

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
BOARD OF COMMISSIONERS REGULAR SESSION April 27, 2023**

The England Economic and Industrial Development District met in Regular Session in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana, on **Thursday, April 27, 2023, at 4:48 p.m.**

Mr. Sam Spurgeon, Chair of the England Authority, requested a roll call.

Present: Mr. Sam Spurgeon, Chair, Mr. Zeb Winstead, Vice Chair; Mr. Charlie Weems, Secretary/Treasurer, Mr. Richard Bushnell, Ms. Robbyn Cooper, Mr. Dennis Frazier and William Barron.

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

The England Economic and Industrial Development District was duly convened as the governing authority of said District by Mr. Sam Spurgeon, Chair, who stated that the England Economic and Industrial Development District was ready for the transaction of business.

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

MOTION TO APPROVE THE MINUTES OF March 23, 2023 REGULAR SESSION MEETING.

Motion by **Mr. Zeb Winstead**, second by **Mr. Richard Bushnell**, to approve the minutes of March 23, 2023 Regular Session meeting. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **016-2023**

CHAIR SPURGEON CALLED FOR A MOTION TO APPROVE CONSENT CALENDAR FOR ITEMS #2, #4 AND #5.

Motion by **Mr. Zeb Winstead**, second by **Mr. Dennis Frazier** to approve consent calendar for items #2, #4 and #5. The Chair called for any comments from the board or public. There being none, a vote was called, and motion carried.

MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE SUPPLEMENTAL AGREEMENT #20 TO THE LEASE BETWEEN EEIDD AND THE UNITED STATES OF AMERICA FOR THE U.S. ARMY JOINT READINESS TRAINING CENTER INTERMEDIATE STAGING BASE (ISB).

MOTION by **Mr. Zeb Winstead**, second by **Mr. Dennis Frazier** to authorize Executive Director to execute Supplemental Agreement #20 to the lease between EEIDD and the United States of America for the U.S. Army Joint Readiness Training Center Intermediate Staging Base (ISB). **017-2023**

MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE LEASE AGREEMENT EEIDD AND UCORE RARE EARTH METALS, INC. FOR BUILDING #1315

Motion by **Mr. Zeb Winstead**, second by **Mr. Dennis Frazier** to table lease agreement with UCORE Rare Earth Minerals to next month.

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
BOARD OF COMMISSIONERS REGULAR SESSION April 27, 2023**

MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE A LEASE AGREEMENT BETWEEN EEIDD AND SENATOR JOHN KENNEDY FOR OFFICE SPACE IN BUILDING #1803.

Motion by **Mr. Zeb Winstead**, second by **Mr. Dennis Frazier** to authorize Executive Director to execute a lease agreement between EEIDD and Senator John Kennedy for office space in building #1803. **018-2023**

MOTION TO AUTHORIZE EEIDD TO SELL SURPLUS FIRETRUCK. LPS MUNICIPAL SURPLUS PROPERTY PROGRAM WILL LIST THE TRUCK TO BE AUCTIONED/SOLD ONLINE.

Motion by **Mr. Zeb Winstead**, second by **Mr. Dennis Frazier** to authorize EEIDD to sell surplus firetruck. LPS Municipal Surplus Property Program will list the truck to be auctioned/sold online. **019-2023**

Heard from Jeremiah Gerald on Air Service development.

MOTION CJT BAYOU CUISINE DISCUSSION. (THIS MATTER MAY BE TAKEN UP IN EXECUTIVE SESSION).

Motion by **Mr. Sam Spurgeon**, second by **Mr. Zeb Winstead** CJT Bayou Cuisine discussion. (This matter may be taken up in Executive Session).

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

Yea – 7
Absent - 2

By unanimous vote, the Board of Commissioners entered into Executive Session at 5:47 p.m.

Motion by **Mr. Zeb Winstead**, second by **Ms. Robbyn Cooper** to exit Executive Session.

The Board of Commissioners exited the Executive Session at 6:03 p.m.

E. Comments by Legal Counsel – N/A

F. Comments or Questions by Commissioners – N/A

G. Staff Report – a). Financial: Ms. Steiner stated to Mr. Winstead that the \$287.00 check in question from the check register was in fact a tenant move out. 2% over budget in revenue and 6% under in expenditures.

b). Air Traffic: AEX has high passenger count but few airplanes. Green flag is here all week and Rangers coming in November.

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
BOARD OF COMMISSIONERS REGULAR SESSION April 27, 2023**

ACE –Million Air is having an open house on April 27 for students. Met with several airlines at MRO show to partner with pilot school.

c). Economic Development/Operations:

KMW Long Range- has been building custom rifles since 1987. Sells to Law Enforcement and Military and trains shooters from around the world.

Pepsi – tenant since 2005 as a regional distribution center. Working with corporate real estate team to enlarge footprint.

Operations: There were 97 calls, 25 commercial calls and 1 call in ISB in the month of March. 48 Community Center events for this fiscal year and 23 next year.

H. Public Comments or Questions – N/A

There being no further business, Chair Sam Spurgeon adjourned the meeting at **6:04 p.m.**

Sam Spurgeon, Chair

*England Economic and Industrial Development District
Board of Commissioners*

Charlie Weems, Secretary/Treasurer

*England Economic and Industrial Development District
Board of Commissioners*

ADMIN/LEGAL COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
April 27, 2023

The regular meeting of the Admin/Legal Committee of the England Economic and Industrial Development District was held at **4:02 p.m. on Thursday, APRIL 27, 2023** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Mr. Sam Spurgeon, Chair of the England Authority, called the committee meetings to order. Mr. Zeb Winstead gave the invocation. Chair Sam Spurgeon led the Pledge of Allegiance.

Chair Sam Spurgeon asked Commissioner Zeb Winstead, to proceed with the Admin/Legal Committee. Committee Chair Zeb Winstead.

Mr. Winstead stated there were no items to discuss and asked if there were any comments or additions to the agenda. There being none, Chair Zeb Winstead dismissed the Admin/Legal Committee.

Chair Sam Spurgeon next called upon Commissioner Dennis Frazier, Chair of the Finance Committee.

Mr. Zeb Winstead, Committee Chair
ADMIN/LEGAL COMMITTEE
England Economic & Industrial Development District

FINANCE COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
APRIL 27, 2023

The regular meeting of the Finance Committee of the England Economic and Industrial Development District was held on Thursday, **APRIL 27, 2023** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Chair Dennis Frazier requested a roll call.

The following were present: Mr. Richard Bushnell, Mrs. Robbyn Cooper, Mr. Dennis Frazier, Mr. Sam Spurgeon, Mr. Charlie Weems, Mr. Zeb Winstead and Mr. William Barron.

Absent: COL Katrina Lloyd and Mr. Patrick O'Quin.

Received schedule of paid invoices for the month of March 2023.

Mr. Zeb Winstead questioned a \$287.00 charge due to a check being cut, then reversed. Ms. Summer Steiner stated that it was most likely a tenant refund, but she would check into it and get back with Mr. Winstead.

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 Sam Spurgeon called upon Commissioner Charlie Weems, 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
APRIL 27, 2023

The regular meeting of the Audit Committee of the England Economic and Industrial Development District was held on **Thursday, APRIL 27, 2023** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Chair Sam Spurgeon called on Commissioner Charlie Weems, Chair for the Audit Committee.

Commissioner Charlie Weems, Chair of the Audit Committee, stated that there were no items to discuss and next called for any additions or public comments.

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

Chair Sam Spurgeon next called upon Commissioner Richard Bushnell, in the absence of Mr. Patrick O'Quin chair of the Economic Development Committee.

Mr. Charlie Weems, Committee Chair
AUDIT COMMITTEE
England Economic and Industrial Development District

ECONOMIC DEVELOPMENT COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
APRIL 27, 2023

The regular meeting of the Economic Development Committee of the England Economic and Industrial Development District was held on Thursday, **APRIL 27, 2023** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Vice-Chair Richard Bushnell requested a roll call.

The following were present: Mr. Richard Bushnell, Mrs. Robbyn Cooper, Mr. Dennis Frazier, Mr. Sam Spurgeon, Mr. Charlie Weems, Mr. Zeb Winstead, and Mr. William Barron.

Absent: COL Katrina Lloyd and Mr. Patrick O'Quin

Motion by **Mr. Sam Spurgeon**, second by **Mr. Charlie Weems** to authorize Executive Director to execute Supplemental Agreement #20 to the lease between EEIDD and the United States of America for the U.S. Army Joint Readiness Training Center Intermediate Staging Base (ISB).

On vote, motion carried.

Heard from Scott Dauzat about additional opportunities for warehousing to be built on site and an exit date. Mr. Spurgeon stated that England Airpark is open to the idea, but that it would require a significant commitment and term. Mr. Hennessy stated that the exit would be later in the year with allowed transition time. Mr. Hennessy also stated that Mr. Broussard had spoken with Cam Logistics will be presenting a proposal for a future building.

Motion by **Mr. Sam Spurgeon**, second by **Mr. Zeb Winstead** to table lease agreement between EEIDD and UCORE Rare Earth metals, Inc. for building #1315 to 5/25/2023.

On vote, motion carried.

Motion by **Mr. Charlie Weems**, second by **Mr. Zeb Winstead** to execute a lease agreement between EEIDD and Senator John Kennedy for office space in building # 1803.

On vote, motion carried.

Committee Vice-Chair Mr. Richard Bushnell stated that there were no items to discuss and next called for any additions or public comments.

There being none, Mr. Richard Bushnell adjourned the Economic Development Committee.

Chair Sam Spurgeon next called upon Commissioner Robbyn Cooper, chair of the Operations Committee.

Mr. Patrick O'Quin, Committee Chair
ECONOMIC DEVELOPMENT COMMITTEE
England Economic and Industrial Development District

OPERATIONS COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
APRIL 27, 2023

The regular meeting of the Operations Committee of the England Economic and Industrial Development District was held on **Thursday, APRIL 27, 2023** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Chair Robbyn Cooper requested a roll call.

The following were present: Mr. Richard Bushnell, Ms. Robbyn Cooper, Mr. Dennis Frazier, Mr. Sam Spurgeon, Mr. Charlie Weems, Zeb Winstead and Mr. William Barron.

Absent: COL Katrina Lloyd and Mr. Patrick O'Quin

Motion by **Mr. Sam Spurgeon**, second by **Mr. Zeb Winstead** to authorize EEIDD to sell surplus firetruck. LPS Municipal Surplus Property Program will list the truck to be auctioned/sold online.

On vote, motion carried

Committee Chair Robbyn Cooper stated that there were no items to discuss and next called for any additions or public comments.

There being none, Mrs. Cooper dismissed the Operations Committee.

Chair Sam Spurgeon next called upon Commissioner Richard Bushnell, Chair of the Human Resources Committee.

Mr. Robbyn Cooper, Committee Chair
OPERATIONS COMMITTEE
England Economic and Industrial Development District

HUMAN RESOURCES COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
APRIL 27, 2023

The regular meeting of the Human Resources Committee of the England Economic and Industrial Development District was held on **Thursday, APRIL 27, 2023** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

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

Chair Sam Spurgeon next called upon Commissioner Charlie Weems, in the absence of Commissioner William Barron, Chair of the Capital Projects Committee.

Richard Bushnell, Committee Chair
HUMAN RESOURCE COMMITTEE
England Economic and Industrial Development District

CAPITAL PROJECTS COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
APRIL 27, 2023

The regular meeting of the Capital Projects Committee of the England Economic and Industrial Development District was held on **Thursday, APRIL 27, 2023** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

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

The following were present: Mr. Richard Bushnell, Ms. Robbyn Cooper, Mr. Dennis Frazier, Mr. Sam Spurgeon, Mr. Charlie Weems, Mr. Zeb Winstead and Mr. William Barron.

Absent: COL Katrina Lloyd and Mr. Patrick O'Quin

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

Mr. Weems next called on Mr. Scott Gammel to give the Status Report.

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

- a) Part 150 Noise Program – More people coming forward. Filling in oxidation pond.
- b) Runway Extension – Waiting on one more grant from FAA.
- c) Airfield Electrical Rehab – Waiting on payment from FAA for approach lights.
- d) Runway Safety Area Rehabilitation – Equipment delay.
- e) Wildlife Safety Rehab Fencing – 75% completed, 90 days to completion.
- f) Master Plan – Should present final draft to board in May.
- g) North Ramp Wash Rack – Received environmental approval from the military.
- h) South Ramp Rehab – Project is 85% completed, meeting next week on project.
- i) Terminal Security Upgrade – All equipment needed is ordered.
- j) ATCT Radio Refurbishment – Will replace the radios when the grant is received.
- k) Page and Ortego Historical Monument – monument to be completed in 3-4 months.

Mr. Zeb Winstead requested information on the parking lot automated exit lane. Mr. Hennessy said he met with the parking garage operator.

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

- a) Multi - Family Housing – will be receiving bids to re-paint all units. Contract completed for blacktopping.
- b) OakWing –Contract signed to replace motor on well # 4, clubhouse shutters replaced, patching and sealing interior. Mr. Hennessy and Mr. Broussard met with the owner and COO to go over the plan presented and items of concern. A new Supt. has been hired.
- c) Renewable Energy – Lease is back from CLECO. Will meet with John Ryland.
- d) Parc England – Demo work has started, mold remediation to start after demo. Mr. Winstead asked about the restaurant, Mr. Broussard said getting RFP ready.

Ms. Cooper asked about cost to demo the Bistro building. Mr. Hennessy is getting estimates from the architect to bring the building back up. Mr. Barron suggested an office shared concept.

There being no further items to discuss, Mr. Barron adjourned the Capital Project Committee at **4:48 P.M.**

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