

**West Calcasieu Parish Community Center Authority
Board of Directors-Regular Meeting
April 18, 2018
West-Cal 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 Coy Vincent

ROLL CALL:

Roll call was made with the following results:

Present:	Meg Lovejoy- Chairman	Coy Vincent-Secretary/Treasurer
	George Vincent-Board Member	Evelyn White-Board Member
	Mike O'Quinn-Board Member	Darwin Pinder-Board Member
	Adrian Moreno-Executive Director	Joyce Anderson-Operations Manager
	Sarah Higdon-Event Services Supervisor	

Absent: J.C. Cormier-Vice Chairman

AMENDMENTS, ADDITIONS, DELETIONS TO THE PROPOSED AGENDA:

Mr. Moreno requested to move Item 9A to follow item 5 on the proposed Agenda.

Coy Vincent made a motion to accept the change to the proposed agenda as presented. George Vincent seconded the motion. All voted and approved.

NEW BUSINESS:

A. Review and discuss Proposal from Maplewood Park Place

Dan Flavin with Flavin Realty addressed the board as a representative for the property owners and developers of the Maplewood Park Place project who are developing the RV park south of the Authorities property. After a brief introduction he turned the floor over to Byron Racca with Meyers & Associates, engineering firm hired for the Arvel Loop Road project.

Mr. Racca gave a brief history and explanation for the scope of work the property owners and developers are planning at the proposed site. He summarized by stating that the ingress and egress to the proposed site will be through the existing road right-of-way located on the Authorities property. Unfortunately, the existing right-of-way does not match up with the existing aggregate road base currently on the Authorities property and building the road on the existing right-of-way would cause significant difficulties and expense to build alongside the existing drainage lateral. The property owners and developers are requesting that the West Calcasieu Community Center Authority consider donating or otherwise assisting the developers in expanding the right-of-way the additional 25 feet needed for the development of the entrance road along the existing road base.

The Authority's legal counsel was invited to attend the evenings meeting but had prior engagements. Mr. Moreno reiterated to the board that the Authority as a public body can only donate property to another public entity. After discussion, the Board elected to take the request under advisement and will confer with their legal counsel to be advised on what options the Authority may have.

George Vincent made a motion to take the request made on behalf of the Perkins family under advisement and confer with the Authorities legal counsel. Evelyn White seconded the motion. All voted and approved.

APPROVAL OF MINUTES:

Coy Vincent made a motion to accept the March 21, 2018 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 reports as presented for March 2018. Income for the month of March was \$11,000 above budget and Expenses finished up below budget as well.

March concludes the 3rd quarter of the fiscal year. Year-to-date Income is 9.5% above budget and Expenses are 9% below. Despite the weather issues that effected some bookings early on in the fiscal year, the facility has recovered from the anticipated short fall and looks to close the year out on a very positive note.

The Cash Flow report also shows a significant increase due to some of the projected construction projects not being finalized within the budgeted fiscal year. With this reduction in construction projects the Cash Flow balance for the end of the fiscal year is forecasted at \$5,160,000.

George Vincent made a motion to accept the March 2018 financial reports as presented. Evelyn White seconded the motion. All voted and approved.

OLD BUSINESS:

None

DIRECTOR'S REPORT

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

A local citizen recently submitted a concern regarding the inability to reserve practice time for the Arena during weekday hours. The current practice policy states "typically practice time is available during the hours of 3:00 pm- 10:00 pm, and on select weekends where no events are scheduled." Practice time has always been available upon request if available outside of that time period. In an effort to clarify any confusion Mr. Moreno has requested to amend the current practice policy to state "other weekday and weekend hours may be available based on availability".

Coy Vincent made a motion to accept the amendment to the practice policy as presented. Mike O'Quinn seconded the vote. All voted and approved.

Mr. Moreno spent the day in Baton Rouge attending a committee meeting of the Joint Legislative Committee on the Budget. The subject being addressed at this meeting was concerning the BA-7 request the Authority submitted last fall for excess Hotel-Motel tax revenues collected over the previous 3 fiscal years. These excess funds are collections that are rolled over into a new fiscal year after the Authority

reaches their cap for the year. Mr. Moreno was very happy to announce to the Board that the request has been approved in the amount of \$725,000 which will be immediately released for processing. Mr. Moreno stated that Senator Johns who sits on the budget committee sends his congratulations to the Authority.

PUBLIC COMMENTS:

Mayor Chris Duncan from the city of Sulphur took a moment and addressed the Board informing them that his term will be ending on May 15, 2018. He wanted to personally thank the board for all they have done serving on this Authority, and he looks forward to working with the Authority in the future as a private citizen.

ADJOURNMENT:

With no further business to discuss Mike O'Quinn made a motion to adjourn. Evelyn White seconded. All voted and approved.

The next regular meeting of the Board of Directors will be held on Wednesday, May 16, 2018 at 5:30 p.m. at the West Cal Events Center, Sulphur, Louisiana.