

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
BOARD OF COMMISSIONERS                      SPECIAL CALLED MEETING    JUNE 17, 2020**

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The England Economic and Industrial Development District met in **Special Called Session** at the England Authority Board Room, 1611 Arnold Drive, England Industrial Airpark and Community Alexandria, Louisiana, on **Wednesday, June 17, 2018 at 5:03 p.m.**

**There were present:** Richard Bushnell, Robbyn Cooper, Dennis Frazier, Curman Gaines, COL. Katrina Lloyd, Joe McPherson, Charlie Weems and Joe Williams

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

**Absent:** William Barron, Scott Linzay

Commissioner Bushnell gave the invocation and Commissioner Williams led the Pledge of Allegiance.

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

Chairman Frazier called for a roll call vote:

Mr. Barron – Absent  
Mr. Bushnell – Yes  
Ms. Cooper – Yes  
Mr. Frazier – Yes  
Mr. Gaines – Yes  
Mr. Linzay – Absent  
COL. Lloyd - Yes  
Mr. McPherson – Yes  
Mr. Weems – Yes  
Mr. Williams - Yes

Yes – 8

No – 0

Absent – 2

Chairman Frazier next called for any comments from the board or public. There being none, he proceeded with the one Active Item.

***Active Items:***

**MOTION TO ENTER INTO EXECUTIVE SESSION TO DISCUSS ONGOING LITIGATION BETWEEN BANK OF MONTGOMERY AND THE ENGLAND AUTHORITY.**

Motion by **Mr. McPherson**, second by **COL. Lloyd**, to discuss ongoing litigation between Bank of Montgomery and the England Authority.

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Chairman Frazier called for a roll call vote for the above motion:

Mr. Barron – Absent  
Mr. Bushnell – Yes  
Ms. Cooper – Yes  
Mr. Frazier – Yes  
Mr. Gaines – Yes  
Mr. Linzay – Absent  
COL. Lloyd - Yes  
Mr. McPherson – Yes  
Mr. Weems – Yes  
Mr. Williams - Yes

Yes – 8  
No – 0  
Absent – 2

Chairman Frazier stated there was a 2/3 vote to enter into Executive Session at 5:07 p.m.

(Executive Session)

Motion by **Mr. Weems**, second by **Mr. Gaines**, to exit Executive Session at approximately 5:49 p.m.

By unanimous vote, motion carried. **038-2018**

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

Chairman Frazier stated there was no further business to come before the Board. Meeting was adjourned at 5:50 p.m.



**Dennis Frazier, Chairman**  
*England Economic and Industrial Development District  
Board of Commissioners*



**Joe Williams, Secretary/Treasurer**  
*England Economic and Industrial Development District  
Board of Commissioners*

**ADMIN/LEGAL COMMITTEE**  
**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT**  
**JUNE 25, 2020**

The regular committee meetings of the England Economic and Industrial Development District were held at **4:30 p.m. on Thursday, JUNE 25, 2020** at *The England Community Center*.

Chairman Frazier called the committee meetings to order.

Chairman Frazier next requested Commissioner Bushnell give the invocation.

Commissioner Robbyn Cooper led the Pledge of Allegiance.

Chairman Frazier thanked England Authority staff as well as the England Authority Board of Commissioners for attending the June meetings that were held at the new England Community Center.

In Chairman Weems absence, Commissioner Joe Williams requested a roll call.

The following were present: Mr. Barron, Mr. Bushnell, Ms. Cooper, Mr. Linzay and Mr. Williams.

**Absent:** Mr. Gaines, Col. Lloyd, Joe McPherson, Mr. Weems

Mr. Williams stated there were no agenda items to discuss in the Admin/Legal Committee.

Chairman Frazier asked if there were any comments received from the public. There being none, Chairman Frazier proceeded with Finance Committee.

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

**FINANCE COMMITTEE**  
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
**JUNE 25, 2020**

The regular meeting of the Finance Committee of the England Economic and Industrial Development District was held on **Thursday, JUNE 25, 2020** in *The England Authority Community Center*.

Mrs. Cooper, Chair of Finance Committee, requested a roll call.

The following were present: Mr. Barron, Mr. Bushnell, Mrs. Cooper, Mr. Linzay, and Mr. Williams.

**Absent:** Mr. Gaines, Col. Lloyd, Mr. McPherson, Mr. Weems

Mrs. Cooper called for any comments from the public. There being none, Mrs. Cooper proceeded with Finance Committee meeting.

Received schedule of paid invoices for the month of May 2020.

Note: Commissioner Weems arrived to meeting in process at approximately 4:35 p.m.

Motion by **Mr. Linzay**, second by **Mr. Barron**, to authorize Executive Director to renew health insurance plan with Blue Cross/Blue Shield for year 2020/2021. On vote, motion carried.

Motion by **Mr. Linzay**, second by **Mr. Bushnell**, to adopt the Operating and Capital Budgets for the England Economic and Industrial Development District for Fiscal Year 2020/2021; appropriating funds for the Operating and Capital Budget for the Fiscal Year 2020/2021; carrying over Capital Funds from prior Fiscal Year 2019/2020 and other matters with respect thereto.

Mrs. McQuain presented a detailed report of the Operating and Capital Budgets for Fiscal Year 2020/2021 to the Commissioners. Several Commissioners complimented Executive Director, Sandra McQuain and staff for bringing a new approach to the budgeting process with details reflected in the operating strategy, as well as the capital project investments.

The 2020/2021 Budget books were distributed approximately one week before meetings and the Executive Director and Executive Accounting staff met with Commissioners – two at a time due to COVID 19 virus – to review the Budget and to answer any questions they might have. On vote, motion carried.

Note: Commissioner Gaines arrived to meeting in progress at approximately 4:43 p.m.

Motion by **Mr. Linzay**, second by **Mr. Bushnell**, to authorize Executive Director to execute new contract with the Rapides Parish Sheriff's Department for inmate labor crews for grounds maintenance at England Airpark from July 1, 2020 to June 30, 2021. On vote, motion carried.

Motion by **Mr. Linzay**, second by **Mr. Weems**, to authorize Executive Director to execute Grant Number 3-22-0003-078-2020 in the amount of \$4,551,461.00 from the Federal Aviation Administration to Improve Runway Safety Area – 14/32 and Improve Runway Safety Area – 18/36 and execute of all related documents thereto.

Scott Gammel briefed board regarding a \$4.5 million dollar grant from FAA going to one of the largest projects the England Authority has ever done as for as the runway, that the England Authority has put entitlements toward. The total project amount will be approximately \$9.6 million. Expecting the remainder of the \$4.5 million to come before July 1<sup>st</sup>. The main part of the grant is to put 35' shoulders down on each side of Runway 1432, of which is the primary runway.

On vote, motion carried.

Commissioner Weems noted that he met with principals of Louisiana Golf/Oakwing LLC to discuss possible changes to the agreement between Louisiana Golf and EEIDD and to share his concerns about the condition of the golf course. Mr. Weems let Mrs. McQuain know he was facilitating this discussion and she noted she had advised John Ryland to begin researching possible options to amending the agreement. The golf course is over 20 years old and went from a first class golf course and then slowly evolved into a less than stellar golf course. Mr. Weems suggested to his fellow commissioners that they need to make some decisions as to how to improve the course.

There being no further items to discuss, Mrs. Cooper adjourned the Finance Committee.

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Mrs. Robbyn Cooper, Committee Chairman  
FINANCE COMMITTEE  
England Economic and Industrial Development District

**AUDIT COMMITTEE**  
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
**JUNE 25, 2020**

The regular meeting of the Audit Committee of the England Economic and Industrial Development District was held on **Thursday, JUNE 25, 2020** in the England Authority Board Room.

Commissioner Scott Linzay requested a roll call in the absence of Chair Gaines.

The following were present: Mr. Barron, Mr. Bushnell, Mrs. Cooper, Mr. Gaines, Mr. Linzay, Mr. Weems and Mr. Williams.

**Absent:** Col. Lloyd, Mr. McPherson

Chair Linzay stated that there were no agenda items to discuss in the Audit Committee.

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

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

**ECONOMIC DEVELOPMENT COMMITTEE**  
**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT**  
**JUNE 25, 2020**

The regular committee meetings of the England Economic and Industrial Development District was held on **Thursday, JUNE 25, 2020** in the England Authority Board Room.

The following were present: Mr. Barron, Mr. Bushnell, Mrs. Cooper, Mr. Gaines, Mr. Linzay, Mr. Weems and Mr. Williams.

**Absent:** Col. Lloyd, Mr. McPherson

Mr. Gaines called for any comments from the public in the absence of Chair McPherson. There being none, Mr. Gaines proceeded with Economic Development Committee.

Motion by **Mr. Barron**, second by **Mr. Linzay**, to authorize Executive Director to execute new lease agreement between The Rapides Parish Sheriff's Office (Sheriff Mark Wood) for building #1905 located at 1104 Billy Mitchell Blvd. On vote, motion carried.

Mr. Gaines stated there were no other items to discuss and adjourned the Economic Development Committee.

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

**OPERATIONS COMMITTEE**  
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
**JUNE 25, 2020**

The regular meeting of the Operations Committee of the England Economic and Industrial Development District was held on **Thursday, JUNE 25, 2020** in the England Authority Board Room.

Commissioner Scott Linzay requested a roll call.

The following were present: Mr. Barron, Mr. Bushnell, Mrs. Cooper, Mr. Gaines, Mr. Linzay, Mr. Weems and Mr. Williams.

**Absent:** Col. Lloyd, Mr. McPherson

Mr. Scott Linzay, Chairman of the Operations Committee, stated that there were no items to discuss.

Chairman Frazier proceeded to the Human Resources Committee.

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



**HUMAN RESOURCES COMMITTEE**  
**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT**  
**JUNE 25, 2020**

The regular meeting of the Human Resources Committee of the England Economic and Industrial Development District was held on **Thursday, JUNE 25, 2020** in the England Authority Board Room.

Mr. Williams requested a roll call in the absence of Col. Lloyd.

The following were present: Mr. Barron, Mr. Bushnell, Mrs. Cooper, Mr. Gaines, Mr. Linzay, Mr. Weems, Mr. Williams

**Absent:** Col. Lloyd, Mr. McPherson

Mr. Joe Williams, stated that there were no items to discuss. Mr. Williams next called for any comments from the public. There being none, Mr. Williams adjourned the Human Resources Committee.

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COL. Katrina Lloyd, Committee Chair  
OPERATIONS COMMITTEE  
England Economic and Industrial Development District

**CAPITAL PROJECTS COMMITTEE**  
**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT**  
**JUNE 25, 2020**

The regular meeting of the Capital Projects Committee of the England Economic and Industrial Development District was held on **Thursday, JUNE 25, 2020** in the England Authority Board Room.

Commissioner Barron called for a roll call. The following were present: Mr. Barron, Mr. Bushnell, Ms. Cooper, Mr. Gaines, Mr. Linzay, Mr. Weems and Mr. Williams.

**Absent:** Col. Lloyd, Mr. McPherson

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

Motion by **Mr. Bushnell**, second by **Mr. Williams**, to authorize Executive Director to execute contract with Gilchrist Construction Company, LLC for the Rehabilitation of Runway and Taxiway Safety Areas in the amount of \$8,337,842.15 subject to funding and subject to the receipt of all proper and necessary bid documents. On vote, motion carried.

**Status Report:**

- a. Part 150 Noise Program – Mr. Gammel stated that there is one property under contract to be purchased under the Part 150 Noise Study.
- b. Runway 18/36 Extension – Once State Budget is approved, DOTD will issue a grant to EEIDD to cover 100% engineering design for the Runway 18 Extension project.
- c. Airfield Electrical Rehab - 95% completed with project. A meeting with the FAA and DOTD is scheduled for July 1<sup>st</sup>, which will hopefully assist in closing out the project.

Mr. Weems asked Mr. Gammel if he had heard anything regarding the Cares Act.

Mr. Gammel replied back to Mr. Weems stating he had not heard anything from the Cares Act.

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

Committee meetings ended at 5:10 p.m.

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Mr. William Barron, Committee Chairman  
CAPITAL PROJECTS COMMITTEE  
England Economic and Industrial Development District

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
BOARD OF COMMISSIONERS** **REGULAR SESSION JUNE 25, 2020**

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The England Economic and Industrial Development District met in Regular Session at The Community Center at England Airpark, 1718 Kegleman Blvd., Alexandria, Louisiana, on **Thursday, June 25, 2020 at 5:12 p.m.**

Chairman Frazier requested a roll call.

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

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

**Absent:** COL. Katrina Lloyd, Joe McPherson

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

Chairman Frazier called for a motion to approve the minutes of May 28, 2020 Regular Board meeting and Committee meetings.

**MOTION TO APPROVE MINUTES OF MAY 28, 2020 REGULAR BOARD MEETING AND COMMITTEE MEETINGS.**

Motion by **Mr. Linzay**, second by **Mr. Gaines**, to approve minutes of May 28, 2020 Regular Board Meeting and Committee. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **031-2020**

Chairman Frazier called for a motion to approve consent calendar for items #2 through item #7.

Motion by **Mr. Linzay**, second by **Mr. Gaines**, to approve consent calendar for items #2 through item #7. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried.

**MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO RENEW HEALTH INSURANCE PLAN WITH BLUE CROSS/BLUE SHIELD FOR YEAR 2020/2021.**

Motion by **Mr. Linzay**, second by **Mr. Gaines**, to authorize Executive Director to renew health insurance plan with Blue Cross/Blue Shield for year 2020/2021. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **032-2020**

**MOTION TO ADOPT THE OPERATING AND CAPITAL BUDGETS FOR THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT FOR FISCAL YEAR 2020/2021; APPROPRIATING FUNDS FOR THE OPERATING AND CAPITAL BUDGET FOR THE FISCAL YEAR 2020/2021; CARRYING OVER CAPITAL FUNDS FROM PRIOR FISCAL YEAR 2019/2020 AND OTHER MATTERS WITH RESPECT THERETO.**

Motion by **Mr. Linzay**, second by **Mr. Gaines**, to adopt the Operating and Capital Budgets for the England Economic and Industrial Development District for Fiscal Year 2020/2021; appropriating funds for the Operating and Capital Budget for the Fiscal Year 2020/2021; carrying over Capital Funds from prior Fiscal Year 2019/2020 and other matters with respect thereto. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **033-2020**

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
BOARD OF COMMISSIONERS** **REGULAR SESSION JUNE 25, 2020**

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**MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE NEW CONTRACT WITH THE RAPIDES PARISH SHERIFF'S DEPARTMENT FOR INMATE LABOR CREWS FOR GROUNDS MAINTENANCE AT ENGLAND AIRPARK FROM JULY 1, 2020 TO JUNE 30, 2021.**

Motion by **Mr. Linzay**, second by **Mr. Gaines**, to authorize Executive Director to execute new contract with the Rapides Parish Sheriff's Department for inmate labor crews for grounds maintenance at England Airpark from July 1, 2020 to June 30, 2021. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **034-2020**

**MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE GRANT NUMBER 3-22-0003-078-2020 IN THE AMOUNT OF \$4,551,461.00 FROM THE FEDERAL AVIATION ADMINISTRATION TO IMPROVE RUNWAY SAFETY AREA – 14/32 AND IMPROVE RUNWAY SAFETY AREA – 18/36 AND EXECUTE OF ALL RELATED DOCUMENTS THERETO.**

Motion by **Mr. Linzay**, second by **Mr. Gaines**, to authorize Executive Director to execute Grant Number 3-22-0003-078-2020 in the amount of \$4,551,461.00 from the Federal Aviation Administration to Improve Runway Safety Area – 14/32 and Improve Runway Safety Area – 18/36 and execute of all related documents thereto. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **035-2020**

**MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE NEW LEASE AGREEMENT BETWEEN THE RAPIDES PARISH SHERIFF'S OFFICE (SHERIFF MARK WOOD) FOR BUILDING #1905 LOCATED AT 1104 BILLY MITCHELL BLVD.**

Motion by **Mr. Linzay**, second by **Mr. Gaines**, to authorize Executive Director to execute new lease agreement between The Rapides Parish Sheriff's Office (Sheriff Mark Wood) for building #1905 located at 1104 Billy Mitchell Blvd. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **036-2020**

**MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE CONTRACT WITH GILCHRIST CONSTRUCTION COMPANY, LLC FOR THE REHABILITATION OF RUNWAY AND TAXIWAY SAFETY AREA IN THE AMOUNT OF \$8,337,842.15 SUBJECT TO FUNDING AND SUBJECT TO THE RECEIPT OF ALL PROPER AND NECESSARY BID DOCUMENTS.**

Motion by **Mr. Linzay**, second by **Mr. Gaines**, to authorize Executive Director to execute contract with Gilchrist Construction Company, LLC for the Rehabilitation of Runway and Taxiway Safety Area in the amount of \$8,337,842.15 subject to funding and subject to the receipt of all proper and necessary bid documents. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **037-2020**

**ADDITIONS TO AGENDA**

(None)

**F. Comments by Legal counsel – N/A**

**G. Comments or Questions by Commissioners** – Chair Frazier led discussion regarding hosting June's Board meeting in the new Community Center.

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
BOARD OF COMMISSIONERS** **REGULAR SESSION JUNE 25, 2020**

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**H. Staff Report – Financial Report** – Budget was previously discussed in the committee meetings.

- **Comparative Air Traffic Report** –. 50% down for the year to date. On July 5<sup>th</sup>, Delta Airlines will begin with two flights a day for seven days. On July 7<sup>th</sup>, American Airlines will return back to three flights a day. Also on July 7<sup>th</sup>, United Airlines will remain with three flights per week.

Ms. McQuain stated that the marketing team, Todd Fingleton and Sheri Scallan, will survey the business community people to see what their demands, thoughts and ideas are for “safe flying”. England Authority has launched *flysafeaex.org* portal for TSA requirements, Airlines and car rentals.


- **Economic Development** – Mr. Broussard briefed board regarding a possible EDA Cares Act Grant that the England Authority will be applying for in 45 days. If awarded the grant, the England Authority would partner with LSUA and CLTCC. The three primary purposes for this grant are as follows: (1) to create two options for Bachelor’s Degrees in Aviation at LSUA, (2) to offer either certification or a two-year Associate’s Degree in Airframe and Power Mechanics at CLTCC and (3) establish aircraft maintenance and flight simulator labs at England Airpark and Alexandria International Airport to support these degreed programs and create a state-of-the-art facility for commercial pilot training. The project would provide approximately 150 jobs.

**I. Public Comments or Questions** – N/A

**J. Adjourn**

There being no further business to come before the Board, meeting was adjourned at **5:24 p.m.**

  
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**Dennis Frazier, Chairman**  
*England Economic and Industrial Development District  
Board of Commissioners*

  
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**W. Joe Williams, Secretary/Treasurer**  
*England Economic and Industrial Development District  
Board of Commissioners*