West Calcasieu Parish Community Center Authority
Board of Directors - Regular Meeting
May 21, 2025
West-Cal Events Center
Sulphur, Louisiana

Meeting was called to order at 5:33 pm by Missy McClelland

Invocation pronounced by Missy McClelland

Pledge was led by Missy McClelland

ROLL CALL:
Roll call was made with the following results:

Present:	Missy McClelland – Chairman	Coy Vincent – Secretary/Treasurer
	Darwin Pinder – Board Member	Bobby LeTard – Board Member
	Adrian Moreno-Executive Director	Joyce Anderson – Operations Manager
	Judge Quirk – Legal Counsel	
Absent:	Rev Margaret Lovejoy – Vice Chairman	Matt Vincent – Board Member
	Evelyn White - Board Member	

AMENDMENTS, ADDITIONS, DELETIONS TO THE PROPOSED AGENDA:
Coy Vincent made a motion to accept the agenda as presented. Bobby LeTard seconded the motion. All voted and approved.

APPROVAL OF MINUTES:
Coy Vincent made a motion to accept the March 2025 meeting minutes as presented. Darwin Pinder seconded the motion. All voted and approved.

APPROVAL OF FINANCIAL REPORTS:
Mr. Moreno gave a brief summary of the Financial Report for the months of March and April 2025:
The first item of note brought to the board's attention was the $830,635 deposit received from the state for the Hotel/Motel taxes for the 1st and 2nd quarters. Mr. Moreno stated that this deposit was approximately 97% of the total reimbursable expenses that were submitted for the two quarters and that the other 3% fell into the following months with funds being limited to what was collected through that period. Outside of this line item, Mr. Moreno stated that there were no significant items of note with regard to the income and expenses for the month of March.

April does begin the 4th and final quarter for the Authority with the current fiscal year ending on June 30, 2025. Again, there were no significant items of note however Mr. Moreno did want to bring to the board's attention the Interest/Dividends line item and that with the recent economic shifts, the rates for the Authorities investment accounts have begun to slowly come down. With that, Mr. Moreno stated that adjustments were made to the upcoming Budget Proposal that would reflect these decreases.

The Cash Flow report was highlighted once again to reflect the current projects and delay in the Stall Barn Project until the next Fiscal Year. That and other adjustments to include the increase in this year's Burton Tax Collection estimate the Cash Flow for the Authority at just over $5.5M to the end of the Fiscal Year. Year to date, the Authority has collected in excess of $440,000 over the projected revenue total for the year with just over $206,000 of these revenues coming from self-generated income. Expenses are still holding extremely well with the Authority currently 5% under the projected expenses year to date.

Darwin Pinder made a motion to accept the Financial Reports as presented for the months of March and April 2025. Coy Vincent seconded the motion. All voted and approved.

OLD BUSINESS: NONE

NEW BUSINESS:

A. Review and discuss Fiscal Year 2025-2026 Budget Draft

Mr. Moreno presented the first draft of the proposed Fiscal Year 2025-2026 operating budget to the board. Some of the more notable line-item increases/decreases included a slight increase in the Burton Tax as well as the regular Income Line Item. As previously discussed, the interest rates for the Authorities' investment accounts have been on the decline over the past few months so an adjustment was made to the forecasted revenue for the new Fiscal Year. On the Expense side there were a couple of line items that both had significant increases and decreases from the previous year. However, these differences all but cancelled each other out.

Mr. Moreno did inform the board that this proposed Operating Budget does include a 3% cost of living increase for all eligible employees. As a reminder, Mr. Moreno explained that the annual cost of living adjustments are discussed by the board and the annual revenue streams are considered when deciding what increase if any are given to eligible employees. The previous year eligible employes received a 4% cost of living increase. The board recommended making a similar adjustment to the new budget and would discuss it further next month.

Other items discussed on the budget were the Capital Outlay projects to include new projectors for the Exhibit Hall and replacing some of the old and used FF&E such as old and damaged tables, stage decks, and resurfacing a large quantity of the padded fabric banquet chairs. The Construction in Progress line is almost exclusively related to the new Stall Barn Project should the Authority wish to move forward with this project without any assistance from the state.

DIRECTORS REPORT:
Mr. Moreno updated the board on some of the key operations of the Authority:

The Stall Barn Project front end work is progressing with the geotechnical site work being conducted in the coming weeks as well as preliminary structural engineering scope work. The barn will be similar in size to the existing barn located at the north end of the facility with very similar design that was already done from conceptual drawings last year.

Lastly Mr. Moreno discussed the Hotel/Motel collections year-to-date and reiterated his previous concerns expressed last year with the Authority not meeting the annual cap. With the recent announcement of the new LNG project and the continued increase in the local industrial market, Mr. Moreno feels that these collections should hopefully be on the rise again in the near future and is optimistic that the Authority will once again be seeking an increase in the annual cap to secure any available excess funds.

PUBLIC COMMENTS:
None

ADJOURNMENT:
With nothing further to discuss, Coy Vincent made a motion to adjourn. Darwin seconded to the motion. All voted and approved.

The next regular meeting of the Board of Directors will be held on Wednesday, June 18, 2025, at 5:30 p.m. at the West Cal Events Center, Sulphur, Louisiana.