions. This amended resolution is to remove retired staff and board members, and add current staff and board members. A call for a motion was made by Mr. Bowers, second by Mr. Stanley, and carried, followed by a roll call vote with four members in attendance and unanimously voting the approval and adoption of the amended resolution.

Notifications to the Board-

- a) Notification of the low quote of \$21,850.00 received from Jerry Blue's Carpetland was accepted by the staff, and placed on order for the Frasch Grill replacement flooring to include installation of new flooring, removal, and disposal of old flooring materials. (Board granted the staff permission to quote, and purchase replacement flooring at the January 15, 2019 Board meeting, estimated cost \$20k - \$25k).
- b) Notification of the low quote accepted, and placed on order by the staff for one (1) utility cart. The low quote was received and accepted from Ben Nelson Golf in the amount of \$9,252.00. (Board granted the staff permission to quote this 2019 Budget funded item at the December 18, 2018 Board meeting, estimated approximate cost \$12k).
- c) Notification of the low quote accepted, and placed on order by the staff for one (1) range picker cart. The low quote was received and accepted from Ben Nelson Golf in the amount of \$9,557.00. (Board granted the staff permission to quote this 2019 Budget funded item at the December 18, 2018 Board meeting, estimated approximate cost \$12k).
- d) Notification of the low public line item bids accepted, and placed on order by the staff for the initial purchase of spring/summer sports equipment with other purchases as needed. (Board granted the staff permission to place out for Public Bid and execute as needed at the November 20, 2018 Board Meeting.) Public bids received as outlined below:

Bid Date: 1-30-19 [] = low line Item Bid

| BIDDER | INITIAL PURCHASE |
|-------------------------------|---------------------|
| A.D. Starr | \$ 13,631.00 |
| BSN Sports | \$ 4,050.36 |
| Pyramid School Products | \$ 8,962.00 |
| Team Express | \$ 2,121.12 |
| Riddell | \$ 0.00 |
| Bill Fritz Sports Co. | \$ 0.00 |
| Bliss Products | \$ 0.00 |
| Cannon Sports | No Bid |
| Athlete's Corner | No Bid |
| Sports Design | No Bid |
| Beacon Athletics | No Bid |
| Schutt Sports | No Bid |
| TOTAL INITIAL PURCHASE | \$ 28,764.48 |

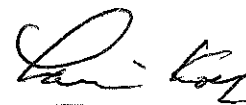
- e) Notification to the Board of the low Quote accepted, and placed on order by the staff for replacement Ball Field and Tennis Windscreens. The low Quote was received and accepted from Douglas Sports in the amount of \$4,864.00. (Board granted the staff permission to quote, order, and purchase at the January 15, 2019 Board meeting).
- f) Notice to the Board of the acceptance by the staff, the low 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). The low Quote was received and accepted from Safe Slide Restoration in the amount of \$51,575.00 (Board granted the staff permission to quote professional services at the January 15, 2019 Board meeting, estimated approximate cost \$45k - \$55k).
- g) Memorandum received from Calcasieu Parish Police Jury of Committee and Liaison Assignments for 2019.
- h) Notification of the Recreation Sports schedule for Try-Outs & Draft
- Baseball (ages 9-19) - Try-Outs – Feb. 25, 2019, Draft – Feb. 27, 2019
 - Softball (ages 9-18) - Try-Outs – Feb. 26, 2019, Draft – Feb. 27, 2019
 - Coach Pitch (ages 7-8 Boys & Girls) - Try-Outs – March 25, 2019
 - Coach Pitch, T-Ball, Wee Ball - Draft – March 27, 2019
- i) Notice of upcoming SPAR Program offerings
- Walk the Dog Day – Feb. 22, 2019 (Fideaux Field)
 - American Red Cross Lifeguard Training – Mar. 1-5, 2019 (Aquatic Center)
 - SPAR Craft Hour – Thursday's Mar. 7-28 (The Annex Building)
 - Swim Lessons – Mar. 12 – Apr. 4 & Apr. 30 – May 23, 2019 (Aquatic Center)
 - Swim & Sport Camp – Mar. 18, 2019 (Rec. & Aquatic Center)
- j) Notification to the Board of upcoming SPAR and Community Events
- SHS Baseball–All Star GMC & Mike Willis Ford Invitational Tournament – Feb. 21-23, 2019 (McMurry Park)
 - Member Appreciation Gumbo Lunch – Feb. 26, 2019 (Rec. & Aquatic Center)
 - SHS Baseball-Billy Navarre Classic Invitational Tournament – Feb. 28-Mar. 2, 2019 (McMurry Park)
 - Talented Arts Program – Mar. 7th – Apr. 5th, 2019 (Henning Cultural Center)
 - Middle School Softball Tournament – Mar. 9, 2019 (Pattison Park)
 - SPAR Rec. Baseball Pitching Clinic – Mar. 12, 2019 (Pattison Park)
 - SHS Golden Tor Baseball SPOT Classic Tournament – Mar. 14-16, 2019 (McMurry Park)
 - SHS Lady Tor Softball Invitational – Mar. 15-16, 2019 (North Frasch, Pattison Park)
 - SHS Golden Tor High School Invitational Golf Tournament – Mar. 16, 2019 (Frasch Golf Course)

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

Meeting was adjourned at 5:58 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 OF SULPHUR PARKS & RECREATION

On February 19, 2019, at a meeting of **SULPHUR PARKS & RECREATION AKA: COMMUNITY PLAYGROUND DISTRICT #2 OF WARD 4**, The Board of Commissioners did Adopt the following Resolution on a roll call vote as follows:

YEA: 4 - Bowers, Brown, Couvillon, Stanley
NAYS: 0
ABSTAIN: 0
ABSENT: 1 - Como

BE IT RESOLVED that the following Employees(E) and Board Members (BM) are authorized and approved to sign deposit and withdrawal transactions with Financial Institutions as well as other Financial and Business Instruments as necessary to complete business activities for Sulphur Parks & Recreation (aka: Community Playground District #2 of Ward 4).

Steven L. Gayfield (E)
Laurie Koelzer (E)
Natalie Bowers (E)
Hannah Veazey (E)
AunJelle Burton (E)

Tina Brown (BM)
David Couvillon (BM)

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 19th day of February 10, 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 2/19/19



 Secretary


 Board Member