

**West Calcasieu Parish Community Center Authority
Board of Directors - Regular Meeting
February 25, 2025
West-Cal Events Center
Sulphur, Louisiana**

Meeting was called to order at 5:30 pm by Missy McClelland

Invocation pronounced by Rev. Margaret 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
	Coy Vincent – Secretary/Treasurer	Bobby LeTard – Board Member
	Darwin Pinder – Board Member	Adrian Moreno - Executive Director
	Joyce Anderson – Operations Manager	Judge Quirk – Legal Counsel

Absent:	Evelyn White – Board Member	Matt Vincent – Board Member
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AMENDMENTS, ADDITIONS, DELETIONS TO THE PROPOSED AGENDA:

Rev. Lovejoy 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 December 2025 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 the months of December 2025 and January 2026:

While the month of December showed some positive revenue streams, they were still short when compared to the same period in previous years. Annual holiday parties from several repeat clients contributed a large portion of these revenues. Some of the decline in the revenue from the month was a direct result of the forced cancellation of the Little Britches Rodeo caused by the equine virus outbreak in late November. Unfortunately, this club had no other alternatives for making up this event unlike the Sulphur High School Rodeo Club.

Mr. Moreno informed the board of a particular line item that has been out of budget for some time now and that was the Other Income line. In previous years, this account was earmarked specifically for income that was not tied to any self-generating revenues. A few offsets would be included in this line to include security payments and collections as well as gratuity offsets. What was not taken into account was fees that were collected for credit card transactions. The Authority several years ago began charging a noncash transaction fee to offset these credit card charges and these fees fall into the Other Income line while the charges are coded in the expenses line. Mr. Moreno stated that this will get resolved in the new fiscal year's budget to show more accurate accounting of these offsets.

On the expense line, there were two items of note for the month of December. One was a payment on the Insurance line that was paid in one month but posted in the prior month. The other was supplies that were purchased in preparation for the upcoming Mardi Gras season. Year to date through the month of December, which closes out the 2nd quarter, revenue is holding 21% above budget with \$23,000 being self-generated revenues while expenses are 16% below budgeted projections or just over \$165,000.

January begins the very busy Mardi Gras season so there were finally some positive numbers to report on the revenue side. In addition to the start of the season, several industry clients begin their annual safety meetings/trainings as well as two local high school baseball/softball auctions that are held in early January generating roughly \$23,000 in combined revenue.

The expense line shows no items of note and Mr. Moreno pointed out in the Receipts report that these were the figures we were accustomed to seeing and hoped this trend can continue through the end of the fiscal year.

Year to date through the end of January revenues are up \$127,000 with \$56,000 coming from the self-generated side. Expenses are still consistent at 16% below budget projections. Cash flow through the end of the Fiscal Year shows the Authority with just under \$2.7M in available liquid assets.

Bobby LeTard made a motion to accept the Financial Report as presented for the months of December 2025 and January 2026. Darwin Pinder seconded the motion. All voted and approved.

OLD BUSINESS: NONE

NEW BUSINESS:

A. Review and discuss Invoice #35757 from Meyers & Associates for basic Engineering Services, Schematic Design Phase for Arena Improvements – Stall Barn Facility Project

Mr. Moreno presented the invoice from the Meyers group that fall in line with the professional services on the Stall Barn Project. This invoice is for 50% of the Schematic Design Phase for the project.

Rev. Lovejoy made a motion to approve Invoice #35757 from Meyers & Associates for basic Engineering Services, Schematic Design Phase for Arena Improvements – Stall Barn Facility Project. Darwin Pinder seconded the motion. All voted and approved.

DIRECTORS REPORT:

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

A report of the recently concluded Mardi Gras season was presented to the board for their review. In total there were 8 returning Krewes and one new Krewe that was able to find an available date even with the shortened season. Although the total revenue from all 8 krewes from last year was down by \$2,400, the season was still able to generate \$110,160 which included the new Krewe.

Mr. Moreno stated that the 2027 season will be even shorter and that the Authority may not be able to host all of these same events as in 2026. Already the Sam Houston Baseball and Softball action was forced to find an alternate venue due to this shorter season. In addition, the largest revenue generating Krewe for the past

8 years has decided to disband their organization, which will have significant impact on the total revenues for the following year.

Mr. Moreno informed the board that through Act 1 CEA with the state Treasury the first two quarters of receipts for reimbursement have been submitted for review. Presently there are no areas of concern, and these two quarters should release \$824,000 of the dedicated Hotel/Motel taxes to the Authority by the end of the 3rd quarter. Mr. Moreno stated that he foresees no reason the Authority should not meet the annual cap of \$1.3M for this year.

Lastly Mr. Moreno updated the board on the status of the Stall Barn Project. In late December, there was further discussion and breakdowns on the project to include scaling down significantly the parking and drives portion of the project. The board discussed an even further reduction in the overall size of the project to include a possible reduction in the overall size of the building itself. The board requested the Arena Committee further discuss this project once these other cost estimates have been provided. To date, the Meyers group is still working on these figures but hope to have them ready prior to next month's board meeting.

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, March 18, 2025, at 5:30 p.m. at the West Cal Events Center, Sulphur, Louisiana.