

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
BOARD OF COMMISSIONERS REGULAR SESSION NOVEMBER 17, 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, November 17, 2022 at 4:56 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. Glenn Curtis, Interim Executive Director; 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 OCTOBER 21, 2022 SPECIAL CALLED MEETING.

Motion by **Mr. Richard Bushnell**, second by **Mr. Zeb Winstead**, to approve the minutes of October 21, 2022 Special Called meeting. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **069-2022**

MOTION TO APPROVE THE MINUTES OF OCTOBER 27, 2022 REGULAR SESSION MEETING.

Motion by **Mr. Richard Bushnell**, second by **Mr. Zeb Winstead**, to approve the minutes of October 27, 2022 Special Called meeting. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **070-2022**

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

Motion by **Mr. Sam Spurgeon**, second by **Mr. Zeb Winstead**, 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.

MOTION TO AUTHORIZE INTERIM EXECUTIVE DIRECTOR TO EXECUTE LEASE AGREEMENT BETWEEN EEIDD AND THE LOUISIANA DEPARTMENT OF INSURANCE FOR OFFICE SPACE LOCATED AT 1611 ARNOLD DRIVE.

Motion by **Mr. Sam Spurgeon**, second by **Mr. Zeb Winstead** to authorize interim executive director to execute lease agreement between EEIDD and the Louisiana Department of Insurance for office space located at 1611 Arnold Drive. **071-2022**

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MOTION TO AUTHORIZE INTERIM EXECUTIVE DIRECTOR TO EXECUTE LEASE AGREEMENT BETWEEN EEIDD AND SHELTON ENERGY SOLUTIONS, LLC FOR PARKING LOCATED AT 1609 FLOYD ROGERS BLVD.

Motion by **Mr. Sam Spurgeon**, second by **Mr. Zeb Winstead** to authorize interim executive director to execute lease agreement between EEIDD and Shelton Energy Solutions, LLC for parking located at 1609 Floyd Rogers Blvd. **072-2022**

MOTION TO AUTHORIZE INTERIM EXECUTIVE DIRECTOR TO EXECUTE CHANGE ORDER #1 WITH FOREFRONT CONSTRUCTION COMPANY FOR THE OAKWING BUNKER REHABILITATION PROJECT IN THE AMOUNT OF (-\$60,471.50).

Motion by **Mr. Sam Spurgeon**, second by **Mr. Zeb Winstead** to authorize Interim Executive Director to execute Change Order #1 with Forefront Construction Company for the OakWing Bunker Rehabilitation project in the amount of (-\$60,471.50). **073-2022**

MOTION TO AUTHORIZE INTERIM EXECUTIVE DIRECTOR TO EXECUTE CHANGE ORDER #2 WITH FOREFRONT CONSTRUCTION COMPANY FOR THE OAKWING SHORT GAME AREA REHABILITATION PROJECT IN THE AMOUNT OF (-\$11,250.00).

Motion by **Mr. Sam Spurgeon**, second by **Mr. Zeb Winstead** to authorize Interim Executive Director to execute Change Order #2 with Forefront Construction Company for the OakWing Short Game Area Rehabilitation project in the amount of (-\$11,250.00). **074-2022**

E. Comments by Legal Counsel – N/A

F. Comments or Questions by Commissioners – N/A

G. Staff Report – a). Financial: \$1.6 million in reimbursement requests are out to the FAA.

b). Air Traffic: Enplanements are still good but do not have enough flights due to pilot shortage. Working with Delta and American to increase flights and to bring larger planes with more seating to AEX. This will change security requirements will from 4 to 3. Public needs to be aware to get to AEX no later than 1.5 hours before the flight.
Plan ready for additional exit lane at parking just needs to be funded.

c). Economic Development/Operations:

Operations: There were 58 residential calls, 5 ISB calls and about 11 commercial calls in the last 3 weeks.

Working a possible new tenant. Also with existing tenants to increase their space. Continue to meet with the Work Force Development Board.

H. Public Comments or Questions – N/A

Chair Robbyn Cooper called for a motion to enter into Executive Session to discuss filling the executive director position.

Motion by **Mr. Richard Bushnell**, second by **Mr. Zeb Winstead**, to enter into Executive Session to discuss filling the executive director position. **075-2022**

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Chair Robbyn Cooper then called for a roll call vote:

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

Yes – 7
Absent - 2

Chair Cooper stated there was a unanimous vote. The Board of Commissioners entered into Executive Session at **5:17 p.m.**

(Executive Session)

Motion by **Mr. Zeb Winstead**, second by **Mr. Richard Bushnell**, to exit Executive Session at 5:32 p.m. A vote was called and motion carried.

Chair Robbyn Cooper called the regular Board Meeting back to order at 5:34 p.m.

Motion by **Mr. Zeb Winstead**, second by **Mr. Sam Spurgeon**, to hire Executive director. **076-2022**

Motion by **Mr. Richard Bushnell**, second by **Mr. Zeb Winstead**, to offer the position to Mr. Ralph Hennessy as the Executive director of the England Authority after successful negotiation of salary and benefits with in budgeted amount and after successful drug screen and after successful reference check. **077-2022**

Chair Robbyn Cooper stated there have been conversations with COL Lloyd and Mr. Weems and they are in concurrence even though they are not here for the vote.

There being no further business, Chair Robbyn Cooper adjourned the meeting at **5:37 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
NOVEMBER 17, 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, NOVEMBER 17, 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 Richard Bushnell 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
NOVEMBER 17, 2022

The regular meeting of the Finance Committee of the England Economic and Industrial Development District was held on Thursday, **NOVEMBER 17, 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 October 2022.

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
NOVEMBER 17, 2022

The regular meeting of the Audit Committee of the England Economic and Industrial Development District was held on **Thursday, NOVEMBER 17, 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 asked if the audit report is still scheduled for the December meeting. Summer Steiner said the report is expected in December.

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
NOVEMBER 17, 2022

The regular meeting of the Economic Development Committee of the England Economic and Industrial Development District was held on Thursday, **NOVEMBER 17, 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. William Barron**, second by **Mr. Richard Bushnell**, to authorize Interim Executive Director to execute lease agreement between EEIDD and the Louisiana Department of Insurance for office space located at 1611 Arnold Drive.

On vote, motion carried.

Motion by **Mr. Dennis Frazier**, second by **Mr. Zeb Winstead**, to authorize Interim Executive Director to execute lease agreement between EEIDD and Shelton Energy Solutions, LLC for parking located at 1609 Floyd Rogers Blvd.

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
NOVEMBER 17, 2022

The regular meeting of the Operations Committee of the England Economic and Industrial Development District was held on **Thursday, NOVEMBER 17, 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
NOVEMBER 17, 2022

The regular meeting of the Human Resources Committee of the England Economic and Industrial Development District was held on **Thursday, NOVEMBER 27, 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
NOVEMBER 17, 2022

The regular meeting of the Capital Projects Committee of the England Economic and Industrial Development District was held on **Thursday, NOVEMBER 17, 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. Sam Spurgeon**, second by **Mr. Zeb Winstead**, to authorize Interim Executive Director to execute Change Order #1 with Forefront Construction Company for the Oak Wing Bunker Rehabilitation project in the amount of (-\$60,471.50).

On vote, motion carried.

Motion by **Mr. Sam Spurgeon**, second by **Mr. Zeb Winstead**, to authorize Interim Executive Director to execute Change Order #2 with Forefront Construction Company for the Oak Wing Short Game Area Rehabilitation project in the amount of (-\$11,250.00).

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 – Trying to close out project and have 9 parcels remaining. Sending letters to remaining landowners. There is no deadline to complete the project but expects it will take about 24 months to finish. Will send the FAA a land base plan such as manufacturing at completion.
- b) Runway Extension – Continuing to work with FAA, La. DOTD and DC delegation to secure funding.
- c) Airfield Electrical Rehab – Contractor and FAA are working now. Should be completed February 1, 2022. Approach lights will then be working.
- d) Runway Safety Area Rehabilitation – Working with DOTD for \$200,000 shortfall.
- e) Wildlife Safety Rehab Fencing – Coming along quickly. Contractor putting up about 100' per day.
- f) Master Plan – Project changes are coming to completion and Master Plan should be completed in about 2 months.
- g) North Ramp Wash Rack – Waiting on grant money before going out for bids on project.
- h) South Ramp Rehab – Project starting to repair potholes.

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

- a) Multi - Family Housing – Will have a meeting Tuesday to consult with outside council.
- b) OakWing – Major project phase ending. Introduced Derrick Hunter from Elite Golf who is here to inspect work being done.
- c) Renewable Energy – Lease is in legal for review
- d) Parc England – Waiting on report from mold expert for mitigation. Shown property to someone in hotel business. Outside work is mostly cosmetic. Will have a list of buildings scheduled for demolition next month.

There being no further items to discuss, Mr. Barron adjourned the Capital Project Committee at **4:55 P.M.**

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