

**West Calcasieu Parish Community Center Authority  
Board of Directors-Regular Meeting  
September 20, 2023  
West-Cal Events Center  
Sulphur, Louisiana**

**Meeting was called to order at 5:31 pm by Missy McClelland**

**Invocation pronounced by The Rev. Margaret Lovejoy**

**Pledge was led by Missy McClelland**

**ROLL CALL:**

Roll call was made with the following results:

Present:	Missy McClelland – Vice Chairman	The Rev. Margaret Lovejoy – Sec./Treas.
	Coy Vincent – Board Member	Evelyn White-Board Member
	Darwin Pinder- Board Member	Adrian Moreno-Executive Director
	Joyce Anderson – Operations Manager	Judge Tommy Quirk
Absent:	Matt Vincent – Chairman	Robert Letard-Board Member

**AMENDMENTS, ADDITIONS, DELETIONS TO THE PROPOSED AGENDA:**

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

**APPROVAL OF MINUTES:**

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

**APPROVAL OF FINANCIAL REPORTS:**

Mr. Moreno gave a brief summary of the Financial Reports for August 2023:

The final deposit from the state Hotel/Motel tax was received in the amount of \$193,266.77. This amount does close out the previous fiscal year's cap of \$1,300,000 in collections from the State Treasury. Mr. Moreno reported that the month of August the Event Center hosted three rather large events with both Football and Wrestling fundraisers taking place as well as fundraiser for the local Knights of Columbus. The facility also played host to a week-long training exercise from Phillips 66 which also produced some very positive numbers.

Year to date the numbers are looking very positive two months into the fiscal year. Self-generated Revenues are up over \$40,000 with an additional \$20,000 in interest and dividends for the year. As for the expenses, aside from the recent increase in insurance premiums the facility is holding at 5% below projected budgets. Moving forward, the Cash Flow report will reflect the increase in the Hotel/Motel cap that was recently amended at this past legislative session to \$1,500,000 putting the Authorities projected year end cash flow at \$4,500,000.

Coy Vincent made a motion to accept the Financial Report as presented for the month of August 2023. Rev. Lovejoy seconded the motion. All voted and approved.

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

**A. Review and discuss proposed resolution with the State of Louisiana Treasury Department for Act 477 of the 2023 Regular Legislative Session**

Mr. Moreno reported that the Authority through Act 477 of the 2023 Regular legislative Session was in receipt of a line-item appropriation in the amount of \$1,500,000. As part of this Act a Cooperative Endeavor must be entered between the Authority and the State Treasurys office. Mr. Moreno presented a Resolution authorizing the Executive Director to enter into and execute on behalf of the Authority all documents relative to the Cooperative Endeavor as provided in Act 477.

Coy Vincent made a motion to adopt the Resolution as presented allowing the Authorities Executive Director to enter into and execute on behalf of the Authority all agreements relative to Act 477 of the 2023 Regular Legislative Session. Evelyn White seconded the motion. All voted and approved.

**B. Review proposal from Francis Energy to install electric charging stations on Authorities property.**

Via videoconference, Mr. Moreno introduced representatives from Francis Energy who provided a presentation on installing electric vehicle chargers on property owned by the Authority. The representatives provided information with regards to the process, timing, and revenue share program for leasing the property. The Board discussed the many pros and cons of the proposal in detail following the conclusion of the presentation.

Darwin Pinder made a motion to decline the offer from Francis Energy to install electric vehicle charging stations on Authority property. Evelyn White seconded the motion. All voted and approved.

**DIRECTORS REPORT:**

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

The Events Center sign project was on track to be complete last month but once again ran into some minor snags with the coping piece that was delivered cracked and the cabinet with incorrect bolt patterns. The General contractor has assured us that these items will be readdressed in a timely manner and hope to have them resolved in the coming days.

Mr. Moreno reminded the board that the Capital Outlay request deadline was approaching later this fall and informed the board that the submission for this year needed to be scaled down on the Arena project to merely include a new stall barn as opposed to the entire project. There seems to be some concerns that the Authority has too significant of a project request at the state level and believes that scaling this down would be in the Authorities best interest moving forward. Mr. Moreno requested a cost estimate from Mr. Ellender who is working now in conjunction with Moss/Reed Architects for a similar size barn that is currently adjacent to the Arena. The cost estimate came back at \$1,700,000. Contingencies, rest rooms, wash racks, and clear span increase the cost estimate to \$2,100,000. Mr. Moreno will submit these cost estimates in this year's Capital Outlay request for Arena expansions.

Lastly Mr. Moreno spoke of the extremely busy schedule at the complex and the daunting task of scheduling and maintaining the facilities. He wanted to assure the Board that the Administration is doing everything in their power to try and accommodate as many guests as possible along with their demands. There may however be times when some clients feel that we have fallen short of their expectations. This

is in no way a reflection of the overall client feedback that has been provided back to us. Mr. Moreno merely wanted to share with the Board that he and the entire staff have been and will continue to provide the absolute best experience to all guests that walk through the Authorities doors.

**PUBLIC COMMENTS:**

None

**ADJOURNMENT:**

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

**The next regular meeting of the Board of Directors will be held on Wednesday, October 18, 2023., at 5:30 p.m. at the West Cal Events Center, Sulphur, Louisiana.**