

**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, January 18, 2022, 5:30 pm**

The Board of Commissioners of Sulphur Parks and Recreation (SPAR) met at 5:30 pm on Tuesday, January 18, 2022, in the multipurpose room at SPAR Recreation and Aquatic Center in Sulphur, Louisiana for the regularly scheduled board meeting. The meeting was called to order and a roll call was taken. Board members present were David Devall, Mitch Bowers, and David Couvillon; Doug Como and Mike Boyette were absent.

On a motion by Mr. Couvillon, seconded by Mr. Devall, and carried, the board approved the minutes for the December 21, 2021, regular board meeting.

Staff notified the board that financials for December 2021 would be presented at the February 15<sup>th</sup>, 2022, regular board meeting, to afford staff time to complete year-end closeout.

A discussion was had to consider the calling of a special board meeting to present and take action on public proposals received for the construction of Frasch Golf Course Teaching Building scheduled to open on January 26, 2022. Staff recommended that a special meeting be set for February 1, 2022 @ 5:30 pm or that the regular board meeting be moved forward to February 8, 2022 @5:30 pm. On a motion by Mr. Couvillon, seconded by Mr. Devall, and carried the board voted to move the regular board meeting to February 8<sup>th</sup>, 2022. Upon notice from the board secretary that the regular meeting should not be moved due to adoption of millage elections results, the board moved to amend their decision and reopen the agenda item. On a motion by Mr. Couvillon, seconded by Mr. Devall, and carried, a special meeting was set for February 1, 2022 @ 5:30 pm.

On a motion by Mr. Couvillon, seconded by Mr. Devall, and carried, the board adopted a resolution approving the Louisiana Compliance Questionnaire required by Louisiana Legislative Auditor in connection with Sulphur Parks and Recreation's audit for 2021.

A resolution authorizing Steve Gayfield, Director of Sulphur Parks and Recreation, to submit and execute cooperative endeavor requests for funding through the Riverboat Fund programs for special projects by Ward and/or Special Service District Grants and/or Road and Drainage Trust Funds and/or Economic Development Grants, and/or any other funding grants as provided for by the Calcasieu Parish Police Jury was adopted on a motion by Mr. Couvillon, seconded by Mr. Devall, and carried. Staff explained that this resolution is used annually to authorize the annual request for funding assistance for LHSAA events.

Staff was granted permission to pursue grant opportunities as they become available on a motion by Mr. Devall, seconded by Mr. Couvillon, and carried. Staff will present to board any grant opportunities for final approval prior to entering into funding agreements.

Staff presented the recommendations from the tournament working group in reference to which additional tournament requests should be approved. Mrs. Aunjelle Burton, Recreation Manager, discussed the tournament selections agreed upon within the working group. Mr. Devall verified that these tournaments were the ones previously discussed. He commended the group for their review process and felt the staff did a good job evaluating each event on its own merits and on how it would impact the schedule and organization. Mr. Devall moved that the tournament schedule be adopted as presented, seconded by Mr. Couvillon, and carried. Mr. Joey Odom, representing USSSA and Sports Productions, thanked the board and staff for their willingness to work with tournament organizers to authorize additional dates. Mr. Odom provided the board and staff with information on development opportunities organized to improve area athletes.

Notifications to the Board -

- a) SPAR's February 15, 2022, regular board meeting agenda will include the canvassing of the returns and the adoption of a resolution promulgating the results of SPAR's 10-year Maintenance Millage renewal approved by voters at the December 11, 2021 election. The initial resolution for calling of election reflected that the examining, canvassing of the returns, and declaring of the results would take place at SPAR's January 18, 2022, regular board meeting, however due to the devastation caused by Hurricane Ida, Secretary of State, Kyle Ardoin rescheduled the election from November 13, 2021 to December 11, 2021. The rescheduled election dates delayed receipt of the necessary documentation from the State for SPAR Board declaration of election results. Mrs. Koelzer informed the board that this item would conflict with the rescheduled regular board meeting. Mr. Couvillon moved to amend the original motion made for agenda item #3 to maintain the regular meeting date of February 15, 2022.
- b) The Director requested Board members forward their request of park improvements/projects to be reviewed and discussed by the ad-hoc capital projects working group. Working group to schedule a meeting date to review, discuss, and prioritize all request for later Board discussions. The board asked how staff wanted suggestions to be submitted. Mr. Gayfield requested that emails be sent and that they would be reviewed with the ad hoc working group. Mr. Couvillon and Mr. Bowers agreed to appoint Mr. Devall to take the place on Mr. Couvillon in the working group.
- c) Upcoming events scheduled at various locations:
  - Swim Lessons – Jan. 31-Feb. 23, 2022 (Rec. & Aquatic Center)
  - Sensory Open Play & Swim – Sat. Feb. 5, 2022, 2:00-4:00 p.m. (Rec. & Aquatic Center)
  - Louisiana State Senior Swim Championship – Thurs.-Sun., Feb. 10-13, 2022 (Rec. & Aquatic Center)
  - Frasch Park Sweetheart Scramble – Fri., Feb. 11, 2022, 1:00 pm tee times begin (Frasch Golf Course)
  - Frasch Jr. Golf Clinic (8-15yr olds.) – Sat. Feb. 12, 2022, 2pm-3pm (Frasch Golf Course)
  - Curio-ddities Exhibit – Jan. 20-Mar. 10, 2022 (Henning Cultural Center)

Additional notifications from the director:

Recent smoke around Aquatic Center has been caused by a vandal igniting the mulch pile left from debris disposal due to Hurricane Laura.

The business continuity plan, which consists of dividing the office into team and working hybrid schedules, has been reinstated due to rising cases of COVID among staff.

Mr. Couvillon inquired about staffing levels and the current recruitment processes. The director stated that staff was actively seeking candidates for Recreation Supervisor, Recreation Assistant, and maintenance positions. Mr. Devall asked about increasing membership pricing to fund wage increases. Mr. Gayfield explained that discussion is ongoing in reference to increasing part time and full-time salaries, but that we are competitive at the full-time level. Mr. Couvillon asked about the opportunity to outsource duties, to which Mr. Gayfield stated that when attempted in the past, costs were so extreme that it made more sense to hire two additional staff members. In response to Mr. Devall's inquiry about Police Juror proposed projects, Mr. Gayfield replied that no additional communication has occurred.

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

Meeting adjourned at 5:57 pm.

  
Approved (Board Member)

  
Attested