

**West Calcasieu Parish Community Center Authority
Board of Directors-Regular Meeting
May 20, 2015
West-Cal Arena & Events Center
Sulphur, Louisiana**

Meeting was called to order at 5:30 p.m. by Meg Lovejoy

Invocation pronounced by Mike O'Quinn

Pledge was led by Evelyn White

ROLL CALL:

Roll call was made with the following results:

Present: Meg Lovejoy-Vice Chairman

Evelyn White-Board Member

J.C. Cormier-Board Member

Joyce Anderson-Operations Manager

George Vincent-Board Member

Mike O'Quinn-Board Member

Adrian Moreno-Executive Director

Absent: Coy Vincent-Chairman

Greg Robertson-Secretary/Treasurer

AMENDMENTS, ADDITIONS, DELETIONS TO THE PROPOSED AGENDA:

Mr. Moreno presented an amendment to the agenda under 8a Phase II Events Center update which was to be presented by Mr. Ellender. Mr. Ellender is not in attendance so the update will be given by Mr. Moreno.

Evelyn White made a motion to accept the proposed agenda with the amendment as presented. James Cormier seconded the motion. All voted and approved.

APPROVAL OF MINUTES:

Mike O'Quinn made a motion to accept both the April 15, 2015 regular meeting minutes and April 22, 2015 Special meeting minutes as presented. George Vincent seconded the motion. All voted and approved.

APPROVAL OF FINANCIAL REPORT:

Mr. Moreno gave a brief summary of the financial report presented for April 2015.

Mr. Moreno explained that the month of April introduces the final quarter of the fiscal year that will conclude in June. As previously mentioned there is a possibility of some minor year-end adjustments that will need to be made prior to the conclusion of this fiscal year due in large part to the supplies for the new facility as well as the increased staffing demands.

The Hotel/Motel taxes for the 3rd quarter have been received in the amount of \$284,280.26, an increase of 14% from the same period last fiscal year. Mr. Moreno pointed out that should the

current collections trend continue, the Authority could possibly meet the state cap of \$1.2M. Should the collections exceed the state cap, a BA-7 request will be submitted to the State to release the additional funds due the Authority. Also, if this trend continues the Authority may need to seek legislative assistance in increasing the cap at a later date.

Expenses YTD are in order other than the line items previously mentioned which have a direct correlation with the increase in activity. Currently YTD expenses are running just slightly under budget while the income is significantly over budget. Preliminary operating budgets are currently being drafted for the new fiscal year that begins in July and will be presented for approval at the next monthly board meeting. Mr. Moreno pointed out that there will be some significant increases in a few specific line items, primarily due to the staffing demands as well as preventative maintenance programs for the new facility.

James Cormier made a motion to accept the May 2015 financial report as presented. Evelyn White seconded the motion. All voted and approved.

OLD BUSINESS:

A. Phase II Events Center Update (Mr. Moreno)

Mr. Moreno reminded the board that an invoice from the contractor was presented during last month's meeting in the amount of \$21,500. The invoice was tabled due to some remaining punch list items that have yet to be corrected. With regards to the lighting concerns, a consensus was made from a meeting held earlier that day that the main issue was a result of faulty drivers on some of the LED light fixtures. The Sub-contractor has agreed to change a few drivers and see if it indeed isolates the problem. The other item of concern was regarding the inconsistent length of the curtain. Management has been contacted by the manufacturer and has agreed to try and rectify the situation but will require sending the curtain back to them which could take several weeks or longer.

B. Road Project update (Mr. Moreno)

The board held a special meeting in April to discuss development plans with a neighboring property owner and a few requests in association with the development of that property. The original request discussed was to have the City accept the entrance road that was paved by this Authority back in 2007. Since then it has been brought to light that the road is in fact already a dedicated right of way and is suggested that the Authority then request from the City to accept the improvements made to this particular road, currently recognized by the city as Trahan Rd. Mayor Duncan, who was in attendance recommended to the board, should they choose to do so, submit an official name change from the City, one that would be relevant to the Authorities development down this particular road. After much discussion Mr. Moreno suggested that each board member submit suggestions for a proper name of the road within the next few days and then a ballot will be presented for a vote on that name.

A preliminary servitude draft has also been received from the property owner's legal counsel and in turn has been reviewed by our legal counsel and consultant Mr. Mark McMurry. Mr. McMurry voiced some concerns that the Authority would be giving almost all property rights through the

servitude and that it might not be in the best interest of the organization. Mr. McMurry also found legislation that allows the Authority the right to sell this particular piece of property back to the original owner but at a fair market value. Mr. McMurry suggested the Authority consider donating the entire section of property to the City and then allow the City to authorize whatever right-of ways and/or servitudes are requested for each specific developer.

After discussion, the board agreed that the best option at the present time was to move forward with an official request to have the City of Sulphur adopt the entire section of property to include the entrance road. Dr. Vincent requested that the property owner be notified of the board's intention to donate the property as opposed to selling the property and see if he would have any objections. Mr. Moreno informed the board that he will take care of notifying the property owner and advise the board of his comments.

NEW BUSINESS:

A. Address by Stewart Moss

Mr. Moss informed the board that he and other council members has been approached by some members from the community that would like to request the Authority recognize by some form of commemoration, a few members who were instrumental in the development of this organization. The two individuals that were mentioned were Mr. Chuck Kinney and Dr. George Vincent. Several ideas were mentioned to include naming rights of certain elements of the facility or by some other form of tribute. The board thanked Mr. Moss for his comments and elected to take this request under advisement.

B. Review and discuss proposal from Entergy Corp.

Mr. Moreno presented the annual cooperative endeavor with the Entergy Corporation for use of the arena's property for staging and pre-staging use during storm restoration for the 2015 Hurricane season.

Dr. George Vincent made a motion to accept the Staging Consent & License Agreement with Entergy Co. as presented. Evelyn White seconded the motion. All voted and approved.

C. Review and discuss request from SWLA CVB

SWLA CVB has officially requested the use of the Events Center on November 10, 2015 for a customer service training seminar. The board discussed future usage of the facility of this type and how it would have a positive impact on the organization. The board also elected to allow Mr. Moreno to make an internal decision regarding future requests from the CVB and/or other similar organizations based on availability and how it would impact the facility without board approval for each request.

Evelyn White made a motion to accept the request for usage for a customer service training from the CVB on November 10, 2015 and included authorizing the Authorities Executive Director to make decisions internally for similar future request. James Cormier seconded the motion. All voted and approved.

DIRECTOR'S REPORT

Mr. Moreno gave a brief update on the Authorities operations:

The Semien Stables trail ride returned this year and once again exceeded all expectations. This organization donates a portion of their proceeds for a couple of scholarships to two local high school seniors. Other than a few calls regarding noise, the event was extremely successful. The promoter is also aware that if the road is accepted by the City there may be new criteria for the trail ride exiting what is now a public road.

The board was also informed of a small storm that passed through several weeks ago and left significant damage to the arena. Several blades from one of the barn fans were damaged beyond repair and well as electrical damage to the marquee. Although significant damage occurred during this storm, the deductible for such damage is \$25,000 and repairs will most probably not exceed that figure.

Also, with the increase to the overall operations and equipment necessary to maintain both facilities, there has also been an increase in theft and vandalism to the facilities. Mr. Moreno has requested additional patrols from all three law enforcement agencies and have also requested additional property lighting from Entergy in hopes of deterring additional instances. In recent past, several insignificant yet valuable items were removed from the property and well as several windows at the Events Center being shot out by apparent vandals.

Lastly, Mr. Moreno informed the board that the Louisiana Board of Ethics appeals committee met the previous month and has reduced former board member Chuck Kinney's late filing assessment but a significant fine still remained. A private donor came forward and paid Mr. Kinney's remaining fine and the matter is closed but Mr. Moreno reiterated to the Board the importance of filling the annual financial disclosure forms completely and accurately

PUBLIC COMMENTS:

None

ADJOURNMENT:

With no further business to discuss, Meg Lovejoy entertained a motion to adjourn.

The next regular meeting of the Board of Directors will be held on Wednesday, June 17, 2015 at 5:30 p.m. at the West Cal Events Center, Sulphur, Louisiana.