

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
BOARD OF COMMISSIONERS REGULAR SESSION DECEMBER 15, 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, December 15, 2022, at 5:09 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 and Mr. Charlie Weems.

Also present were members of the England Authority staff: Mr. David Broussard, Deputy Director-Landside; Mr. Scott Gammel, Deputy Director-Airside; Mr. John Ryland, Legal Counsel; Summer Steiner, Director of Finance & Human Resources.

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 NOVEMBER 17, 2022 REGULAR SESSION MEETING.

Motion by **Mr. Richard Bushnell**, second by **Mr. William Barron**, to approve the minutes of November 17, 2022 Regular Called meeting. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **078-2022**

MOTION TO APPROVE set meeting dates for 2023. Committee Meetings and Board Meetings will be held together on the 4th Thursday of each month with meetings beginning at 4:00 p.m. January's and November's meeting will be held on the 3rd Thursday of the month beginning at 4:00 p.m. and December's meeting will be held on the 2nd Thursday beginning at 4:00 p.m.

Motion by **Mr. Sam Spurgeon**, second by **Mr. William Barron** to set meeting dates for 2023. Committee Meetings and Board Meetings will be held together on the 4th Thursday of each month with meetings beginning at 4:00 p.m. January's and November's meeting will be held on the 3rd Thursday of the month beginning at 4:00 p.m. and December's meeting will be held on the 2nd Thursday beginning at 4:00 p.m.
079-2022

Chair Cooper called for a motion to approve consent calendar for items #3 through #6.

Motion by **Mr. William Barron**, second by **Mr. Dennis Frazier** to approve consent calendar for items #3 through #6. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried.

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
BOARD OF COMMISSIONERS REGULAR SESSION DECEMBER 15, 2022**

Motion to name The Town Talk as official journal of the England Economic & Industrial Development District.

Motion by **Mr. William Barron**, second by **Mr. Dennis Frazier** to name The Town Talk as official journal of the England Economic & Industrial Development District. **080-2022**

Motion to authorize Executive Director to execute Lease Amendment Number 2 to the Lease between the England Economic & Industrial Development District and Freeman Holdings of Louisiana. Inc.

Motion by **Mr. William Barron**, second by **Mr. Dennis Frazier** to authorize Executive Director to execute Lease Amendment Number 2 to the Lease between the England Economic & Industrial Development District and Freeman Holdings of Louisiana. Inc. **081-2022**

Motion to authorize Executive Director to execute contract with Eddlemon & Associates, LLC, for assistance with DBE program for Alexandria International Airport.

Motion by **Mr. William Barron**, second by **Mr. Dennis Frazier** to authorize Executive Director to execute contract with Eddlemon & Associates, LLC, for assistance with DBE program for Alexandria International Airport. **082-2022**

Motion to adopt resolution authorizing the Executive Director to execute Sponsor/State Agreement No. H.014671 between the Louisiana Department of Transportation and Development and the EEIDD for the Airfield Electrical Rehabilitation - MALS (Final) in the amount of \$974,067.

Motion by **Mr. William Barron**, second by **Mr. Dennis Frazier** to adopt resolution authorizing the Executive Director to execute Sponsor/State Agreement No. H.014671 between the Louisiana Department of Transportation and Development and the EEIDD for the Airfield Electrical Rehabilitation - MALS (Final) in the amount of \$974,067. **083-2022**

Motion to elect Chair of the England Economic and Industrial Development District.

Motion by **Mr. Richard Bushnell**, second by **Mr. Patrick O'Quin** to elect Sam Spurgeon to Chair of the England Economic and Industrial Development District. **084-2022**

Motion to elect Vice-Chair of the England Economic and Industrial Development District.

Motion by **Mr. Dennis Frazier**, second by **Mr. Patrick O'Quin** to elect Zeb Winstead to Vice-Chair of the England Economic and Industrial Development District. **085-2022**

No - Barron

No - Bushnell

No - Cooper

Yes - Frazier

Absent – Lloyd

Yes - Q'Quin

Yes - Spurgeon

Absent - Weems

Yes - Winstead

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
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Motion to elect Secretary/Treasurer of the England Economic and Industrial Development District.

Motion by **Mr. Zeb Winstead**, second by **Mr. Patrick O'Quin** to elect Charlie Weems to Secretary/Treasurer of the England Economic and Industrial Development District. **086-2022**

E. Comments by Legal Counsel – N/A

F. Comments or Questions by Commissioners – N/A

G. Staff Report – a). Financial: Financial report will be ready next week and audit report in January.

b). Air Traffic: Airline enplanements doing very well. Lack of equipment is affecting flights but larger planes are coming in.

c). Economic Development/Operations:

Operations: There were 61 residential calls, 4 ISB calls and about 24 commercial calls in the month of November.

Current business wanting to expand has gotten a verbal approval for expansion.

Met with a manufacturing prospect.

H. Public Comments or Questions – N/A

There being no further business, Chair Robbyn Cooper adjourned the meeting at **5:22 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
DECEMBER 15, 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, DECEMBER 15, 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. Chair Robbyn Cooper gave the invocation. Commissioner Sam Spurgeon led the Pledge of Allegiance.

Chair Robbyn Cooper asked Commissioner Zeb Winstead, in the absence of Commissioner Charlie Weems to proceed with the Admin/Legal Committee. Vice-Chair Zeb Winstead stated that there were no items to discuss in the committee and next called for any additions or public comments.

There being none, Vice-Chair Zeb 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
DECEMBER 15, 2022

The regular meeting of the Finance Committee of the England Economic and Industrial Development District was held on Thursday, **DECEMBER 15, 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, Mr. Sam Spurgeon and Mr. Zeb Winstead.

Absent: COL Katrina Lloyd and Mr. Charlie Weems

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

Motion by **Mr. Richard Bushnell**, second by **Mr. William Barron** to set meeting dates for 2023. Committee Meetings and Board Meetings will be held together on the 4th Thursday of each month with meetings beginning at 4:00 p.m. January's and November's meeting will be held on the 3rd Thursday of the month beginning at 4:00 p.m. and December's meeting will be held on the 2nd Thursday beginning at 4:00 p.m.

Motion by **Mr. Zeb Winstead**, second by **Mr. Richard Bushnell** to name The Town Talk as official journal of the England Economic & Industrial Development District.

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.

Chair Robbyn Cooper again called upon Commissioner Dennis Frazier, Chair of the Audit Committee.

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

AUDIT COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
DECEMBER 15, 2022

The regular meeting of the Audit Committee of the England Economic and Industrial Development District was held on **Thursday, DECEMBER 15, 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 said he spoke to auditor and the audit report will be presented at the January meeting.

There be no other business, Mr. Frazier dismissed the Audit Committee.

Chair Robbyn Cooper next called upon Commissioner Mr. Sam Spurgeon, chair of the Economic Development Committee.

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

ECONOMIC DEVELOPMENT COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
DECEMBER 15, 2022

The regular meeting of the Economic Development Committee of the England Economic and Industrial Development District was held on Thursday, **DECEMBER 15, 2022** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Commissioner Mr. Sam 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 and Mr. Zeb Winstead.

Absent: COL Katrina Lloyd and Mr. Charlie Weems.

Motion by **Mr. Zeb Winstead**, second by **Mr. William Barron**, to authorize Interim Executive Director to execute Lease Amendment Number 2 to the Lease between the England Economic & Industrial Development District and Freeman Holdings of Louisiana. Inc.

On vote, motion carried.

Motion by **Mr. Zeb Winstead**, second by **Mr. Patrick O'Quin**, to authorize Interim Executive Director to execute contract with Eddlemon & Associates, LLC, for assistance with DBE program for Alexandria International Airport.

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.

Chair Robbyn Cooper next called upon Commissioner Zeb Winstead, chair of the Operations Committee.

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

OPERATIONS COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
DECEMBER 15, 2022

The regular meeting of the Operations Committee of the England Economic and Industrial Development District was held on **Thursday, DECEMBER 15, 2022** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Commissioner 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 Resources Committee.

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

HUMAN RESOURCES COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
DECEMBER 15, 2022

The regular meeting of the Human Resources Committee of the England Economic and Industrial Development District was held on **Thursday, DECEMBER 15, 2022** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

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
DECEMBER 15, 2022

The regular meeting of the Capital Projects Committee of the England Economic and Industrial Development District was held on **Thursday, DECEMBER 15, 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: COL Katrina Lloyd and Mr. Charlie Weems.

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

Motion by **Mr. Zeb Winstead**, second by **Mr. Patrick O'Quin**, to authorize Interim Executive Director to execute Sponsor/State Agreement No. H.014671 between the Louisiana Department of Transportation and Development and the EEIDD for the Airfield Electrical Rehabilitation - MALSR (Final) in the amount of \$974,067

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

- a) Part 150 Noise Program – Sending letters to remaining landowners. Contract increased 6.5% due to increased security cost.
- b) Runway Extension – Close to getting additional funding to complete project.
- c) Airfield Electrical Rehab – Should be completed soon.
- d) Runway Safety Area Rehabilitation – Gilchrist \$1.6 million contract about to be signed. Approximately 90 days for completion.
- e) Wildlife Safety Rehab Fencing – Should be able to go to fuel farm to encompass all airfield.
- f) Master Plan – Should have draft in approximately 60 days.
- g) North Ramp Wash Rack – Have had kick off meeting. Waiting on environmental clearance. Should go out for bid soon and construction starting in February 2023.
- h) South Ramp Rehab – Project on-going with Progressive Construction. 100% DBE

Zeb Winstead asked for proposal for a fully automated parking lot exit lane.

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

- a) Multi - Family Housing – Discussion with FAA on funding.
- b) OakWing – All major projects nearly completed. Project should be completed in January.
- c) Renewable Energy – Lease is in legal for review
- d) Parc England – Receiving quotes for mold and mildew remediation for Bistro and Parc England.

There being no further items to discuss, Mr. Barron adjourned the Capital Project Committee at **5:09 P.M.**

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