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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, December 17, 2019 5:30 P.M.

The Board of Commissioners of Sulphur Parks and Recreation met on Tuesday, December 17, 2019 at 5:30 pm for the regular scheduled session in the multipurpose room of 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 Sulphur High School Baseball Booster Club presented information to the board for review and consideration of replacement of the digital scoreboard and video display at McMurry Field #41. Mr. Steve Keipers approached the board and provided a presentation of costs and amenities for a new LED visual board at Field 41. Mr. Keipers explained that through his professional connections he has received an offer to purchase the improved board at an extremely discounted rate. SHS Boosters has volunteered to fundraise for the purchase price of the board with a donor's stone visible on the exterior area of the ballpark located below the scoreboard. The boosters are requesting that the board approve them to begin fundraising with the authorization to purchase and install the item once paid for. The board confirmed that the purchase price is not being requested from SPAR. The board inquired as to the existing infrastructure and any costs to be incurred by SPAR to allow the installation and electrical needs. The director, Mr. Steve Gayfield, confirmed per conversations with the scoreboard manufacturer, that the existing power is sufficient, but that operation of the board requires fiber optic line directly to the scoreboard which is currently not in place. Mr. Gayfield expressed his confidence that if the Booster Club raised the funds and purchased the scoreboard that SPAR would not have an issue providing the infrastructure, installation, and continuing maintenance for the device. Due to the ongoing expense of maintaining the existing scoreboard, Mr. Gayfield advised the board that it would have to be replaced in the near future regardless. The process of acquiring the scoreboard was recapped to involve the Booster Club raising the funds and purchasing the scoreboard and then they would complete an act of donation to SPAR to transfer ownership and all future maintenance responsibilities. The board confirmed that the scoreboard would be owned by SPAR and available for use during non-SHS events. Following confirmation that the director did not have any reservations, the board, on a motion by Mr. Bowers, seconded by Mr. Couvillon, and carried, authorized the boosters to move forward with fundraising and purchase and authorized SPAR, through the director, to make needed arrangements for installation.

On a motion by Mr. Bowers, seconded by Mr. Couvillon, and carried, the board approved the minutes from November 19, 2019 regular board meeting as presented.

Financial statements for November 2019 were approved as presented on a motion by Mr. Bowers, seconded by Mr. Couvillon, and carried.

Adoption of the 2020 Board of Commissioner's regular monthly meeting dates set on the third (3rd) Tuesday at 5:30 PM of each month was approved on a motion by Mr. Bowers, seconded by Mr. Couvillon, and carried.

Following discussion, Mr. Bowers nominated Mr. Couvillon to serve as president of the board for the 2020 calendar year. The nomination was accepted by Mr. Couvillon, on a motion by Mr. Bowers, seconded by Mr. Como, and carried. Mr. Couvillon nominated Mr. Como to serve as vice president, Mr. Como accepted the nomination, on a motion by Mr. Couvillon, seconded by Mr. Bowers, and carried.

The staff, on a motion by Mr. Couvillon, seconded by Mr. Como, and carried, was granted permission to purchase from Louisiana State Contract or place on advertisement for public bid the following budget funded items:

- a) One (1) Sandtrap Groomer, estimated approximate cost \$20k
- b) One (1) Root Pruner, estimated approximate cost \$20k

On a motion by Mr. Como, seconded by Mr. Bowers, and carried, the staff was granted permission to quote and purchase the following 2020 budget funded items:

- a) One (1) Debris Blower, estimated approximate cost \$10k
- b) One (1) Utility Cart, estimated approximate cost \$10k
- c) One (1) Ball washer / Conveyor, estimated approximate cost \$10k
- d) One (1) Body Scan, estimated approximate cost \$6,300 – Mrs. Burton described the device as an additional tool for Recreation and Aquatic Center guests to evaluate their fitness status and monitor progress towards their personal goals. The board confirmed that the item would be available for use without any additional charge.
- e) Three (3) – Five (5) Spin Bikes & Computers, estimated approximate cost \$10k

Notifications to the Board:

- a) Receipt of thank you card from former board member, Matt Vincent and his family for the board and staff's expression of sympathy for the passing of his father, Mr. George Hardy Vincent.
- b) Notice the low lump sum quote of \$5,747.72 for softballs and baseballs received from Baden Sports was accepted and ordered by staff to be received in the 2019 budget year. Quotes received as outlined below:

Quote Date: Nov. 2019 [] = low Quote

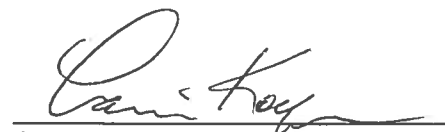
VENDOR	AMOUNT
Baden Sports	[\$5,747.72]
Pyramid Sports Products	\$5,800.44
BSN Sports	\$8,497.10

- c) Notice of receipt of substantial completion on the following projects:
 - Golf Course Irrigation Project
 - Recreation & Aquatic Center Replacement of Two (2) Chiller Units
- d) Notice of attendance results for the LHSAA State Swim Championships that was held at SPAR Recreation & Aquatic Center November 20-23, 2019.
- e) Holiday hours schedule for the Recreation and Aquatic Center, and Golf Course.
- f) Upcoming events scheduled at various locations:
 - Reindeer Games – Monday, Dec. 23rd, 2019 8:00 a.m. – 12 noon (Rec & Aquatic Center)
 - Swim & Sport Camp – Monday, Jan. 6th, 2020 8:00 a.m. – 12 noon (Rec & Aquatic Center)
 - Golf Fore Kids – School Holiday Break (Frasch Golf Course)
 - Swim Lessons – Jan. 6th – 30th, 2020, Pre-school, Level I, & Adult Beginner (Aquatic Center)

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

Meeting adjourned at 5:58 pm.


Approved (Board Member)


Attested