

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
BOARD OF COMMISSIONERS                      REGULAR SESSION JANUARY 20, 2022**

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The England Economic and Industrial Development District met in Regular Session in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana, on **Thursday, January 20, 2022 at 5:27 p.m.**

Mrs. Robbyn Cooper, Chair of the England Authority, requested a roll call.

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

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

**Absent were:** Mr. Charlie Weems

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

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

**MOTION TO APPROVE THE MINUTES OF DECEMBER 9, 2021 REGULAR BOARD MEETING AND COMMITTEE MEETINGS.**

Motion by **Mr. William Barron**, second by **Mr. Dennis Frazier**, to approve the Minutes of December 9, 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. **001-2022**

Chair Cooper called for a motion to approve consent calendar for items #2 through item #5.

Motion by **Mr. Richard Bushnell**, second by **Mr. Patrick O'Quin**, to approve consent calendar for items #1 through item #5. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried.

**MOTION TO SET MEETING DATES FOR 2022. COMMITTEE MEETINGS AND BOARD MEETINGS WILL BE HELD TOGETHER ON THE 4<sup>TH</sup> THURSDAY OF EACH MONTH WITH MEETINGS BEGINNING AT 4:30 P.M. JANUARY, NOVEMBER AND DECEMBER MEETINGS WILL BE HELD ON THE 3<sup>RD</sup> THURSDAY OF THE MONTH BEGINNING AT 4:30 P.M. DUE TO THE HOLIDAYS.**

Motion by **Mr. Richard Bushnell**, second by **Mr. Patrick O'Quin**, to set meeting dates for 2022. Committee Meetings and Board Meetings will be held together on the 4<sup>th</sup> Thursday of each month with meetings beginning at 4:30 p.m. January, November and December meetings will be held on the 3<sup>rd</sup> Thursday of the month beginning at 4:30 p.m. due to the holidays. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **002-2022**

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**MOTION TO NAME THE TOWN TALK AS OFFICIAL JOURNAL OF THE ENGLAND ECONOMIC & INDUSTRIAL DEVELOPMENT DISTRICT.**

Motion by **Mr. Richard Bushnell**, second by **Mr. Patrick O'Quin**, to name The Town Talk as official journal of the England Economic & Industrial Development District. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **003-2022**

**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). 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, 2022.**

Motion by **Mr. Richard Bushnell**, second by **Mr. Patrick O'Quin**, 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). 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, 2022. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **004-2022**

**MOTION TO ADOPT HOURLY RATE INCREASE FOR RPSO DEPUTIES PROVIDING SECURITY AT THE COMMUNITY CENTER TO \$35.00 PER HOUR.**

Motion by **Mr. Richard Bushnell**, second by **Mr. Patrick O'Quin**, to adopt hourly rate increase for RPSO deputies providing security at The Community Center to \$35.00 per hour. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **005-2022**

**ADDITIONS TO AGENDA**

**E. Comments by Legal Counsel – N/A**

**F. Comments or Questions by Commissioners –** Mrs. Robbyn Cooper presented a plaque to Commissioner Richard Bushnell for serving as Chair of the England Authority for the year 2021. Mrs. Cooper next presented a plaque to Commissioner Colonel Katrina Lloyd for her service as Secretary/Treasurer of the England Authority for the year 2021.

**G. Staff Report:**

**a) Financial – Cathy Grant, Finance Director:** 50% through the year; expenses are on point and up in revenues.

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

Air traffic and load factor is good. United Airlines has pulled out of Monroe, LA., due to shortage of equipment and lack of pilots.

**c) Economic Development – David Broussard, Airpark Deputy Director-Landside:** Postponed until February as Mr. Broussard was out sick.

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

Chair Robbyn Cooper called for any comments or questions from the public. There being none, meeting adjourned at **5:31 p.m.**

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**Robbyn Cooper, Chair**

*England Economic and Industrial Development District  
Board of Commissioners*

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**COL Katrina Lloyd, Secretary/Treasurer**

*England Economic and Industrial Development District  
Board of Commissioners*

**ADMIN/LEGAL COMMITTEE**  
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
**JANUARY 20, 2022**

The regular meeting of the Admin/Legal Committee of the England Economic and Industrial Development District was held at **4:30 p.m. on Thursday, JANUARY 20, 2022** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Mrs. Robbyn Cooper, Chair of the England Authority, called the committee meetings to order and gave the invocation. Commissioner Patrick O'Quin led the Pledge of Allegiance.

Mrs. Cooper began the first meeting of the commission by wishing all Commissioners and everyone in the audience a happy new year. Chair Cooper stated that she was looking forward to a great year working with everyone and hoping to have a very productive year in achieving things for the community.

Chair Robbyn Cooper called on Commissioner Zeb Winstead. Mr. Winstead requested a roll call in the absence of Commissioner Charlie Weems, Chair of the Admin/Legal Committee.

**The following were present:** Mr. William Barron, Mr. Richard Bushnell, Mrs. Robbyn Cooper, Mr. Dennis Frazier, Mr. Patrick O'Quin, Mr. Sam Spurgeon and Mr. Zeb Winstead.

**Absent:** Colonel Katrina Lloyd, Mr. Charlie Weems

Motion by **Mr. William Barron**, second by **Mr. Richard Bushnell**, to set meeting dates for 2022. Committee Meetings and Board Meetings will be held together on the 4<sup>th</sup> Thursday of each month with meetings beginning at 4:30 p.m. January, November and December meetings will be held on the 3<sup>rd</sup> Thursday of the month beginning at 4:30 p.m. due to the holidays. On vote, motion carried.

Motion by **Mr. Richard Bushnell**, second by **Mr. Sam Spurgeon**, to name The Town Talk as official journal of the England Economic & Industrial Development District. On vote, motion carried.

Mr. Winstead stated that there were no further items to discuss. Mr. Winstead 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. Winstead adjourned the Admin/Legal Committee.

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

**FINANCE COMMITTEE**  
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
**JANUARY 20, 2022**

The regular meeting of the Finance Committee of the England Economic and Industrial Development District was held on Thursday, **JANUARY 20, 2022** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Mr. Patrick O'Quin, Chair of the Finance Committee, requested a roll call.

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

**Absent:** COL Katrina Lloyd; Mr. Charlie Weems

Received schedule of paid invoices for the month of December 2021.

Colonel Katrina Lloyd arrived to meetings in progress at approximately 4:33 p.m.

Commissioner Dennis Frazier requested a detail quarterly financial report from Cathy Grant, Financial Director, so he and the Board of Commissioners would have the information they need in advance of the monthly meetings.

Mr. O'Quin stated that there were no further items to discuss and 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. O'Quin adjourned the Finance Committee.

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Mr. Patrick O'Quin, Committee Chair  
**FINANCE COMMITTEE**  
England Economic & Industrial Development District

**AUDIT COMMITTEE**  
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
**JANUARY 20, 2022**

The regular meeting of the Audit Committee of the England Economic and Industrial Development District was held on **Thursday, JANUARY 20, 2022** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Chair Robbyn Cooper called on Commissioner Dennis Frazier, Chair for the Audit Committee.

Commissioner Frazier stated that there were no items to be discussed and called for any additions or public comments.

There being none, Mr. Frazier adjourned the Audit Committee.

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

**ECONOMIC DEVELOPMENT COMMITTEE**  
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
**JANUARY 20, 2022**

The regular meeting of the Economic Development Committee of the England Economic and Industrial Development District was held on Thursday, **JANUARY 20, 2022** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Chair Robbyn Cooper called on Commissioner Sam Spurgeon, Chair of the Economic Development Committee.

Commissioner Spurgeon requested a roll call.

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

**Absent:** Charlie Weems

Motion by **Mr. Zeb Winstead**, second by **COL Katrina Lloyd**, 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). 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, 2022. On vote, motion carried.

Chair Sam Spurgeon stated that there were no further items to discuss and next called for any public comments.

There being none, Mr. Spurgeon adjourned the Economic Development Committee.

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Mr. Sam Spurgeon, Committee Chair  
**ECONOMIC DEVELOPMENT COMMITTEE**  
England Economic and Industrial Development District

**OPERATIONS COMMITTEE**  
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
**JANUARY 20, 2022**

The regular meeting of the Operations Committee of the England Economic and Industrial Development District was held on **Thursday, JANUARY 20, 2022** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Chair Robbyn Cooper called on Commissioner Zeb Winstead, Chair for the Operations Committee.

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

**Absent:** Mr. Charlie Weems

Motion by **Mr. Dennis Frazier**, second by **COL Katrina Lloyd**, to adopt hourly rate increase for RPSO deputies providing security at The Community Center to \$35.00 per hour. On vote, motion carried.

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

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Mr. Zeb Winstead, Committee Chair  
**OPERATIONS COMMITTEE**  
England Economic and Industrial Development District



**HUMAN RESOURCES COMMITTEE**  
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
**JANUARY 20, 2022**

The regular meeting of the Human Resources Committee of the England Economic and Industrial Development District was held on **Thursday, JANUARY 20, 2022** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Chair Robbyn Cooper called on Colonel Katrina Lloyd, Chair of Human Resources Committee.

COL Katrina Lloyd stated that there were no items to discuss and called for any comments from the public.

There being none, Chair Colonel Katrina Lloyd adjourned the Human Resources Committee.

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

**CAPITAL PROJECTS COMMITTEE**  
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
**JANUARY 20, 2022**

The regular meeting of the Capital Projects Committee of the England Economic and Industrial Development District was held on **Thursday, JANUARY 20, 2022** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

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

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

**Absent:** 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.

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

- **Part 150 Noise Program** – Going along very nicely. Closed one grant and purchased five parcels within the last month. There are 35 parcels left.
- **Runway 18/36 Extension:** – A stone base had been put down on the taxiway side. A \$21 million project.
- **Airfield Electrical Rehab:** Should be finished in the next 30-60 days.
- **Runway Safety Area Rehabilitation:** Project is 75% to 80% complete. After the wearing course is put down, job will be completed.
- **Wildlife Safety Rehab Fencing:** Phase 1- completed; Phase 2- In design; today, the Louisiana State Aviation Division awarded another \$1.9 million to begin Phase 3. Due to increase pricing, it looks like there will be a Phase 4.
- **Master Plan:** This plan is a “road map” of where England Authority is headed with Alexandria International Airport. It reflects a five year to twenty year plan and is required by FAA. Mr. Gammel stated that every airport has to have a Master Plan.

Mr. Gammel introduced Mr. Phil Jufko with Michael Baker, who has a twenty year history with Alexandria International Airport and has done all of England Airpark's master planning.

Mr. Jufko presented a twenty minute presentation of the Master Plan and will present the plan to the Rotary Club on February 15, 2022. The presentation will also be offered in a public forum at The England Airpark Community Center on February 15, 2022 from 4:00 p.m. – 7:00 p.m.

There being no further items to discuss, Mr. Barron adjourned the Capital Project Committee at 5:26 p.m.

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