

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
BOARD OF COMMISSIONERS REGULAR SESSION JANUARY 24, 2019**

The England Economic and Industrial Development District met in Regular Session at the England Authority Board Room, 1611 Arnold Drive, England Industrial Airpark and Community Alexandria, Louisiana, on **Thursday, January 24, 2019 at 5:36 p.m.**

Chairman Barron requested a roll call.

There were present: William Barron, Robert Beck, Richard Bushnell, Robbyn Cooper, Dennis Frazier, Curman Gaines, Scott Linzay, Joe McPherson and Charlie Weems.

Also present were members of the England Authority staff and legal counsel.

Absent: Mike Johnson

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

Chairman Barron called for a motion to approve consent calendar for items #1 through item #5 and item #7.

Motion by **Mr. Linzay**, second by **Mr. Beck**, to approve consent calendar for items #1 through item #5 and item #7. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried.

Consent Calendar:

MOTION TO APPROVE MINUTES OF DECEMBER 13, 2108 REGULAR BOARD MEETING AND COMMITTEE MEETINGS.

Motion by **Mr. Linzay**, second by **Mr. Beck**, to approve minutes of December 13, 2018 regular board meeting and committee meetings. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **001-2019**

MOTION TO APPROVE PAYMENT OF ATTORNEY'S BILL TO PROVOSTY, SADLER, DELAUNAY, APC FOR THE MONTH OF DECEMBER 2018.

Motion by **Mr. Linzay**, second by **Mr. Beck**, to approve payment of attorney's bill to Provosty, Sadler, deLaunay, APC for the month of December 2018. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **002-2019**

MOTION TO NAME *THE TOWN TALK* AS OFFICIAL JOURNAL OF THE ENGLAND ECONOMIC & INDUSTRIAL DEVELOPMENT DISTRICT.

Motion by **Mr. Linzay**, second by **Mr. Beck**, to name *The Town Talk* as official journal of the England Economic & Industrial Development District. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **003-2019**

MOTION TO SET MEETING DATES FOR 2019. COMMITTEE MEETINGS AND BOARD MEETINGS WILL BE HELD TOGETHER ON THE 4TH THURSDAY OF EACH MONTH WITH MEETINGS BEGINNING AT 4:30 P.M. NOVEMBER'S MEETING WILL BE HELD ON THE 3RD THURSDAY OF THE MONTH BEGINNING AT

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4:30 P.M. AND DECEMBER'S MEETING WILL BE HELD ON THE 2ND THURSDAY BEGINNING AT 4:30 P.M. DUE TO THE HOLIDAY SEASON.

Motion by **Mr. Linzay**, second by **Mr. Beck**, to set meeting dates for 2019. Committee meetings and Board meetings will be held together on the 4th Thursday of each month with meetings beginning at 4:30 p.m. November's meeting will be held on the 3rd Thursday of the month beginning at 4:30 p.m. and Decembers meeting will be held on the 2nd Thursday beginning at 4:30 p.m. due to the holiday season. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **004-2019**

MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE LEASE AGREEMENT BETWEEN EEIDD AND THE LOUISIANA DEPARTMENT OF INSURANCE FOR OFFICE SPACE IN BUILDING #1803 LOCATED AT 1611 ARNOLD DRIVE.

Motion by **Mr. Linzay**, second by **Mr. Beck**, to authorize Executive Director to execute Lease Agreement between EEIDD and the Louisiana Department of Insurance for office space in building #1803 located at 1611 Arnold Drive. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **005-2019**

MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE SUBSTANTIAL COMPLETION FOR THE EMERGENCY ACCESS ROAD IMPROVEMENT PROJECT.

Motion by **Mr. Linzay**, second by **Mr. Beck**, to authorize Executive Director to execute substantial completion for the Emergency Access Road Improvement Project. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **006-2019**

Item #6

MOTION TO DENY CONSENT TO REQUEST BY BANK OF MONTGOMERY BANK, FORMALLY KNOWN AS BANK OF MONTGOMERY, TO ASSIGN LEASE DOCUMENTS TO PARC ENGLAND LLC AS SET FORTH IN BANK OF MONTGOMERY CORRESPONDENCE DATED NOVEMBER 6, 2018 FOR THE REASONS STATED IN OPERATIONS COMMITTEE MEETING.

Motion by **Mr. Frazier**, second by **Mr. Linzay**, to deny consent to request by Bank of Montgomery Bank, formally known as Bank of Montgomery, to assign lease documents to Parc England LLC as set forth in Bank of Montgomery correspondence dated November 6, 2018, for the reasons stated in Operations Committee Meeting. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **007-2019**

ADDITIONS TO AGENDA

(None)

F. Comments by Legal counsel – N/A

G. Comments or Questions by Commissioners – Commissioner Weems complemented England Authority staff, in particular, Ms. McQuain for her hard work in analyzing the situation at Parc England and Bistro.

H. Staff Report – Financial Report – Half way through the year; collected 49.04%; spent 47.94% of expenditures.

- Comparative Air Traffic Report – 2018 ended very positive. Commercial enplanement up 6%; overall, including charters, were up 15%; Operations – same.

- Economic Development – Mr. Broussard, Airpark Development Manager, began a S.W.O.T. analysis with existing business at the England Airpark to help them find resources they may need, as well as training.

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I. Public Comments or Questions – Chairman Barron presented plaques to the outgoing 2018 England Authority officers – Chairman Scott Linzay; Vice-Chairman William Barron; Secretary/Treasurer Robbyn Cooper.

Ms. McQuain noted that there would be a Planning Session in Natchitoches the weekend of April 5th and 6th, 2019 and asked Commissioners to place the date on their calendars.

J. Adjourn

There being no further business to come before the Board, meeting was adjourned at **5:46 p.m.**

William Barron, Chairman

*England Economic and Industrial Development District
Board of Commissioners*

Richard Bushnell, Secretary/Treasurer

*England Economic and Industrial Development District
Board of Commissioners*

ADMIN/LEGAL COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
JANUARY 23, 2019

The regular meeting of the Admin/Legal Committee of the England Economic and Industrial Development District was held at **4:30 P.M. on Thursday, JANUARY 23, 2019** in the England Authority Board Room.

Chairman Barron called the committee meetings to order.

Chairman Barron next requested Commissioner Bushnell give the invocation. Ms. Cooper led the Pledge of Allegiance.

Mrs. Sandra McQuain, Executive Director, recognized special guests Lt. Colonel Eppler with LA Air National Guard and Mr. Walt Frederick, General Manager of Million Air Alexandria.

Mrs. McQuain then briefed the Commissioners and public regarding an incident with a commercial airplane on December 31, 2018 at approximately 12:00 a.m.

Mrs. McQuain then commended Mr. Scott Gammel, Kurt Ryder and the AEX airport team for helping with the incident. Mrs. McQuain next recognized the following and presented them with an *AEXceptional Certificate* for performing an exceptional job in caring for passengers and returning AEX to full operation within hours of the incident: ARFF Team- Captain Drew Daigrepoint, Captain John Evans and Captain Kevin Kees. Firefighters: Joshua Pouret, Kevin Graham, William Frietch, Joseph Tarver, Kevin Martin, Mitchell Schumacher and Chief Joe Hamner. AEX Air Traffic Controllers – Mack Ream, Sr. Air Traffic Controller; AEX Chief Air Traffic Controller Steve Launsby; Ray Schindler, Air Traffic Control Manager. Million Air of Alexandria Line Service Technicians – Josh Green, Tyrese Williams, Alex Derbonne and Nick Olver. Cherry Air, Inc A&P Mechanics – Jay Riegle and Johnny Gagneaux.

Commissioner Weems called for a roll call of the Admin/Legal Committee. The following were present: Mr. Bushnell, Ms. Cooper, Mr. Frazier, Mr. Gaines, Mr. Linzay and Mr. McPherson.

Absent: Mr. Beck, Mr. Johnson

Mr. Weems called for any comments from the public. There being none, Mr. Weems proceeded with Admin/Legal Committee meeting.

MOTION TO APPROVE PAYMENT OF ATTORNEY’S BILL TO PROVOSTY, SADLER AND DELAUNAY, APC FOR THE MONTH OF DECEMBER 2018.

Motion by **Mr. Bushnell**, second by **Mr. Gaines**, to approve payment of attorney’s bill to Provosty, Sadler and deLaunay, APC for the month of December 2018. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried.

Mr. Weems commended everyone on a great job during the December 31, 2018 airplane incident.

There being no other items the Admin/Legal Committee was adjourned.

Mr. Charlie Weems, Committee Chairman
ADMIN/LEGAL COMMITTEE
England Economic & Industrial Development District

FINANCE COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
JANUARY 24, 2019

The regular meeting of the Finance Committee of the England Economic and Industrial Development District was held on **Thursday, JANUARY 24, 2019**, in the England Authority Board Room. Commissioner Frazier, Chairman, requested a roll call. The following were present: Mr. Bushnell, Ms. Cooper, Mr. Frazier, Mr. Gaines, Mr. McPherson, Mr. Linzay and Mr. Weems.

Absent: Mr. Beck, Mr. Johnson

Mr. Frazier next called for any comments from the public. There being none, Mr. Frazier proceeded with Finance Committee meeting.

Received schedule of paid invoices for the month of December 2018.

Commissioner McPherson requested a copy of the original budget which include the asbestos abatement for the Community Center.

Motion by **Mr. Weems**, second by **Mr. Gaines**, to name *The Town Talk* as official journal of the England Economic & Industrial Development District. On vote, motion carried.

Motion by **Mr. Weems**, second by **Mr. Gaines**, to set meeting dates for 2019. Committee meetings and Board meetings will be held together on the 4th Thursday of each month with meetings beginning at 4:30 p.m. November's meeting will be held on the 3rd Thursday of the month beginning at 4:30 p.m. and Decembers meeting will be held on the 2nd Thursday beginning at 4:30 p.m. due to the holiday season. On vote, motion carried.

There being no other items to discuss, the Finance Committee was adjourned.

Mr. Dennis Frazier, Committee Chairman
FINANCE COMMITTEE
England Economic and Industrial Development District

AUDIT COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
JANUARY 24, 2019

The regular meeting of the Audit Committee of the England Economic and Industrial Development District was held on **Thursday, JANUARY 24, 2019** in the England Authority Board Room.

Vice-Chairman Gaines stated that there were no items to be brought before the board. Mr. Gaines then called for any additions to the committee.

Mr. Gaines called for any comments from the public. There being none, Mr. Gaines adjourned the Audit Committee.

Mr. Mike Johnson, Committee Chairman
AUDIT COMMITTEE
England Economic and Industrial Development District

ECONOMIC DEVELOPMENT COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
JANUARY 24, 2019

The regular meeting of the Economic Development Committee of the England Economic and Industrial Development District was held on **Thursday, JANUARY 24, 2019**, in the England Authority Board Room.

Chairman McPherson requested a roll call. The following were present: Mr. Bushnell, Ms. Cooper, Mr. Frazier, Mr. Gaines, Mr. Linzay, Mr. McPherson and Mr. Weems.

Absent: Mr. Beck, Mr. Johnson

Chairman McPherson called for any comments from the public. There being none, Mr. McPherson proceeded with Economic Development Committee.

Note: Commissioner Beck arrived to meeting in progress.

Motion by **Mr. Weems**, second by **Mrs. Cooper**, to authorize Executive Director to execute Lease Agreement between EEIDD and the Louisiana Department of Insurance for office space in building #1803 located at 1611 Arnold Drive. On vote, motion carried.

There being no further items to discuss, meeting was adjourned.

Mr. Joe McPherson, Committee Chairman
ECONOMIC DEVELOPMENT COMMITTEE
England Economic and Industrial Development District

OPERATIONS COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
JANUARY 24, 2019

The regular meeting of the Operations Committee of the England Economic and Industrial Development District was held on **Thursday, JANUARY 24, 2019**, in the England Authority Board Room. Chairman Linzay, requested a roll call. The following were present: Mr. Beck, Mr. Bushnell, Ms. Cooper, Mr. Frazier, Mr. Gaines, Mr. Linzay, Mr. McPherson and Mr. Weems.

Absent: Mr. Johnson

Chairman Linzay called for any comments from the public. There being none, Mr. Linzay proceeded with Operations Committee.

To consider BOM Bank, formerly Bank of Montgomery, request for EEIDD consent to sale and assignment of the Bistro Lease, Parc England Ground Lease and Hotel Development Agreement.

Sandra McQuain, Executive Director, stated to the Board of Commissioners that on or about January 17, 2019, she requested Mr. John Ryland, Attorney for EEIDD, to reach out to counsel for Bank of Montgomery and request delay on the vote so staff could complete due diligence. The Counsel for Bank of Montgomery replied back to Mr. Ryland and said they would agree to that on the condition that EEIDD would allow them to suspend active operations of the hotel that was not deemed to be a reasonable condition to delay. Therefore, the Bank of Montgomery counsel advised Mr. Ryland that they would insist on a vote.

Lengthy discussion ensued.

Mr. Chris Soprano and Mr. Mike Carbo, potential buyers for Parc England, briefed board with their concerns regarding the lease.

Mr. Mark Roberts, Attorney for Bank of Montgomery, also stated his views regarding the lease.

Mr. Ryland stated that EEIDD has an obligation with our Lessee, BOM Bank. BOM Bank has requested EEIDD to make a decision on whether or not to consent on draft assignment of the Bistro Lease, Parc England Ground Lease and Hotel Development Agreement.

Motion by **Mr. McPherson**, second by **Mr. Frazier** to add the following item to agenda:

Motion to deny written consent to request by BOM Bank, formally known as Bank of Montgomery, to assign lease documents to Parc England LLC as set forth in bond correspondence dated November 6, 2018, for the reasons stated in Operations Committee Meeting. On vote, motion was added.

MOTION TO DENY WRITTEN CONSENT TO REQUEST BY BOM BANK, FORMALLY KNOWN AS BANK OF MONTGOMERY, TO ASSIGN LEASE DOCUMENTS TO PARC ENGLAND LLC AS SET FORTH IN BOND CORRESPONDENCE DATED NOVEMBER 6, 2018, FOR THE REASONS STATED IN OPERATIONS COMMITTEE MEETING.

Chairman Linzay called for a roll call vote:

Mr. Linzay – Yes

HUMAN RESOURCES COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT

The regular meeting of the Human Resources Committee of the England Economic and Industrial Development District was held on **JANUARY 24, 2019**, in the England Authority Board Room.

Mr. Beck stated that there were no items to be brought before the board. Mr. Beck then called for any additions to the committee.

Mr. Beck called for comments from the public. There being none, Mr. Beck adjourned the Human Resources Committee.

Mr. Robert Beck, Committee Chairman
HUMAN RESOURCES COMMITTEE
England Economic and Industrial Development District

Mr. Frazier - Yes
Mr. Beck – Yes
Mr. Bushnell - Yes
Ms. Cooper – Yes
Mr. Gaines – Yes
Mr. Johnson – Absent
Mr. Mr. McPherson – Yes
Mr. Weems - Yes

Yes – 8
No – 0
Absent – 1

On vote, motion carried.

There being no further items to discuss and no public comments, meeting was adjourned.

Mr. Scott Linzay, Committee Chairman
OPERATIONS COMMITTEE
England Economic and Industrial Development District

CAPITAL PROJECTS COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
JANUARY 24, 2019

The regular meeting of the Capital Projects Committee of the England Economic and Industrial Development District was held on **Thursday, JANUARY 24, 2019** in the England Authority Board Room. Chairman Bushnell, called for a roll call. The following were present: Mr. Bushnell, Mr. Gaines, Mr. Beck, Ms. Cooper, Mr. Frazier, Mr. Linzay, Mr. McPherson and Mr. Weems.

Absent: Mr. Johnson

Chairman Bushnell called for any comments from the public. There being none, Mr. Bushnell proceeded with Capital Projects Committee.

Motion by **Mr. Beck**, second by **Mr. Gaines**, to authorize Executive Director to execute substantial completion for the Emergency Access Road Improvement Project. On vote, motion carried.

Status Report:

- a. Part 150 Noise Program – Moving forward; continue to purchase properties.
- b. Runway 18/36 Extension – Moving forward. Working with FAA.
- c. Community Center Replacement Project – Moving along well. Have poured one section to date.
- d. Airfield Electrical Rehab – Affected by government shutdown, cannot get approved as of yet.
- e. Emergency Access Road – First Phase was approved.
- f. North Emergency Access Road – Coming along well. 70% complete. Weather has caused some delays.
- g. Roundabout Sculpture Project – Nothing to report.

Committee meetings ended at 5:35 p.m.

Mr. Richard Bushnell, Committee Chairman
CAPITAL PROJECTS COMMITTEE
England Economic and Industrial Development District