

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
BOARD OF COMMISSIONERS**

**REGULAR SESSION AUGUST 31, 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, August 31, 2020 at 5:29 p.m.**

Chairman Frazier requested a roll call.

**There were present:** William Barron, Richard Bushnell, Dennis Frazier, Scott Linzay, Joe McPherson and Joe Williams.

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

**Absent:** Robbyn Cooper, Curman Gaines, COL Katrina Lloyd, Charlie Weems

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 any public comments. There being none, Chairman Frazier proceeded with the meeting.

Chairman Frazier called for a motion to approve the minutes of July 23, 2020 regular Board meeting and Committee meetings.

Motion by **Mr. Barron**, second by **Mr. Bushnell**, to approve minutes of July 23, 2020 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. **043A-2020**

Chairman Frazier called for a motion to approve consent calendar for items #2 through item #6.

Motion by **Mr. Linzay**, second by **Mr. McPherson**, to approve consent calendar for items #2 through item #6. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried.

**MOTION TO AUTHORIZE THE EXECUTIVE DIRECTOR AS EEIDD'S REPRESENTATIVE TO APPLY FOR, ACCEPT, DECLINE, MODIFY OR CANCEL THE APPLICATION FOR EDA CARES ACT RECOVERY ASSISTANCE GRANT.**

Motion by **Mr. Linzay**, second by **Mr. Bushnell**, Motion to authorize the Executive Director as EEIDD's representative to apply for, accept, decline, modify or cancel the application for EDA CARES Act Recovery Assistance grant. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **044-2020**

**MOTION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENGAGE NATIONAL GOLF FOUNDATION TO REVIEW THE CURRENT OPERATIONS AND PHYSICAL ASSETS OF OAKWING GOLF COURSE AND TO DEVELOP A STRATEGIC PLAN FOR COURSE OPERATIONS GOING FORWARD.**

Motion by **Mr. Linzay**, second by **Mr. Bushnell**, to authorize the Executive Director to engage National Golf Foundation to review the current operations and physical assets of Oakwing Golf course and to develop a strategic plan for course operations going forward. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **045-2020**

**MOTION TO ADOPT RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE SPONSOR/STATE AGREEMENT NO. H.014039 BETWEEN THE LOUISIANA DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT AND THE EEIDD FOR THE REHABILITATION OF RUNWAY AND TAXIWAY SAFETY AREA PHASE II AND III IN THE AMOUNT OF \$4,558,207.00.**

Motion by **Mr. Linzay**, second by **Mr. Bushnell**, to adopt resolution authorizing the Executive Director to execute Sponsor/State Agreement No. H.014039 between the Louisiana Department of Transportation and Development and the EEIDD for the Rehabilitation of Runway and Taxiway Safety Area Phase II and III in the amount of \$4,558,207.00. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **046-2020**

**MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE NEW LEASE AGREEMENT BETWEEN AZEOFORM, INC. AND EEIDD FOR THE LEASE OF BUILDING #1442 LOCATED AT FRANK ANDREWS BLVD.**

Motion by **Mr. Linzay**, second by **Mr. Bushnell**, to authorize Executive Director to execute new lease agreement between Azeoform, Inc. and EEIDD for the lease of building #1442 located at Frank Andrews Blvd. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **047-2020**

**MOTION AUTHORIZING EXECUTIVE DIRECTOR TO EXECUTE WORK CONTRACT WITH INFRASTRUCTURE CONSULTING & ENGINEERING FOR TASK ORDER NO. 1 FOR PROFESSIONAL SERVICES RELATED TO THE AIRFIELD GUIDANCE SIGN REPLACEMENT PROJECT.**

Motion by **Mr. Linzay**, second by **Mr. Bushnell**, authorizing Executive Director to execute work contract with Infrastructure Consulting & Engineering for Task Order No. 1 for Professional Services related to the Airfield Guidance Sign Replacement Project. The Chair called for any comments from the board or public. There being none, a vote was called. **048-2020**

#### **ADDITIONS TO AGENDA**

(None)

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

**G. Comments or Questions by Commissioners – N/A**

Chairman Frazier thanked England Airpark's Executive Director, Sandra McQuain, for her handling of the aftermath from Hurricane Laura. There was quite a bit of damage to buildings and homes at the Airpark.

**H. Staff Report** - Mrs. McQuain thanked the England Airpark team of employees for cleaning up the debris in and about the Airpark, especially at the airport. The Airport was ready and receiving passengers by Friday afternoon. Mrs. McQuain also thanked Lt. Brewer and Fire Chief Joe Hamner and their teams for helping the community.

- **Financial Report** – A new presentation of England Airpark’s Financial Report was given to Commissioners.
- **Comparative Air Traffic Report** –Through August 29, AEX had 5,409 passengers go through TSA’s checkpoint at AEX.
- **Economic Development** – Mrs. McQuain thanked the board of commissioners for approving the application for EDA CARES Act Recovery Assistance Grant.

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

**J. Adjourn**

There being no further business to come before the Board, meeting was adjourned at **6:01 p.m.**



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



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

**ADMIN/LEGAL COMMITTEE**  
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
**AUGUST 31, 2020**

The regular committee meetings of the England Economic and Industrial Development District were held at **4:30 p.m. on Monday, August 31, 2020** at the *England Community Center*.

Chairman Frazier called the committee meetings to order.

Chairman Frazier next requested Commissioner Bushnell give the invocation.

Commissioner Joe Williams led the Pledge of Allegiance.

Commissioner Williams requested a roll call in the absence of Commissioner Charlie Weems.

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

**Absent:** Mrs. Cooper, Mr. Gaines, Col. Lloyd, Mr. Weems

Motion by **Mr. Barron**, second by **Mr. Linzay**, to authorize the Executive Director as EEIDD's representative to apply for, accept, decline, modify or cancel the application for EDA CARES Act Recovery Assistance grant.

Mrs. Sandra McQuain, Executive Director, briefed the board of commissioners regarding England Authority's application for EDA CARES Act Recovery Assistance grant for approximately \$3.5 million. The grant would allow England Airpark to establish the Aviation Center of Excellence at Alexandria International Airport.

Mrs. McQuain next introduced Mr. Raja Gharazeddine, Chief Flight Instructor for Acadian Aviation Pilot Training Centre Inc., Mr. Paul Coreil, LSUA Chancellor and Mr. James Sawtelle, Chancellor of Central Louisiana Technical Community College who briefed the board with their support regarding their public private partnership endeavor with England Authority regarding the EDA CARES Act grant.

On vote, motion carried.

Motion by **Mr. Barron**, second by **Mr. Linzay**, to authorize the Executive Director to engage National Golf Foundation to review the current operations and physical assets of Oakwing Golf course and to develop a strategic plan for course operations going forward.

Mrs. McQuain, Executive Director, briefed board regarding the current operations and physical assets of Oakwing Golf course.

Lengthy discussion ensued between staff, counsel and board in reference to the specifics of the wear and tear of the golf course.

Commissioner McPherson requested that the England Authority staff provide the Oakwing Golf contract and all addendums to England Authority Commissioners. Mr. McPherson also requested that the National Golf Foundation include in their report, an analysis of the fees and structures at other golf courses in the region.

On vote, motion carried.

Mr. Williams asked if there were any comments received from the public. There being none, Admin/Legal Committee was adjourned.

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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

The regular meeting of the Finance Committee of the England Economic and Industrial Development District was held on **Thursday, AUGUST 31, 2020** in the *England Authority Community Center*.

Mr. Bushnell requested a roll call in the absence of Mrs. Cooper.

The following were present: Richard Bushnell, Mr. Barron, Mr. Linzay, Mr. McPherson and Mr. Williams.

**Absent:** Robbyn Cooper, Curman Gaines, Col. Lloyd, Charlie Weems

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

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

Motion by **Mr. McPherson**, second by **Mr. Barron**, to adopt resolution authorizing the Executive Director to execute Sponsor/State Agreement No. H.014039 between the Louisiana Department of Transportation and Development and the EEIDD for the Rehabilitation of Runway and Taxiway Safety Area Phase II and III in the amount of \$4,558,207.00.

Mr. Scott Gammel, Airport Manager, stated that Gilchrist Construction Company is the contractor and the approximate cost of the project is \$9.5 million.

On vote, motion carried.

There being no further items to discuss, Mr. Bushnell 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  
**AUGUST 31, 2020**

The regular meeting of the Audit Committee of the England Economic and Industrial Development District was held on **Thursday, AUGUST 31, 2020** in the England Authority Community Center.

Mr. Linzay requested a roll call in the absence of Mr. Gaines.

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

**Absent:** Mrs. Cooper, Mr. Gaines, Col. Lloyd, Mr. Weems

Mr. 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**  
**AUGUST 31, 2020**

The regular committee meetings of the England Economic and Industrial Development District was held on **Thursday, AUGUST 31, 2020** in the England Authority Community Center.

Mr. McPherson, Chair of Economic Development Committee, requested a roll call.

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

**Absent:** Mrs. Cooper, Mr. Gaines, Col. Lloyd, Mr. Weems

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

Motion by **Mr. Barron**, second by **Mr. Linzay**, to authorize Executive Director to execute new lease agreement between Azeoform, Inc. and EEIDD for the lease of building #1442 located at Frank Andrews Blvd.

Mr. David Broussard, Airpark Manager, stated that Azeoform, Inc. is a manufacturing business which makes main parts for small engines, in particular small metal covers for Stihl.

Mr. McPherson 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  
**AUGUST 31, 2020**

The regular meeting of the Operations Committee of the England Economic and Industrial Development District was held on **Thursday, AUGUST 31, 2020** in the England Authority Community Center.

Commissioner Scott Linzay requested a roll call.

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

**Absent:** Mrs. Cooper, Mr. Gaines, Col. Lloyd, Mr. Weems

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**  
**AUGUST 31, 2020**

The regular meeting of the Human Resources Committee of the England Economic and Industrial Development District was held on **Thursday, AUGUST 31, 2020** in the England Authority Community Center.

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

The following were present: Joe Williams, Mr. Barron, Mr. Bushnell, Mr. Linzay and Mr. McPherson

**Absent:** Mrs. Cooper, Mr. Gaines, Col. Lloyd, Mr. Weems

Mr. Williams called for any comments from the public.

Mr. Williams stated that there were no items to discuss and next 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  
**AUGUST 31, 2020**

The regular meeting of the Capital Projects Committee of the England Economic and Industrial Development District was held on **Thursday, AUGUST 31, 2020** in the England Authority Community Center.

Commissioner Barron called for a roll call. The following were present: William Barron, Richard Bushnell, Mr. McPherson and Mr. Williams

**Absent:** Ms. Cooper, Mr. Gaines, Col. Lloyd, Mr. Weems

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

Motion by **Mr. Linzay**, second by **Mr. Bushnell**, authorizing Executive Director to execute work contract with Infrastructure Consulting & Engineering for Task Order No. 1 for Professional Services related to the Airfield Guidance Sign Replacement Project. On vote, motion carried.

**Status Report:**

- a. Part 150 Noise Program – Nothing to report for this month.
- b. Runway 18/36 Extension – Grant was approved last month for total design.
- c. Airfield Electrical Rehab – There was discussion with FAA this morning and will have news soon.
- d. Runway Safety Area Project – Will be starting project in the next week or two.

Mr. Barron led discussion regarding the approximately 500 acres of wetlands near runway. Mr. Barron stated that the England Authority needs to be in compliance with the FAA.

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

Committee meetings ended at 5:02 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 EXECUTIVE COMMITTEE MEETING SEPTEMBER 3, 2020**

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The England Economic and Industrial Development District met in an **Executive Committee** meeting, VIA telephone in Alexandria, Louisiana, on **Thursday, September 3, 2020 at 11:00 a.m.**

Chairman Frazier requested a roll call.

**There were present:** Dennis Frazier, Chairman; Richard Bushnell, Vice-Chairman; Joe Williams, Secretary/Treasurer; Mr. William Barron, 2019 Chairman and Mr. Scott Linzay, 2018 Chairman.

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

**Absent:**

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

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 any public comments regarding the agenda items. There being none, Mr. Frazier proceeded with the two agenda items.

**MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE LEASES WITH ANY FEDERAL, STATE OR LOCAL GOVERNMENTAL ENTITY OR NON-PROFIT ORGANIZATION PROVIDING DISASTER RELIEF RELATED TO HURRICANE LAURA. AUTHORIZATION WILL BE IN EFFECT FROM SEPTEMBER 3, 2020 TO SEPTEMBER 23, 2020.**

Motion by **Mr. Linzay**, second by **Mr. Williams**, to authorize Executive Director to execute leases with any federal, state or local governmental entity or non-profit organization providing disaster relief related to Hurricane Laura. Authorization will be in effect from September 3, 2020 to September 23, 2020.

The motion would give the Executive Director, Sandra McQuain, the authority to respond to requests regarding an emergency or issues that require immediate attention. This would allow Mrs. McQuain to keep things streamlined and to be able to respond to requests in a timely matter concerning Hurricane Laura matters.

Discussion ensued.

Chairman Frazier called for a roll call vote to approve the motion:

Mr. Barron – Yes

Mr. Bushnell – Yes

Mr. Frazier – Yes

Mr. Linzay – Yes

Mr. Williams – Yes

By unanimous vote, motion passed. **049-2020**

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
BOARD OF COMMISSIONERS EXECUTIVE COMMITTEE MEETING SEPTEMBER 3, 2020**

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**MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE LEASE AGREEMENT BETWEEN EEIDD AND THE UNITED STATES OF AMERICA FOR BUILDING #1707.**

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

Mrs. McQuain stated that the 101<sup>st</sup> Airborne rotation is due to arrive to the Airpark and need to lease Bldg. #1707 as soon as possible for thirty days. This rotation had been on the books and is their standard rotation.

Commissioner Linzay recommended England Authority look into securing a permanent option to streamline leasing the building to the U.S. military.

Mrs. McQuain stated that she would get with Mr. John Ryland, England Authority Attorney, and discuss the matter further.

Chairman Frazier called for a roll call vote to approve the motion:

Mr. Barron – Yes  
Mr. Bushnell – Yes  
Mr. Frazier – Yes  
Mr. Linzay – Yes  
Mr. Williams – Yes

By unanimous vote, motion passed. **050-2020**

**ADDITIONS TO AGENDA**


(None)

**E. Public Comments or Questions –  
F. Adjourn**

There being no further business to come before the Board, meeting was adjourned at **11:20 p.m.**



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



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