



SPAR
Sulphur Parks & Recreation



933 W. Parish Road • Sulphur, Louisiana 70663 • Tel: (337) 527-2500 • Fax: (337) 528-4934 • www.sulphurparks.com

SULPHUR PARKS AND RECREATION (SPAR)
Public Hearing – Amend 2022 Budget & Adopt 2023 Budget
Regular Board of Commissioners Meeting
Held at the SPAR Recreation & Aquatic Center Multipurpose Room
933 W Parish Road Sulphur, Louisiana 70663
Tuesday, November 15, 2022 @ 5:30 pm

The Board of Commissioners of Sulphur Parks and Recreation (SPAR) met at 5:30 pm on Tuesday, November 15, 2022 in the multipurpose room at SPAR Recreation & Aquatic Center in Sulphur, Louisiana for a public hearing to present the amended 2022 budget and the proposed 2023 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 David Devall, Doug Como, Mike Boyette, David Couvillon, and Len Lemelle.

The Amended 2022 General Fund Budget was presented, reviewed, and discussed. Executive Director, Ms. Laurie Koelzer, presented the budget and explained the need for amending the budget to be as indicated in prior months financial presentations. Revenue, though not required to be amended due to exceeding budgeted expectations, was amended up to provide a more realistic comparison in future years. The bulk of the amended expenses were due to inflations impact on utility and repair costs, and increased wages due to the part time pay scale modification adopted by the board in March 2022. The amended budget reflects revenues of \$10,997,750 (increase of \$1,906,250 from original budgeted revenue) and expenditures of \$15,370,400 (increase of \$2,366,00 from original budgeted expenditures). Board President, Mike Boyette, called for public comment. There were no public comments.

The Proposed 2023 General Fund Budget was presented, reviewed, and discussed. Ms. Koelzer presented the budget with reflected revenue of \$11,040,750 and expenditures of \$18,142,850. The large increase in expenditures is due to a budgeted capital expense of roughly \$8.1 Million dollars. 2023 budgeted capital expenditures include significant investment at Center Circle Park as the redevelopment project begins construction, completion of Carlyss, McMurry, and Pattison Parks hurricane repairs, and kickoff of Kyle Street hurricane repairs. Ms. Koelzer explained that the 2023 budget should see the completion of most hurricane recovery efforts and that additional capital would be spent to beautify the parks and return them to the quality SPAR and the community expects. Additional items of note was the presentation of the 2023 Org chart with funding included for all positions with a net 10% to be allocated for items such as merit increases, promotions, and cost of living raises. Ms. Koelzer shared her belief that the additional positions reflected in the presented org chart will allow SPAR to attract and retain applicants while redistributing heavy workloads and adopting a more reasonable quality of life for all employees. Board President, Mike Boyette, called for public comment. There were no public comments.

The public meeting concluded at 5:54 pm.

The regular board meeting began at 5:55 pm. The meeting was called to order and roll call was taken. Board members present were David Devall, Doug Como, Mike Boyette, David Couvillon, and Len Lemelle.

Minutes from the October 18, 2022 regular board meeting were adopted as presented on a motion by Mr. Couvillon, seconded by Mr. Devall, and carried.

On a motion by Mr. Couvillon, seconded by Mr. Lemelle, and carried, the board approved the October 2022 financial statements as presented. Ms. Koelzer commented that the need for amending the budget could be seen in the utility, repairs, and wage expenses on the financials. If adopted, she stated that the amended budget would begin appearing on future financial statements.

On a motion by Mr. Como, seconded by Mr. Couvillon, and carried the board accepted staff and Architect, Mr. E.J. Ellender recommendation to award the low Public Base Bid and Alternate #1, Alternate # 2, and Alternate #3 received and opened on November 10, 2022, for Kyle Street Park Hurricane Laura repair project. The low public bid received and recommended was from Scott Taylor Construction at \$2,052,286 for the Base Bid, Alternate #1 for \$270,241, Alternate #2 for \$137,889, and Alternate #3 for \$78,030 for a total contract award of \$2,538,446. Anticipated completion date is 300 calendar days from issuance of notice to proceed (4th quarter of 2023). (Board granted the staff permission to advertise and place for Public Bid at the October 20, 2020, Regular Board meeting for permanent repairs/replacements from Hurricane(s) Laura/Delta). Ms. Koelzer shared that both she and Mr. Ellender were pleasantly surprised at the bid results and that all bidders fell below the estimated cost. The board asked if Scott Taylor Construction had worked for SPAR before, to which Ms. Koelzer replied that Scott Taylor Construction is the contractor for the current Carlyss hurricane repair project.

Public Bids received as outlined below:

Bid Date: 11-10-2022

[] = low Bid

BIDDER	LICENSE NO.	BASE BID	ALT. #1 (Basketball Pavilion with related sidewalks and fencing)	ALT. #2 (Picnic Pavilion with related sidewalks)	ALT. #3 (Replacement of Sprayed-On Thermal Acoustical Material in Gym)	TOTAL (Base Bid + Alt.#1 & Alt.#2 & Alt. #3)
Michael Dupin Const. LLC		No Bid	No Bid	No Bid	No Bid	No Bid
Gunter Construction Inc.		No Bid	No Bid	No Bid	No Bid	No Bid
John D. Myers & Associates	16190	\$2,239,700	\$ 291,000	\$ 138,500	\$ 86,000	\$2,755,200
Seth Priola Construction, LLC		No Bid	No Bid	No Bid	No Bid	No Bid
Ratcliff Constr. Co., LLC		No Bid	No Bid	No Bid	No Bid	
Scott Taylor Construction	27110	[\$2,052,286]	[\$270,241]	[\$137,889]	[\$ 78,030]	[\$2,538,446]
Trahan Construction, LLC	42520	2,580,000	\$276,600	\$123,900	\$ 79,000	\$3,059,500

The board granted permission for the Director or designee to issue and execute Change Orders as necessary not to exceed 15% (\$380,766.90) greater than the Public Bid of \$2,538,446 received and awarded to Scott Taylor Construction by the Board at this meeting for the Kyle Street Park Hurricane Laura repair project following a motion by Mr. Couvillon, seconded by Mr. Lemelle, and carried.

The **Amended 2022** General Fund Budget was adopted following the call for public comment on a motion by Mr. Como, seconded by Mr. Devall, and carried. The Amended Budget reflects revenues of \$10,997,750 (increase of \$1,906,250 from budgeted revenue) and expenditures of \$15,370,400 (increase of 2,366,000 from budgeted expenditures).

The **2023 General Fund Budget** was adopted on a motion by Mr. Couvillon, seconded by Mr. Lemelle, and carried. Prior to adoption, the floor was opened for public comment. The 2023 Budget reflects revenues of \$11,040,750, and expenditures of \$18,142,850.

On a motion by Mr. Devall, seconded by Mr. Couvillon, 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 2023 Budget funded Capital Equipment Acquisitions as needed (Vehicles, FFE, Mowers, Golf Carts, 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 Board for approval and/or rejection.

On a motion by Mr. Como, seconded by Mr. Couvillon, and carried, staff was granted permission to prepare, place on advertisement, and execute as needed Public Bids, Quotes, and/or purchase from Louisiana State Contract the 2023 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.

The director requested an increase in Change Order authority to not exceed 25% greater (\$219,650) than public bid of \$878,600 to allow for additional funding needed for the McMurry Tennis Court resurfacing portion of contract awarded to Gunter Construction for Hurricane Laura repair at McMurry-Phase II and Pattison Park project. Previous change order authority level of 15% (\$131,790) of contract was granted by the Board at the March 15, 2022, regular board meeting. Permission was granted on a motion by Mr. Couvillon, seconded by Mr. Lemelle, and carried.

Following discussion, the board on a motion by Mr. Devall, seconded by Mr. Couvillon, and carried following a roll call, adopted a resolution to waive the prohibition against jury trials in litigation against Sulphur Parks and Recreation (formerly known as Community Center and Playground District Number Two of Ward Four of Calcasieu Parish) in accordance with LA R.S. 13:5105. The roll call votes were as follows:

YEA (4) - Devall, Como, Boyette, Lemelle
 NO (1) - Couvillon
 ABSTAIN (0) -
 ABSENT (0) -

Notifications -

- a) Change orders on the following Hurricane Laura repairs/improvement projects.
McMurry-Phase II & Pattison Park Project
 - Change Order #6 - \$15,024.75 – Add to demo existing gable framing, reframe gable to fit new louver, install 2 new gable louvers per restroom (McMurry & Pattison). Credit for duplicated charge for ice and water shield included in base bid and change order.
 - Change Order #7 - \$83,247.21 – Labor & Materials to acid etch, rewash, additional patching needed, and install 240 gallons of epoxy primer to all 8 courts at McMurry.
- b) The staff is working with Entergy to provide additional lighting needed at various SPAR facilities.
- c) Holiday Hours for the Recreation & Aquatic Center, Golf Course, Administration as follows:

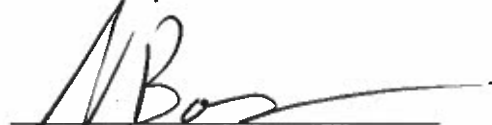
Holiday	Day	Date	Aquatic Center	Golf Course	Admin Office
Thanksgiving	Thurs.	Nov. 25 th	CLOSED	CLOSED	CLOSED
FRI after Thanksgiving	Fri.	Nov. 26 th	5a-2p	6:30a – 5:30p	CLOSED
Christmas Eve	Sat.	Dec. 24 th	8a-2p	6:30a-2p	CLOSED
Christmas Day	Sun.	Dec. 25 th	CLOSED	CLOSED	CLOSED
Day after Christmas	Mon.	Dec. 26 th	5a-8p	6:30a-5:30p	CLOSED
New Year's Eve	Sat.	Dec. 31 st	8a-2p	6:30a-2p	CLOSED
New Year's Day	Sun.	Jan. 1 st	CLOSED	6:30a-5:30p	CLOSED

- d) Upcoming events:
 - LHSAA State Swim Championships – Wed. Nov. 16th – Sat. Nov. 19th, 2022 (Rec. & Aquatic Center)
 - Shot in the Dark Glow Ball Golf Tournament – Sat. Nov. 19th, 2022, 5:30 pm shotgun (Frasch Golf Course)
 - SPAR's "Gobble Games" – Tues. Nov. 22, 2022, 8am-Noon (Rec. & Aquatic Center)
 - Annual Lions Club/City of Sulphur Thanksgiving Dinner 10:30-1:00–Thurs. Nov. 24th, 2022 (Rec. & Aquatic Center)
 - Holiday House Preview Party – Thurs. Dec. 1st, 2022, 6:30-9:30 p.m. (Henning Cultural Center)
 - Christmas Under the Oaks Festival – Fri. Dec. 2nd - Sat. Dec. 3rd, 2022 (Heritage Square)
 - The Grinch takes over Fideaux Field – Sat. Dec. 3rd, 2022 (Fideaux Field)
 - SPAR Arts & Recreation – Sat. Dec. 10th, 2022, 10 am-11:30 am (Rec. & Aquatic Center)
 - Breakfast with Santa & Friends – Sat. Dec. 17th, 2022, 8:30 am – 10 am (Rec. & Aquatic Center)
 - SPAR's "Reindeer Games" – Tues. Dec. 20, 2022, 8am-Noon (Rec. & Aquatic Center)

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

Meeting adjourned at 6:24 pm.


 Approved (Board Member)


 Attested