

West Calcasieu Parish Community Center Authority
Board of Directors-Regular Meeting
February 21, 2024
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	Rev. Margaret Lovejoy Secretary/Treasurer
	Evelyn White – Board Member	Coy Vincent - Board Member
	Darwin Pinder – Board Member	Robert Letard- Board Member
	Adrian Moreno - Executive Director	Joyce Anderson – Operations Manager

Absent: Missy McClelland

AMENDMENTS, ADDITIONS, DELETIONS TO THE PROPOSED AGENDA:

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

APPROVAL OF MINUTES:

Coy Vincent made a motion to accept the December 2023 meeting minutes as presented. Rev. Lovejoy seconded the motion. All voted and approved.

APPROVAL OF FINANCIAL REPORTS:

Mr. Moreno gave a summary of the Financial Report for December 2023 & January 2024:

The first item of note was the deposit from the State of Louisiana for the first quarter Hotel/Motel sales tax disbursement in the amount of \$684,359. In years past the months of December and January have historically been slower with regards to activity. This, however was not the case for these past few months as is shown in the revenue collected. Once specific event held at the Arena was the American Combat Mixed Martial Arts event that generated just under \$20,000 for the facility. With regard to Expenses there were no major items of note but Mr. Moreno did point out that the Capital Outlay line item has included replacement of some of the aging equipment at the Events Center which is nearing 10 years in usage.

January also saw a significant increase in facility requests and utilization as is reflected on the Events Calendar provided to the board. The industry utilization specifically saw an increase just after the start of the new year, most probably in preparation for the upcoming turnaround season. January also saw the deposit from the Calcasieu Parish Police Jury's Burton tax in the amount of \$376,700. Other increased revenues are directly related to the increase in utilization as well as the beginning of the Mardi Gras season.

Expenses were on par for the month with just a few unexpended repairs to the facility. There was also a slight increase in the property General Liability policy but that was directly related to the increase in facility revenues from the previous year. Also expensed in the month of January was replacing the original 18-year-

old fans over the grandstand area of the arena with newer Macro Air fans, matching all of the other fans inside the complex.

Cash flow report reflects just over \$4.7M in available funds at the conclusion of the fiscal year. Year to date income shows revenues up over \$420,000, with self-generated revenues up just over \$200,000. TYD expenses are sitting just over 3.5% budgeted amounts, down from 25% in September.

Evelyn White made a motion to accept the Financial Reports as presented for the month of December 2023 & January 2024. Coy Vincent seconded the motion. All voted and approved.

OLD BUSINESS:

None

NEW BUSINESS:

A. Presentation of services by Meyers and Associates (Mr. Byron Racca)

Mr. Racca made a brief presentation on the services provided by Meyers and Associates and how these services could benefit the Authority moving forward. Mr. Racca explained to the board how the Capital Outlay process works and how Meyers can assist in securing funds for future projects. Meyers would not only be able to assist in this capacity but also as a program management firm in assisting the Authority in future development from conceptual designs, selecting architectural and outsourced engineering firms, and construction management.

Bobby LeTard made a motion to retain the services of Meyers and Associates as the Authorities Program Manager to oversee all future projects for the Authority. Darwin Pinder seconded the motion. All voted and approved.

DIRECTORS REPORT:

Mr. Moreno updated the board on the current operations of the organization.

Mr. Moreno discussed the summary report from the recently ended Mardi Gras season. This year the facility hosted 8 Mardi Gras balls with a total review of \$106,086. 2025 will be a much longer season than in 2024 so there is the possibility of adding new Krewe Balls for next year. However, the 2026 season will be as short as in 2024 so some Krewes may not elect to move if they cannot be guaranteed dates the following year.

The City of Sulphur has recently elected to begin enforcing an ordinance whereas all vendors and/or peddlers must have a permit from the city to operate. This enforcement has caused some of the clients at the facility to be concerned about the late notice regarding this announcement. Mr. Moreno has been working with the mayor and his administration with possible alternative options as well as delaying this enforcement so that the clients at the facility can make decision on if they wish to continue to do business in the City of Sulphur. A full vote from the City Council on this issues will be conducted at the March 11th meeting.

The second quarter report and receipts have been submitted to the State Treasury for reimbursement. An estimated \$220,000 has been submitted leaving approximately \$595,000 remaining in collections for the fiscal year.

Mr. Moreno informed the board that he was approached by the family of the late Dr. Lafarque with regards to finding a home for the concrete statue that was located in front of the Cal Cam Fair Office. The idea was

originally to have it placed near one of the trees in the back area where the fair is set up. Mr. Moreno however was concerned with the amount of non-fair activity that takes place in that area the other 51 weeks throughout the year. Mr. Moreno told the family that if the board had no objection and a hold harmless was signed by the family, he would store the bust and bring it out for display every year during the fair.

The replacement of the damaged arena roof panels has unfortunately not seen any progress in recent months. The latest from the general contractor was that he cannot get any guarantees from his manufacturer as to the delivery date for the replacement panels. Mr. Moreno informed the board that it might be in their best interest to request legal counsel send demand letters in an effort to try and get the contractor to press the issues with his supplier.

Lastly Mr. Moreno informed the board on some large capital projects that will need to be addressed in the coming months at the Events Center. With the facility reaching its 10-year anniversary there is quite a bit of equipment and fixtures that are in need of repair or replacement such as the lighting control dimmer panel and A/V main frame. Cost estimates are currently being collected and while some smaller items will be expedited this fiscal year, others will have to wait until after July 1.

PUBLIC COMMENTS:

None

ADJOURNMENT:

With nothing further to discuss Rev. Lovejoy made a motion to adjourn the meeting. All voted and approved.

The next regular meeting of the Board of Directors will be held on Wednesday, March 20, 2024, at 5:30 p.m. at the West Cal Events Center, Sulphur, Louisiana.