



**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, June 18, 2024, 5:30 PM**

The Board of Commissioners of Sulphur Parks and Recreation (SPAR) met at 5:30 pm on Tuesday June 18, 2024, in the multipurpose room at SPAR Recreation and Aquatic Center in Sulphur, Louisiana for the regular scheduled board meeting. The meeting was called to order and a roll call was taken. Board members present were Don Martin, David Devall, and David Couvillon; Mike Boyette and Len Lemelle were absent.

The minutes of the May 21, 2024, regular board meeting were approved as presented on a motion by Mr. Couvillon, seconded by Mr. Martin, and carried.

The minutes of the June 10, 2024, special board meeting were approved as presented on a motion by Mr. Couvillon, seconded by Mr. Martin, and carried.

Mr. Coy Vincent, of Gragson, Casiday, & Guillory, was unable to present the 2023 Financial Audit and Agreed Upon Procedures due to an emergency. Assistant Director, Natalie Bowers, reviewed the supplied audit documents with the board and notified them that Mr. Vincent was available by phone for any questions in relation to the audit process, findings, and the net position of SPAR fund balance at 12.31.23. The board, on a motion by Mr. Couvillon, seconded by Mr. Martin, and carried, adopted the audit results and agreed upon procedures as presented.

On a motion by Mr. Couvillon, seconded by Mr. Martin, and carried, the board approved April 2024 financials as presented. Ms. Bowers stated that revenues and expenses were as expected and within budget. Capital Expenditures are elevated over last year as progress continues on the Kyle Street and Center Circle hurricane recovery/improvement projects.

May 2024 financials were approved as presented on a motion by Mr. Couvillon, seconded by Mr. Martin, and carried. Ms. Bowers stated that all revenues and expenses were as expected. The waterpark day fee revenue is down roughly 60k, predominantly due to May being designated as Resident only for the waterpark. Additionally, May suffered high Spoilage/Loss expenses due to the multiple power outages caused by the tornadoes and line of strong storms that hit the community in early May.

On a motion by Mr. Couvillon, seconded by Mr. Martin, and carried, staff was granted permission to enter into a professional services agreement with the Architectural Firm of Moss-Reed to provide SPAR with cost estimate breakdown related to the refurbishment of Frasch Park. This project is one that we applied to the Calcasieu Parish Police Jury, Office of Community Development for consideration in November 2023 as part of the CDBG Grant Funding offered to serve low to moderate income population (LMI). The parish has approved a \$4.2 million allocation and is now being reviewed at the State level to confirm project meets the necessary qualifications.

Following discussion, the board tabled the proposed Batting Cage Access policy to be reviewed in the future on a motion by Mr. Couvillon, seconded by Mr. Martin, and carried.

## Notifications-

- a) Notice received from Louisiana High School Athletic Association, awarding SPAR to host the following State Championship events:
  - 2024 & 2025 Swimming
  - 2025 & 2026 Softball
  - 2025 & 2026 Baseball
- b) Staff presented the financial recap of the 2024 LHSAA State Softball & Baseball events.
- c) Staff presented Waterpark attendance through June 13th, 2024. Though attendance is definitely down from the same period last year, this is align with the intent to reduce capacity and increase Resident attendance and enjoyment of the facility.
- d) Notice of Substantial Completion for the repairs, resurfacing, and retiling of the original section of SPAR Waterpark. Total contract with Sabine Pools, LLC = \$391,030.
- e) Notice of Change Order #4 and recommendation of Acceptance to contract with Air Plus, LLC for the Air Handler Unit #1 replacement in the Natatorium of the Aquatic Center. Total contract with Air Plus, LLC = \$539,965.54.
- f) Update of Center Circle Park redesign Project  
(Gen. Contractor = Trahan Construction, Architect = Duplantis Design Group)
  - The Pool House and Pool – last portion of Pool Deck scheduled to be poured by Mon. June 17th, followed by plaster installation, slide and springboard installation, and filling of pool. Pool house finishing work of interior and exterior work ongoing. Staff working closely with General Contractor and Architect to push for a July 2024 opening. Staff to begin installation of picnic tables, benches, trash receptacles, loungers, lifeguard stands, and furniture and fixtures in areas as they become construction free.
  - Inclusive Playground equipment installation is 90% complete, installation of solid surface material and fencing are the next steps. July 2024 is the targeted date for completion.
  - Staff have replaced the Tennis lights with LED fixtures to improve both efficient power usage as well as esthetics. Electrician moving power connection to improve visibility of where and how to turn on lights for both tennis and basketball areas. Timers control the time lights go out, but participants turn on lights.
- g) Update of Kyle Street Park Hurricane repair/improvement project:  
(General Contractor = Scott Taylor Construction, Architect = Ellender & Assoc.)
  - Gym Floor repairs, refinishing, and sports markings are complete.
  - Interior finishing work on the Recreation room, concession stand, restroom are ongoing.
  - Exterior finishing work on sidewalks, parking area, and grounds are ongoing.
  - SPAR staff will begin installation of picnic tables, benches, trash receptacles, and other furniture and fixtures as they become construction free. July 2024 is the targeted date of completion for this project.
- h) Staff are working to complete the installation of the Disc Golf Course at Carlyss Park. Planning to have an event day to introduce this new activity to the community in July/August 2024.
- i) Staff is working to obtain quotes for refinishing and remarking of the Aquatic Center and Carlyss Gymnasiums flooring. Carlyss Gym floor also needs some repairs. The remark will include pickleball lines in both locations.

- j) Aerate Greens at Frasch Golf Course – Monday, July 8, 2024 (Course will be closed).
- k) SPAR Recreation Fall sports registration deadline dates:
  - Adult Slow Pitch Coed & Men’s – July 2nd, 2024
  - Youth Soccer - July 29, 2024
  - Youth Football – August 15, 2024
  - Youth Volleyball – September 4, 2024
- l) Notice of SPAR’s July 16, 2024, regular board meeting will include adoption of Property Tax Millage rate for 2024 which is a property reassessment year.

Upcoming Events:

- Coach Gueringer Football Camp – Mon.-Wed. June 17th-19th (Carlyss Park)
- Am. Red Cross Lifeguard Training – June 20th-23rd (Rec. & Aquatic Center)
- World’s Largest Swimming Lesson – June 20th 8 am (Rec. & Aquatic Center)
- SPAR Summer Camp – June 24th – 28th (Carlyss Park M-Th/Aquatic Center-Fri)
- Mizuno Fitting Day – Tues. June 25th 12pm-4pm (Frasch Golf Course)
- Little League Baseball District Tournament – Mon.-Sun. June 24th-30th (Pattison Park)
- SETBA Baseball Tournament – Thurs. – Sun. June 27th-30th (McMurry Park Fld 37, 40, 41)
- July Swim Lessons – Various sessions and times – Rec. & Aquatic Center)
- Adult Slow Pitch begin – Tues.-Wed. July 2nd-& 3rd (North Pattison Park)
- SETBA Baseball Tournament – Thurs.-Sun., July 4th-7th (McMurry Park Fld 37, 40, 41)
- Chess lessons and sparring matches – Sat. July 6th & July 13th (Annex Bldg.)
- SPAR Summer Camp – July 8th-12th (Frasch Park M-Th/Aquatic Center-Fri)
- Serialfest Film fest – Sat. July 13th (Mines House)
- Junior Golf Camps – July 9th-11th, Aug. 6th-8th (Frasch Golf Course)
- Soccer Clinic w/Sulphur High School – Thurs. July 11th (McMurry Park Soccer Fields)
- Am. Red Cross Lifeguard Training – July 11th-14th (Rec. & Aquatic Center)
- PBR Baseball Tournament – Thurs. – Mon. July 11th-15th (McMurry Park Fld 37, 40, 41)
- Southern Collegiate Sports – Fri. – Sun. July 12th-14th (North Frasch Complex)
- Challenger Soccer Camp – Mon.-Fri. July 15th-19th (McMurry Park Soccer Fields)
- SPAR Summer Camp – July 15th-19th (Kyle Street Park M-Th/Aquatic Center-Fri)
- PBR Baseball Tournament – Thurs. – Mon. July 18th-22nd (McMurry Park Fld 37, 40, 41)
- Brimstone Kids Camp – Sat. July 20th (Henning Cultural Center)
- “Nuts & Bolts” Art Exhibit – Thurs. July 25th – Thurs. Aug. 29th (Henning Cultural Center)
- US Kids Golf Local Tour – Mon. July 29th (Frasch Golf Course)

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

Meeting adjourned at 6:52 pm.

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Approved (Board Member)

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Attested