

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
BOARD OF COMMISSIONERS REGULAR SESSION NOVEMBER 21, 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, November 21, 2019, at 5:09 p.m.**

Chairman Barron requested a roll call.

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

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 #3.

Motion by **Mr. Linzay**, second by **Mr. Bushnell**, to approve consent calendar for items #1 through item #3. 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 OCTOBER 24, 2019 REGULAR BOARD MEETING AND COMMITTEE MEETINGS.

Motion by **Mr. Linzay**, second by **Mr. Bushnell**, to approve minutes of October 24, 2019 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. **090-2019**

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

Motion by **Mr. Linzay**, second by **Mr. Bushnell**, to approve payment of attorney's bill to Provosty, Sadler, deLaunay, APC, for the month of October 2019. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **091-2019**

MOTION AUTHORIZING EXECUTIVE DIRECTOR TO EXECUTE WORK CONTRACT WITH DEBORAH MURPHY LAGOS & ASSOCIATES, LLC FOR PART 150 NOISE PROGRAM COORDINATOR.

Motion by **Mr. Linzay**, second by **Mr. Bushnell**, authorizing Executive Director to execute work contract with Deborah Murphy Lagos & Associates, LLC for Part 150 Noise Program Coordinator. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **092-2019**

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ADDITIONS TO AGENDA

F. Comments by Legal counsel – N/A

G. Comments or Questions by Commissioners – N/A

H. Staff Report:

- **Financial Report** – Cash balance is back up over \$5 million, which has doubled since last month. Audit Report will be discussed in December.
- **Comparative Air Traffic Report** – Commercial up 10% in October and was one of the biggest months AEX has had in a long time; Mr. Gammel, Air side Deputy Director, met with American Airlines VP's and hope to have a courtesy visit with American Airlines in January to discuss adding more seats and then possibly to meet with United Airlines in Houston.
- **Economic Development** – Mr. David Broussard stated that after the P3 Summit, sponsored by England Authority, he had seen some increased opportunities to speak with great experts in the public, private partnership arena on various topics: Funding, infrastructure and maintenance. The P3 Summit was very well attended.

I. Public Comments or Questions – N/A

J. Adjourn

There being no further business to come before the Board, meeting adjourned at **5:27 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
DECEMBER 19, 2019

The regular committee meetings of the England Economic and Industrial Development District were held at **4:33 p.m. on Thursday, DECEMBER 19, 2019** in the England Authority Board Room.

Chairman Barron called the committee meetings to order.

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

Chairman Barron requested Commissioner Charlie Weems to call the Admin/Legal Committee to order.

The following were present: Mr. Bushnell, Mr. Frazier, Mr. Gaines, Mr. Linzay, Col. Lloyd, Mr. McPherson and Mr. Weems.

Absent: Mrs. Robbyn Cooper, Joe Williams

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

Note: Mr. Joe Williams arrived to meeting in progress at approximately 4:40 p.m.

Motion by **Mr. Gaines**, second by **Mr. Bushnell**, authorizing the acquisition of two parcels of land containing approximately 39.28 acres owned by Franc Sloan for \$97,500; authorizing the Executive Director and counsel, to create, perfect and sign such documents as are necessary to close said sale to the EEIDD. On vote, motion carried.

Mr. Weems stated that there were no other items to discuss and adjourned the Admin/Legal Committee.

Chairman Barron next called for Mr. McPherson, Chair of Economic Development Committee, to proceed with the Economic Development Committee.

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

FINANCE COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
DECEMBER 19, 2019

The regular meeting of the Finance Committee of the England Economic and Industrial Development District was held on **Thursday, DECEMBER 19, 2019**, in the England Authority Board Room.

Commissioner Frazier, Chairman, requested a roll call. The following were present: Mr. Bushnell, Mr. Frazier, Mr. Gaines, Col. Lloyd, Mr. Linzay, Mr. McPherson, Mr. Weems and Mr. Williams.

Absent: Ms. Robbyn Cooper

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 November 2019.

Motion by **Mr. Linzay**, second by **Mr. Gaines**, to adopt Budget Amendment #1 to the 2019/2020 Fiscal Year Budget.

Cathy Grant, England Authority Finance Manager, briefed board with budget revisions. England Authority had to decrease its revenue budget based on loss of revenue by \$390,000 due to loss of larger tenants.

Discussion ensued by Executive Director Sandra McQuain, Joe McPherson and Scott Linzay regarding the roundabout, AEX exit lane parking project and other operating revenue.

On vote, motion carried.

There being no further items to discuss, Mr. Frazier adjourned the Finance Committee.

Chairman Barron next called for Mr. Gaines, Audit Committee Chairman, to proceed with the Audit Committee.

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

AUDIT COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
DECEMBER 19, 2019

The regular meeting of the Audit Committee of the England Economic and Industrial Development District was held on **Thursday, DECEMBER 19, 2019** in the England Authority Board Room.

Commissioner Gaines, Chairman, requested a roll call. The following were present: Mr. Bushnell, Mr. Frazier, Mr. Gaines, Col. Lloyd, Mr. Linzay, Mr. McPherson, Mr. Weems and Mr. Williams.

Absent: Mrs. Robbyn Cooper

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

Mr. Nicholas Fowlks with Kolder, Champagne, Slaven & Company, presented the annual independent audit report on Fiscal Year 2018/2019.

Mr. Curman Gaines, Committee Chairman
AUDIT COMMITTEE
England Economic and Industrial Development District

ECONOMIC DEVELOPMENT COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
DECEMBER 19, 2019

The regular meeting of the Economic Development Committee of the England Economic and Industrial Development District was held on **Thursday, DECEMBER 19, 2019** in the England Authority Board Room.

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

Absent: Mrs. Robbyn Cooper

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

Motion by **Mr. Linzay**, second by **Mr. Gaines**, to authorize Executive Director to execute lease agreement between EEIDD and the United States of America for Building #1707. On vote, motion carried.

Motion by **Mr. Frazier**, second by **Mr. Linzay**, to authorize Executive Director to execute lease agreement between EEIDD and the Rapides Parish Police Jury for space in building #1719. On vote, motion carried.

There being no further items to discuss, Mr. McPherson adjourned the Economic Development Committee.

Chairman Barron next called for Mr. Frazier, Finance Committee Chair, to proceed with the Finance Committee.

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

OPERATIONS COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
DECEMBER 19, 2019

The regular meeting of the Operations Committee of the England Economic and Industrial Development District was held on **Thursday, DECEMBER 19, 2019** in the England Authority Board Room.

Mr. William Barron, Chairman of the England Authority Board, stated that there were no items to discuss in the Operations Committee and next called for any additions. There being none, Chairman Barron proceeded to the Human Resources Committee.

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

HUMAN RESOURCES COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
DECEMBER 19, 2019

The regular committee meetings of the England Economic and Industrial Development District was held on **Thursday, DECEMBER 19, 2019** in the England Authority Board Room.

Mr. William Barron, Chairman of the England Authority Board, stated that there were no items to discuss in the Human Resources Committee and next called for any additions. There being none, Chairman Barron proceeded to the Capital Projects Committee.

Mr. Joe Williams, Committee Chairman
HUMAN RESOURCES COMMITTEE
England Economic & Industrial Development District

CAPITAL PROJECTS COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
DECEMBER 19, 2019

The regular meeting of the Capital Projects Committee of the England Economic and Industrial Development District was held on **Thursday, DECEMBER 19, 2019** in the England Authority Board Room.

Commissioner Bushnell called for a roll call. The following were present: Mr. Bushnell, Mr. Frazier, Mr. Gaines, Mr. Linzay, Col. Lloyd, Mr. McPherson, Mr. Weems and Mr. Williams.

Absent: Mrs. Robbyn Cooper

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

Motion by **Mr. Gaines**, second by **Mr. Linzay**, authorizing Executive Director to execute Certificate of Substantial Completion for the England Airpark Community Center Project upon written confirmation by BH&B Architects the project is substantially complete.

Mr. Jay Lynch, Architect with Barron, Heinberg & Brocato Architects and Engineers, stated that it was a pleasure to serve the board and the project. On December 27, BH&B will come back and give contractor next week and will be making his recommendation to Mrs. McQuain for Substantial Completion. The facility will be available to rent on December 28, 2019.

On vote, motion carried.

Status Report:

- a. Part 150 Noise Program – No substantial progress in last three weeks. A draft letter will be sent to residents stating that the program is coming to a completion and hopefully the ones who have not come into the program will then do so.
- b. Runway 18/36 Extension – Still working with the State to get funding for the remaining 100% design so project can move forward.
- c. Community Center Replacement Project – previously discussed.
- d. Runway 18/36 Mill & Overlay – 90% complete.
- e. Airfield Electrical Rehab – Last component remaining is putting in the approach lights.

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

Committee meetings ended at 5:25 p.m.

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