

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
BOARD OF COMMISSIONERS REGULAR SESSION NOVEMBER 18, 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, November 18, 2021 at 5:16 p.m.**

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

There were present: Mr. Richard Bushnell, Chair; Mrs. Robbyn Cooper, Vice Chair; Mr. William Barron, Mr. Dennis Frazier, COL Katrina Lloyd, Mr. Patrick O'Quin, Mr. Sam Spurgeon, Mr. Charlie Weems and Mr. Zeb Winstead

Also present were members of the England Authority staff: Mrs. Sandra McQuain, Executive Director; Mr. John Ryland, Legal Counsel; Ms. Mary Kee, Municipal Clerk; Mr. David Broussard, Deputy Director- Landside; Mr. Scott Gammel, Deputy Director – Airside; Mrs. Cathy Grant, Finance Director

Absent were: Mrs. Robbyn Cooper

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 and #3.

Motion by **Mr. Barron**, second by **Mr. Weems**, to approve consent calendar for items #1 and #3. 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 OCTOBER 19, 2021 SPECIAL CALLED MEETING AND OCTOBER 28, 2021 REGULAR BOARD MEETING AND COMMITTEE MEETINGS.

Motion by **Mr. Barron**, second by **Mr. Weems**, to approve the Minutes of October 19, 2021 Special Called meeting and October 28, 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. **049-2021**

MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE LEASE AMENDMENT #1 BETWEEN EEIDD AND TAILWIND AEX, LLC.

Motion by **Mr. Barron**, second by **Mr. Weems**, to authorize Executive Director to execute Lease Amendment #1 between EEIDD and Tailwind AEX, LLC. The Chair called for any comments from the board or public. On vote, motion carried. **050-2021**

TO RECEIVE ANNUAL INDEPENDENT AUDIT REPORT ON FISCAL YEAR 2020/2021 FROM KOLDER, SLAVEN & COMPANY, LLC.

Motion by **Mr. Barron**, second by **COL Lloyd**, to receive annual independent audit report on fiscal year 2020/2021 from Kolder, Slaven & Company, LLC. The Chair called for any comments from the board or public. On vote, motion carried. **051-2021**

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Chairman Bushnell called for a motion to table item # 4 as follows:

MOTION TO ENTER INTO EXECUTIVE SESSION TO DISCUSS LEGAL RAMIFICATIONS OF VACCINE MANDATES FOR FEDERAL CONTRACTORS AND SUBCONTRACTORS.

Motion by **Mr. Barron**, second by **Mr. Frazier**, to table the above motion, item #4.

Heard from Mrs. Sandra McQuain regarding ramifications of vaccine mandates for federal contractors and subcontractors: A memo from the D.C. firm was placed in the commissioners books prior to the meetings. Mrs. McQuain stated that there are lawsuits related to OSHA as well as lawsuits related to the impact that could affect the England Airpark as a federal contractor. Mrs. McQuain is starting to receive letters from different federal agencies asking England Airpark to amend contracts to include vaccine mandates of which she had not executed yet. Mrs. McQuain stated to the board of commissioners, that she just wanted to make them aware of the mandates and that she and Mr. John Ryland, England Authority attorney, are working closely with the D.C. firm and will keep the board of commissioners up to date regarding the vaccine mandates.

The Chair called for any comments from the board or public. By unanimous vote, motion carried.

ADDITIONS TO AGENDA

E. Comments by Legal Counsel – N/A

F. Comments or Questions by Commissioners – N/A

G. Staff Report:

a) Financial – Cathy Grant, Finance Director: Mrs. Grant apologized to new commissioners for not sending the financial report and audit report to Mr. O'Quin, Mr. Spurgeon and Mr. Winstead.

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

Low enplanement is contributed to staffing and equipment nationwide from all three airlines- United, Delta and American. Mr. Gammel also mentioned that Monroe lost its United Airlines flight. Mr. Gammel is hopeful that AEX will acquire some of the passengers from the Monroe area.

Fuel sales are doing well, mainly due to the military. Ft. Polk Operational Readiness Inspection (ORI) will be bringing a B-52 into AEX for landing exercises in late December to early January. In March, the Special OPS along with the Air Force will be doing take down maneuvers. Mr. Gammel also stated that these military operations have such a major impact, \$9.2 million, to the state of Louisiana and our community.

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

Mrs. McQuain, Commissioner Winstead and David Broussard attended a Ft. Polk community briefing last week. AEX sponsored a VIP reception before the briefing dinner. Those in attendance were Secretary Don Pierson with LED with some of his senior staff; Congressman Mike Johnson; Senator Mike Reese and the Roosevelt Group who represent Ft. Polk Progress in Washington, D.C. on the military matters.

GOLF: Mr. Broussard stated that there was a newsletter in each commissioner's book. England Airpark has retained *Elite Golf Management* as their partner. Mr. Robbie Gueringer is the new General Manager.

MULTI-FAMILY HOUSING: Still in discussions with company that submitted the RFQ. As soon as Staff finds out more of the framework pertaining to structure and finances, in the next 30 to 90 days, the board will meet with the company and staff to discuss further details.

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Commissioner Barron suggested that when the framework gets closer, that the Chairman organize small groups to make sure all commissioners are involved and kept informed regarding the multi-family housing. Demolition Projects: A large concrete slab next to Reddy Ice was removed, as well as the removal of the credit union.

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 **5:34 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
NOVEMBER 18, 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, NOVEMBER 18, 2021** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

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

Chairman Bushnell next introduced Rev. Dr. Ramonalynn Bethley, Senior Pastor of the First United Methodist Church, Alexandria, LA. Reverend Bethley gave the invocation and Commissioner Dennis Frazier led the Pledge of Allegiance.

Chairman Richard Bushnell called on Commissioner Charlie Weems, Chair of the Admin/Legal Committee. Mr. Weems stated that there were no items to discuss. Mr. Weems next asked if there were any public comments or additions to the agenda.

There being no additional agenda items to discuss and no comments from the public, Mr. Weems 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
NOVEMBER 18, 2021

The regular meeting of the Finance Committee of the England Economic and Industrial Development District was held on **NOVEMBER 18, 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, Mr. Patrick O'Quin, Mr. Sam Spurgeon, Mr. Charlie Weems and Mr. Zeb Winstead

Absent: Mrs. Robbyn Cooper; COL Katrina Lloyd

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 October 2021.

Commissioner Zeb Winstead stated that he and two other new elected Commissioners, Mr. Patrick O'Quinn and Mr. Sam Spurgeon, did not receive the Financial Report for October.

Commissioner Frazier stated that there is no vote required for the Financial Report or the paid invoices.

Commissioner Winstead asked if the England Authority had explored the concept of issuing municipal bonds and having more liquidity at the England Authority. Mr. Winstead requested a response in the next few months, as he feels interest rates would be going up.

Discussion ensued.

NOTE: At approximately 4:35 p.m., COL Katrina Lloyd arrived to meeting in progress.

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
NOVEMBER 18, 2021

The regular meeting of the Audit Committee of the England Economic and Industrial Development District was held on **Thursday, NOVEMBER 18, 2021** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

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

Mr. Frazier requested a 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, Mr. Charlie Weems and Mr. Zeb Winstead

Absent were: Mrs. Robbyn Cooper

Chair Frazier stated that the three newly elected Commissioners, Mr. O'Quin, Mr. Spurgeon and Mr. Winstead did not receive the Audit Report prior to the meeting date. Mr. Frazier also stated that the auditor and Mrs. McQuain should have sent out the Auditor's Report before the meetings took place.

After a brief discussion, Chair Frazier stated that the Audit Report would be tabled.

Motion by **Mr. William Barron**, second by **COL Katrina Lloyd**, to table the receipt of the annual independent Audit Report on Fiscal Year 2020/2021 from Kolder, Slaven & Company, LLC.

Chair Frazier called for a roll call:

Mr. Barron – Yes
Mr. Bushnell – Yes
Ms. Cooper – Absent
Mr. Frazier - Yes
COL Lloyd – Yes
Mr. O'Quin – No
Mr. Spurgeon – No
Mr. Weems – No
Mr. Winstead – No

Motion failed.

Mr. Nick Fowlkes with Kolder, Slaven & Company, LLC presented the audit report to the Board of Commissioners.

After Mr. Fowlkes presentation, he stated that the England Authority had received a "clean Audit Report".

Motion by **Mr. Spurgeon**, second by **Mr. Winstead**, to receive the annual independent Audit Report on Fiscal Year 2020/2021 from Kolder, Slaven & Company, LLC. On vote, motion carried.

Chair Frazier stated there were no further 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
NOVEMBER 18, 2021

The regular meeting of the Economic Development Committee of the England Economic and Industrial Development District was held on **Thursday, NOVEMBER 18, 2021** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Chairman Richard Bushnell called on Commissioner Charlie Weems, Chair of 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, Mr. Charlie Weems and Mr. Zeb Winstead.

Absent: Mrs. Robbyn Cooper

Motion by **Mr. Winstead**, second by **Mr. Spurgeon**, to authorize Executive Director to execute Lease Amendment #1 between EEIDD and Tailwind AEX, LLC.

Mr. Broussard stated to the board that Tailwind AEX, LLC is the food and beverage operator in the commercial terminal. Tailwind has been with the airport for ten years and would like to continue operating with an additional five-year lease. They are a national brand, great vendor as well as a great partner.

Commissioner Frazier led a discussion concerning tenants being required to pay property insurance. Mr. Frazier would like to have a conversation in the near future as to whether a tenant that leases a commercial building, should that tenant be required to purchase property insurance for the whole building up to the cost of the whole building.

Commissioner Weems asked Mr. Broussard if there was an increase in the base rent.

Mr. Broussard stated that there was not an increase in the base rent.

Mr. Gammel stated that the concession at the airport are just providing a service for the customers. AEX is an Origin and Destination Airport, meaning that people get to the airport right before they have to board and immediately leave when they arrive. Therefore, the concessions do not have an opportunity to make the revenue to sustain a high rent base.

On vote, motion carried.

There being no additional agenda items to discuss and no comments from the public, Mr. Weems 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.

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

Mr. Frazier stated there were no 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
NOVEMBER 18, 2021

The regular meeting of the Human Resources Committee of the England Economic and Industrial Development District was held on **Thursday, NOVEMBER 18, 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
NOVEMBER 18, 2021

The regular meeting of the Capital Projects Committee of the England Economic and Industrial Development District was held on **Thursday, NOVEMBER 18, 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, Mr. Charlie Weems and Mr. Zeb Winstead

Absent: Mrs. Robbyn Cooper

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

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

- **Part 150 Noise Program** – Program is moving forward. FAA stated that the England Airpark would get another \$3 million for this project and it will keep the program moving forward.
- **Runway 18/36 Extension**: going very well.
- **Airfield Electrical Rehab**: Ending soon. In December, England Authority will have a grant to approve for AEX to have approach lights for the first time.
- **Runway Safety Area Rehabilitation**: Plenty of dirt being moved and many available job openings. Mr. Gammel will provide pictures for both projects at December meetings. A 35 foot shoulder of asphalt is being laid down. When finished, it will be similar to a 33 mile, two lane highway.

Mr. Gammel stated that in December a new project would be added – Wildlife Safety Rehab Fencing project. It would entail six miles of fencing with concrete and barbwire.

There being no further items to discuss, Mr. Barron adjourned the Capital Project Committee 5:16 p.m.

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