



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

December 9, 2020

Commissioners:

RAPIDES PARISH
William Barron
Dennis Frazier
Scott Linzay

MEETING NOTICE

TO: Board of Commissioners, Public, Press and Media

FR: Dennis Frazier, Chairman, England Authority

RE: Committee Meetings and Board Meeting

CITY OF
ALEXANDRIA
Curman Gaines
COL Katrina Lloyd
Joe McPherson

CITY OF
PINEVILLE
Robbyn Cooper

TOWNS
Richard Bushnell

CHAMBER OF
COMMERCE
Charles S. Weems III
Joe Williams

The England Authority's Committee Meetings are scheduled to be held **Thursday, December 10, 2020 at 4:30 p.m.** in the England Airpark Community Center, 1718 Keglman Drive, England Industrial Airpark and Community in Alexandria, LA.

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 **December** monthly meeting of the Board of Commissioners will be held immediately following Committee Meetings in the England Airpark Community Center. An agenda for the Board meeting follows.

AWARDS:

Wildlife Habitat Council
Reuse Award OakWing 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
DECEMBER 10, 2020

Members: CHARLIE WEEMS, CHAIR; JOE WILLIAMS, VICE-CHAIR;

William Barron, Richard Bushnell, Robbyn Cooper, Curman Gaines, Scott Linzay, Col. Lloyd, Joe McPherson

AGENDA

* Additions to agenda may be made by unanimous consent

➤ Solicit and hear public comments on Agenda items.

1. Motion to adopt a new Whistleblower Protection Policy to include as an addition to Section 8, Personnel Policies and Procedures of the EEIDD Code of Ordinances. *(Information Binder Index #2)*
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THE ENGLAND AUTHORITY
FINANCE COMMITTEE
DECEMBER 10, 2020

Members: ROBBYN COOPER, CHAIR; RICHARD BUSHNELL, VICE-CHAIR;

William Barron, Curman Gaines, Scott Linzay, Col. Lloyd, 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. To receive schedule of paid invoices for the month of November 2020. *(Information Binder Index #3)*
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THE ENGLAND AUTHORITY
AUDIT COMMITTEE
DECEMBER 10, 2020

Members: CURMAN GAINES, CHAIR; SCOTT LINZAY, VICE-CHAIR;

William Barron, Richard Bushnell, Robbyn Cooper, Col. Lloyd, 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. To receive annual independent audit report on Fiscal Year 2019/2020 from Kolder, Slaven & Company, LLC.
(Information Binder Index #4)
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THE ENGLAND AUTHORITY
ECONOMIC DEVELOPMENT COMMITTEE
DECEMBER 10, 2020

Members: JOE MCPHERSON, CHAIR; CURMAN GAINES, VICE-CHAIR;
William Barron, Richard Bushnell, Robbyn Cooper, Scott Linzay, Col. Lloyd, 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 authorize Executive Director to execute concession/lease agreement with Avis Rent A Car System, LLC for car rental services at Alexandria International Airport. *(Information Binder Index #5)*
2. Motion to authorize Executive Director to execute concession/lease agreement with Budget Rent A Car System, LLC for car rental services at Alexandria International Airport. *(Information Binder Index #6)*
3. Motion to authorize Executive Director to execute concession/lease agreement with EAN Holdings, LLC dba National Car Rental for rental car services at Alexandria International Airport. *(Information Binder Index #7)*
4. Motion to authorize Executive Director to execute lease agreement between EEIDD and Reddy Ice, LLC for space in building #1203. *(Information Binder Index #8)*
5. Motion to adopt Resolution authorizing the implementation of a privilege fee for any non-tenant rental car providers and/or picking up customers at Alexandria International Airport. *(Information Binder Index #9)*
6. Motion to authorize Executive Director to execute Amendment #6 to the lease between EEIDD and The General Services Administration (GSA) on behalf of the Federal Emergency Management Administration (FEMA). *(Information Binder Index #10)*
7. Motion to authorize Executive Director to execute lease(s) with the United States of America for purposes consistent with facilitating military rotations through the Intermediate Staging Base (ISB) located at EEIDD. No lease shall be granted for a term to exceed sixty (60) days. The Authority granted to the Executive Director pursuant to this motion shall expire without any further action by the Board on December 31, 2021. *(Information Binder Index #11)*

THE ENGLAND AUTHORITY
OPERATIONS COMMITTEE
DECEMBER 10, 2020

Members: SCOTT LINZAY, CHAIR; COL. KATRINA LLOYD, VICE-CHAIR;
William Barron, 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.

THE ENGLAND AUTHORITY
HUMAN RESOURCES COMMITTEE
DECEMBER 10, 2020

Members: COL. KATRINA LLOYD, CHAIR; JOE WILLIAMS, VICE-CHAIR;

William Barron, 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.

THE ENGLAND AUTHORITY
CAPITAL PROJECT COMMITTEE
DECEMBER 10, 2020

Members: WILLIAM BARRON, CHAIR; RICHARD BUSHNELL, VICE-CHAIR;

Robbyn Cooper, Curman Gaines, Scott Linzay, Col. Lloyd, 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 select Pan American Engineers, LLC as Grant Administrator and Project Development Engineers for the Louisiana Watershed Initiative (LWI) Program Project(s) for England Economic and Industrial Development District.
(Information Binder Index #12)
2. To hear status report on:
 - a. Part 150 Noise Program (\$77,224,000)
 - b. Runway 18/36 Extension (\$18,000,000)
 - c. Airfield Electrical Rehab (\$14,035,000)
 - d. Runway Safety Area Rehabilitation (\$9,262,293)

**THE ENGLAND AUTHORITY
BOARD OF COMMISSIONERS**

Dennis Frazier, Chairman
Richard Bushnell, Vice Chairman
Joe Williams, Secretary/Treasurer
William Barron
Robbyn Cooper

Curman Gaines
Scott Linzay
Colonel Katrina Lloyd
Joe McPherson
Charlie Weems

Sandra McQuain, Executive Director

**REGULAR MEETING
DECEMBER 10, 2020
England Authority Community Center
AGENDA**

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. Roll Call**

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- C. Public Comments or Questions**
 - D. Active Items**

1. Motion to approve Minutes of November 19, 2020 regular Board meeting and Committee meetings.
(Information Binder Index #1)
2. Motion to adopt a new Whistleblower Protection Policy to include as an addition to Section 8, Personnel Policies and Procedures of the EEIDD Code of Ordinances. *(Information Binder Index #2)*
3. To receive annual independent audit report on Fiscal Year 2019/2020 from Kolder, Slaven & Company, LLC.
(Information Binder Index #3)
4. Motion to authorize Executive Director to execute concession/lease agreement with Avis Rent A Car System, LLC for car rental services at Alexandria International Airport. *(Information Binder Index #5)*
5. Motion to authorize Executive Director to execute concession/lease agreement with Budget Rent A Car System, LLC for car rental services at Alexandria International Airport. *(Information Binder Index #6)*
6. Motion to authorize Executive Director to execute concession/lease agreement with EAN Holdings, LLC dba National Car Rental for rental car services at Alexandria International Airport. *(Information Binder Index #7)*

7. Motion to authorize Executive Director to execute lease agreement between EEIDD and Reddy Ice, LLC for space in building #1203. *(Information Binder Index #8)*
8. Motion to adopt Resolution authorizing the implementation of a privilege fee for any non-tenant rental car providers and/or picking up customers at Alexandria International Airport. *(Information Binder Index #9)*
9. Motion to authorize Executive Director to execute Amendment #6 to the lease between EEIDD and The General Services Administration (GSA) on behalf of the Federal Emergency Management Administration (FEMA). *(Information Binder Index #10)*
10. Motion to authorize Executive Director to execute lease(s) with the United States of America for purposes consistent with facilitating military rotations through the Intermediate Staging Base (ISB) located at EEIDD. No lease shall be granted for a term to exceed sixty (60) days. The Authority granted to the Executive Director pursuant to this motion shall expire without any further action by the Board on December 31, 2021. *(Information Binder Index #11)*
11. Motion to select Pan American Engineers, LLC as Grant Administrator and Project Development Engineers for the Louisiana Watershed Initiative (LWI) Program Project(s) for England Economic and Industrial Development District. *(Information Binder Index #12)*
12. Motion to elect Chairman of the England Economic and Industrial Development District.
13. Motion to elect Vice-Chairman of the England Economic and Industrial Development District.
14. Motion to elect Secretary/Treasurer of the England Economic and Industrial Development District.

**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**