

**West Calcasieu Parish Community Center Authority
Board of Directors-Regular Meeting
September 14, 2022
West-Cal Events Center
Sulphur, Louisiana**

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

Invocation pronounced by The Rev. Margaret Lovejoy

Pledge was led by Coy Vincent

ROLL CALL:

Roll call was made with the following results:

Present: Coy Vincent-Chairman	Missy McClelland – Secretary/Treasurer
The Rev. Margaret Lovejoy-Board Member	J.C. Cormier- Board Member
Adrian Moreno-Executive Director	Joyce Anderson – Operations Manager
Judge Quirk-Legal Counsel	

Absent: Matt Vincent – Vice Chairman	Evelyn White – Board Member
Darwin Pinder – Board Member	

AMENDMENTS, ADDITIONS, DELETIONS TO THE PROPOSED AGENDA:

Missy McClelland made a motion to accept the agenda as presented. Rev. Lovejoy seconded the motion. All voted and approved.

APPROVAL OF MINUTES:

Missy McClelland made a motion to accept the August 2022 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 August 2022:

Income for the month of August closed at 60% above projected budget. The Income and Concession Net line items were well above protected actuals as well as the Interest and Dividends earned line item, which continues to increase with interest rates improving to a current 2.4% rate. The Events Center hosted several large events during the month of August that contributed to the revenue numbers, but there has also been an influx in event requests for mid-week utilization.

Unfortunately the Expense line continues to remain over the projected budget amounts due to some unforeseen increases. Mr. Moreno did meet with representatives from Entergy Corporation to ensure the facilities were being offered the best rate plan available and to inquire what measures if any could be taken to save on utilization without interrupting the comfort of our guests. Entergy did explain all of the details relative to the recent increases and also explained that there will be some decreases in the near future as some of the older storm restoration fees would be rolling off within the next year.

The Maintenance of Property line item began the new fiscal year with some sizeable repairs to an underground water main as well as repairs to two of the facilities ice machines. In addition to these

unforeseen repairs were the repairs to the Events Centers chillers, motor, and boiler room pump. Mr. Moreno reminded the board that the other unforeseen expense was that of the Property Insurance premium which doubled in price and yet decreased in coverage.

Year-to-Date Income total is 30% above budget and Expenses are 36% above budget. Mr. Moreno is hopeful that the Expense line will improve before the end of the fiscal year and revenues will continue to increase.

The Cash Flow report for the end of the fiscal year reflects a current balance of just over \$3.5 million dollars.

Missy McClelland made a motion to accept the Financial Reports as presented for the month of August 2022. Rev. Lovejoy seconded the motion. All voted and approved.

OLD BUSINESS:

A. Arena Roof Project Update

The status on the Arena Roof Replacement project has not changed much in the past few weeks. Mr. Moreno reminded the board of the current issue being debated is regarding warranties. The warranty was a two-part warranty which covered leak proofing as well as a color finish. The manufacturer claimed the leak proof warranty was voided due to the type of spray on insulation that was applied. The color finish issue that is currently affecting the roof is being blamed on the contractor's installer for an incorrect seaming process, so they are saying they are not responsible for those damages either.

Since the last meeting the General Contractor has sought legal advice as to how to proceed with refuting the manufacturers findings. He was in contact with a company out of Florida for an outside opinion regarding the color finish and recommendations on how to correct the deficiencies. The company inspected the roof and stated that these areas of concern could be caused by a faulty galvanization process at the factory. To give a more conclusive determination the company would need a sample of the metal to evaluate at a lab. The material will either need to be provided from the very first roll of product from the manufacturer or a 2' X 2' section would need to be removed from the existing roof and sent in for testing.

The chances of the manufacturer still having in inventory some of the original material is highly unlikely. Secondly, the removal of sampling of the material without the notification of the manufacturer would most likely further void any warranties on the roof. Mr. Moreno has visited with the Authorities legal counsel and they have recommended that a formal request to have the material tested be sent to the manufacturer. If and when the manufacturer acknowledges this request will determine when the roofing material can be further tested.

NEW BUSINESS:

A. Review and discuss Change Order #1 for Events Center Generator System, 2021.

Mr. Moreno presented Change Order #1 for the Events Center Generator System, 2021. A contingency allowance was built into the contract in the amount of \$7,500.00 with only two contingencies needed. Contingency #1 changed the size of the gas piping in the amount of \$1,055.00. Contingency #2 provided additional power transfer signaling controls from the generator to the buildings BMS system in the amount of \$1,130.14. The Change Order #1 shows a credit amount of \$5,314.86 for the remaining unused amount of the allowance.

J.C. Cormier made a motion to accept Change Order #1 for the Events Center Generator System as presented. Rev. Lovejoy seconded the motion. All voted and approved.

B. Review and discuss Recommendation of Acceptance for Events Center Generator System, 2021.

Mr. Moreno presented the Recommendation of Acceptance for the Events Center Generator System, 2021. The generator has been field tested and is operating at 100%.

J.C. Cormier made a motion to accept the Recommendation of Acceptance for the Events Center Generator System, 2021 as presented. Rev. Lovejoy seconded the motion. All voted and approved.

DIRECTORS REPORT:

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

Mr. Moreno met with Entergy representative Calvin Thibodeaux to discuss the recent increases in service and to ensure that the facilities were doing everything possible to minimize consumption. Mr. Thibodeaux ensured that the facilities are on the best rates plan possible and suggested some measures that could assist with utilization. Mr. Moreno has also worked with the facilities Building Management System administrator and has recommended some adjustments to the controls systems that would better maximize utility consumption. Mr. Thibodeaux also stated that he would like to add additional language to the recently approved addendum to the Cooperative Endeavor that in the event the facility is needed Entergy would provide their own generator to provide temporary power.

Act 199 of the 2022-2023 Legislative Session which requires the CEA between the Authority and the Treasury to receive the Hotel-Motel funding has begun. The process includes submitting receipts for expenditures to receive the dedicated funding. The current cap for the Authority is \$1.3 Million with the previous fiscal year ending with a surplus of \$493,000. Mr. Moreno has requested a meeting with Senator Stine and Representative Farnum to discuss having the current cap increased during the next legislative session. The surplus money is statutorily dedicated for the Authority so the funds are not lost, but in order to receive the funds, a BA-7 request must be submitted for approval. Having more available income will be a crucial with current increases in operational expenses as well as plans for future expansion projects

Mr. Moreno gave a brief update on the status of the reimbursement process with FEMA. The Authority has received a second disbursement of \$65,824 for the repairs to the maintenance facility, bringing the total monies received to date at \$125,000, 20% of the total estimated damages. There is currently \$45,000 obligated and an additional \$137,000 currently under review for disbursement. The FEMA CDC and PDMG have been diligently working to meet the closing deadline for this storm which is February of 2023. The total damages estimated from the storms were \$668,000 of which \$605,000 are eligible for cost shares through FEMA. Some categories were reimbursed at 100% but the majority are at 90%. Two projects remaining to submit invoices are the marquee and the sign/water feature at the entrance to the facility.

The sign company and the digital board company have been working up cost estimates for the repairs to the marquee. The foundation is good, some framing updates will need to be made before a new digital sign can be installed. The estimates for the project are \$65,000 of that total \$50,000 is for the new digital sign.

Originally the demolition of the water feature was the only cost share that FEMA would participate in funding assistance. After a more in-depth conversation with the FEMA PDMG, Mr. Moreno explained that

the water feature also included the signage to the building all of which will be replaced due to the damage from the storm. With that understanding there is a possibility that FEMA would actually participate in the construction of the new sign but that might require added litigation from FEMA at a later date. DDG has provided some preliminary sketches for the new sign with cost estimates of just over \$100,000 for the project.

The Louisiana High School Rodeo Association has requested the West Cal Arena host the State Finals Rodeo in 2023 for a 4th consecutive year. The Burton Coliseum will still be down for repairs and is once again not available for this event. Mr. Moreno is in discussions with DDG regarding an RV expansion to aid in accommodating this and other larger groups that have expressed interest. Currently the plans are to add 25 full-service sites to the west side of the complex. Options for additional stalls are still being explored.

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, October 19, 2022, at 5:30 p.m. at the West Cal Events Center, Sulphur, Louisiana.