

**West Calcasieu Parish Community Center Authority
Board of Directors-Regular Meeting
May 17, 2017
West-Cal Events Center
Sulphur, Louisiana**

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

Invocation pronounced by Mike O'Quinn

Pledge was led by George Vincent

ROLL CALL:

Roll call was made with the following results:

Present:	Margaret Lovejoy- Chairman	J.C. Cormier-Vice Chairman
	George Vincent-Board Member	Mike O'Quinn-Board Member
	Darwin Pinder-Board Member	Adrian Moreno-Executive Director
	Joyce Anderson-Operations Manager	

Absent:	Coy Vincent-Secretary/Treasurer	Evelyn White-Board Member
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AMENDMENTS, ADDITIONS, DELETIONS TO THE PROPOSED AGENDA:

Mike O'Quinn made a motion to accept the proposed agenda as presented. J.C. Cormier seconded the motion. All voted and approved.

APPROVAL OF MINUTES:

J C Cormier made a motion to accept the April 19, 2017 regular meeting minutes as presented. George Vincent seconded the motion. All voted and approved.

APPROVAL OF FINANCIAL REPORT:

Mr. Moreno gave a summary of the Financial reports as presented for April 2017. As mentioned last month the Income for Concessions was significantly under budget due to large orders of supplies for an event that was scheduled for early April. As reflected on the report for April the Income associated with that event has been deposited along with a dividend received from the LA Workman's Comp policy for having a claim free year resulting in the Income for the month of April well over budget.

Year-to-Date total Income is just over \$500,000 with a projection of \$650,000 to finish off the fiscal year. Expenses are currently \$32,000 under budget, or roughly 3.5%. The only foreseeable budget adjustment that may be needed would be for the Construction account as Arena expansion project is nearing completion. If needed this adjustment will be presented during the June meeting prior to the conclusion of the fiscal year.

The Cash Flow statement reflects the available cash at the end of the fiscal year to be roughly \$5.4 M.

George Vincent made a motion to accept the April 2017 financial reports as presented. Mike O'Quinn seconded the motion. All voted and approved.

OLD BUSINESS:

A. Arena expansion report (Mr. Ellender)

Mr. Ellender gave a brief update on the Arena expansion project. The project is 98% complete, if things continue it is expected during the month of June to receive a substantial completion certificate, a punch list for approval, and a completed final change order. The remaining items for the project are tying the pavilion downspouts into the underground drainage, miscellaneous metal work, completion of the chain link fencing around the interior of the pavilion, extension of the driveway to the pavilion, insulation of guard rails along the sides of the driveway, the backflow preventer, and the temporary wall which were approved during last month's meeting.

NEW BUSINESS:

A. Review and discuss Gunter Construction Invoice #9 for Roping Area Addition to Covered Arena Project

Mr. Moreno presented Invoice #9 from Gunter Construction in the amount of \$108,536.09 for construction services during the month of April 2017.

George Vincent made a motion to accept and pay Gunter Construction in the amount of \$108,536.09 as presented. J C Cormier seconded the motion. All voted and approved.

B. Review and discuss Invoice #10, Construction Observation Phase from Ellender Architects & Associates for Architectural and Engineering Services-Roping Area Addition to Covered Arena Project

Mr. Moreno presented Invoice #10 from Ellender Architects & Associates in the amount of \$2,035.05 for architectural and engineering services for the period ending April 2017. The services include the Construction Observation Phase for Architectural and Engineering Services.

George Vincent made a motion to accept and pay Ellender Architects & Associates Invoice #10 in the amount of \$2,035.05 as presented. J C Cormier seconded the motion. All voted and approved.

C. Review and discuss Cooperative Endeavor Renewal with Entergy Gulf States

Mr. Moreno presented the annual cooperative endeavor with Entergy Corporation for use of the Arena's property for staging and pre-staging use during the storm restoration for the 2017 Hurricane season with a termination date of May 17, 2018. Mr. Moreno has spoken with Entergy and Mosswood Development regarding excluding the area of the parking lot that is currently under contract with Mosswood Development. It is recommended should the board agree to renew the Cooperative Endeavor to make it contingent on a response from the Mosswood Developments legal team on modifying the original agreement to exclude the section of parking that is under the current lease.

J C Cormier made a motion to accept the Staging Consent & License Agreement with Entergy Co. as presented. George Vincent 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 was successful yet again this year. While this is the largest grossing single event it too comes with its negative feedback from the community. The main complaints were due to noise and an increase in traffic. Mr. Moreno wanted to make the board aware of the issues that arose

during the event in case they were approached by members of their community. The promoter did obtain all the necessary permits, insurance, and security from the city to host this event.

The Human Resource committee did get a chance to meet and will present its report in June once the finance committee has a chance to meet later this month. The proposed operating budget will be presented during the June meeting for approval of the upcoming fiscal year budget. Mr. Moreno has requested the Arena committee schedule a meeting soon to review and discuss potential upgrades and current rate structures for the facility.

Lastly Mr. Moreno wanted to share with the board his recent last-minute trip to Baton Rouge this week when he was made aware of Senate Bill 226. This Bill although not specifically targeting the Authorities funding was in fact an attempt to drastically reduce the Visitor Enterprise Funding which is directly tied to the Hotel/Motel taxes that are collected by the state. This bill was similar to that of House Bill 613 but does not specify certain entities it would reduce or eliminate but would do so to all visitor enterprise funds and require each entity to request funding on an annual basis. Senator Johns was contacted and he confirmed that the Bill would be heard by the senate finance committee which he currently sits on and promised that he would do what he could to assist in the projection of the Authorities funding. After lengthy discussion and debate, the bill was tabled by the author, Senator Hewitt. To this date, House Bill 613 has still not been presented to the Appropriations Committee and may not be heard before the end of the session.

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 21, 2017 at 5:30 p.m. at the West Cal Events Center, Sulphur, Louisiana.