West Calcasieu Parish Community Center Authority
Board of Directors - Regular Meeting
November 19, 2025
West-Cal Events Center
Sulphur, Louisiana

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

Invocation pronounced by Evelyn White

Pledge was led by Missy McClelland

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

Present:	Missy McClelland – Chairman	Coy Vincent – Secretary/Treasurer
	Matt Vincent – Board Member	Evelyn White - Board Member
	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	

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

APPROVAL OF MINUTES:
Coy Vincent made a motion to accept the October 2025 meeting minutes as presented. Evelyn White seconded the motion. All voted and approved.

APPROVAL OF FINANCIAL REPORTS:
Mr. Moreno gave a brief summary of the Financial Reports for the month of October 2025:

The month of October did not produce the income revenue streams that the Authority has seen in previous years. This in part is a direct result of the recent decline in usage of one of the facilities regular industry clients. There was some positive revenue reported in the Concessions and Shavings line item as Mr. Moreno reminded the board that this would be the case with the recent bulk purchase in shavings earlier this fiscal year. The Events Receipt report showed a decrease of just over $70,000 from the same period last year but roughly $40,000 of this was old 90-day receivables that were all collected in that particular period. All operational expenses for the month were within normal ranges.

Year to date the numbers for the Authority are still showing positive results. Income is up 26% or approximately $74,000 with $32,000 of that being self-generated revenues. This is approximately $40,000 down from the same period last year. Expenses are still holding under 18% with a large majority of that being the savings from this year's property insurance premium. Cash flow is projected at just over $2.6M through the end of the fiscal year.

Matt Vincent made a motion to accept the Financial Reports as presented for the month of October 2025. Bobby LeTard seconded the motion. All voted and approved.

OLD BUSINESS:

A. Arena Committee Report – Stall Barn Project

Mr. Moreno met earlier that day with the Arena Committee to discuss the current cost projections for the Stall Barn Project as updated by the Meyers group. Unfortunately, the cost estimates had significantly increased over the past few months from what was originally presented earlier this summer. The committee had a chance to hear from the Meyers group directly as they explained what some of the reasons for the increases for the project. The Committee asked the Meyers group to reevaluate the overall scope of the project and provide the board with some potential cost savings options while still providing the basic services needed for this facility. The Meyers group will provide some updated figures with possible add alternates in the coming weeks for the board to consider.

NEW BUSINESS:

A. Review and discuss Invoice #35534 from Meyers & Associates for basic Engineering Services for Arena Improvements – Stall Barn Facility Project

Mr. Moreno presented invoice #35534 from Meyer & Associates for basic Engineering Services for Arena Improvements - Stall Barn Facility Project in the amount of $2,122.34.

Evelyn White made a motion to pay invoice #35534 from Meyers & Associates in the amount of $2,122.34 as presented. Matt Vinent seconded the motion. All voted and approved.

B. Review and discuss proposed Authority owned surplus property.

Mr. Moreno informed the Authority that the Maintenance department has been in the process of clearing out some old unused equipment at the complex. While some items fell under the Capital Outlay threshold and was sold through the online government auction site, one item is valued over the $1,000 threshold and thus needs Authority approval to be listed as surplus equipment. The item in question is a self-retracting water wheel that has been in the Authorities inventory for 20 years but has not been in operation since 2012.

Evelyn White made a motion to accept the updated surplus equipment list as presented. Matt Vincent seconded the motion. All voted and approved.

DIRECTORS REPORT:

Mr. Moreno updated the Board on some of the current operations of the Authority:

Mr. Moreno informed the board of the recent outbreak of the EHM/EHV-1 Equine virus at a Barrel Race futurity in Waco, Tx. This outbreak has made its way to Louisiana over the past few days and has caused the Louisiana High School Rodeo Association to postpone this weekend's rodeo as a safety precaution. Mr. Moreno spoke with the State Veterinarians office earlier that day and while they stated they did not have the authority to force the closure of public facilities at this time, they highly recommended the facility close its doors and begin a disinfection of the entire complex with the chance that any affected horses could have traveled through the complex during this period. With that, Mr. Moreno sent out a press release closing the facility for a short period so the complex could be disinfected and thoroughly cleaned.

The annual audit of the fiscal year ending June 30, 2025, is nearing completion by the Authorities firm, Steven Deuren & Associates. The presentation of the audit will be ready for the December Board meeting with presently no audit findings at the initial review of the financials.

Mr. Moreno discussed the Capital Outlay process once again with the Board and informed the Authority that the Capital Outlay request for the 2026-2027 fiscal year has been presented to the State by the Meyers group. Currently there is $2M in Priority 5 funding available for the Authorities Events Center expansion plans. Mr. Moreno reminded the board that preliminary discussions on what these expansion plans are will need to be made in the coming months so that the Authority is prepared in the rare event that funding is moved to P1 this next legislative session.

In conclusion, Mr. Moreno reminded the board that the December meeting will coincide who the annual West Cal Safety meeting held for the staff and that all board members and their spouses are welcome to attend. The Safety meeting will follow the conclusion of the December board meeting on the 17th, 2025.

PUBLIC COMMENTS:
None

ADJOURNMENT:
With nothing further to discuss a motion was made and seconded to adjourn.

The next regular meeting of the Board of Directors will be held on Wednesday, December 17, 2025, at 5:30 p.m. at the West Cal Events Center, Sulphur, Louisiana.