

**West Calcasieu Parish Community Center Authority
Board of Directors – Regular Meeting
June 8, 2011
West Cal Arena
Sulphur, Louisiana**

Meeting was called to order at 5:35 p.m. by Greg Robertson.

Invocation pronounced by Greg Robertson.

Pledge was lead by Dr. George Vincent.

ROLL CALL:

Roll call was made with the following results:

Present: Greg Robertson- Chairman	Dr. George Vincent- Vice Chairman
Evelyn White- Secretary/Treasurer	Bob Hardey- Board Member
Chuck Kinney-Board Member	Adrian Moreno- Executive Director
Joyce Anderson- Asst. Manager	

Absent: Mike O'Quinn- Board Member Gene Mullin – Board Member

AMENDMENTS, ADDITIONS, DELETIONS TO THE AGENDA:

None

APPROVAL OF MINUTES:

Chuck Kinney made a motion to accept the May 2011 minutes as presented. Bob Hardy seconded the motion. All voted and approved.

APPROVAL OF FINANCIAL REPORT:

Mr. Moreno gave a brief summary of the financial report for the month of May 2011. Hotel/Motel taxes were received for the 3rd Quarter in the amount of \$213,911. This is 11% above the amount for this same quarter last year. Mr. Moreno stated that the 4th quarter is typically our largest quarter and will hopefully continue with the increasing trend based on the Smith Travel report which shows hotel and motel utilization data. Mr. Moreno noted that there will be an amendment to the FY 2010-2011 operating budget for the line item Transportation, Lodging, and Meals due to an unforeseen increase in fuel prices over the course of the year. Also, a request was made last month for the Events Receipt report to include totals for each event patron which has now been added.

Dr. George Vincent made a motion to accept the financial report for May 2011 as presented. Evelyn White seconded the motion. All voted and approved.

OLD BUSINESS:

A. Phase II Events Center Update- Mr. David Riggins/Mr. Joseph Delafield/Randy Broussard

a. Finance (Mr. Riggins/Mr. Delafield)

Mr. Delafield updated the Board on the financing for Phase II Events Center. Mr. Delafield informed the board that the application process for the Bond Commission will unfortunately have to start over. The Authority was originally scheduled to go before the Bond Commission on May 19, 2011 but was delayed due to an approval needed from the Division of Administration over our funds begin questioned as net state tax supported debt, which is currently in the process of being resolved. In addition, with the assistance of the Louisiana Government Consultants working on behalf of the Authority, the Authority was able to save significant funds over the course of the bond with the new purchasers, Chase Bank. However, the Authority must now get new approval to sell the bonds themselves as bank qualified bonds as opposed to selling the bonds thru the Louisiana Community Development Authority as was originally submitted and approved by the governing bodies of the Authority. Mr. Delafield requested approval for a resolution authorizing the West Calcasieu Parish Community Center Authority to proceed with development of a project for acquisition and establishment of an events and community center of the authority involving issuance of not exceeding \$7,855,000 revenue bonds (Events and Community Center Project), 2011 Series; and authorizing application to the Louisiana State Bond Commission and providing for other matters with respect thereto. The scheduled date for presentation with the Bond Commission is set for July 21, 2011.

A motion was made by Evelyn White to accept the resolution as presented. Bob Hardy seconded the motion. All voted and approved.

b. Architectural (Mr. Randy Broussard)

Mr. Broussard gave a brief update on the design phase of the project. He has secured the services for surveyors, soil engineers, topographical surveyors, interior design, and civil engineering. The remaining services are not currently needed. The current focus is on structural areas. EJ Ellender and Adrian Moreno have been discussing the issue over wet lands; Arabic Environmental Services who conducted the Phase I assessment has assured Mr. Moreno that there are no wet lands located within the project site.

B. Road abandonment project

The city of Sulphur has been working on the road abandonment project for over a year. The city would like to ask once more if the 40 feet of property adjacent to the road is to be included with the donation. After discussion amongst the board it seems to be of no benefit to either party and the property will not be donated at this time.

C. Ratify and accept certificate of deposit from Iberia bank

The certificate of deposit with Iberia bank was renewed at a rate of 0.6% for a period of 6 months. A phone poll was conducted prior to acceptance. A motion to ratify and accept the certificate of deposit needs to be made at this time.

Dr. George Vincent made a motion to accept the certificate of deposit with Iberia bank at a rate of 0.6% for a period of 6 months. Bob Hardey seconded the motion. All voted and approved.

NEW BUSINESS:

A. Review and discuss proposed operating budget amendments for FY 2010-2011

Mr. Moreno requested two amendments be made for the FY 2010-2011 operating budget. The first amendment is for the line item Transportation, Lodging, and Meals for \$1,800.00 due to the increase in fuel over the course of the fiscal year. The second amendment is for the line item Professional Services for \$4,000.00 for the cost of the Financial Feasibility Study that was conducted by McMullen and Mancuso and not included in the budget at the beginning of the fiscal year.

Evelyn White made a motion to accept the two budget amendments for the FY 2010-2011 operating budget as presented. Dr. George Vincent seconded the motion. All voted and approved.

B. Review and discuss proposed operating budget for FY 2011-2012

Mr. Moreno presented the projected operating budget for FY 2011-2012. The line item for construction in progress cannot be accurately projected until such time as Phase II construction begins. A couple other items of interest are a small increase in overall operational expenses. However, the rate structures for rentals and concessions will be reviewed at a later date in an attempt to offset the increase in operational expenses. The current rate structure for the facility was last reviewed and amended 3 years ago.

Bob Hardy made a motion to accept the FY 2011-2012 Operational budget as presented. Dr. George Vincent seconded the motion. All voted and approved.

DIRECTOR'S REPORT

Mr. Moreno briefly discussed that the facility recently concluded its first festival hosted at the West Cal Arena. The overall impression was a success for the facility. The promoters expressed interest in continuing to grow their festival with this facility.

PUBLIC COMMENTS:

None

ADJOURNMENT:

With no further business to discuss, Greg Robertson entertained a motion to adjourn.

The next regular meeting of the Board of Directors will be held on Wednesday, July 13, 2011 at 5:30 p.m. at the West Cal Arena, Sulphur, Louisiana.