



**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, February 20, 2024, 5:30 pm**

The Board of Commissioners of Sulphur Parks and Recreation (SPAR) met at 5:30 pm on Tuesday, February 20, 2024 in the multipurpose room at SPAR Recreation & Aquatic Center in Sulphur, Louisiana for a regular scheduled board meeting. The meeting was called to order and a roll call was taken. Board members present were Don Martin, David Devall, Mike Boyette, and David Couvillon. Len Lemelle was absent.

The minutes of the January 16, 2024, regular board meeting were approved as presented on a motion by Mr. Couvillon, seconded by Mr. Boyette, and carried.

The director, Ms. Laurie Koelzer, presented the December 2023 financials (*Prior to year-end audit adjusting entries*) with all expenses and revenues as expected and within budget. On a motion by Mr. Couvillon, seconded by Mr. Boyette, and carried, the December 2023 financials were adopted as presented.

The board was notified that January 2024 financial statements would be presented at the March 2024 board meeting, providing staff additional time to convert to the new accounting system. No action was taken.

The board, on a motion by Mr. Couvillon, seconded by Mr. Boyette, and carried, approved the terms of engagement agreement, including the statewide agreed-upon-procedures, for professional service(s) provided for the financial audit of FYE 2023 to be conducted by Gragson, Casiday, and Guillory, LLP. (*Board approved resolution at the Dec. 19, 2023, regular board meeting to adopt Gragson, Casiday, and Guillory, Certified Public Accountants as Auditor for SPAR for year ending 12/31/2023*)

The board resumed discussion of the tabled item to consider awarding the low public bid received and opened on January 11, 2024, to cover the Batting Cage located at the Quad at McMurry Park from Angelico Construction in the amount of \$93,950. Board tabled the item at the January 2024 regular meeting pending staff research of cost savings available, as requested by the board. Value engineer savings and public bids received as outlined below. The board, on a motion by Mr. Couvillon, seconded by Mr. Martin, and carried, rejected all bids.

**Value engineering savings available:**

Option A – Removing side walls = Deduct \$10,200 Revised Bid = \$83,750

Option B – Remove side walls and Change roof to 26g R-Panel = Deduct \$15,500 Revised Bid = \$78,450

Other deductions available:

Remove roof insulation = Deduct \$1500

Concrete foundations for column bases only = Deduct \$1000

Possible deduction if water meter doesn't need to be moved = Deduct \$2700

**TOTAL SAVINGS AVAILABLE = <\$20,700>, Revised Bid = \$73,250**

Bid Date: 1-11-2024

[ ] = low bid

BIDDER	LICENSE NO.	BASE BID
Gunter Constr.	41469	\$115,000
Kraus Constr.	34145	\$108,300
<b>Angelico Constr.</b>	<b>44472</b>	<b>{ \$ 93,950 }</b>
Prestige Constr.	76561	No Bid
Seth Priola Constr.	59903	\$ 94,500

Following rejection of all bids, no board action was taken on staff request for permission for the Director to issue and execute change orders as necessary not to exceed 10% greater than the contract amount following consideration of value engineer savings of the public bid received and awarded to Angelico Construction by the Board at this meeting for the Batting Cage Cover located at the Quad at McMurry Park.

On a motion by Mr. Couvillon, seconded by Mr. Boyette, and carried, the board granted permission for the Director to issue and execute change orders as necessary not to exceed 10% greater (\$37,500) than the low public bid in the amount of \$375,000 received and awarded to Sabine Pools, LLC on Feb. 1, 2024, by board authority granted at the Jan. 18, 2024, regular board meeting.

- Notification of the staff's acceptance of the low public bid of \$375,000 was received from Sabine Pools, LLC for the resurfacing and repairs on the original portion of the Waterpark pools. Work to begin late February 2024 with completion 90 days from notice to proceed (early May 2024). (The board granted permission for Director to accept and award to lowest bidder at the Jan. 18, 2024, regular board meeting. Architect projected cost estimate of \$550k).

BIDDER	BASE BID
Pat Williams Constr.	No Bid
Shannon Smith Constr.	No Bid
Seth Priola Constr.	No Bid
Kraus Constr.	No Bid
Clements Builders LLC	No Bid
<b>Sabine Pools, LLC</b>	<b>[\$375,000]</b>
5M Services, LLC	No Bid
Cuzan Services, LLC	No Bid

On a motion by Mr. Couvillon, seconded by Mr. Boyette, and carried acceptance was granted for the low line-item Public Bids received and opened on February 15, 2024, for Swimming Pool Chemicals for 2024. The low Public Bidders as outlined below: (Board granted the staff permission to place for Public Bid at the November 30, 2023, regular board meeting).

Bid Date: 3-9-23 ☐ = low Bid

BIDDER	ITEM #1 Pulsar Plus Briquettes Calcium Hypochlorite (50# bucket)	ITEM #2 Calcium Hypochlorite Granules 68% (100# bucket)	ITEM #3 Trichlor 3" Tablets Stabilizer (50# bucket)	ITEM #4 - Granular Conditioner / Cyanuric Acid Stabilizer (100 # bucket)
*Leslie's Pools	No Bid	\$308.00	\$207.49	\$207.49
<b>Ewing Pool dba: Commercial Aquatics</b>	<b>[\$191.00]</b>	No Bid	No Bid	No Bid
<b>Pro Pools</b>	No Bid	<b>[\$289.00]</b>	<b>[\$289.00]</b>	<b>[\$219.00]</b>
*Sabine Pools & Spas	No Bid	\$321.00	\$246.00 \$229.91 (7% Preference)	\$232.00
Hawkins, Inc.	No Bid	No Bid	No Bid	No Bid

(\*Vendor did not include freight in their unit price as instructed on bid documents)

Following presentation and discussion, the board adopted the 2024 waterpark season calendar to include residents only through the month of May and preserve the resident ONLY Friday, policy change to prohibit re-entry, facility rental fees, and established 2024 season rates by maintaining in-district rates as set in 2023 and increasing out-of-district rates to \$20 per visitor on a motion by Mr. Couvillon, seconded by Mr. Boyette, and carried.

Notifications -

- a) Change Order to the contract with Trahan Construction for the Center Circle Restroom and Pavilion Project. Total Contract to date equals \$594,930 and includes change order #3 as listed below:
  - Change Order #3 – Deduct <\$1821.00> Credit for switching from metal to wood sunshade louvers on Pavilion, and additional Contract time increased by 24 calendar days.
- b) Proposed schedule for placing for public bid the new Community Center and parking lot improvements at Center Circle Park in June 2024, with bid opening anticipated in July 2024.
- c) Memorandum received from Calcasieu Parish Police Jury of Committee and Liaison assignments for 2024.
- d) Thank you card received from Sulphur Lions Club for partnership in hosting the Annual Community Thanksgiving Dinner.

- e) Recreation Sports schedule for Showcase (Try-Outs & Drafts)
- Softball (ages 9-18) - Showcase – Mon. Feb. 26, 2024, Draft – Thurs. Feb. 29, 2024
  - Baseball (ages 9-19) - Showcase – Tues. Feb. 27, 2024, Draft – Thurs. Feb. 29, 2024
  - Baseball & Softball Coach Pitch – Showcase – March 18 & 19, 2024, Draft – Thurs. March 21, 2024
  - Baseball & Softball T-Ball / Wee Ball – Draft – Thurs. March 21, 2024
- f) **Upcoming events scheduled at various locations:**
- Rec Sports Registration ends – Thurs., Feb 22 – Online
  - Mike Willis Baseball Tournament – Feb 22-24 – McMurry Turf Complex
  - Glow Ball Night Tournament – Sat., Feb 24 – 5:30pm – Frasch Golf Course
  - Junior Lifeguard Training – Sat., Feb 24 – Rec & Aq Center
  - SPAR Swimming Lessons – Sat., Feb 24-Mar 16 & Tues/Thurs., Feb 27-Mar 21 – Rec & Aq Center
  - Lake Area Tennis Tournament – Feb 24 – McMurry Tennis Complex
  - SHS Baseball - SPOT Classic – Feb 29-Mar 2 – McMurry Turf Complex
  - Sports Production Classic Kickoff – Mar 2-3 – Pattison Park
  - Invest in Healthy Nutrition – Tues., – Mar 5-Mar 26 – Frasch Rec Room
  - American Red Cross Lifeguard Recertification Course – Mar 2-3 – Rec & Aquatic Center
  - American Red Cross Lifeguard Training – Mar 4-9 & Mar 11-16 – Rec & Aq Center
  - SHS Golf Invitational – Sat., Mar 9 – Frasch Golf Course
  - Daylight Savings Time begins – Sun., Mar 10 – ProShop open until 6:30pm – Frasch Golf Course
  - Clover Games Swim & Sport Camp – Mon., Mar 11 – Rec & Aq Center
  - TaylorMade Fitting Day – Mon., Mar 11 – Frasch Golf Course
  - Wednesday After Work resumes – Wed., Mar 13 – Frasch Golf Course
  - Middle School Golf Tournament – Thurs., Mar 14 – Frasch Golf Course
  - SHS Softball Invitational – Mar 15-16 – North Frasch Softball Complex
  - Junior Golf Clinic – Sat., Mar 16 – Frasch Golf Course
  - After School Mini Camp – Tues., Mar 19 – Frasch Park & Thurs., Mar 21 – Carlyss Park
  - SPAR Umpire Clinic – Mar 20 – Frasch Rec Room
  - Junior Lifeguard Training – Sat., Mar 23 – Rec & Aq Center

On a motion by Mr. Couvillon, seconded by Mr. Boyette, and carried, following a unanimous roll call vote, the board entered executive session for the purpose of reviewing the Executive Directors' performance. All attendees and staff were asked to exit the meeting room. The board and Executive Director, Laurie Koelzer entered executive session at 6:28 pm. The roll call vote was as follows:

Yeas (4) Don Martin, David Devall, Mike Boyette, David Couvillon  
 Nays (0)  
 Abstain (0)  
 Absent (1) Len Lemelle

Regular session was resumed at 7:08 pm following a motion by Mr. Martin seconded by Mr. Boyette, and carried.

The board established August 2024 as the date for the Executive Director annual evaluation, following a motion by Mr. Couvillon, seconded by Mr. Boyette, and carried.

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

Meeting adjourned at 7:12 pm.

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 Approved (Board Member)

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 Attested