

**West Calcasieu Parish Community Center Authority  
Board of Directors-Regular Meeting  
July 15, 2015  
West-Cal Events Center  
Sulphur, Louisiana**

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

**Invocation pronounced by Evelyn White**

**Pledge was led by Dr. George Vincent**

**ROLL CALL:**

Roll call was made with the following results:

Present:	Meg Lovejoy-Vice Chairman	Greg Robertson-Secretary/Treasurer
	George Vincent-Board Member	Evelyn White-Board Member
	J.C. Cormier-Board Member	Adrian Moreno-Executive Director
	Joyce Anderson-Operations Manager	

Absent:	Coy Vincent-Chairman	Mike O'Quinn-Board Member
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**AMENDMENTS, ADDITIONS, DELETIONS TO THE PROPOSED AGENDA:**

Dr. George Vincent made a motion to move item 9a Finance Committee report to 5a. Evelyn White seconded the motion. All voted and approved.

**NEW BUSINESS:**

**A. Finance Committee Report (Joseph Delafield)**

The finance committee met on July 14, 2015 with the Authorities bonding attorney, Mr. Jay Delafield to discuss an unsolicited proposal he received from the firm Crewe's and Associates, an Investment Banker regarding an opportunity to refinance the Authority's current revenue bonds that would amount to a significant savings over the life of the bond. Mr. Delafield discussed the process for such a transaction and informed the board that several steps had to be taken in order for this refunding to take place and that the first step was the Authority would have to adopt a resolution to send to the Louisiana State Bond Commission to make a formal request. This in no way locked the Authority into any rates or committed to the refunding but merely allowed for the process to begin.

Greg Robertson made a motion to adopt a resolution authorizing the West Calcasieu Parish Community Center Authority to proceed with an advance refunding of certain outstanding revenue bonds of the Authority, involving issuance of not to exceed \$7,250,000 of West Calcasieu Parish Community Center Authority revenue refunding bonds, 2015 Series; making application to the Louisiana State Bond Commission, and providing for other matters in connection therewith. JC Cormier seconded the motion. All voted and approved.

**APPROVAL OF MINUTES:**

Evelyn White made a motion to accept the June 17, 2015 minutes as presented. J.C. Cormier seconded the motion. All voted and approved.

**APPROVAL OF FINANCIAL REPORT:**

Mr. Moreno gave a brief summary of the financial report presented for June 2015. Mr. Moreno reminded the board that the month of June concluded the 2014-2015 fiscal year. The YTD totals listed for the Hotel/Motel tax revenues however do not include the 4<sup>th</sup> quarter collections for this fiscal year but include the actual deposits from the previous fiscal years 4<sup>th</sup> quarter. Based on the trend from the first three quarters, the Authority should anticipate approximately an 8-10% increase from the previous year's collections. The Authorities current cap from the State is set at \$1.2 million and should these collections exceed this cap, a BA-7 request may be submitted to the state to release any excess funds. If such trend continues with the expanding economy the Authority may wish to consider requesting that the local legislative delegation seek an increase to the Authorities cap during the next legislative session.

The total income YTD came in approximately \$350,000 over budget. This is due in large part to the overwhelming success of the new Events Center and also an increase in the collections from the Burton Tax. Expenses are roughly 1.5% over budget YTD and currently no adjustments will be needed to close out the fiscal year.

Dr. George Vincent made a motion to accept the June 2015 financial report as presented. JC Cormier seconded the motion. All voted and approved.

**OLD BUSINESS:**

**A. Road Project Update (Mr. Moreno)**

Last month the board adopted a resolution requesting the City of Sulphur accept an Act of Donation for the property adjacent to the entrance road which the City Council accepted. The City of Sulphur and both parties' legal teams have been working diligently to finalize this transaction. Due to a statute between public bodies regarding transactions of this nature the current resolution must be revised to state that this transaction is listed as an "Act of Donation/Co Operative Endeavor".

Dr. George Vincent made a motion to revise the current resolution with the City of Sulphur to include the term "Act of Donation/Cooperative Endeavor". Evelyn White seconded the motion. All voted and approved.

**B. Events Center Update (Mr. Moreno)**

Mr. Moreno informed the board that the annual one year warrantee walk through is scheduled for Friday, July 24 at 9:00 am with the general contractor Bessette Development. Some of the equipment and fixtures have longer warranties but they typically are not processed by the general contractor but through the engineering and architectural firm that specified the

equipment. Now that the project is complete the board will need to review the remaining fees owed for Architectural and Project Management services.

**NEW BUSINESS:**

**B. Arena Committee**

The Arena committee met to discuss the current Arena expansions plans. The committee reviewed the drawings prepared by the Architectural firm and agree that some form of expansion is needed to take place but suggest that it be done in phases. As projected construction costs are submitted the board will meet in the near future to prioritize the various project's based on demand and available funding.

**DIRECTOR'S REPORT**

Mr. Moreno gave a brief update on the Authorities operations. With the overwhelming response and bookings of both facilities over the last year, management has been working diligently to recognize the short comings for assistance on maintaining both facilities. There have been recent increases in some of the maintenance services with additional laborers and professional services to aid in the general cleaning of the Events Center. Mr. Moreno reiterated that as the demand for both facilities increases, he will continue to address the work force needed to maintain these facilities to the standards that have been previously set. He also commented that other enhancements are being considered to improve overall guest satisfaction and security and are striving to stay a step ahead of the competition and continuing to be a very competitive resource within our market.

**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, August 19, 2015 at 5:30 p.m. at the West Cal Events Center, Sulphur, Louisiana.**