

**West Calcasieu Parish Community Center Authority
Board of Directors-Regular Meeting
May 8, 2019
West-Cal Events Center
Sulphur, Louisiana**

Meeting was called to order at 5:30 p.m. by J.C. Cormier

Invocation pronounced by Meg Lovejoy

Pledge was led by Evelyn White

ROLL CALL:

Roll call was made with the following results:

Present:	J.C. Cormier- Chairman	Coy Vincent-Vice Chairman
	Evelyn White - Secretary/Treasurer	Mike O’Quinn-Board Member
	Dr. George Vincent – Board Member	Darwin Pinder – Board Member
	Margaret Lovejoy-Board Member	Adrian Moreno-Executive Director
	Joyce Anderson-Operations Manager	Karla Doucet-Administrative Assistant

AMENDMENTS, ADDITIONS, DELETIONS TO THE PROPOSED AGENDA:

Coy Vincent made a motion to accept the Agenda as presented. Evelyn White seconded the motion. All voted and approved.

APPROVAL OF MINUTES:

Meg Lovejoy made a motion to accept the April 2019 regular meeting minutes as presented. Mike O’Quinn seconded the motion. All voted and approved.

APPROVAL OF FINANCIAL REPORT:

Mr. Moreno gave a brief summary of the Financial report for April 2019:

Hotel/Motel Taxes for the 3rd quarter were received in the amount of \$494,975.07. This amount is significantly higher than the same period from the previous year. Mr. Moreno reminded the Board that the 2nd quarter collections were received much earlier than usual, an indication that some of this increase is a possible roll over from that particular quarter. Year to date Hotel/Motel collections are \$1,213,504.00 with the 4th quarter still to be collected. Mr. Moreno reminded the Board that the current cap for Hotel/Motel taxes is \$1.292M.

Mr. Moreno stated that for the month of April, the Income line was \$24,000 over the projected budget. The Arena Concession Income line made up a significant portion of that overage due to the Semien Stables Trail Ride which netted just over \$22,000. Although the event is very taxing it does drive in a substantial amount of revenue for the Authority.

The only line item of note on the Expense side was for Utilities. The Entergy bill for the Events Center was higher than budgeted and Entergy is looking into this to ensure that we are in the best cost-effective program that they have to offer.

The month of April closes out the 10th month of the Fiscal Year and Year-to-Date the total Income is over budget by \$135,000 or 28%, while Expenses are \$50,000 under budget, or roughly 4% below budgeted projections. The cash flow summary has the Authority predicted to finish the fiscal year at just over \$6 million.

Evelyn White made a motion to accept the financial report as presented for April 2019. Meg Lovejoy seconded the motion. All voted and approved.

OLD BUSINESS:

A. Multi-Purpose Arena – Renovations Project Update (Mr. Ellender)

Mr. Ellender presented to the Board the sealed Bids received on April 30, 2019 for the 2019 Improvements to the Arena Complex. Mr. Ellender stated that six sealed bids were received and the lowest bid of \$1,219,929.00 submitted by Scott Taylor Construction is recommended for consideration. Scott Taylor's bid packet was presented to the board for review. The Board reviewed, discussed, and accepted the bid submitted by Scott Taylor Construction for the 2019 Arena Renovations Project.

Meg Lovejoy made a motion to accept the bid submitted by Scott Taylor Construction in the amount of \$1,219,929.00 as presented. Coy Vincent seconded the motion. All voted and approved.

NEW BUSINESS:

NONE

DIRECTOR'S REPORT:

Mr. Moreno informed the Board of a Finance Committee Meeting to be held on May 15, 2019 at 12:00 pm in the Executive Board Room of the Events Center, to discuss the upcoming fiscal year 2019-2020 operating budget.

Due to the States budgetary guidelines on approval of the operating budget prior to the beginning of the fiscal year, the next regular scheduled board meeting will be held on June 12, 2019 at 5:30 pm in the Pelican Room of the Events Center.

PUBLIC COMMENTS:

NONE

ADJOURNMENT:

With no further business to discuss George Vincent made a motion to adjourn. Evelyn White seconded the motion. All voted and approved.

The next regular meeting of the Board of Directors will be held on Wednesday, June 12, 2019 at 5:30 p.m. at the West Cal Events Center, Sulphur, Louisiana.