



ENGLAND
INDUSTRIAL AIRPARK & COMMUNITY

England Economic &
Industrial Development District
1611 Arnold Drive, Alexandria, LA 71303
PH: 318-449-3504 FAX: 318-449-3506
INTERNET: <http://www.Englandairpark.org>

ENGLAND
AUTHORITY

Sandra S. McQuain
Executive Director

June 26, 2019

Commissioners:

RAPIDES PARISH
William Barron
Dennis Frazier
Scott Linzay

MEETING NOTICE

TO: Board of Commissioners, Public, Press and Media

FR: William Barron, Chairman, England Authority

RE: COMMITTEE MEETINGS and BOARD MEETING

CITY OF
ALEXANDRIA
Curman Gaines
Robert Beck III
Joe McPherson

CITY OF
PINEVILLE
Robbyn Cooper

TOWNS
Richard Bushnell

CHAMBER OF
COMMERCE
Mike Johnson
Charles S. Weems III

The England Authority's Committee Meetings are scheduled to be held **Thursday, June 27, at 4:30 p.m.** in the England Authority Board Room, 1611 Arnold Drive, England Industrial Airpark and Community.

The order of consecutive meetings will be as follows:

- 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

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 **June** 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.

AWARDS:

Wildlife Habitat Council
Reuse Award Oak Wing 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

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
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THE ENGLAND AUTHORITY
ADMIN/LEGAL
JUNE 27, 2019

Members: CHARLIE WEEMS, CHAIRMAN; JOE WILLIAMS, VICE-CHAIRMAN;
Richard Bushnell, Robbyn Cooper, Dennis Frazier, Curman Gaines, Scott Linzay, 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 May 2019.
(*Information Binder Index #3*)
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THE ENGLAND AUTHORITY
FINANCE COMMITTEE
JUNE 27, 2019

Members: DENNIS FRAZIER, CHAIRMAN; JOE WILLIAMS, VICE-CHAIRMAN;
Richard Bushnell, Robbyn Cooper, Curman Gaines, Scott Linzay, 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 May 2019. (*Information Binder Index #4*)
2. Motion to write off as uncollectible housing receivable that have been outstanding in excess of three years.
(*Information Binder Index #5*)
3. Motion to adopt the Operating and Capital Budgets for the England Economic and Industrial Development District for Fiscal Year 2019/2020; appropriating funds for the Operating and Capital Budget for the Fiscal Year 2019/2020; carrying over Capital Funds from prior Fiscal Year 2019/2019 and other matters with respect thereto.
(*Information Binder Index #6*)
4. Motion to adopt Year End Budget Amendment # 5 for fiscal year 2018-2019. (*Information Binder Index #7*)
5. Motion to authorize Executive Director to execute health insurance policy with Blue Cross/Blue Shield for year 2019/2020 as recommended by staff. (*Information Binder Index #8*)

6. Motion to authorize Executive Director to renew general insurance program policies covering Property, Airport/General Liability, Business Auto, Physical Damage-Fire Trucks/Equipment, Public Employee Dishonesty/Crime, Public Officials Liability/Employment Practices Liability and Boiler and Machinery for the year 2019/2020. (*Information Binder Index #9*)
 7. Motion to authorize Executive Director to execute one-year agreement with Paychex for outsourcing of payroll. (*Information Binder Index #10*)
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THE ENGLAND AUTHORITY
AUDIT COMMITTEE
JUNE 27, 2019

Members: CURMAN GAINES, CHAIRMAN; RICHARD BUSHNELL, VICE-CHAIRMAN;
Robbyn Cooper, Dennis Frazier, Scott Linzay, Joe McPherson, Charlie Weems, Joe Williams

AGENDA

* Additions to agenda may be made by unanimous consent

- Solicit and hear public comments on Agenda items.
 - 1. Motion to adopt "Louisiana Compliance Questionnaire" as required prior to year end independent audit. (*Information Binder Index #11*)
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THE ENGLAND AUTHORITY
ECONOMIC DEVELOPMENT COMMITTEE
JUNE 27, 2019

Members: JOE MCPHERSON, CHAIRMAN; ROBBYN COOPER, VICE-CHAIRMAN;
Richard Bushnell, Dennis Frazier, Curman Gaines, Scott Linzay, Charlie Weems, Joe Williams

AGENDA

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- Solicit and hear public comments on Agenda items.
 - 1. Motion to authorize Executive Director to execute lease agreement between EEIDD and the United States of America for Building #1707. (*Information Binder Index #12*)
 - 2. Motion to approve use of Credit and Trade Reference Form as part of Commercial Lease application and consideration. (*Information Binder Index #13*)
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THE ENGLAND AUTHORITY
OPERATIONS COMMITTEE
JUNE 27, 2019

Members: SCOTT LINZAY, CHAIRMAN; DENNIS FRAZIER, VICE-CHAIRMAN;
Richard Bushnell, Robbyn Cooper, Curman Gaines, Joe McPherson, Charlie Weems, Joe Williams

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
HUMAN RESOURCES COMMITTEE
JUNE 27, 2019

Members: JOE WILLIAMS, CHAIRMAN; ROBBYN COOPER, VICE-CHAIRMAN;
Richard Bushnell, Dennis Frazier, Curman Gaines, Scott Linzay, 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
JUNE 27, 2019

Members: RICHARD BUSHNELL, CHAIRMAN; CURMAN GAINES, VICE-CHAIRMAN;
Robbyn Cooper, Dennis Frazier, Scott Linzay, Joe McPherson, Charlie Weems, Joe Williams

AGENDA

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- Solicit and hear public comments on Agenda items.

1. Motion to approve Amendment No. 1 to Pan American's Engineering Service Agreement for the design of the Mill and Overlay South End of Runway 18/36. (*Information Binder Index #14*)
 2. To hear status report on:
 - a. Part 150 Noise Program (\$77,224,000)
 - b. Runway 18/36 Extension (\$18,000,000)
 - c. Community Center Replacement Project (\$4,076,000)
 - d. Emergency Access Point Repair (\$900,000)
 - e. Runway 18/36 Mill & Overlay (\$2,990,000)
 - f. Airfield Electrical Rehab (\$14,035,000)
 - g. Emergency Access Road (\$5,700,000)
 - h. North Emergency Access Road (\$6,600,000)
 - i. Roundabout Sculpture Project (\$145,000)
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**THE ENGLAND AUTHORITY
BOARD OF COMMISSIONERS**

William Barron, Chairman
Dennis Frazier, Vice Chairman
Richard Bushnell, Secretary/Treasurer
Robbyn Cooper
Curman Gaines

Scott Linzay
Joe McPherson
Charlie Weems
Joe Williams

Sandra McQuain, Executive Director

**REGULAR MEETING
June 27, 2019
England Authority Board Room
AGENDA**

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- A. Call to Order**
 - B. Roll Call**
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- C. Public Comments or Questions**
- D. Active Items**

1. Motion by Chairman William Barron to reconsider the prior vote from May 23, 2019 board meeting approving lease agreement between EEIDD and Louisiana Containers Inc. for building #1707. *(Information Binder Index #1)*
2. Motion to approve Minutes of May 23, 2019 Regular Board meeting and Committee meetings.
(Information Binder Index #2)
3. Motion to approve payment of attorney's bill to Provosty, Sadler and deLaunay, APC for the month of May 2019.
(Information Binder Index #3)
4. Motion to write off as uncollectible housing receivable that have been outstanding in excess of three years.
(Information Binder Index #5)
5. Motion to adopt the Operating and Capital Budgets for the England Economic and Industrial Development District for Fiscal Year 2019/2020; appropriating funds for the Operating and Capital Budget for the Fiscal Year 2019/2020; carrying over Capital Funds from prior Fiscal Year 2019/2019 and other matters with respect thereto.
(Information Binder Index #6)
6. Motion to adopt Year End Budget Amendment # 5 for fiscal year 2018-2019. *(Information Binder Index #7)*

7. Motion to authorize Executive Director to execute health insurance policy with Blue Cross/Blue Shield for year 2019/2020 as recommended by staff. *(Information Binder Index #8)*
8. Motion to authorize Executive Director to renew general insurance program policies covering Property, Airport/General Liability, Business Auto, Physical Damage-Fire Trucks/Equipment, Public Employee Dishonesty/Crime, Public Officials Liability/Employment Practices Liability and Boiler and Machinery for the year 2019/2020. *(Information Binder Index #9)*
9. Motion to authorize Executive Director to execute one-year agreement with Paychex for outsourcing of payroll. *(Information Binder Index #10)*
10. Motion to adopt "Louisiana Compliance Questionnaire" as required prior to year end independent audit. *(Information Binder Index #11)*
11. Motion to approve use of Credit and Trade Reference Form as part of Commercial Lease application and consideration. *(Information Binder Index #12)*
12. Motion to authorize Executive Director to execute lease agreement between EEIDD and the United States of America for Building #1707. *(Information Binder Index #13)*
13. Motion to approve Amendment No. 1 to Pan American's Engineering Service Agreement for the design of the Mill and Overlay South End of Runway 18/36. *(Information Binder Index #14)*
14. Motion to enter into Executive Session to receive briefing and legal opinions from legal counsel regarding perspective mitigation between EEIDD and Parc England Hotel.

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

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