

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
BOARD OF COMMISSIONERS REGULAR SESSION FEBRUARY 23, 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, February 23, 2023, at 5:34 p.m.**

Mr. Sam Spurgeon, 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, Colonel Katrina Lloyd, Mr. Patrick O'Quin, Mr. Sam Spurgeon, Mr. Charlie Weems and Mr. Zeb Winstead

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; 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, 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.

Chair Spurgeon called for a motion to approve consent calendar for items #1, #3, #4, #5 and #6. Motion by **Mr. Zeb Winstead**, second by **Mr. Patrick O'Quin** to approve consent calendar for items #1, #3, #4, #5 and #6. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried.

MOTION TO APPROVE THE MINUTES OF January 19, 2022 REGULAR SESSION MEETING.

Motion by **Mr. Zeb Winstead**, second by **Mr. Patrick O'Quin**, to approve the minutes of December 15, 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. **007-2023.**

MOTION TO APPROVE adopt budget amendment #1 to the 2022/2023 fiscal year budget.

Motion by **Mr. William Barron**, second by **Mr. Patrick O'Quin** to adopt budget amendment #1 to the 2022/2023 fiscal year budget.

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

Yea –9

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The Chair called for any comments from the board or public. There being none, a vote was called and motion carried. **008-2023**

MOTION TO authorize the Executive Director to enter into contract with Kolder, Slaven & Company, LLC, Certified Public Accountants.

Motion by **Mr. Zeb Winstead**, second by **Mr. Patrick O'Quin** authorize the Executive Director to enter into contract with Kolder, Slaven & Company, LLC, Certified Public Accountants. **009-2023**

MOTION TO AUTHORIZE to adopt resolution authorizing the Executive Director to execute Sponsor/State Agreement No. H.015419 between the Louisiana Department of Transportation and Development and the EEIDD for the Runway 14/32 Lighting Rehabilitation in the amount of \$160,719.

Motion by **Mr. Zeb Winstead**, second by **Mr. Patrick O'Quin** to adopt resolution authorizing the Executive Director to execute Sponsor/State Agreement No. H.015419 between the Louisiana Department of Transportation and Development and the EEIDD for the Runway 14/32 Lighting Rehabilitation in the amount of \$160,719. **010-2023**

MOTION TO adopt a Resolution to enter into a Cooperative Endeavor Agreement with the Rapides Parish Police Jury for Roadway Improvements to Vandenburg Drive and England Drive.

Motion by **Mr. Zeb Winstead**, second by **Mr. Patrick O'Quin** to adopt a Resolution to enter into a Cooperative Endeavor Agreement with the Rapides Parish Police Jury for Roadway Improvements to Vandenburg Drive and England Drive. **011-2023**

MOTION TO appoint a Committee to oversee the conclusion of the Golf Course renovation and transition composed of the following individuals: Charles S. Weems III, Chair, Samuel J. Spurgeon, Vice-Chair, and Oak Wing members Frank T. Brame, Corky Yates and Trey Coker.

Motion by **Mr. Zeb Winstead**, second by **Mr. Patrick O'Quin** to appoint a Committee to oversee the conclusion of the Golf Course renovation and transition composed of the following individuals: Charles S. Weems III, Chair, Samuel J. Spurgeon, Vice-Chair, and Oak Wing members Frank T. Brame, Corky Yates and Trey Coker. **012-2023**

E. Comments by Legal Counsel – N/A

F. Comments or Questions by Commissioners – N/A

G. Staff Report – a). Financial: Received reimbursements from state.

b). Air Traffic: More flights are needed but larger aircraft are helping with enplanements. We will be meeting with airline consultant to discuss the possibility of obtaining the Charlotte flight and look into the feasibility of United Airlines returning.

c). Economic Development/Operations: JM Test is the oldest tenant at the airpark and is a Baton Rouge based family owned business. England Authority will assign the lease a the new entity who has acquired the business.

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Meyer, Meyer, LaCroix and Hixson is an airpark tenant who has worked with the England Authority on several projects. They have invested a large amount of resources in their building and signed a long term lease with England. They employ around 70 engineers and surveyors and are an ESOP, employee owned company.

Operations: There were 85 residential calls, 23 commercial calls and 8 calls in ISB in the month of December.

H. Public Comments or Questions – N/A

There being no further business, Chair Sam Spurgeon adjourned the meeting at **5:46 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
FEBRUARY 23, 2023

The regular meeting of the Admin/Legal Committee of the England Economic and Industrial Development District was held at **4:00 p.m. on Thursday, FEBRUARY 23, 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. Vice -Chair Zeb Winstead gave the invocation. Chair Sam Spurgeon led the Pledge of Allegiance.

Mr. Spurgeon presented plaques to outgoing Chair Ms. Robbyn Cooper, Vice-Chair Mr. William Barron and Secretary/Treasurer COL. Katrina Lloyd.

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
FEBRUARY 23, 2023

The regular meeting of the Finance Committee of the England Economic and Industrial Development District was held on Thursday, **FEBRUARY 23, 2023** 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, Mr. Charlie Weems and Mr. Zeb Winstead.

Absent: COL Katrina Lloyd

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

COL. Katrina Lloyd arrived at 4:03.

Motion by **Mr. Zeb Winstead**, second by **Mr. Sam Spurgeon** to adopt budget amendment #1 to the 2022/2023 fiscal year budget.

Summer Steiner presented budget amendment #1 explaining revenue increases due to BOM settlement and leases. Revenue decreases due to parking, car rental and OakWing. Expense increases and decreases in the budget was also explained. Ms. Steiner also discussed capital amendments.

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
FEBRUARY 23, 2023

The regular meeting of the Audit Committee of the England Economic and Industrial Development District was held on **Thursday, FEBRUARY 23, 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.

Chair Charlie Weems 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, Mr. Charlie Weems and Mr. Zeb Winstead.

Motion by **Mr. William Barron**, second by **Mr. Zeb Winstead** to authorize the Executive Director to enter into contract with Kolder, Slaven & Company, LLC, Certified Public Accountants.

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

Chair Sam Spurgeon next called upon Commissioner 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
FEBRUARY 23, 2023

The regular meeting of the Economic Development Committee of the England Economic and Industrial Development District was held on Thursday, **FEBRUARY 23, 2023** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Committee Chair Mr. Patrick O'Quin stated that there were no items to discuss and next called for any additions or public comments.

There being none, Mr. Patrick O'Quin 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
FEBRUARY 23, 2023

The regular meeting of the Operations Committee of the England Economic and Industrial Development District was held on **Thursday, FEBRUARY 23, 2023** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Commissioner Robbyn Cooper, 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, 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
FEBRUARY 23, 2023

The regular meeting of the Human Resources Committee of the England Economic and Industrial Development District was held on **Thursday, FEBRUARY 23, 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 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
FEBRUARY 23, 2023

The regular meeting of the Capital Projects Committee of the England Economic and Industrial Development District was held on **Thursday, FEBRUARY 23, 2023** 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, COL. Katrina Lloyd, Mr. Patrick O'Quin, Mr. Sam Spurgeon, Mr. Charlie Weems and Mr. Zeb Winstead.

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

Motion by **COL. Katrina Lloyd**, second by **Mr. Patrick O'Quin**, to adopt resolution authorizing the Executive Director to execute Sponsor/State Agreement No. H.015419 between the Louisiana Department of Transportation and Development and the EEIDD for the Runway 14/32 Lighting Rehabilitation in the amount of \$160,719

On vote, motion carried.

Motion by **COL. Katrina Lloyd**, second by **Mr. Sam Spurgeon**, to adopt a Resolution to enter into a Cooperative Endeavor Agreement with the Rapides Parish Police Jury for Roadway Improvements to Vandenburg Drive and England Drive.

On vote, motion carried.

Motion by **COL. Katrina Lloyd**, second by **Mr. Patrick O'Quin**, to appoint a Committee to oversee the conclusion of the Golf Course renovation and transition composed of the following individuals: Charles S. Weems III, Chair, Samuel J. Spurgeon, Vice-Chair, and Oak Wing members Frank T. Brame, Corky Yates and Trey Coker.

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

ACE program going better than anticipated. Dr. Paul Coreil updated the board. The program has two tracks with 19 students in professional aviation and 2 in management. He expects the program to grow substantially. Flight school partner, Gulf Coast Aviation, has 2 aircraft and working on getting a 3rd aircraft.

- a) Part 150 Noise Program – Working to obtain more property. 3-5 years to completion.
- b) Runway Extension – Submitted grant application to FAA for \$9 million to cover remaining funds needed to complete project.
- c) Airfield Electrical Rehab – Working with FAA to complete approach lighting system.
- d) Runway Safety Area Rehabilitation – Received bids for project to lower or raise runway lights in the runway safety area.

- e) Wildlife Safety Rehab Fencing – Project 2/3 completed. Final project to replace entire airfield perimeter fence.
- f) Master Plan – FAA needs to approve air traffic forecast. Working on financial side of plan.
- g) North Ramp Wash Rack – Grant approved; project estimated to begin with 2-3 months. Spoke with Barksdale AFB for the possible utilization to wash B52's.
- h) South Ramp Rehab – Is repairing spalls on the south ramp.
- i) Terminal Security Upgrade - \$100,000 of capital improvements in the next 6 months.
- j) ATCT Radio Refurbishment – Going for bid March 1, 2023. Grant submitted to replace all ATCT radios. Grant submitted and received.
- k) Page and Ortego Historical Monument – Monuments to be put at AEX outdoor fountain. Six month lead time of monuments

FAA Annual Airfield Compliance inspection completed and no discrepancies were found.

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

- a) Multi - Family Housing – Should have recommendations next month.
- b) OakWing – Renovations now focused on clubhouse. Mr. Winstead asked about Community Center and OakWing packages for renters.
- c) Renewable Energy – Mr. Ryland has drafted lease and it is at CLECO.
- d) Parc England – Have contract for tear out for remediation.

There being no further items to discuss, Mr. Barron adjourned the Capital Project Committee at **5:34 P.M.**

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