



**ENGLAND**  
INDUSTRIAL AIRPARK & COMMUNITY

**England Economic &  
Industrial Development District**  
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ENGLAND  
AUTHORITY

Jon W. Grafton  
*Executive Director*

**December 12, 2018**

**Commissioners:**

**RAPIDES PARISH**  
William Barron  
Dennis Frazier  
Scott Linzay

**MEETING NOTICE**

**TO: Board of Commissioners, Public, Press and Media**

**CITY OF  
ALEXANDRIA**  
Curman Gaines  
Robert Beck, III  
Joe McPherson

**FR: Scott Linzay, Chairman, England Authority**

**RE: COMMITTEE MEETINGS and BOARD MEETING**

**CITY OF  
PINEVILLE**  
Robbyn Cooper

The England Authority's Committee Meetings are scheduled to be held **Thursday,**

**DECEMBER 13, at 4:30 p.m.** in the England Authority Board Room, 1611

Arnold Drive, England Industrial Airpark and Community.

**TOWNS**  
Richard Bushnell

The order of consecutive meetings will be as follows:

**CHAMBER OF  
COMMERCE**  
Mike Johnson  
Charles S. Weems, III

- 1) - ADMIN/LEGAL COMMITTEE
- 2) - FINANCE COMMITTEE
- 3) - AUDIT COMMITTEE
- 4) - ECONOMIC DEVELOPMENT COMMITTEE
- 5) - OPERATIONS COMMITTEE
- 6) - HUMAN RESOURCES COMMITTEE
- 7) - CAPITAL PROJECTS COMMITTEE

**AWARDS:**

Wildlife Habitat Council  
Reuse Award OakWing Project

DOT  
F.A.A./DBE Award

E.P.A./DEQ  
Ready for Reuse Award

F.A.A.  
SWR Airport Safety Award

N.A.I.D.  
Facility of the Year

Office of Secretary  
of Defense Award for  
Base Redevelopment

F.A.A.  
LA Airport of the Year

N.A.I.D.  
Excellence Marketing Award

N.A.C.O.  
Achievement Award

Adjournment of the first meeting will be immediately followed by the Call to Order for the second meeting, and so forth. Agendas for all meetings follow.

The regular **DECEMBER** monthly meeting of the Board of Commissioners will be held **immediately following Committee Meetings** in the England Authority Board Room. An agenda for the Board meeting follows.

Public comment regarding an agenda item, upon which a vote is to be taken, is allowed at board and committee meetings. Individuals should, when possible, comment on proposals during Committee hearings when an agenda item is considered. The Chair will allow public comment on an agenda item prior to a vote. Comments shall be limited to 3 minutes per person and shall be germane to the issue under consideration. Proponents and opponents should fill out a comment card and file it with the Executive Director prior to the meeting. Cards will then be handed to the Chair for use during appropriate comment period.

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- A. CALL TO ORDER**
  - B. INVOCATION**
  - C. PLEDGE OF ALLEGIANCE**
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THE ENGLAND AUTHORITY  
**ADMIN/LEGAL**  
DECEMBER 13, 2018

**Members: CHARLIE WEEMS, CHAIRMAN; VICE-CHAIRMAN; ROBERT BECK**

William Barron, Richard Bushnell, Robbyn Cooper, Dennis Frazier, Curman Gaines, Mike Johnson, Joe McPherson

**AGENDA**

\* Additions to agenda may be made by unanimous consent

- Solicit and hear public comments on Agenda items.
  - 1. Motion to approve payment of attorney's bill to Provosty, Sadler and deLaunay, APC for the month of November 2018. (*Information Binder Index #2*)
  - 2. Motion to amend Section 8, Personnel Policies and Procedures, of the EEIDD Code of Ordinances. (*Information Binder Index #3*)
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THE ENGLAND AUTHORITY  
**FINANCE COMMITTEE**  
DECEMBER 13, 2018

**Members: DENNIS FRAZIER, CHAIRMAN; ROBERT BECK, VICE-CHAIRMAN;**

William Barron, Richard Bushnell, Robbyn Cooper, Curman Gaines, Mike Johnson, Joe McPherson, Charlie Weems

**AGENDA**

\* Additions to agenda may be made by unanimous consent

- Solicit and hear public comments on Agenda items.
- 1. To receive schedule of paid invoices for the month of November 2018. (*Information Binder Index #4*)
- 2. Motion to adopt resolution authorizing the Executive Director to execute supplemental amendment to Sponsor/State Agreement No. H.013666 between the Louisiana Department of Transportation and Development and the EEIDD for Noise Mitigation in the amount of \$1,033,108.00. (*Information Binder Index #5*)
- 3. Motion to authorize Executive Director to obtain Workman's Compensation and Employer's Liability coverage from Louisiana Worker's Compensation Corporation (LWCC) for the year 2019. (*Information Binder Index #6*)
- 4. Motion to adopt resolution authorizing the Executive Director to execute supplemental amendment to Sponsor/State Agreement No. H. 013827 between the Louisiana Department of Transportation and Development and the EEIDD for the Airfield Electrical Rehabilitation Project in the amount of \$1,397,500.00. (*Information Binder Index #7*)

5. Motion to adopt Budget Amendment #13 to the 2018/2019 Fiscal year Budget. (*Information Binder Index #8*)
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THE ENGLAND AUTHORITY  
**AUDIT COMMITTEE**  
DECEMBER 13, 2018

**Members: MIKE JOHNSON, CHAIRMAN; CURMAN GAINES, VICE-CHAIRMAN;**

William Barron, Robert Beck, Richard Bushnell, Robbyn Cooper, Dennis Frazier, Joe McPherson, Charlie Weems

**AGENDA**

\* Additions to agenda may be made by unanimous consent

- Solicit and hear public comments on Agenda items.
1. To receive annual independent Audit Report on Fiscal Year 2017/2018 from Kolder, Champagne, Slaven & Company. (*Information Binder Index #9*)
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THE ENGLAND AUTHORITY  
**ECONOMIC DEVELOPMENT COMMITTEE**  
DECEMBER 13, 2018

**Members: JOE MCPHERSON, CHAIRMAN; ROBBYN COOPER, VICE-CHAIRMAN;**

William Barron, Robert Beck, Richard Bushnell, Dennis Frazier, Curman Gaines, Mike Johnson, Charlie Weems

**AGENDA**

\* Additions to agenda may be made by unanimous consent

- Solicit and hear public comments on Agenda items.
1. Motion to authorize Executive Director to execute lease agreement between EEIDD and McFarland Cascade Holdings, Inc. for 2,112 square feet of space in building #1708 located at 1613 J B Hunt Drive. (*Information Binder Index #10*)
  2. Motion to authorize Executive Director to execute Supplemental Agreement #12 between EEIDD and the United States of America for the U.S. Army Joint Readiness Training Center Intermediate Staging Base (ISB). (*Information Binder Index #11*)
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THE ENGLAND AUTHORITY  
**OPERATIONS COMMITTEE**  
DECEMBER 13, 2018

**Members: WILLIAM BARRON, CHAIRMAN; DENNIS FRAZIER, VICE-CHAIRMAN;**

Robert Beck, Richard Bushnell, Robbyn Cooper, Curman Gaines, Mike Johnson, Joe McPherson, Charlie Weems

**AGENDA**

\* Additions to agenda may be made by unanimous consent

1. To hear reports on status of Parc England /Bistro and hold appropriate discussion thereto.
  2. Motion to authorize Executive Director to execute contract with Gregory Robinson in the amount of \$8.00 per acre for the harvest and purchase of hay. (*Information Binder Index #12*)
- Solicit and hear public comments on Agenda items.
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THE ENGLAND AUTHORITY  
**HUMAN RESOURCES COMMITTEE**  
DECEMBER 13, 2018

**Members: ROBERT BECK, CHAIRMAN; ROBBYN COOPER, VICE-CHAIRMAN;**

William Barron, Richard Bushnell, Dennis Frazier, Curman Gaines, Mike Johnson, Joe McPherson, Charlie Weems

**AGENDA**

\* Additions to agenda may be made by unanimous consent

- Solicit and hear public comments on Agenda items.
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THE ENGLAND AUTHORITY  
**CAPITAL PROJECT COMMITTEE**  
DECEMBER 13, 2018

**Members: RICHARD BUSHNELL, CHAIRMAN; CURMAN GAINES, VICE-CHAIRMAN;**

William Barron, Robert Beck, Robbyn Cooper, Dennis Frazier, Mike Johnson, Joe McPherson, Charlie Weems

**AGENDA**

\* Additions to agenda may be made by unanimous consent

- Solicit and hear public comments on Agenda items.
1. Motion to authorize Executive Director to execute contract with Michael Baker International, Inc. in the amount of \$675,097 to provide professional engineering and technical services to prepare an Airport Master Plan Update for the Alexandria International Airport in accordance with the requirements of the Federal Aviation Administration, Louisiana Department of Transportation & Development and the needs of the England Authority. (*Information Binder Index #13*)
  2. Motion to authorize Executive Director to execute partial contract acceptance with Ernest P. Breaux Electrical, LLC for the Airfield Electrical Vault, Airfield Lighting, Navigational Aids Replacement & Associated Improvements. (*Information Binder Index #14*)
  3. Motion to approve Change Order #5 to the Ernest P. Breaux Electrical, LLC contract in the amount of \$1,397,500.00 for the Airfield Electrical Vault, Airfield Lighting, NAVAIDS & Associated Improvements. (*Information Binder Index #15*)
  4. To hear status report on:
    - a. Part 150 Noise Program
    - b. Runway 18/36 Extension
    - c. Community Center Replacement Project
    - d. Airfield Electrical Rehab
    - e. Emergency Access Road
    - f. North Emergency Access Road
    - g. Roundabout Sculpture Project
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**THE ENGLAND AUTHORITY  
BOARD OF COMMISSIONERS**

*Scott Linzay, Chairman*

*William Barron, Vice Chairman*

*Robbyn Cooper, Secretary/Treasurer*

*Robert Beck*

*Richard Bushnell*

*Dennis Frazier*

*Curman Gainess*

*Mike Johnson*

*Joe McPherson*

*Charlie Weems*

*Sandra McQuain, Executive Director*

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**REGULAR MEETING  
December 13, 2018  
England Authority Board Room  
AGENDA**

Public comment regarding an agenda item upon which a vote is to be taken, is allowed at board and committee meetings. Individuals should, when possible, comment on proposals during Committee hearings when an agenda item is considered. The Chair will allow public comment on an agenda item prior to a vote. Comments shall be limited to 3 minutes per person and shall be germane to the issue under consideration. Proponents and opponents should fill out a comment card and file it with the Executive Director prior to the meeting. Cards will then be handed to the Chair for use during appropriate comment period.

- A. Call to Order**
- B. Invocation**
- C. Pledge of Allegiance**
- D. Roll Call**

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- E. Public Comments or Questions**
  - F. Active Items**

1. Motion to approve Minutes of November 15, 2018 Regular Board meeting and Committee meetings and Special Called Meeting of November 15, 2018. *(Information Binder Index #1)*
2. Motion to approve payment of attorney's bill to Provosty, Sadler and deLaunay, APC for the month of November 2018. *(Information Binder Index #2)*
3. Motion to amend Section 8, Personnel Policies and Procedures, of the EEIDD Code of Ordinances. *(Information Binder Index #3)*
4. Motion to adopt resolution authorizing the Executive Director to execute supplemental amendment to Sponsor/State Agreement No. H.013666 between the Louisiana Department of Transportation and Development and the EEIDD for Noise Mitigation in the amount of \$1,033,108.00. *(Information Binder Index #5)*
5. Motion to authorize Executive Director to obtain Workman's Compensation and Employer's Liability coverage from Louisiana Worker's Compensation Corporation (LWCC) for the year 2019. *(Information Binder Index #6)*

6. Motion to adopt resolution authorizing the Executive Director to execute supplemental amendment to Sponsor/State Agreement No. H. 013827 between the Louisiana Department of Transportation and Development and the EEIDD for the Airfield Electrical Rehabilitation Project in the amount of \$1,397,500.00. *(Information Binder Index #7)*
7. Motion to adopt Budget Amendment #13 to the 2018/2019 Fiscal year Budget. *(Information Binder Index #8)*
8. To receive annual independent audit report on Fiscal Year 2017/2018 from Kolder, Champagne, Slaven & Company. *(Information Binder Index #9)*
9. Motion to authorize Executive Director to execute lease agreement between EEIDD and McFarland Cascade Holdings, Inc. for 2,112 square feet of space in building #1708 located at 1613 J B Hunt Drive. *(Information Binder Index #10)*
10. Motion to authorize Executive Director to execute Supplemental Agreement #12 between EEIDD and the United States of America for the U.S. Army Joint Readiness Training Center Intermediate Staging Base (ISB). *(Information Binder Index #11)*
11. Motion to authorize Executive Director to execute contract with Gregory Robinson in the amount of \$8.00 per acre for the harvest and purchase of hay. *(Information Binder Index #12)*
12. Motion to authorize Executive Director to execute contract with Michael Baker International, Inc. in the amount of \$675,097 to provide professional engineering and technical services to prepare an Airport Master Plan Update for the Alexandria International Airport in accordance with the requirements of the Federal Aviation Administration, Louisiana Department of Transportation & Development and the needs of the England Authority. *(Information Binder Index #13)*
13. Motion to authorize Executive Director to execute partial contract acceptance with Ernest P. Breaux Electrical, LLC for the Airfield Electrical Vault, Airfield Lighting, Navigational Aids Replacement & Associated Improvements. *(Information Binder Index #14)*
14. Motion to approve Change Order #5 to the Ernest P. Breaux Electrical, LLC contract in the amount of \$1,397,500.00 for the Airfield Electrical Vault, Airfield Lighting, NAVAIDS & Associated Improvements. *(Information Binder Index #15)*
15. Motion to elect Chairman of the England Economic and Industrial Development District.
16. Motion to elect Vice-Chairman of the England Economic and Industrial Development District.
17. Motion to elect Secretary/Treasurer of the England Economic and Industrial Development District.

**ADDITIONS TO AGENDA**  
(By unanimous vote)

- F. Comments by Legal Counsel**
- G. Comments or Questions by Commissioners**
- H. Staff Report –**
  - a) Financial
  - b) Air Traffic
  - c) Economic Development
- I. Public Comments or Questions**
- J. Adjourn**