

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
BOARD OF COMMISSIONERS REGULAR SESSION OCTOBER 28, 2021**

The England Economic and Industrial Development District met in Regular Session in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana, on **Thursday, October 28, 2021 at 4:52 p.m.**

Mr. Richard Bushnell, Chair, requested a roll call.

There were present: Mr. Richard Bushnell, Chair; Mr. William Barron, Mr. Dennis Frazier, COL Katrina Lloyd, Mr. Patrick O’Quin, Mr. Sam Spurgeon and Mr. Zeb Winstead

Also present were members of the England Authority staff: Mrs. Sandra McQuain, Executive Director; Mr. John Ryland, Legal Counsel; Mr. David Broussard, Deputy Director- Landside; Mr. Scott Gammel, Deputy Director – Airside; Ms. Summer Steiner, Finance Manager;

Absent were: Mrs. Robbyn Cooper, Vice-Chair; Mr. Charlie Weems

The England Economic and Industrial Development District was duly convened as the governing authority of said District by Mr. Richard Bushnell, Chair, stated that the England Economic and Industrial Development District was ready for the transaction of business.

Chairman Bushnell asked if there were any public comments or questions. Hearing none, Chair Bushnell proceeded with the action items.

Chairman Bushnell called for a motion to approve consent calendar for items #1, #3 and #4.

Motion by **Mr. Barron**, second by **Mr. Frazier**, to approve consent calendar for items #1, #3 and #4. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried.

MOTION TO APPROVE THE MINUTES OF SEPTEMBER 23, 2021 REGULAR BOARD MEETING AND COMMITTEE MEETINGS.

Motion by **Mr. Barron**, second by **Mr. Frazier**, to approve Minutes of September 23, 2021 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. **046-2021**

MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE FOREIGN-TRADE ZONE SITE OPERATIONS AGREEMENT UNDER THE ALTERNATIVE SITE FRAMEWORK BETWEEN EEIDD AND AVANT ORGANICS FOR ACTIVATION OF FTZ #261 FOR AVANT ORGANICS USE AS ZONE SITE OPERATOR AT THE CENTRAL LOUISIANA REGIONAL PORT.

Motion by **Mr. Barron**, second by **Mr. Frazier**, to authorize Executive Director to execute Foreign-Trade Zone Site Operations Agreement under the Alternative Site Framework between EEIDD and Avant Organics for activation of FTZ #261 for Avant Organics use of Zone Site Operator at the Central Louisiana Regional Port. The Chair called for any comments from the board or public. On vote, motion carried. **047-2021**

MOTION TO ADOPT RESOLUTION REQUESTING LADOTD, DIVISION OF AVIATION, TO PROVIDE ASSISTANCE FOR CONSTRUCTION OF VARIOUS AIRPORT RELATED PROJECTS AT ALEXANDRIA INTERNATIONAL AIRPORT.

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Motion by **Mr. Barron**, second by **Mr. Frazier**, to adopt resolution requesting LADOTD, Division of Aviation, to provide assistance for construction of various airport related projects at Alexandria International Airport (AEX). The Chair called for any comments from the board or public. On vote, motion carried. **048-2021**

Chair Bushnell called for a motion to table item #3 as follows:

Motion to authorize the Executive Director go engage Municode to review and provide recommendations for gender-neutral changes to the Code of Ordinances of the EEIDD.

Motion by **Mr. Frazier**, second by **Mr. Winstead**, to table item #2. By unanimous vote, motion carried.

ADDITIONS TO AGENDA

E. Comments by Legal Counsel – N/A

F. Comments or Questions by Commissioners – Mr. Richard Bushnell introduced and welcomed the new Board members: Mr. Patrick O’Quin, Mr. Sam Spurgeon and Mr. Zeb Winstead.

Mr. Dennis Frazier inquired about the status of the golf lease, which was voted on during the October Special Called meeting. Sandra McQuain noted David Broussard would be discussing OakWing during the upcoming Economic Development update.

G. Staff Report:

a) Financial – Cathy Grant, Finance Director:

In Cathy Grant’s absence, Mrs. Sandra McQuain reported that September financials were provided to each Board member in advance. Commissioners did not have any questions regarding the financials. Mrs. McQuain also reported the audit work was complete and would be presented at the December Board meeting.

Ms. Summer Steiner reported FEMA had issued an updated directive regarding the COVID grant and stated that we were notified that previously denied claims may be resubmitted.

b) Air Traffic – Scott Gammel, Deputy Director for Airport & Capital Projects:

Mr. Gammel reported, despite the shortage of equipment and airline staff, AEX continues to perform very well. For the year, we are only 7% down for the month and down 18% for the year. Once the daily departures increase, these numbers will go up. Delta expected to go back to three (3) flights a day in January. American Airline’s Charlotte flight is performing very well. If the numbers continue to improve, American will potentially add an additional flight.

Mr. Gammel invited Joe Hamner, Chief of the England Airpark Fire Department, to speak to the Board regarding their recent Property Insurance Association of Louisiana (PIAL) inspection. Chief Hamner reported the fire department retained its Class 2 rating. The class rating is a critical factor used by property insurance agencies to determine property insurance costs. The training requirements for the PIAL inspections are in addition to the Airport/FAA and Emergency Medical Services Requirements.

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c) Economic Development – David Broussard, Airpark Deputy Director-Landside:

Mr. Broussard reported that LSUA received today, October 28, 2021 the SACS accreditation for the Aviation Degree Program.

Mr. Broussard also reported Elite Golf had been at OakWing this week working on the transition of management, which will happen on Monday, November 1st. Current OakWing staff have the opportunity to interview with Elite Golf staff.

The Community Center currently has 22 events booked for the upcoming twelve months. Functions have included wedding and receptions as well as business functions.

Mr. Broussard reported to the Board that the England Authority are still working with the one company that responded to the Multi-Family RFQ. Additional information will be communicated to the Board as it becomes available.

Sandra McQuain and David Broussard recently attended the National Business Association conference. Our partners Dr. Eamon Halpin of LSUA and Dr. Jimmy Sawtelle of CLTCC also attended the conference as well as LED's Secretary Shawn Welcome and Larry Collins. Literature announcing the ACE program was distributed to various vendors at the conference.

Mrs. Sandra McQuain recently participated in a DOTD multi-modal forum with Secretary Shawn Welcome. Mrs. McQuain was the only airport representative on the panel.

Mr. Broussard announced to the Board that Mr. Scott Gammel was elected as the next president of the Louisiana Airport Managers and Associates organization.

H. Public Comments or Questions – N/A

Chair Bushnell called for any comments or questions from the Commissioners or public. There being none, meeting adjourned at **5:35 p.m.**

Richard Bushnell, Chairman
*England Economic and Industrial Development District
Board of Commissioners*

COL Katrina Lloyd, Secretary/Treasurer
*England Economic and Industrial Development District
Board of Commissioners*

ADMIN/LEGAL COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
OCTOBER 28, 2021

The regular meeting of the Admin/Legal Committee of the England Economic and Industrial Development District were held at **4:30 p.m. on Thursday, OCTOBER 28, 2021** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Mr. Richard Bushnell, Chair of the England Authority, called the committee meetings to order.

Commissioner Colonel Katrina Lloyd gave the invocation and Commissioner Dennis Frazier led the Pledge of Allegiance.

Chair Bushnell announced the recent passing of Commissioner Dr. Curman Gaines. On behalf of the Board and England Airpark staff, Chair Bushnell offered condolences to the Gaines family. The Commissioners paid tribute to Commissioner Gaines honoring his 18 years of service to the Board of Commissioners and England Airpark.

Scott Gammel, Deputy Director, Airport and Capital Projects, announced that the Alexandria International Airport had been awarded the 2021 Louisiana Airport of the Year by Louisiana DOTD at the annual Louisiana Airport Managers and Associates (LAMA) conference. Mr. Gammel introduced the airport staff to the Board and congratulated them on a job well done.

Chair Richard Bushnell called on Commissioner William Barron, Vice-Chair for the Admin/Legal Committee. Mr. Barron requested roll call for the Admin/Legal Committee.

Present were: Mr. William Barron, Mr. Richard Bushnell, Mr. Dennis Frazier, Colonel Lloyd, Mr. Patrick O'Quin, Mr. Sam Spurgeon and Mr. Zeb Winstead.

Absent were: Mr. Charlie Weems, Chair; Mrs. Robbyn Cooper.

Motion by **Mr. Frazier**, second by **Colonel Lloyd**, to table until the November Board meeting the motion to authorize the Executive Director to engage Municode to review and provide recommendations for gender-neutral changes to the Code of Ordinances of the EEIDD. On vote, motion carried.

There being no additional agenda items to discuss and no comments from the public, Mr. Barron adjourned the Admin/Legal Committee.

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

FINANCE COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
OCTOBER 28, 2021

The regular meeting of the Finance Committee of the England Economic and Industrial Development District was held on **OCTOBER 28, 2021** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Commissioner Frazier requested a roll call in the absence of Chair Robbyn Cooper.

The following were present: Mr. William Barron, Mr. Richard Bushnell, Mr. Dennis Frazier, COL Katrina Lloyd, Patrick O' Quin, Sam Spurgeon and Mr. Zeb Winstead

Absent: Mrs. Robbyn Cooper, Mr. Charlie Weems

Mr. Frazier, Vice-Chair of the Finance Committee, next called for any comments from the public. There being none, Mr. Frazier proceeded with the Finance Committee meeting.

The committee received and reviewed the schedule of paid invoices for the month of September 2021.

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

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

AUDIT COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
OCTOBER 28, 2021

The regular meeting of the Audit Committee of the England Economic and Industrial Development District was held on **Thursday, OCTOBER 28, 2021** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Chair Richard Bushnell called on Commissioner Dennis Frazier, Chair for the Audit Committee.

Mr. Frazier requested roll call for the Audit Committee.

The following were present: Mr. Dennis Frazier, Mr. William Barron, Mr. Richard Bushnell, Colonel Lloyd, Mr. Patrick O'Quin, Mr. Sam Spurgeon and Mr. Zeb Winstead

Absent were: Mrs. Robbyn Cooper, Chair; Mr. Charlie Weems.

Commissioner Frazier stated there were no items to discuss and next called for any comments from the public. There being none, Mr. Frazier adjourned the Audit Committee

Mr. Dennis Frazier, Committee Chair
AUDIT COMMITTEE
England Economic and Industrial Development District

ECONOMIC DEVELOPMENT COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
OCTOBER 28, 2021

The regular meeting of the Economic Development Committee of the England Economic and Industrial Development District was held on **Thursday, OCTOBER 28, 2021** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Chair Richard Bushnell called on Commissioner William Barron, Vice-Chair for the Economic Development Committee.

The following were present: Mr. William Barron, Mr. Richard Bushnell, Mr. Dennis Frazier, Colonel Lloyd, Mr. Patrick O'Quin, Mr. Sam Spurgeon and Mr. Zeb Winstead.

Absent: Mr. Charlie Weems, Chair; Mrs. Robbyn Cooper

Motion by **Mr. Frazier**, second by **COL Lloyd**, to authorize Executive Director to execute Foreign-Trade Zone Site Operations Agreement under the Alternative Site Framework between EEIDD and Avant Organics for activation of FTZ #261 for Avant Organics use of Zone Site Operator at the Central Louisiana Regional Port.

Mr. David Broussard, Deputy Director of England Airpark, addressed the Committee providing details pertaining to the activation of FTZ #261 agreement between EEIDD and Avant Organics, a new company under the Crest Industries portfolio.

On vote, motion carried.

There being no additional agenda items to discuss and no comments from the public, Mr. Barron adjourned the Economic Development Committee.

Mr. Charlie Weems, Committee Chair
ECONOMIC DEVELOPMENT COMMITTEE
England Economic and Industrial Development District

OPERATIONS COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
OCTOBER 28, 2021

The regular meeting of the Operations Committee of the England Economic and Industrial Development District was held on **Thursday, OCTOBER 28, 2021** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Chair Richard Bushnell called on Commissioner Dennis Frazier, Vice-Chair for the Operations Committee.

Mr. Frazier requested roll call for the Operations Committee.

Present were: Mr. Dennis Frazier, Mr. William Barron, Mr. Richard Bushnell, Colonel Lloyd, Mr. Patrick O'Quin, Mr. Sam Spurgeon and Mr. Zeb Winstead.

Absent were: Mrs. Robbyn Cooper, Chair; Mr. Charlie Weems.

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

Mr. Frazier stated there were no other items to discuss in the Operations Committee and next called for any additions. There being none, Mr. Frazier adjourned the meeting.

Mrs. Robbyn Cooper, Committee Chair
OPERATIONS COMMITTEE
England Economic and Industrial Development District

HUMAN RESOURCES COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
OCTOBER 28, 2021

The regular meeting of the Human Resources Committee of the England Economic and Industrial Development District was held on **Thursday, OCTOBER 28, 2021** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

COL Katrina Lloyd, Chair of the Human Resources Committee, called for any comments from the public.

COL Lloyd stated there were no items to discuss in the Human Resource Committee and next called for any additions. There being none, COL Lloyd adjourned the Human Resources Committee.

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

CAPITAL PROJECTS COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
OCTOBER 28, 2021

The regular meeting of the Capital Projects Committee of the England Economic and Industrial Development District was held on **Thursday, OCTOBER 28, 2021** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Mr. Barron, Chair of the Capital Projects Committee, requested a roll call.

The following were present: Mr. William Barron, Mr. Richard Bushnell, Mr. Dennis Frazier, Colonel Lloyd, Mr. Patrick O'Quin, Mr. Sam Spurgeon and Mr. Zeb Winstead.

Absent: Mrs. Robbyn Cooper, Mr. Charlie Weems

Mr. Barron called for any additions or comments from the public. There being none, Mr. Barron proceeded with the Capital Project Committee meeting.

Motion by **Mr. Frazier**, second by **Colonel Lloyd**, to adopt resolution requesting LADOTD, Division of Aviation, to provide assistance for construction of various airport related projects at Alexandria International Airport (AEX).

Scott Gammel, Deputy Director of Alexandria International Airport, reviewed and discussed in detail the Capital Improvement Plans for AEX. The England Authority is required each year by November 1st to submit to the LADOTD, Division of Aviation, projects the England Authority plans on constructing during the upcoming State fiscal year. The projects submitted will compete for funding in the LADOTD Aviation Priority Program.

On vote, motion carried.

Status Report – Presented by Scott Gammel, Deputy Director-Airport

- **Part 150 Noise Program** – Program continues to acquire parcels. Currently 28 parcels remain. The acquired property will ultimately be developed for commercial or industrial use.
- **Runway 18/36 Extension:** Project to extend secondary runway from 7,001 feet to 8,500 feet had been started. Progressive Construction has the contract with Womack Construction as the sub-contractor.
- **Airfield Electrical Rehab:** Continues to move forward. Change Order for E. P. Breaux to complete the project will be submitted at the November meeting.
- **Runway Safety Area Rehabilitation:** The additional of the 35 feet of shoulder to the primary runway has temporarily stopped due to Mr. Gammel receiving military notification of incoming 777 aircraft through the middle of November. The project will continue once this aircraft traffic clears.

There being no further items to discuss, Mr. Barron adjourned the Capital Project Committee 4:51 p.m.

William Barron, Committee Chair
CAPITAL PROJECTS COMMITTEE
England Economic and Industrial Development District