

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
BOARD OF COMMISSIONERS REGULAR SESSION FEBRUARY 28, 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, February 28, 2019 at 5:10 p.m.**

Chairman Barron requested a roll call.

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

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

Absent:

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 #10.

Motion by **Mr. Linzay**, second by **Mr. Bushnell**, to approve consent calendar for items #1 through item #10. 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 JANUARY 24, 2019 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. **008-2019**

MOTION TO APPROVE PAYMENT OF ATTORNEY'S BILL TO PROVOSTY, SADLER, DELAUNAY, APC FOR THE MONTH OF DECEMBER 2019.

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. **009-2019**

MOTION TO AMEND SECTION 8-13 (B), PERSONNEL POLICIES AND PROCEDURES, OF THE EEIDD CODE OF ORDINANCES.

Motion by **Mr. Linzay**, second by **Mr. Beck**, to amend Section 8-13 (b), Personnel Policies and Procedures, of the EEIDD Code of Ordinances. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **010-2019**

MOTION TO AMEND SECTION 8-11 (3) B., PERSONNEL POLICIES AND PROCEDURES, OF THE EEIDD CODE OF ORDINANCES.

Motion by **Mr. Linzay**, second by **Mr. Beck**, to amend Section 8-11 (3) b., Personnel Policies and Procedures, of the EEIDD Code of Ordinances. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **011-2019**

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
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MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE LOAN AGREEMENT BETWEEN THE NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE AND THE ENGLAND AUTHORITY FOR THE STATIC DISPLAY AIRCRAFT LOCATED AT HERITAGE PARK.

Motion by **Mr. Linzay**, second by **Mr. Beck**, to authorize Executive Director to execute loan agreement between the National Museum of the United States Air Force and the England Authority for the static display aircraft located at Heritage Park. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **012-2019**

MOTION TO ADOPT BUDGET AMENDMENT #4 TO THE 2018/2019 FISCAL YEAR BUDGET.

Motion by **Mr. Linzay**, second by **Mr. Beck**, to adopt Budget Amendment #4 to the 2018/2019 Fiscal Year Budget. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **013-2019**

MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE NEW LEASE AGREEMENT WITH GOLF CARS OF LOUISIANA, LLC FOR NEW GOLF CARTS AT OAKWING GOLF COURSE.

Motion by **Mr. Linzay**, second by **Mr. Beck**, to authorize Executive Director to execute new Lease agreement with Golf Cars of Louisiana, LLC for new golf carts at Oakwing Golf Course. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **014-2019**

MOTION TO AUTHORIZE EXECUTIVE DIRECTOR AND/OR CHAIRMAN TO EXECUTE PART 150 PROGRAM DOCUMENTS, INCLUDING, BUT NOT LIMITED TO, DEEDS, CONVEYANCES, CASH SALES, SETTLEMENT STATEMENTS AND ANY AND ALL NECESSARY DOCUMENTS TO PURCHASE IMMOVABLE PROPERTY IN THE NAME OF AND ON BEHALF OF THE DISTRICT.

Motion by **Mr. Linzay**, second by **Mr. Beck**, to authorize Executive Director and/or Chairman to execute Part 150 Program documents, including, but not limited to, deeds, conveyances, cash sales, settlement statements and any and all necessary documents to purchase immovable property in the name of and on behalf of the District. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **015-2019**

MOTION TO APPROVE CHANGE ORDER #4 TO THE WOMACK AND SONS CONSTRUCTION GROUP, INC. CONTRACT IN THE AMOUNT OF (-\$98,000) FOR THE CLEARING AND GRUBBING FOR WILDLIFE HAZARD MITIGATION AT THE WEST SIDE OF THE AIRFIELD.

Motion by **Mr. Linzay**, second by **Mr. Beck**, to approve Change Order #4 to the Womack and Sons Construction Group, Inc. contract in the amount of (-\$98,000) for the Clearing and Grubbing for Wildlife Hazard Mitigation at the West Side of the Airfield. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **016-2019**

MOTION TO APPROVE CHANGE ORDER #2 TO THE T. L. CONSTRUCTION, LLC CONTRACT IN THE AMOUNT OF \$181,424.00 FOR THE EMERGENCY ACCESS ROAD IMPROVEMENT PROJECT.

Motion by **Mr. Linzay**, second by **Mr. Beck**, to approve Change Order #2 to the T. L. Construction, LLC contract in the amount of \$181,424.00 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. **017-2019**

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ADDITIONS TO AGENDA

(None)

F. Comments by Legal counsel – N/A

G. Comments or Questions by Commissioners – Chairman Barron presented Commissioner Mike Johnson with a plaque for his service of February 2013 to February 2019 with England Airpark. Mr. Johnson was newly elected as State Representative for District 27. Representative Johnson thanked the Chamber of Commerce for his appointment to the Board. Representative Johnson also stated that he was honored to serve as Chairman of the Board of Commissioners in 2016.

H. Staff Report:

- **Financial Report** – Seven months into the fiscal year, collected 57.5%; spent 55.5% of expenditures.
- **Comparative Air Traffic Report** –. Had a very good January; commercial enplanement was up 11%. Air Operations were up 23%; charters were down a little, but fuel sales were up. Mr. Gammel stated that Mr. Steve Mohror would be the new General Manager for Million Air Alexandria beginning May 13, 2019.
- **Economic Development** – working on strategy to reintroduce the England Airpark to the community.

Mrs. McQuain congratulated Scott Gammel and Kurt Ryder for the annual FAA White Glove test for a “clean audit”. The top director stated that the Airport was one of the cleanest audits he had ever performed.

MOTION TO ENTER INTO EXECUTIVE SESSION TO DISCUSS AND HEAR ATTORNEY COMMENTS REGARDING BOM LAWSUIT AGAINST EEIDD.

Motion by **Mr. Frazier**, second by **Mr. Johnson**, to enter into Executive Session to discuss and hear attorney comments regarding BOM lawsuit against EEIDD.

Chairman Barron then called for a roll call vote:

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

Chairman Barron stated that there was a unanimous vote, board entered into Executive Session.

(Executive Session)

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Motion by **Mr. Frazier**, second by **Mr. Johnson**, to exit Executive Session. A vote was called and motion carried.

I. Public Comments or Questions – N/A

J. Adjourn

There being no further business to come before the Board, meeting was adjourned at **5:50 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
FEBRUARY 28, 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, FEBRUARY 28, 2019** in the England Authority Board Room.

Chairman Barron called the committee meetings to order.

Chairman Barron next requested Commissioner Bushnell give the invocation. Mr. Dennis Clay, retired Chief for the military, led the Pledge of Allegiance.

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

Absent:

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

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 January 2019. On vote, motion carried.

Motion by **Mr. McPherson**, second by **Mr. Beck**, to amend Section 8-13 (b), Personnel Policies and Procedures, of the EEIDD Code of Ordinances. On vote, motion carried.

Motion by **Mr. Bushnell**, second by **Mr. Frazier**, to amend Section 8-11 (3) b., Personnel Policies and Procedures, of the EEIDD Code of Ordinances. On vote, motion carried.

Motion **Mr. Frazier**, second by **Mr. McPherson**, to authorize Executive Director to execute loan agreement between the National Museum of the United States Air Force and the England Authority for the static display aircraft located at Heritage Park. On vote, motion carried.

Mr. Gammel stated that this is an annual agreement with the U.S. Air Force and the England Authority.

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
FEBRUARY 28, 2019

The regular meeting of the Finance Committee of the England Economic and Industrial Development District was held on **Thursday, FEBRUARY 28, 2019**, in the England Authority Board Room. Commissioner Frazier, Chairman, requested a roll call. The following were present: Mr. Frazier, Mr. Beck, Mr. Bushnell, Ms. Cooper, Mr. Gaines, Mr. Johnson, Mr. Linzay, Mr. McPherson and Mr. Weems.

Absent:

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 January 2019.

Motion **Mr. Weems**, second by **Mr. Gaines**, to adopt Budget Amendment #4 to the 2018/2019 Fiscal Year Budget.

Ms. McQuain pointed out to the board that she and Executive Staff would be working on the budget for the next year beginning March 11, primarily insurance coverage for vacant buildings and contract labor expenses, which includes the Sheriff's inmate labor. Ms. McQuain also stated that she would be adding a new position to the Economic Development Department, which would redirect resources to help with strategic communications, IT management support and marketing strategy for David Broussard and herself.

Commissioner Barron led brief discussion regarding insurance coverage for empty buildings.

Commissioner McPherson led brief discussion regarding hiring of new employees, especially using temp agencies. Commissioner McPherson also touched on capital projects vs economic development.

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
FEBRUARY 28, 2019

The regular meeting of the Audit Committee of the England Economic and Industrial Development District was held on **Thursday, FEBRUARY 28, 2019** in the England Authority Board Room.

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

Mr. Johnson called for any comments from the public. There being none, Mr. Johnson 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
FEBRUARY 28, 2019

The regular meeting of the Economic Development Committee of the England Economic and Industrial Development District was held on **Thursday, FEBRUARY 28, 2019**, in the England Authority Board Room.

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

Absent:

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

Motion by **Mr. Weems**, second by **Mrs. Cooper**, to authorize Executive Director to execute new Lease agreement with Golf Cars of Louisiana, LLC for new golf carts at Oakwing Golf Course. 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
FEBRUARY 28, 2019

The regular meeting of the Operations Committee of the England Economic and Industrial Development District was held on **Thursday, FEBRUARY 28, 2019**, in the England Authority Board Room. Chairman Linzay, requested a roll call. The following were present: Mr. Linzay, Mr. Frazier, Mr. Beck, Mr. Bushnell, Ms. Cooper, Mr. Gaines, Mr. Johnson, Mr. McPherson and Mr. Weems.

Absent:

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

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

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

HUMAN RESOURCES COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
FEBRUARY 28, 2019

The regular meeting of the Human Resources Committee of the England Economic and Industrial Development District was held on **Thursday, FEBRUARY 28, 2019**, in the England Authority Board Room. Chairman Beck, requested a roll call. The following were present: Mr. Beck, Ms. Cooper, Mr. Bushnell, Mr. Frazier, Mr. Gaines, Mr. Johnson, Mr. Linzay, Mr. McPherson and Mr. Weems.

Absent:

Chairman 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 any comments from the 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

CAPITAL PROJECTS COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
FEBRUARY 28, 2019

The regular meeting of the Capital Projects Committee of the England Economic and Industrial Development District was held on **Thursday, FEBRUARY 28, 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. Johnson, Mr. Linzay, Mr. McPherson and Mr. Weems.

Absent:

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

Motion by **Mr. Gaines**, second by **Mr. Frazier**, to authorize Executive Director and/or Chairman to execute Part 150 Program documents, including, but not limited to, deeds, conveyances, cash sales, settlement statements and any and all necessary documents to purchase immovable property in the name of and on behalf of the District.ve Director. On vote, motion carried.

Motion by **Mr. Gaines**, second by **Mr. Weems**, to approve Change Order #4 to the Womack and Sons Construction Group, Inc. contract in the amount of (-\$98,000) for the Clearing and Grubbing for Wildlife Hazard Mitigation at the West Side of the Airfield. On vote, motion carried.

Motion by **Mr. Beck**, second by **Mr. Johnson**, to approve Change Order #2 to the T. L. Construction, LLC contract in the amount of \$181,424.00 for the Emergency Access Road Improvement Project. On vote, motion carried.

Status Report:

- a. Part 150 Noise Program – Project close to end; should wrap up in a couple of years. Oxidation ponds are mitigated and properly closed.
- b. Runway 18/36 Extension –No movement.
- c. Community Center Replacement Project – Steel is going up, even though weather has slowed construction down a little.
- d. Airfield Electrical Rehab – Should begin in 30 days. Also our Mill and Overlay Project for Runway 18/36 will begin in 60 days.
- e. Emergency Access Road – All asphalt has been laid. FAA was very complimentary of the perimeter road project.
- f. North Emergency Access Road – Progressing well, 80% complete. Should be finished by end of April. All concrete has been poured out except from the bridge to Highway 1.
- g. Roundabout Sculpture Project – Nothing to report.

There being no further items to discuss, Mr. Bushnell adjourned the Capital Projects Committee.

Committee meetings ended at 5:09 p.m.

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