

The England Economic and Industrial Development District met in Regular Session at its regular meeting place, the England Authority Board Room, Building 1803 Arnold Drive, England Industrial Airpark and Community, Alexandria, Louisiana, on Thursday, April 25, 1996, at 4:10 p.m. (Central Standard Time).

There were present: Mr. Jim Meyer, Chairman, Mr. Gene Cotton, Secretary/Treasurer, Ms. Bridgett Brown, Mr. Tom Fowler, Mr. Barry Hines, Mr. Kit Provine, Mr. Michael Tudor.

Absent: Mr. George Thompson, Vice-Chairman, Mr. H.K. Stanley, Mr. Phillip Terrell.

Also present were Mr. Fred Rosenfeld, England Golf Course, Mr. Robert Wagner, Executive Director - Kisatchie Delta, Ms. Christie Baxter, MIT. Also present were Mr. Jon Grafton, Executive Director, members of the England Authority staff, legal counsel, members of the public, press and media.

Mr. Jim Meyer gave the invocation and led the Pledge of Allegiance.

The England Economic and Industrial Development District was duly convened as the governing authority of said District by Mr. Jim Meyer, Chairman, who then stated that the England Economic and Industrial Development District was ready for the transaction of business.

ADOPT MINUTES.

Motion made by Ms. Brown, seconded by Mr. Tudor to approve Minutes of March 28, 1996 and minutes of Special Meeting on April 3, 1996. On vote, motion carried. **0035-1996**

APPROVE PAYMENT OF ATTORNEY'S BILL.

Motion by Ms. Brown, seconded by Mr. Hines to approve payment of attorney's bill for the month of March, 1996. On vote, motion carried. **0036-1996**

AUTHORIZE MEMORANDUM OF AGREEMENT WITH JRTC/FT.POLK.

Motion by Ms. Brown, seconded by Mr. Fowler authorizing the Executive Director to execute memorandum between EEIDD and JRTC/Ft/Polk concerning Intermediate Staging Base (ISB) for a period of 1 year. On vote, motion carried. **0037-1996**

AUTHORIZE AGREEMENT WITH WORK TRAINING FACILITY NORTH.

Motion by Ms. Brown, seconded by Mr. Cotton to authorize Executive Director to execute agreement with Work Training Facility North for work crews at England Airpark. On vote, motion carried. **0038-1996**

ADVERTISE FOR BIDS RELATIVE TO FURNITURE FOR AEX.

Motion by Ms. Brown, seconded by Mr. Fowler to authorize Executive Director to advertise for bids relative to Furniture for the Alexandria International Airport. On vote, motion carried. **0039-1996**

EXECUTIVE DIRECTOR ANNUAL REVIEW.

Motion by Mr. Cotton, seconded by Mr. Hines to grant the Executive Director a \$2,000.00 cost of living adjustment, \$2,000.00 merit raise and a new 2 year contract retroactive from Jan 25, 1996. On vote, motion carried. 0040-1996

Mr. Grafton expressed his thanks to the Board. He stated that he appreciated working with the Board, including the guidance given by the Board's input.

ADDITIONS TO AGENDA

Motion by Mr. Cotton, seconded by Mr. Hines to add the following items to the agenda:

7. Motion to authorize Executive Director to execute temporary use agreement between EEIDD and CHL Enterprises dba Loewer Lawn & cycle for 1 month beginning May 1, 1996 and ending midnight May 31, 1996 for Building #2531.
8. Motion to authorize the Executive Director to accept proposals for Audit Service for the England Economic & Industrial Development District.
9. Motion to authorize Executive Director to execute sublease agreement between EEIDD and Computer Bank, Inc. for a period 2 years beginning June 1, 1996 for Building #1910.
10. Motion to authorize Executive Director to sign amendment to lease agreement between EEIDD and Jim White dba England Cinema.
11. Motion to authorize Executive Director to execute Intergovernmental Agreement between EEIDD and Esler Economic & Industrial Development District for grant support services and authorizing amendment to contract with Ms. Bobbi Morgan dba Technical Resource Group to increase time to an additional 10 hours per week.

AUTHORIZE TEMPORARY USE AGREEMENT TO LOEWER LAWN & CYCLE.

Motion by Ms. Brown, seconded by Mr. Provine to authorize Executive Director to execute temporary use agreement between EEIDD and CHL Enterprises dba Loewer Lawn & Cycle for 1 month beginning May 1, 1996 and ending midnight May 31, 1996 for Building #2531. On vote, motion carried. 0041-1996

AUTHORIZE ADVERTISEMENT FOR AUDIT SERVICES.

Motion by Mr. Cotton, seconded by Mr. Hines to authorize the Executive Director to advertise for Audit Services for the England Economic & Industrial Development District. On vote, motion carried. 0042-1996

AUTHORIZE SUBLEASE AGREEMENT WITH COMPUTER BANK, INC.

Motion to authorize Executive Director to execute sublease agreement between EEIDD and

Computer Bank, Inc. for a period 2 years beginning June 1, 1996 for Building #1910. On vote, motion carried. **0043-1996**

AUTHORIZE LEASE AMENDMENT WITH JIM WHITE DBA ENGLAND AIRPARK CINEMA.

Motion by Ms. Brown, seconded by Ms. Provine to authorize Executive Director to sign amendment to lease agreement between EEIDD and Jim White dba England Airpark Cinema. On vote, motion carried. **0044-1996**

AUTHORIZE IGA BETWEEN ENGLAND AND ESLER FOR GRANT SERVICES.

Motion by Mr. Cotton, seconded by Mr. Fowler to authorize Executive Director to execute Intergovernmental Agreement between EEIDD and Esler Economic & Industrial Development District for grant support services and authorizing amendment to contract with Ms. Bobbi Morgan dba Technical Resource Group to include an additional 10 hours per week. On vote, motion carried. **0045-1996**

F. Executive Director Reports

(a) Mr. Grafton presented the Board members with the monthly activity reports. He reported that 694,000 sq. feet of leased space has been occupied. He further stated that the Authority has approximately 1.4 Million square feet of building space to lease. He noted that the average lease rate is \$5.81. Mr. Grafton reported that Air Operations are 32% ahead of last year's total. He stated that the Authority has had a good first quarter with a good mix of general aviation and military operations. Mr. Grafton reported Fuel Sales continue to be good. He stated that the Authority is close to hitting the 3,000,000 mark. Mr. Grafton reported that Minority/Women-Owned Business is averaging about 32.2-32.4% of overall business in the Airpark. He stated that in the Area B housing, 33 homes have been leased. Letig Rentals are at about 6 for the month.

Mr. Grafton recognized Mr. Hair to update the Board on the recent Airfield inspection. Mr. Hair asked Mr. Gammel, Airport Manger to briefly inform the Board on the inspection. Mr. Gammel stated that the inspection with very well. He further stated that no write-ups were done. The inspector was very pleased. Mr. Hair and Mr. Grafton thanked Mr. Gammel and the Airfield crew for their hardwork and dedication.

Mr. Grafton recognized Mr. Bob Wagner, Executive Director -Kisatchie Delta to give the Board members an update on the Incubator Study. Mr. Wagner stated that the feasibility study is progressing well and according to schedule. He told the Board of the upcoming schedule that Lynn Stacey & Associates has planned for the next several weeks.

Mr. Grafton recognized Mr. Paul Desselle, Buildings and Grounds Manager to thank him and his crew for their work in readying several buildings for the recent rental to the U.S. Army Corps of Engineers from April 12-24. He further stated that being able to get the buildings ready brought a considerable amount of finances to the Authority.

(b) Mr. Slowinski, Director of Administration presented the Financials for the month of March 1996. He stated that 75% of the fiscal year is complete. He reported that Revenues are at 73% and Expenses are at 65%. He concluded his report by stating that the Authority is in very good financial shape based on the approaching end of the 95-96 fiscal year.

(c) Mr. Hair reported on Work Task I-VI. Work Task I & II have been completed minus a few minor items. He stated that this work will be completed in July after the rotations. Work Task III (Fencing) is approximately 82% complete. He stated that the Nosedock extensions (England Gunsmoke) is progressing favorable and the anticipated completion date is July 11. Mr. Hair reported that the Interim Terminal is 85% complete and the interior is shaping up very well. He further stated that if any Commissioners or Press would like to visit the Terminal that they are more than welcome.

PUBLIC COMMENTS AND QUESTIONS

Fred Rosenfeld thanked the staff for responding to all the needs of the England Golf Course. He stated that he appreciated the tenant/landlord relationship at the Airpark.

Mr. Meyer introduced Dr. Christi Baxter from the Massachusetts Institute of Technology to the Board members. Dr. Baxter is gathering information to report to the Urban Studies Division of MIT on the successes of the England Authority. She briefly thanked everyone for their gracious hospitality while staying in Alexandria and stated that she could see why everyone has such great things to say about the England Authority.

Mr. Grafton reminded the Commissioners about a Crawfish Boil at the LeTig Bayou to thank the 519th Military Police for their support of Central Louisiana. The event is scheduled for Wednesday, May 1 from 5:30pm to 8:30pm. He stated that the event is being sponsored by the England Authority and the Military Affairs Division of the Chamber of Commerce. He encouraged the Board member's attendance.

There being no further business, the meeting adjourned at 4:55 p.m.



Mr. Jim Meyer, Chairman
*England Economic & Industrial Development District
Board of Commissioners*



Mr. Gene Cotton, Secretary-Treasurer
*England Economic & Industrial Development District
Board of Commissioners*