

**West Calcasieu Parish Community Center Authority  
Board of Directors - Regular Meeting  
October 15, 2025  
West-Cal Events Center  
Sulphur, Louisiana**

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

**Invocation pronounced by Rev. Lovejoy**

**Pledge was led by Missy McClelland**

**ROLL CALL:**

Roll call was made with the following results:

|          |                                    |                                      |
|----------|------------------------------------|--------------------------------------|
| Present: | Missy McClelland – Chairman        | Rev Margaret Lovejoy – Vice Chairman |
|          | 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: Coy Vincent – Secretary/Treasurer

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

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

**APPROVAL OF MINUTES:**

Matt Vincent made a motion to accept the August 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 months of August and September 2025:

The second month of the fiscal year provided some very positive revenues for the Authority. There was, however, a significant negative balance on the Hotel/Motel entry which was caused by a delay in the disbursement of funds received from the State Treasury but nothing to be alarmed with according to Mr. Moreno. Some of the activities that contributed to the increased revenues for the month were from several large fundraisers during the month of August as well a couple of social events that rivaled most Mardi Gras Balls.

On the expense side the one item of note was the savings on the Insurance line item. Mr. Moreno reminded the board of the significant decrease in this year's Property Coverage that saved the Authority more than \$77,000 from budgeted projections. All other expenses for the month were within normal ranges.

The month of September also reflected positive revenue streams, though not as strong as the previous month. Mr. Moreno also noted the negative balance in the Shavings line item, which is due to the recent bulk purchase of pine shavings from the distributor. This bulk purchase will allow the Authority to yield an

additional average of \$2.50 per bag and is expected to meet the Arena's client needs for the next 3 to 6 months..

Regarding expenses, the Maintenance of Property and Equipment line items showed a dramatic increase from the budgeted month. This increase was due in large part to two significant repairs that were needed on the chillers for the building. These repairs were in excess of \$10,000 combined and Mr. Moreno stated that, yet another large repair item will hit on the next months financials for an air handler motor that will need to be replaced.

The Cash Flow reports show available cash through the end of the Fiscal Year at just over \$2.6M with the Stall Barn project taking up 90% of the projected construction in progress budget. Year-to-date numbers through the end of the first quarter the Authority is up 35% on Income with \$41, 000 of the \$74,000 coming from self-generated revenues. Expenses are 20% below projected figures due in large part to the decrease in the insurance premium for the year.

Matt Vincent made a motion to accept the Financial Reports as presented for the months of August and September 2025. Rev. Lovejoy seconded the motion. All voted and approved.

#### **OLD BUSINESS:**

##### **A. Stall barn Update**

Mr. Moreno had hoped to have a more detailed cost estimate from the Meyers group to include all other associated fees for the project, but these figures have yet to be returned by the time of the board meeting. Mr. Moreno did inform the board that he requested the engineers look into the possibility of a few new updates to the project to include adding perimeter parking lot lighting; 24 full-service RV spots along the east and south sides of the building; lowered sides to assist with blowing rain; and the possibility of adding shower stalls in the restrooms. Once these figures are returned they can be further discussed by the board for consideration.

#### **NEW BUSINESS:**

##### **A. Review and discuss proposed Resolution with the State of Louisiana Treasury Department for Act 1 of the 2025 Legislative Session**

Mr. Moreno reminded the board that the new Act 1 of the 2025-2026 Legislative Session requires a Cooperative Endeavor Agreement (CEA) between the Treasury Department and the Authority before any funds may be released. With that, a resolution from the Board was introduced authorizing the Authorities Executive Director Adrian Moreno to enter into and execute on the Authorities behalf all documents related to the CEA. Mr. Moreno informed the board that the Hotel/Motel cap for the new fiscal year is set at \$1,292,593.

Evelyn White made a motion to adopt the Resolution as presented and enter into a CEA with the State of Louisiana Treasury Department for Act 1 of the 2025-2026 Legislative Session. All voted and approved.

##### **B. Review and discuss proposed Carlyss Drive Extension Conceptual Alignment, Calcasieu Parish Police Jury.**

Mr. Moreno shared a preliminary draft of a proposed project by the Calcasieu Parish Police Jury to extend Carlyss Drive north through the Authorities southern neighboring property and along the eastern boundary

of the complex. This extension will alleviate some of the congestion along state highway 1256 into the Carlyss area. At present this project does not impede the Authorities' property and as such does not require board action, but Mr. Moreno merely wanted to share the current plans with the board so that they are made aware of any development.

**DIRECTORS REPORT:**

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

The Audit for the Fiscal Year 2024-2025 has begun and will hope to have this concluded by next month. Mr. Moreno wanted to share with the Authority that he believes the organization is 100% in accordance with the training required by the state but reminded the board these are annual requirements and management will begin in early January to start the process all over again.

The Meyers group is currently working on the last steps for the FY 2026 Capital Outlay submission that is due by November 1<sup>st</sup>. Mr. Moreno reminded the board that this year's current state budget does have \$2M in Priority 5 funding for the Events Center expansion and that plans will need to begin soon on what that entails. Current projections for construction for this project are estimated to be between \$350-\$400/sq ft.

Mr. Moreno concluded by expressing appreciation to the Board members and staff who attended Speaker of the House Mike Johnson's recent, brief visit to the facility. The Speaker's office commended the team's work and preparation, thanking them for managing the visit's details on such short notice.

**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, November 19, 2025, at 5:30 p.m. at the West Cal Events Center, Sulphur, Louisiana.