



SULPHUR PARKS AND RECREATION (SPAR)
Public Hearing – Amend 2024 Budget & Adopt 2025 Budget
Regular Board of Commissioners Meeting
Held at the SPAR Recreation & Aquatic Center Multipurpose Room
933 W Parish Road Sulphur, Louisiana 70663
Thursday, November 19, 2024 @ 5:30 PM

The Board of Commissioners of Sulphur Parks and Recreation (SPAR) met at 5:30 PM on Thursday, November 19, 2024, in the multipurpose room at SPAR Recreation & Aquatic Center in Sulphur, Louisiana for a public hearing to present the amended 2024 budget and the proposed 2025 budget, followed immediately by the regular scheduled board meeting. The hearing was called to order, and a roll call was taken. Board members present were Don Martin, Mike Boyette, David Devall, and David Couvillon. Len Lemelle was absent.

The amended 2024 general fund budget was presented, reviewed, and discussed. Executive Director, Ms. Laurie Koelzer, presented the budget amendments to include increasing revenues and decreasing budgeted expenditures to more accurately reflect the financial position when looking back for comparison. The amended budget reflects revenues of \$12,853,900 (increase of \$867,850 from original budgeted revenue) and expenditures of \$19,855,333.37 (decrease of \$1,061,779.06 from original budgeted expenditures). Board President, David Devall, opened the floor for public comment; no public comments were made.

The proposed 2025 general fund budget was presented, reviewed, and discussed. Ms. Koelzer presented the budget which reflects revenue of \$13,989,000.00, and expenditures of \$20,498,725.00. Capital projects continue to be aggressively pursued with the final phase of Center Circle Park being a primary project budgeted in 2025. Ms. Koelzer briefly discussed the compensation plan and org chart while sharing that full-time staffing levels are almost at 100%. Mr. Couvillon requested that the Administration formalize and present for adoption a budget rule to maintain fund balance at a specific level. Board President, David Devall, opened the floor for public comment; no public comments were made.

On a motion by Mr. Boyette, seconded by Mr. Martin, and carried, the public hearing adjourned at 5:57pm.

The regular board meeting was called to order and resumed immediately following a motion by Mr. Boyette, seconded by Mr. Martin, and carried.

Minutes from October 15, 2024, regular board meeting were adopted as presented on a motion by Mr. Couvillon, seconded by Mr. Boyette, and carried.

On a motion by Mr. Boyette, seconded by Mr. Couvillon, and carried, the board approved the October 2024 financials as presented. Ms. Koelzer stated all revenues and expenses were as expected.

Staff presented fees changes for facility rentals/use and golf course daily fees. Athletics Manager, Mr. Billy Christian, presented the recommendations and stated that the intent was to simplify and make available additional facilities. Fees were also presented to apply to schools within the district, but collecting those fees would be postponed until 2025/2026 school year allowing area schools to plan financially for the change. Golf day fees were marginally increased while remaining competitive with other area course and without increasing membership rates. The board approved the proposed fees following a motion by Mr. Couvillon, seconded by Mr. Boyette, and carried.

The **Amended 2024** general fund budget was adopted on a motion by Mr. Couvillon, seconded by Mr. Boyette, and carried. The amended budget reflects revenues of \$12,853,900 (increase of \$867,850.00 from original budgeted revenue) and expenditures of \$19,855,333.37 (decrease of \$1,061,779.06 from original budgeted expenditures).

The **2025** general fund budget was adopted on a motion by Mr. Boyette, seconded by Mr. Couvillon, and carried. The 2025 Budget reflects revenues of \$13,989,000.00, expenditures of \$20,498,725.00,

On a motion by Mr. Couvillon, seconded by Mr. Boyette, and carried, the staff was granted permission to prepare and place on advertisement for Public Bid, Quote, and/or purchase from Louisiana State Contract the 2025 Budget funded Capital Equipment Acquisitions as needed (FFE - Mowers, Fitness Equipment, Food Service Equipment, etc.) Staff to execute purchases from Louisiana State Contract and notify Board of staff actions. Public Bid items will be presented to the Board for approval and/or rejection.

The Staff, on a motion by Mr. Couvillon, seconded by Mr. Boyette, and carried, was granted permission to prepare, place on advertisement, and execute as needed Public Bids, Quotes, and/or purchase from Louisiana State Contract the 2025 Budget funded consumable and material items (pool chemicals, sand, dirt, clay, limestone, gasoline, diesel, sports equipment, etc.). Notification to be provided to Board of staff actions.

Notifications

- a) List presented of surplus equipment disposed of due to being broken, obsolete, or outdated equipment. The surplus items were sold on a public bid basis utilizing the service of GovDeals, used for parts for maintenance purposes, sold as scrap metal, and/or disposed of.
- b) The boiler for the Aquatic Center's aerobic pool has required several service calls to troubleshoot and replace various parts over the last several months which have caused some patrons to be uncomfortable with the water temperature. The staff monitors the water temperature and follows the safety guidelines recommended by the American Red Cross/Aquatic Fitness Programming for both indoor and outdoor pools. The staff has included in the 2025 budget to replace the existing boiler unit.
- c) Upcoming events:
 - LHSAA State Swimming Championships - Wed.- Sat. Nov. 20th-23rd (Rec. & Aquatic Center)
 - LA Athletes Golf Tournament – (8am Tee Times) Fri. Nov. 22nd (Frasch Golf Course)
 - Junior Lifeguard Class – Mon.-Tues. Nov. 25th-26th (Rec. & Aquatic Center)
 - Lions Club Community Thanksgiving – Thurs. Nov. 28th (Rec. & Aquatic Center)
 - Holiday House Preview Party – Thurs. Dec. 5th, 6:30-9:30 p.m. (Henning Cultural Center)
 - Christmas Under the Oaks Festival – Fri. Dec. 6th - Sat. Dec. 7th, 10:30am-8:30pm (Heritage Square)
 - Sulphur Kiwanis Christmas Parade – Sat. Dec. 7th, 11am (lineup @ WW Lewis Jr. High School)
 - Breakfast with Santa & Friends – Sat. Dec. 7th, 8:00–9am (Henning House White Tent)
 - The Grinch takes over Fideaux Field – Sat. Dec. 7th (Fideaux Field)
 - Lifeteen & Edge Golf Tournament – (8am Shotgun start) Sat. Dec. 7th (Frasch Golf Course)
 - SPAR Arts & Recreation 7-12 yr. – Thurs. Dec. 12th, 5:30-7:30pm (Rec. & Aquatic Center)

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

Meeting adjourned at 6:18 pm.

Approved (Board Member)

Attested