

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
BOARD OF COMMISSIONERS                      REGULAR SESSION DECEMBER 10, 2020**

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The England Economic and Industrial Development District met in Regular Session at The Community Center at England Airpark, 1718 Keglman Blvd., Alexandria, Louisiana, on **Thursday, December 10, 2020 at 5:41 p.m.**

Chairman Frazier requested a roll call.

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

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

**Absent:** Robbyn Cooper, 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 any public comments. There being none, Chairman Frazier proceeded with the meeting.

Board of Commissioners received annual independent audit report for Fiscal Year 2019/2020 from Kolder, Slaven & Company, LLC.

**MOTION TO APPROVE MINUTES OF NOVEMBER 19, 2020 REGULAR BOARD MEETING AND COMMITTEE MEETINGS.**

Motion by **Mr. Barron**, second by **Mr. Linzay**, to approve minutes of November 19, 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. **069-2020**

Chairman Frazier next called for a motion to approve consent calendar for items #2, #4, #5, #6, #7, #9, #10 and #11.

Motion by **Mr. Weems**, second by **Mr. Linzay**, to approve consent calendar for items #2, #4, #5, #6, #7, #9, #10 and #11. 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 ADOPT A NEW WHISTLEBLOWER PROTECTION POLICY TO INCLUDE AS AN ADDITION TO SECTION 8, PERSONNEL POLICIES AND PROCEDURES OF THE EEIDD CODE OF ORDINANCES.**

Motion by **Mr. Weems**, second by **Mr. Linzay**, 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. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **070-2020**

**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.**





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Mr. Frazier next presented a proposal to establish a marker for Mr. Charles Paige, an aviator from Pineville, LA., to be placed inside the AEX airport. Mr. Paige had the first patented drawing of an aircraft.

Newly elected Chairman, Richard Bushnell, recognized Mr. Dennis Frazier for serving as Chairman in 2020.

COL Katrina Lloyd, newly elected Secretary/Treasurer for 2021, stated that she and her team would like to tour the England Airpark hospital in January.

**H. Staff Report - Financial Report** – Cathy Grant, Finance Manager, stated that the financials were not prepared due to the early meeting date in December.

Discussion regarding FEMA recovery. Mrs. McQuain stated that she had reached out to two consultants and have requested a proposal.

- **Air Traffic Report** – Down 38% from last year. On December 17<sup>th</sup>, American Airlines will be going to three flights, which will be four flights a day. On December 19<sup>th</sup>, American Airlines will add another flight for a total of five flights per day. Hopeful that the numbers will go up. Also, on January 1, Delta Airlines will be bringing in a CRJ900. The plane will have four to six first class seats for the time being.
- **Economic Development** – N/A

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

**J. Adjourn**

There being no further business to come before the Board, meeting was adjourned at **6:02 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*

**ADMIN/LEGAL COMMITTEE**  
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
**DECEMBER 10, 2020**

The regular committee meetings of the England Economic and Industrial Development District were held at **4:30 p.m. on Thursday, DECEMBER 10, 2020** at the *England Community Center*.

Chairman Frazier called the committee meetings to order.

Chairman Frazier next requested Commissioner Richard Bushnell give the invocation.

Commissioner COL Lloyd led the Pledge of Allegiance.

Rhonda Reap Curiel, President of the Greater Central LA. Realtor Association, thanked the board and staff for allowing the group to hold education classes in the AEX Conference Room. The classes offered the members a required education for 2020.

Ms. Curiel presented a plaque to EEIDD on behalf of the association to say thank you to the England Authority for going above and beyond to ensure that everything was taken care of to hold classes in the conference room of AEX.

Commissioner Weems requested a roll call for the Admin/Legal Committee.

The following were present: Mr. Barron, Mr. Bushnell, Mr. Gaines, Mr. Linzay, COL Lloyd, Mr. Williams and Mr. Weems.

**Absent:** Mrs. Cooper, Mr. McPherson

Motion by **Mr. Barron**, second by **Mr. Williams**, 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.

Mr. Weems asked the question - were there any concerns about the efficacy in making a complaint verbally and did the Human Resource Department have a form for the complaint?

Attorney John Ryland, stated that the complaint could be made verbally. The Human Resource Dept. would provide and acknowledge the receipt of an alleged violation to the employee.

On vote, motion carried.

Mr. Weems 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  
**DECEMBER 10, 2020**

The regular meeting of the Finance Committee of the England Economic and Industrial Development District was held on **Thursday, DECEMBER 10, 2020** in the *England Authority Community Center*.

Mr. Bushnell, Vice-Chair, requested a roll call in the absence of Mrs. Cooper.

The following were present: Mr. Barron, Mr. Bushnell, Mr. Gaines, Mr. Linzay, COL Lloyd, Mr. Williams and Mr. Weems

**Absent:** Mrs. Cooper, Mr. McPherson

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 November 2020.

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  
**DECEMBER 10, 2020**

The regular meeting of the Audit Committee of the England Economic and Industrial Development District was held on **Thursday, DECEMBER 10, 2020** in the England Authority Community Center.

Mr. Linzay requested a roll call.

The following were present: Mr. Barron, Mr. Bushnell, Mr. Gaines, Mr. Linzay, COL Lloyd, Mr. Williams and Mr. Weems

**Absent:** Mrs. Cooper, Mr. McPherson

Mr. Nick Fowlkes, CPA, presented the annual independent audit report on Fiscal Year 2019/2020 from Kolder, Slaven & Company, LLC.

Mr. Linzay stated that there were no other 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  
**DECEMBER 10, 2020**

The regular committee meetings of the England Economic and Industrial Development District was held on **Thursday, DECEMBER 10, 2020** in the England Authority Community Center.

Mr. Barron requested a roll call in the absence of Mr. McPherson, Chair of Economic Development Committee.

The following were present: Mr. Barron, Mr. Bushnell, Mr. Gaines, Mr. Linzay, COL Lloyd, Mr. Weems and Mr. Williams.

**Absent:** Mrs. Cooper, Mr. McPherson

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

Motion by **Mr. Linzay**, second by **Mr. Bushnell**, to authorize Executive Director to execute concession/lease agreement with Avis Rent A Car System, LLC for car rental services at Alexandria International Airport. On vote, motion carried.

Motion by **Mr. Bushnell**, second by **Mr. Linzay**, to authorize Executive Director to execute concession/lease agreement with Budget Rent A Car System, LLC for car rental services at Alexandria International Airport. On vote, motion carried.

Motion by **Mr. Linzay**, second by **Mr. Bushnell**, 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. On vote, motion carried.

Motion by **Mr. Linzay**, second by **Mr. Gaines**, to authorize Executive Director to execute lease agreement between EEIDD and Reddy Ice, LLC for space in building #1203. On vote, motion carried.

Motion by **Mr. Linzay**, second by **Mr. Weems**, 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.

Motion by **Mr. Bushnell**, second by **Mr. Williams**, to amend the motion to read as follows:  
*Motion to adopt a resolution authorizing the implementation of a privilege fee for any non-tenant rental car providers picking up customers at Alexandria International Airport (excluding military transports.)*

Motion by **Mr. Bushnell**, second by **Mr. Williams**, to adopt the amended motion.

On vote, motion carried.

Motion by **Mr. Weems**, second by **Mr. Gaines**, 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). On vote, motion carried.



Motion by **Mr. Linzay**, second by **Mr. Weems**, 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. On vote, motion carried.

Mr. Barron 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  
**DECEMBER 10, 2020**

The regular meeting of the Operations Committee of the England Economic and Industrial Development District was held on **Thursday, DECEMBER 10, 2020** in the England Authority Community Center.

Commissioner Scott Linzay requested a roll call.

The following were present: Mr. Barron, Mr. Bushnell, Mr. Gaines, Mr. Linzay, COL Lloyd, Mr. Weems and Mr. Williams.

**Absent:** Mrs. Cooper, Mr. McPherson

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

Mr. Linzay next asked if there were any comments received from the public. There being none, the Operations Committee was adjourned.

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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  
**DECEMBER 10, 2020**

The regular meeting of the Human Resources Committee of the England Economic and Industrial Development District was held on **Thursday, DECEMBER 10, 2020** in the England Authority Community Center.

COL Katrina Lloyd requested a roll call.

The following were present: Mr. Barron, Mr. Bushnell, Mr. Gaines, Mr. Linzay, COL Lloyd, Mr. Weems and Mr. Williams.

**Absent:** Mrs. Cooper, Mr. McPherson

COL Lloyd next asked if there were any comments received from the public. There being none, the Human Resources Committee was adjourned.

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COL Katrina Lloyd, Committee Chair  
HUMAN RESOURCES COMMITTEE  
England Economic and Industrial Development District

**CAPITAL PROJECTS COMMITTEE**  
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
**DECEMBER 10, 2020**

The regular meeting of the Capital Projects Committee of the England Economic and Industrial Development District was held on **Thursday, DECEMBER 10, 2020** in the England Authority Community Center.

Commissioner Barron called for a roll call.

The following were present: Mr. Barron, Mr. Bushnell, Mr. Gaines, Mr. Linzay, COL Lloyd, Mr. Weems and Mr. Williams

**Absent:** Ms. Cooper, 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. Linzay**, second by **Mr. Bushnell**, 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. On vote, motion carried.

**Status Report** – Presented by Scott Gammel:

- a. Part 150 Noise Program – Continuing to purchase property. Approximately 35 properties left to purchase.
- b. Runway 18/36 Extension – 100% design by January.
- c. Airfield Electrical Rehab – Still working with FAA.
- d. Runway Safety Area Project – Project is doing well and is 30% complete.

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

Committee meetings ended at 5:40 p.m.

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