



**NOTICE POSTED: June 14, 2019 @ 10:30 A.M.**

**NOTICE OF PUBLIC MEETING  
SULPHUR PARKS AND RECREATION  
REGULAR BOARD OF COMMISSIONERS MEETING**

**A public meeting will be held as follows:**

**DATE: Tuesday, June 18, 2019**

**TIME: 5:30 P.M.**

**PLACE: SPAR Recreation and Aquatic Center Multipurpose Room  
933 West Parish Road, Sulphur, Louisiana**

**AGENDA:**

**Call to Order**

**Roll Call**

1. Presentation and Approval of Minutes from May 21, 2019 Regular Board Meeting.
2. Presentation and Approval of Financial Statements for April 2019.
3. Presentation and Approval of Financial Statement for May 2019.
4. Adopt Property Tax Millage rates for 2019.
5. Adopt Amended Accounting Policies and Procedures, adding a Receipt/Collections section as recommended and outlined in the Louisiana Legislative Auditors Statewide Agreed-Upon Procedures. The adoption of the amended policies and procedures will address the missing section as notated in SPAR's 2018 Financial Audit presented to Board at the May 21, 2019 regular Board Meeting. *(Board approved the original accounting policies and procedures at the December 18, 2018 regular Board meeting).*
6. The staff and Architect, Mr. Curtis Vincent recommends the acceptance of the low Public Bid received and opened on May 22, 2019 for Two (2) New Chiller Units for SPAR's Recreation and Aquatic Center received from Air Plus, LLC for the Base Bid of \$217,000.00, plus Alternate #1 for \$8250.00 for a Total of \$225,250.00. *(Board granted the staff permission to advertise and place for Public Bid at the March 19, 2019 Regular Board meeting, estimated cost \$250k - \$300k).* Public Bids received as outlined below:

Bid Date: 5-22-19

[ ] = low Bid

BIDDER	BASE BID	ALT. #1 (Add) Chilled Water 3 <sup>rd</sup> Party CxA Agent	TOTAL BID (Base + Alt. #1)
Bernhard MCC, LLC Lafayette, LA	\$228,000.00	\$ 8,000.00	\$236,000.00
<b>Air Plus, LLC Scott, LA</b>	<b>[\$217,000.00]</b>	<b>[\$ 8,250.00]</b>	<b>[\$225,250.00]</b>
Calcasieu Mechanical Contractors, Inc. Lake Charles, LA	\$256,700.00	\$ 9,100.00	\$265,800.00

7. The staff request permission for the Director to issue and execute Change Orders as necessary not to exceed 15% greater than the Public Bid received and awarded by the Board for the Two (2) New Chiller Units for SPAR's Recreation and Aquatic Center.
8. The Director request permission from the Board to enter into contract with Vincent and Shows, Architect Firm for the Two (2) New Chiller Units for SPAR's Recreation and Aquatic Center. Architect Service fees not to exceed 7.5% of the awarded contract amount plus reimbursable expenses.
9. The staff request permission to purchase from Louisiana State Contract and/or place on advertisement for Public Bid the following 2019 Budget funded items:
  - a) Up to Fifteen (15) New Electric Golf Carts to be received in 2019, estimated cost of \$65k prior to potential trade-in and/or surplus sale of used Carts. The staff also request permission to declare as Surplus, Fifteen (15) Golf Carts to be traded-in, sold on a public bid basis, sold individually, used for parts and/or other maintenance purposes, and/or disposed of. The staff will determine which Used Carts in SPAR's Fleet to be considered for surplus based on age and condition.

#### 10. Notifications to the Board

- a) The Director to provide status of the damage to crossover bridge located by hole #8-#9 at Frasch Golf Course.
- b) Notification to the Board of new operating hours at the Golf Course Grill that began on Tuesday, June 11, 2019, Monday – Saturday 9 a.m.-6 p.m. & Sunday 10 a.m. – 6 p.m.
- c) Notice of approval and award received from Calcasieu Parish Police Jury to enter into a Cooperative Endeavor Agreement with SPAR for a reimbursable funding Grant of \$500,000 for Infield Artificial Turf Project (Five (5) Fields, North Frasch Fields #19 & #20, Pattison Complex Field #1, #2, #4, and Alternates may include safety surfacing and/or re-turfing fields at McMurry Park Complex. This project is a 2019 Budget funded item with estimated approximate cost of \$1,250,000, plus applicable Architect fees. *(Board granted the Director permission to submit and execute Cooperative Endeavor request for Grant funding opportunities as provided for by the Calcasieu Parish Police Jury).*
- d) Notice to the Board of the staff taking action to remove several Trees from the Grove Park due to damage and/or disease.
- e) Notification to the Board of receipt of resignation received from Allan Andersen, Aquatic Supervisor. Mr. Andersen has been employed with SPAR since August 2010.
- f) Notice of Award received from Louisiana High School Athletic Association, awarding Sulphur to host the LHSAA State Baseball Championships for 2020, with possibility of extending additional years.
- g) Presentation of the attendance/revenue recap of the following events:
  - LHSAA State SOFTBALL Championships held April 26-27, 2019
  - LHSAA State BASEBALL Championships held May 8-14, 2019

**11. Notification to the Board of upcoming Events:**

- Jennie Finch World Series Tourney – June 19 – 23, 2019 (McMurry for Opening Ceremonies, Play @ Frasch, & Pattison)
- Men’s Golf Association renewal championship – June 22-23, 2019 (Frasch Golf Course)
- USSSA Baseball 8 & Under World Series Tourney – July 2nd-July 7, 2019 (LC Civic Center for Opening Ceremonies, Play @ Frasch, Pattison, & McMurry)
- 2<sup>nd</sup> Saturday in Sulphur Art Camp – July 13, 2019 (Henning Cultural Center, Mines House & the Annex Bldg.)

**12. Adjournment of Public Meeting.**

Laurie Koelzer, Board Secretary  
Sulphur Parks and Recreation  
933 West Parish Road  
Sulphur, Louisiana 70663  
Tel: 337.527.2500

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Laurie Koelzer at 337-527-2500 describing the assistance that is necessary.

*Note: For Agenda Items to be added requires a unanimous roll call vote, public statement as to nature and reason for the addition, and is to include public forum participation*