

**Creole Nature Trail All-American Road
District Board of Commissioners Meeting
Thursday, December 11, 2025, 2:00 p.m.**

In attendance were the District Commissioners as follows:

Paul Guillory
Geraldyn Myers
Seth Woods
Michele Long
Julie Trahan

Absent: Carolyn Miller, Sam Wilkinson, Stephanie Huck, Annette Richey

Also present was Matt Young, Sr. Director of Community Engagement, Visit Lake Charles; Heather Savoie, Sr. Vice President of Finance, Visit Lake Charles, and Shanna Landry, Chief Operating Officer, Visit Lake Charles

Action #1 Call to Order

Chair Julie Trahan called the meeting to order at 2:00 p.m.

Action #2 Introductions and Welcome Guests

Julie Trahan welcomed everyone to the meeting.

Action #3 Approval of the Agenda for December 11, 2025 Meeting & Public Comments

Paul Guillory **moved to approve the agenda for the December 11, 2025 meeting.** Seth Woods seconded the motion. The motion carried.

Action #4 Discuss and Approve Minutes from the August 14, 2025 Meeting

Julie Trahan advised that the minutes of the previous meeting were emailed to the board for their review and asked if there were any questions or corrections. Seth Woods **moved to approve the minutes from the August 14, 2025 meeting.** Michele Long seconded the motion. The motion carried.

Action #5 Discuss & Approve the August, September, October and November 2025

Financial Statements

Julie Trahan asked Heather Savoie to review the August, September, October and November 2025 financial statements. Michele Long **moved to approve the August, September, October and November 2025 Financial Statements as presented.** Paul Guillory seconded the motion. The motion carried.

Action #6 Discuss and Approve Amendments to the Year-End December 31, 2025 Budget

Heather Savoie recommended increasing revenues in interest to actual, reducing FHWA grant income to \$0, and reducing expenses in media advertising, printed literature, travel and MISC to actual costs. Seth Woods moved to approved the 2025 Year-End budget as presented. Michele Long seconded the motion. The motion carried.

Action #7 Discuss and Approve the Proposed Budget for 2026

Heather Savoie reviewed the proposed 2026 Budget. Seth Woods moved to approve the 2026 budget as presented. Michele Long seconded the motion. The motion carried.

Action #8 Holly Beach Restroom Update

Matt Young advised that Cameron Parish Police Jury has started the site prep and the septic system temporary permit has been submitted to the sewer company that will be installing. LB Foster anticipates delivery of the restroom facility near the end of January. He shared imagery of the unit and the order form placed. The Fire Marshal has requested a 1-HR fire resistance rated design for the west facing wall and door. Michele shared that she is working on a cooperative endeavor agreement between SNWR, Cameron Parish, Cheniere and the Creole Nature Trail to provide funding for bathroom cleanings at this site and the Sabine National Wildlife Refuge.

Action #9 Board Officer and Member Positions

Matt Young advised that Jo Dee Roberts had been appointed by the Cameron Parish Police Jury to fill the expiring second term of Carolyn Miller. As for Paul Guillory's expiring second term, the Calcasieu Parish Police Jury has asked for the names of three potential members. After some

conversation, Geralyn Myers made a motion to defer the board officer vote and member appointment until the February meeting. Michele Long seconded the motion. The motion carried.

Action #10 Review and Select Dates for 2026 meetings

After reviewing the dates proposed and potential conflicts, the following dates were selected to occur at the Visit Lake Charles Main office.

February 26, 2026

April 30, 2026

August 27, 2026

December 3, 2026

Actipon #11 SWLANWR/Cameron Parish Updates

Michele Long advised that the Cameron Parish Tourist Commission is working on an MOU with the Cameron Prairie National Wildlife Refuge (NWR) to manage the visitor center at the refuge and that they hosted 60 Second Graders at the Visitors Center recently, where they conducted a series of craft activities and hosted interactive learning stations.

Julie Trahan announced that a network of local offices would be hosting its annual Christmas on Capitol Hill on December 17.

Seth Woods shared that DOTD would likely receive new ferry boats in March 2026, and a christening would be planned soon thereafter.

Finally, Michele shared an update from Beachfront Development. They are working to refurbish the ferry boat launch with new crushed concrete and added lighting. Additional rock is being added to prevent further erosion of the beach.

Action #15 New/Other Business

Matt Young reminded the board that mandatory Ethics Trainings were required of each board member, and asked for them to return their certificates no later than December 31, 2025.

Action #16 Adjourn

Seth Woods **moved to adjourn the meeting.** Michele Long seconded the motion. The motion carried.

There being no additional business, the meeting adjourned at 3:10 p.m.

Signature of one member of the executive committee required for approval:

Julie Trahan, Chair

Paul Guillory, Vice-Chair

Carolyn Miller, Secretary/Treasurer