

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
BOARD OF COMMISSIONERS** **REGULAR SESSION AUGUST 25, 2022**

The England Economic and Industrial Development District met in Regular Session in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana, on **Thursday, August 25, 2022 at 5:07 p.m.**

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

Present: Mrs. Robbyn Cooper, Chair; Mr. William Barron, Vice Chair; Mr. Richard Bushnell, Mr. Dennis Frazier, Mr. Patrick O'Quin, Mr. Sam Spurgeon and Mr. Zeb Winstead

Absent: Colonel Katrina Lloyd, Mr. Charlie Weems.

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

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 requested a motion to approve the Minutes of July 28, 2022 Regular Board meeting and Committee meetings.

MOTION TO APPROVE THE MINUTES OF JULY 28, 2022 REGULAR BOARD MEETING AND COMMITTEE MEETINGS.

Motion by **Mr. William Barron**, second by **Mr. Richard Bushnell**, to approve the minutes of July 28, 2022 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. **045-2022**

MOTION TO AUTHORIZE INTERIM EXECUTIVE DIRECTOR TO EXECUTE LEASE OPTION WITH CLECO POWER FOR UP TO 800 ACRES TO DEVELOP A SOLAR FARM.

Chair Cooper requested a roll call vote:

Yes – Mr. Barron
Yes – Mr. Bushnell
Abstain – Mrs. Cooper
Yes – Mr. Frazier
Absent – COL Lloyd
Yes – Mr. O'Quin
Yes – Mr. Spurgeon
Absent – Mr. Weems
Yes – Mr. Winstead

Yea – 6
Abstain – 1
Absent - 2

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
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On vote, motion carried.

Motion by **Mr. Sam Spurgeon**, second by **Mr. Richard Bushnell**, to authorize Interim Executive Director to execute lease option with CLECO Power for up to 800 acres to develop a solar farm. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **046-2022**

MOTION TO AUTHORIZE CLECO POWER TO FILE AN APPLICATION WITH MID-CONTINENT INDEPENDENT SYSTEM OPERATOR (MISO) TO ENTER THE QUEUE PROCESS FOR A SOLAR PROJECT AT ENGLAND AIRPARK.

Chair Cooper requested a roll call vote:

Yes – Mr. Barron
Yes – Mr. Bushnell
Abstain – Mrs. Cooper
Yes – Mr. Frazier
Absent – COL Lloyd
Yes – Mr. O’Quin
Yes – Mr. Spurgeon
Absent – Mr. Weems
Yes – Mr. Winstead

Yea – 6
Abstain – 1
Absent – 2

On vote, motion carried.

Motion by **Mr. William Barron**, second by **Mr. Patrick O’Quin**, to authorize Cleco Power to file an application with Mid-Continent Independent System Operator (MISO) to enter the queue process for a solar project at England Airpark. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **047-2022**

Chair Cooper next called for a motion to approve consent calendar for items #4 through #7.

Motion by **Mr. Zeb Winstead**, second by **Mr. William Barron**, to approve consent calendar for items #4 through #7.

MOTION TO AUTHORIZE INTERIM EXECUTIVE DIRECTOR TO EXECUTE LEASE AMENDMENT #10 BETWEEN EEIDD AND THE UNITED STATES OF AMERICA FOR 35.8 ACRES FOR CONTINUED USE BY THE FEDERAL EMERGENCY MANAGEMENT ADMINISTRATION (FEMA) FOR STAGING AND LOGISTIC PURPOSES.

Motion by **Mr. Zeb Winstead**, second by **Mr. William Barron**, to authorize Interim Executive Director to execute Lease Amendment #10 between EEIDD and the United States of America for 35.8 acres for continued use by the Federal Emergency Management Administration (FEMA) for staging and logistic purposes. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **048-2022**

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
BOARD OF COMMISSIONERS** **REGULAR SESSION AUGUST 25, 2022**

MOTION TO AUTHORIZE INTERIM EXECUTIVE DIRECTOR TO EXECUTE CHANGE ORDER #2 WITH PROGRESSIVE CONSTRUCTION COMPANY, LLC FOR THE EXTENSION OF RUNWAY 18 AND ASSOCIATED IMPROVEMENTS PHASE 1.

Motion by **Mr. Zeb Winstead**, second by **Mr. William Barron**, to authorize Interim Executive Director to execute Change Order #2 with Progressive Construction Company, LLC for the Extension of Runway 18 and Associated Improvements Phase 1. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **049-2022**

MOTION AUTHORIZING INTERIM EXECUTIVE DIRECTOR TO EXECUTE CERTIFICATE OF SUBSTANTIAL COMPLETION FOR THE EXTENSION OF RUNWAY 18 AND ASSOCIATED IMPROVEMENTS PHASE 1.

Motion by **Mr. Zeb Winstead**, second by **Mr. William Barron**, authorizing Interim Executive Director to execute Certificate of Substantial Completion for the Extension of Runway 18 and Associated Improvements Phase 1. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **050-2022**

MOTION TO AUTHORIZE INTERIM EXECUTIVE DIRECTOR TO EXECUTE CONTRACT WITH PROGRESSIVE CONSTRUCTION COMPANY, INC. FOR THE SOUTH APRON REHABILITATION PROJECT PHASE 1 IN THE AMOUNT OF \$1,428,785.28 SUBJECT TO FUNDING AND SUBJECT TO THE RECEIPT OF ALL PROPER AND NECESSARY BID DOCUMENTS.

Motion by **Mr. Zeb Winstead**, second by **Mr. William Barron**, to authorize Interim Executive Director to execute contract with Progressive Construction Company, Inc. for the South Apron Rehabilitation Project Phase 1 in the amount of \$1,428,785.28 subject to funding and subject to the receipt of all proper and necessary bid documents. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **051-2022**

E. Comments by Legal Counsel – N/A

F. Comments or Questions by Commissioners – N/A

G. Staff Report – a) Financial – N/A

- b) **Air Traffic/Operations** - down 27%. Getting ready for a big rotation next month. Fuel sales are up for the year. Unfortunately, there is an airplane shortage. September 26, the flight simulator will be installed for the ACE program.

Air Service Study - The Defense Community Infrastructure Pilot Program (DCIPP) - grant program that helps entities that are associated with military infrastructure. England Airpark is working on a Wash Rack for military planes in the next 60 days. In order to build the Wash Rack, England Airpark would have to upgrade their sewer lift station. DCIPP would allow the Airpark to have a new sewer lift station for the entire Airpark. DCIPP would pay 70% and LED would pay 30%.

- c) **Economic Development/Operations** – David Broussard: NCO Club was demolished last week. Grass seeding to begin as soon as it stops raining. There are six more buildings to be demolished.

Operations: There were 69 residential calls and 18 commercial calls.

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 5:45 p.m.

Robbyn Cooper, Chair

*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
AUGUST 25, 2022

The regular meeting of the Admin/Legal Committee of the England Economic and Industrial Development District was held at **4:32 p.m. on Thursday, AUGUST 25, 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 next gave the invocation. Commissioner William Barron led the Pledge of Allegiance.

Chair Robbyn Cooper proceeded with the Admin/Legal Committee. In the absence of Chair Charlie Weems, Mrs. Cooper requested Vice Chair Zeb Winstead to preside over the Admin/Legal Committee.

Commissioner Winstead stated there were no items to discuss and called for any additions or public comments.

There being none, Mr. Winstead dismissed the Admin/Legal Committee.

Chair Robbyn Cooper next called upon Commissioner Dennis Frazier, Chair of the Finance Committee.

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

FINANCE COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
AUGUST 25, 2022

The regular meeting of the Finance Committee of the England Economic and Industrial Development District was held on Thursday, **AUGUST 25, 2022** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Chair Dennis Frazier requested a roll call.

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

Absent: COL Katrina Lloyd, Mr. Sam Spurgeon, Mr. Charlie Weems

Received schedule of paid invoices for the month of July 2022.

Commissioner Winstead directed a few questions to Mrs. Cathy Grant, Finance Director. Discussion ensued regarding payments/credits to Pan American Engineers, Provosty Law Firm and Breazele, Sachse and Wilson Law Firm.

Mrs. Grant stated that she would have answers for commissioners at the September meetings.

Mr. Frazier stated that there were no further items to discuss and asked if there were any public comments or additions to the agenda.

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

Mr. Dennis Frazier, Committee Chair
FINANCE COMMITTEE
England Economic & Industrial Development District

AUDIT COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
AUGUST 25, 2022

The regular meeting of the Audit Committee of the England Economic and Industrial Development District was held on **Thursday, AUGUST 25, 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.

Chair Dennis Frazier stated that there were no items to discuss and called for any comments from the public.

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

Chair Robbyn Cooper requested Commissioner Winstead to proceed with the Operations Committee.

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

ECONOMIC DEVELOPMENT COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
AUGUST 25, 2022

The regular meeting of the Economic Development Committee of the England Economic and Industrial Development District was held on Thursday, **AUGUST 25, 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.

Mr. Spurgeon 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, Mr. Zeb Winstead

Absent: COL Katrina Lloyd, Mr. Charlie Weems

Motion to authorize interim Executive Director to execute lease option with Cleco Power for acreage to develop a solar farm.

Motion by **Mr. Zeb Winstead**, second by **Mr. William Barron**, to adopt the motion.

Note: Commissioner Robbyn Cooper abstained from any discussion, as well as voting, regarding CLECO Power.

Heard from Mr. Shane Hilton, CEO and President of CLECO Power. Mr. Hilton stated that CLECO Power is a member of the Mid Continent Independent System Operator (MISO) and the Miso paperwork would be filed before September 15, 2022.

Discussion ensued.

Commissioner Barron stated that he and David Broussard, Deputy Director of Landside; Glenn Curtis, Interim Executive Director; Commissioner Sam Spurgeon, Chair of Economic Development Committee would meet next week and then present a base lease proposal to CLECO.

Motion by **Mr. Zeb Winstead**, second by **Mr. William Barron**, to amend the motion to read as follows:

Motion to authorize Interim Executive Director to execute lease option with Cleco Power for up to 800 acres to develop a solar farm.

Chair Sam Spurgeon called for a roll call vote to amend the motion:

Yea – Mr. Barron

Yea – Mr. Bushnell

Abstain – Mrs. Cooper

Yea – Mr. Frazier

Yea – Mr. O'Quin

Yea – Mr. Spurgeon

Yea – Mr. Winstead

Yea – 6
Abstain – 1
Absent - 2

On vote, motion was amended.

Motion by **Mr. Zeb Winstead**, second by **Mr. William Barron**, to authorize Interim Executive Director to execute lease option with Cleco Power for up to 800 acres to develop a solar farm.

Chair Cooper asked for any comments from the public. There being none, motion carried.

Motion by **Mr. William Barron**, second by **Mr. Richard Bushnell**, to authorize Cleco Power to file an application with Mid-Continent Independent System Operator (MISO) to enter the queue process for a solar project at England Airpark.

Chair Sam Spurgeon called for a roll call vote:

Yes – Mr. Barron
Yes – Mr. Bushnell
Abstain – Mrs. Cooper
Yes – Mr. Frazier
Yes – Mr. O'Quin
Yes – Mr. Spurgeon
Yes – Mr. Winstead

Yea – 6
Abstain – 1
Absent - 2

On vote, motion carried.

Motion by **Mr. Zeb Winstead**, second by **Mr. Richard Bushnell**, to authorize Interim Executive Director to execute Lease Amendment #10 between EEIDD and the United States of America for 35.8 acres for continued use by the Federal Emergency Management Administration (FEMA) for staging and logistic purposes. On vote, motion carried.

Commissioner Sam Spurgeon called for any additions or public comments.

There being none, Mr. Sam Spurgeon adjourned the Economic Development Committee at 5:24 p.m.

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

OPERATIONS COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
AUGUST 25, 2022

The regular meeting of the Operations Committee of the England Economic and Industrial Development District was held on **Thursday, AUGUST 25, 2022** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Mr. Zeb Winstead, Chair of the Operations Committee, stated that there were no items to discuss and next called for any additions or public comments.

There being none, Mr. Winstead dismissed the Operations Committee.

Chair Robbyn Cooper next called upon Commissioner Patrick O'Quin, in the absence of COL Katrina Lloyd, Chair of the Human Resource Committee.

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

HUMAN RESOURCES COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
AUGUST 25, 2022

The regular meeting of the Human Resources Committee of the England Economic and Industrial Development District was held on **Thursday, AUGUST 25, 2022** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Patrick O'Quiin, Vice-Chair of the Human Resources committee, called for a roll call in the absence of COL Katrina Lloyd.

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

Absent: COL Katrina Lloyd, Mr. Sam Spurgeon, Mr. Charlie Weems

Commissioner O'Quin led discussion regarding whether or not to hire a Human Resource person immediately or wait for the new Executive Director to make the decision.

Interim Executive Director, Glenn Curtis, stated that it would be taken under advisement.

NOTE: Commissioner Sam Spurgeon arrived to meeting in progress at approximately 4:50 p.m.

Mr. O'Quin called for any additions or comments from the public. There being none, Commissioner O'Quin adjourned the Human Resource Committee.

Chair Robbyn Cooper next called upon Commissioner William Barron, Chair of the Capital Projects 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
AUGUST 25, 2022

The regular meeting of the Capital Projects Committee of the England Economic and Industrial Development District was held on **Thursday, AUGUST 25, 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, Mr. Patrick O'Quin, Mr. Sam Spurgeon and Mr. Zeb Winstead

Absent: Colonel Katrina Lloyd, Mr. Charlie Weems

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

Commissioner Winstead would like to know what the priority list is for Capital Projects.

Motion by **Mr. Zeb Winstead**, second by **Mr. Sam Spurgeon**, to authorize Interim Executive Director to execute Change Order #2 with Progressive Construction Company, LLC for the Extension of Runway 18 and Associated Improvements Phase 1. On vote, motion carried.

Motion by **Mr. Zeb Winstead**, second by **Mr. Patrick O'Quin**, authorizing Interim Executive Director to execute Certificate of Substantial Completion for the Extension of Runway 18 and Associated Improvements Phase 1. On vote, motion carried.

Motion by **Mr. Patrick O'Quin**, second by **Mr. Zeb Winstead**, to authorize Interim Executive Director to execute contract with Progressive Construction Company, Inc. for the South Apron Rehabilitation Project Phase 1 in the amount of \$1,428,785.28 subject to funding and subject to the receipt of all proper and necessary bid documents. On vote, motion carried.

Mr. Barron next called on Mr. Scott Gammel to give Status Report.

Status Report – Presented by Scott Gammel, Deputy Director-Airport
Projects are going well. Within the next three to six months, all ten (10) projects are going on and are 100% funded and will create over 100 jobs, except for the runway extension. If England Authority is able to secure the runway extension through the infrastructure grant, that would add \$37 million for work to be done at the airport, which could include the runway extension.

Heard from David Broussard, Deputy Director-Landside, on the following projects:

- a) **Multi - Family Housing** – Received approval letter from HUD to move forward in seeking financing with an approved lender, Highland Commercial Mortgage.
- b) **OakWing** – Rain slowed work down. Bunker project – up to “hole 9” for demolition. Installing the drainage and reshaping the bunker. By September 7, capillary concrete would be installed. The practice green is done except for seeding. Rain has to stop before planting.

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

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