



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
Tuesday, August 20, 2019 5:30 PM

The Board of Commissioners of Sulphur Parks and Recreation met at 5:30 pm on Tuesday, August 20, 2019 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 minutes from July 16, 2019 were presented and approved as written on a motion by Mr. Couvillon, seconded by Mr. Stanley, and carried.

Staff presented minutes from the July 25, 2019 special board meeting. Minutes were approved as written on a motion by Mr. Bowers, seconded by Mr. Como, and carried.

Financial statements for July 2019 were presented by staff, with expenses and revenues as expected. Statements were approved as presented on a motion by Mr. Stanley, seconded by Mr. Couvillon, and carried.

The director presented the request for new budgeted equipment as replacement pieces. He described a greens roller that had been demonstrated at the course over the prior weeks to replace a planned top dresser purchase to better serve the course. On a motion by Mr. Bowers, seconded by Mr. Como, and carried, staff was granted permission to place out for public bid and/or purchase from Louisiana state contract the following budget funded maintenance equipment items:

- a) Two (2) Z-Turn mowers, estimated cost \$25k
- b) One (1) Greens roller, estimated cost \$16k (replacing budgeted fairway top dresser \$35k)
- c) One (1) Tractor w/front loader, estimated cost \$35k - \$40k
- d) One (1) Pull-behind, self-powered top dresser, estimated cost \$15k

The staff requested and received permission to quote, order, and receive one (1) fertilizer spreader, estimated cost of \$6k, on a motion by Mr. Como, seconded by Mr. Bowers, and carried.

The board, on a motion by Mr. Como, seconded by Mr. Couvillon, and carried, granted staff permission to declare SPAR assets as surplus equipment/materials, and for items to be sold on public bid basis, traded-in, consumed, used for parts for maintenance purposes, and/or disposed of. The director explained that the items to be surplus have accumulated over time. The board asked about the varied service life of treadmills being disposed of. Mrs. Burton, recreation manager explained that some of the treadmills were placed in higher use areas while others degraded more quickly due to the quality. It was stated that bid specs had been raised to prevent future purchases of less sturdy items. The board inquired about the possibility of donating some of the used equipment such as helmets to other communities. Mr. Gayfield stated that due to concussion risks and improving technology he did not believe it was wise to provide the used equipment to others when we could not guarantee the performance or safety of the items. *(Listing of items was provided to board for review and approval)*

On a motion by Mr. Bowers, seconded by Mr. Como, and carried, the board accepted, on staff recommendation, the low public bid received and opened on August 13, 2019 for one (1) new 2019 utility truck from Beard Equipment at the low bid price of \$22,495.00 (Board granted staff permission to place for public bid and/or purchase from Louisiana state contract at the April 16, 2019 board meeting, estimated cost of \$25k). Public bids received as outlined below:

Bid Date: 8-13-19 [] = low Bid

BIDDER	YEAR/MAKE/MODEL	UNIT PRICE
Jerry Pate Turf & Irrigation - Pensacola, FL	2019 Toro HDX 2-WD – 07384	\$23,439.52
Beard Equipment - Mobile, AL	2019 John Deere Progator – 2020A	[\$22,495.00]

The staff recommended and received acceptance of the low public bid received and opened on August 13, 2019 for one (1) new 2019 half-ton extended cab pickup truck from Premier Chrysler Dodge/Jeep at the low bid price of \$21,458.00 on a motion by Mr. Couvillon, seconded by Mr. Bowers, and carried. The director explained that an exception to the bid exists for both the truck and van. The bid specs required a 60-day delivery, shorter than any bidder could meet. Staff recommended to accept low bid received and allow for additional time for delivery. (Board granted staff permission to place for public bid and/or purchase from Louisiana state contract at the April 16, 2019 board meeting, estimated cost of \$25k). Public bids received as outlined below:

Bid Date: 8-13-19 [] = low Bid

BIDDER	YEAR/MAKE/MODEL	UNIT PRICE
Courtesy Chrysler Dodge / Jeep / Ram - Breaux Bridge, LA		No Bid Submitted
All-Star GMC - Sulphur, LA		No Bid Submitted
Billy Navarre Chevrolet - Sulphur, LA		No Bid Submitted
Mike Willis Ford - Sulphur, LA	2020 Ford F-150 Extended Cab 2-WD	\$27,365.00
Hixson Ford - Alexandria, LA		No Bid Submitted
Premier Chrysler Dodge / Jeep - New Orleans, LA	2019 or 2020 Ram 1500 Quad Cab	[\$21,458.00] (LA State Contract)
Mark Dodge - Lake Charles, LA		No Bid Submitted
Lamarque Ford - Kenner, LA		No Bid Submitted

The staff recommended and received acceptance of the low public bid received and opened on August 13, 2019 for one (1) new 2019 half-ton cargo van from Premier Chrysler Dodge/Jeep at the low bid price of \$21,205.00 on a motion by Mr. Bowers, seconded by Mr. Couvillon, and carried. (Board granted staff permission to place for public bid and/or purchase from Louisiana state contract at the April 16, 2019 board meeting, estimated cost of \$25k). Public bids received as outlined below:

Bid Date: 8-13-19 [] = low Bid

BIDDER	YEAR/MAKE/MODEL	UNIT PRICE
Courtesy Chrysler Dodge / Jeep / Ram - Breaux Bridge, LA		No Bid Submitted
All-Star GMC - Sulphur, LA		No Bid Submitted
Billy Navarre Chevrolet - Sulphur, LA		No Bid Submitted
Mike Willis Ford - Sulphur, LA	2020 Ford Transit half ton short wheel base	\$27,365.00
Hixson Ford - Alexandria, LA		No Bid Submitted
Premier Chrysler Dodge / Jeep - New Orleans, LA	2019 or 2020 Ram Promaster 1500	[\$21,205.00] (LA State Contract)
Mark Dodge - Lake Charles, LA		No Bid Submitted
Lamarque Ford - Kenner, LA		No Bid Submitted

On a motion by Mr. Bowers, seconded by Mr. Como, and carried, the board, per staff recommendation, accepted the public bid received from Courtesy Golf Cars for fifteen (15) new 2019/2020 four-wheel electric golf carts less trade-in of fifteen (15) used four-wheel electric golf carts from SPAR's fleet, to be received in 2019. Courtesy Golf Car's base bid of \$4,284.00 less \$1,850.00 trade-in, net cost of \$2,434.20 per unit, for a total net cost of \$36,513.00 for fifteen (15) new carts less trade-in of fifteen (15) used carts. The staff selected 15 used carts to be traded-in, asset #s 2079-2093 Yamaha golf carts originally purchased in April 2015. Bids received as outlined below:

Bid Date: 8-13-2019

[] = low bid

BIDDER	YEAR/MAKE/MODEL	UNIT PRICE	LESS TRADE-IN	NET UNIT PRICE	TOTAL (15 New, less 15 Used Trade-In's)
Courtesy Golf Cars Denham Springs, LA	2020 Yamaha DR2ETIBE	[\$4,284.20]	[\$1,850.00]	[\$2,434.20]	[\$36,513.00]
Ben Nelson Golf Kenner, LA	2020 EZ-GO TXT	\$4,495.00	\$1,750.00	\$2,745.00	\$41,175.00
Golf Carts of Louisiana Baton Rouge, LA	2020 Club Car Precedent	\$4,058.20	\$1,600.00	\$2,458.20	\$36,873.00

Note: The Board granted the staff permission at the June 14, 2019 Regular Board of Commissioners Meeting to purchase from Louisiana State Contract and/or place an advertisement for Public Bid, and to declare as surplus, fifteen (15) Used Carts from SPAR's Fleet 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 Board also granted the staff permission to determine which used carts in SPAR's Fleet to be considered for surplus based on age and condition.

The director presented the board with a status update on the Swisco Road property in regards to the termination of the consent decree and the revoking of the deed restrictions on this property for possible consideration of placing property on the market for sale. No action was taken following discussion. The director informed the board that the consent decree had been vacated but that deed restrictions still exist limiting the property to green space/park related use only as well as leaving AirLiquide liable for any environmental damages that may occur during or due to development of the property. AirLiquide is not comfortable lifting the restrictions due to the environmental risks and deems that regardless of any signed waivers, the responsibility of environmental hazards will remain indefinitely with AirLiquide and SPAR. The board asked if an environmental study had been conducted, to which the director said not as far as SPAR is aware. The Director commented that staff will inquire about environmental studies that may have been conducted in the past and/or cost associated to have performed and present findings to the Board.

Notifications to the Board

- a) Notification of the low line item Public Bids for Fall & Winter Sports Equipment accepted, and placed on order by the staff as outlined below: (Board granted the staff permission to advertise, Bid, and execute Sports Equipment for 2019 as needed at the November 20, 2018 Board meeting).

Bid Date: 7-18-19

[] = low line item bid

BIDDER	Soccer	Basketball	Football	Tennis	Volleyball	Initial Purchases Total (per Vendor)
Baden Sports			\$572.00			\$572.00
Bill Fritz Sports Co.	\$2,596.00					\$2,596.00
BSN	\$2,099.82		\$655.00	\$163.96	\$432.82	\$3,351.60
Pyramid School Supply		\$2,049.84				\$2,049.84
Riddell			\$8,183.00			\$8,183.00
Team Express		\$149.40	\$137.85			\$287.25
TOTALS	\$4,695.82	\$2,199.24	\$9,547.85	\$163.96	\$432.82	\$17,039.69

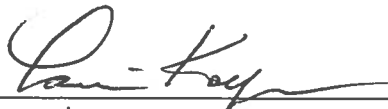
- b) Notification of Staff attending Professional Development Training as follows:
- **Natalie Bowers, Human Resources Supervisor** - IPMA-HR International Training Conference & Expo. September 22-25, 2019 (Miami, Florida)
 - **Hannah Veazey, Recreation Sports Supervisor** – NRPA Conference, Training, & Expo. September 22-26, 2019 (Baltimore, Maryland)
 - **Tara Coltrin, Recreation Center Supervisor** – NRPA Conference, Training, & Expo. September 22-26, 2019 (Baltimore, Maryland)
 - **Troy Gayle, Grounds Supervisor** – Deep South Turf Conference, Training, & Expo October 1-3, 2019 (Biloxi, Mississippi)
 - **Ray Hale, Grounds Foreman** – Deep South Turf Conference, Training, & Expo October 1-3, 2019 (Biloxi, Mississippi)
- c) Notification of Drainage work being performed by Gravity Drainage District in and adjacent to Kyle Street Park.
- d) Notification of all Full-Time Exempt staff to begin an alternating Friday off schedule being in September 2019.
- e) Article published in Southwest Daily News on August 2, 2019, highlighting SPAR Waterpark.
- f) Annual Public Forum review and discussion of the Sports and Facility Manual scheduled for Wednesday, September 18, 2019 @ 5:30 p.m. – Frasch Recreation Room.
- g) Notification to the Board of upcoming events.
- SPAR Recreation Football Try-Outs – Thurs. Aug. 15, 2019 (*Aquatic Center*)
 - SPAR Recreation Football Draft – Mon. Aug. 19, 2019 (*Frasch Rec. Room*)
 - SPAR Recreation Soccer Draft – Tues. Aug. 27, 2019 (*Frasch Rec. Room*)
 - Sulphur High Intrasquad Swim Meet – Thurs. Aug. 29, 2019 (*Aquatic Center*)
 - Sulphur High Relay Swim Meet – Thurs. Sept. 5, 2019 (*Aquatic Center*)
 - SPAR Recreation Volleyball Draft – Wednesday. Sept. 18, 2019 (*Frasch Rec. Room*)

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

Meeting adjourned at 6:01 pm



 Approved (Board Member)



 Attested