

**West Calcasieu Parish Community Center Authority
Board of Directors-Regular Meeting
February 15, 2023
West-Cal Events Center
Sulphur, Louisiana**

Meeting was called to order at 5:30 pm by Matt Vincent

Invocation pronounced by The Rev. Margaret Lovejoy

Pledge was led by Matt Vincent

ROLL CALL:

Roll call was made with the following results:

Present:	Matt Vincent-Chairman	The Rev. Margaret Lovejoy – Sec./Treas.
	Coy Vincent – Board Member	Darwin Pinder- Board Member
	Evelyn White – Board Member	J. C. Cormier-Board Member
	Adrian Moreno-Executive Director	Joyce Anderson – Operations Manager
	Judge Tommy Quirk – Legal Counsel	

Absent: Missy McClelland – Vice Chairman

AMENDMENTS, ADDITIONS, DELETIONS TO THE PROPOSED AGENDA:

Rev. Lovejoy made a motion to accept the agenda as presented. J.C. Cormier seconded the motion. All voted and approved.

APPROVAL OF MINUTES:

Coy Vincent made a motion to accept the January 2023 meeting minutes as presented. J. C. Cormier seconded the motion. All voted and approved.

APPROVAL OF FINANCIAL REPORTS:

Mr. Moreno gave a summary of the Financial Report for January 2023:

The month of January proved to be another successful month for the Authority. Some of the revenues spilled over from the Christmas parties the previous month however a large portion came from the start of the 2023 Mardi Gras season along with some other fundraiser activities that month. Income for the month closed at nearly \$83,000 with \$16,000 over budget on the Regular Income line and another \$5,000 over on the Concession Net line item. Interest and dividends continue to produce an average of over \$11,000 per month to attribute to the over increases in income.

With regards to the Expenses, there were a couple items of note that Mr. Moreno brought to the board's attention. The air walls were recently serviced for the first time since opening the facility nearly nine years ago. Mr. Moreno also informed the board that the manufacturer of the air walls for the facility has gone out of business and that parts for the current walls are becoming somewhat scarce. Future improvement plans may require an entire new set of operable walls for the facility. Some of the other additional unbudgeted expenses dealt with repairs to quite a bit of the plumbing damage caused by the hard freeze over the latter half of December. One last note on the expenses side was relevant to the increased

premium in the General Liability Policy. The good news to report on this increase was that this was a direct reflection of the increased total sales at the complex over the past 2 years, equating to nearly 50%.

Fiscal Year-to-Date which the total earned income for the Authority was \$735,752.00 at a budget of \$330,166 for the period. Mr. Moreno informed the board that each month continues to decrease the overall budget deficit by 1-2% points and is currently at 14% over budget.

The Cash Flow report for the end of the Fiscal Year continues to reflect a current balance of just over \$4.3 million dollars. This again includes projected income for FEMA reimbursements as well as any outstanding insurance proceeds from the hailstorm of 2019.

Evelyn White made a motion to accept the Financial Reports as presented for the month of January 2023. Rev. Lovejoy seconded the motion. All voted and approved.

OLD BUSINESS:

None

NEW BUSINESS:

A. Review and discuss Resolution to add additional signatures to the Louisiana Asset Management Pool Investment account.

Mr. Moreno informed the board that currently he is the only authorized signer on the Authorities investment account with the Louisiana Asset Management Pool (LAMP) and is recommending that all current board members be added to this account as authorized signers.

Coy Vincent made a motion to accept the resolution authoring all current members of the West Calcasieu Parish Community Center Authority Board of Directors to be added as authorized signers to the Authorities investment account with LAMP. J.C. Cormier seconded the motion. All voted and approved.

DIRECTORS REPORT:

Mr. Moreno updated the board on the facility's current operations:

The new entrance sign for the Events Center is underway and the water feature sign has been demolished and removed from the site. The new site will be prepared with new compaction fill dirt and work on the new structure should begin in the coming weeks. Completion date is still on target for middle of April.

Marquee renovations are ongoing with anticipated completion date of mid to late March. FEMA has confirmed that the deadline for all Hurricane Laura related damages was moved from February 2023 to February 2024 however Mr. Moreno is still pushing the contractors to finish their work as soon as possible.

Mr. Moreno was able to confirm with FEMA that the Authority does have some funding obligated for more damages to the complex, but these funds are presently being held up at the state level. The GOHSEP office which regulates the disbursement of any federal funding has recently updated their requirements for all entities doing business with the federal government and the Authority is in the process of updated its account. The state no longer utilizes the D&B DUNS# but instead recognizes the Federal Unique Entity Identifier # (UEI) and must be established before any funds can be released.

The new RV expansion project is progressing and as of now on target for completion for early May. The plumbing bid was awarded to Able plumbing for just under \$110,000 to include water and sewer at all 25 new RV spots. Electrical equipment is coming in also under budget so Mr. Moreno anticipates being able to stay within budget and might even have funds available to either pave some spots or provide some type of canopy covers at some of the spots.

Rev. Lovejoy posed the question on how the facility was going to handle the upcoming State High School Rodeo Finals in May. Mr. Moreno informed the board that should the need arise temporary stalls and tents would be brought in to accommodate those contestants.

Mr. Moreno updated the board on the status of Act 199 with regards to the Hotel/Motel taxes. All invoices and supporting documentation for the 1st and 2nd quarters have been received and are in the process of being reviewed for release of funding. This disbursement for this period is roughly \$671,000. Mr. Moreno raised some concerns with the timing of the process and indicated that he may ask for an amendment to the CEA and how the funding is being spent in attempts to expedite the release of funds.

Lastly Mr. Moreno requested the board review and consider alternative options with regards to signatures needed for daily operational expenses. With more electronic options available to pay the Authorities expenses Mr. Moreno suggested either an increase in the signature authority needed or some other form of approval. After discussion it was suggested that the Authorities auditor may have some insight and/or suggestion on how to move forward with expediting the approval process.

PUBLIC COMMENTS:

None

ADJOURNMENT:

With nothing further to discuss meeting adjourned.

The next regular meeting of the Board of Directors will be held on Wednesday, March 15, 2023., at 5:30 p.m. at the West Cal Events Center, Sulphur, Louisiana.