

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
BOARD OF COMMISSIONERS REGULAR SESSION MARCH 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 4:57 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,

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, 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 February 23, 2022 REGULAR SESSION MEETING.

Motion by **Mr. Zeb Winstead**, second by **Mr. Dennis Frazier**, to approve the minutes of February 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. **013-2023**

Chair Spurgeon called for a motion to approve consent calendar for items #2 and #5.

Motion by **Mr. Zeb Winstead**, second by **Mr. Richard Bushnell** to approve consent calendar for items #2, 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 LEASE AGREEMENT WITH MEYER LOGISTICS FOR SPACE IN BUILDING #1203. 014-2023

Motion by **Mr. Zeb Winstead**, second by **Mr. Richard Bushnell** to authorize Executive Director to execute lease agreement with Meyer Logistics for space in building #1203.

MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE CONTRACT FOR THE AIR TRAFFIC CONTROL RADIO REPLACEMENT PHASE 1 PROJECT AT THE ALEXANDRIA INTERNATIONAL AIRPORT SUBJECT TO FUNDING AND SUBJECT TO THE RECEIPT OF ALL PROPER AND NECESSARY BID DOCUMENTS. 015-2023

Motion by **Mr. Zeb Winstead**, second by **Mr. Richard Bushnell** to authorize Executive Director to execute contract for the Air Traffic Control Radio Replacement Phase 1 project at the Alexandria International Airport subject to funding and subject to the receipt of all proper and necessary bid documents.

THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
BOARD OF COMMISSIONERS REGULAR SESSION MARCH 23, 2023

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).

Absent –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 – 6
Absent - 3

By unanimous vote, the Board of Commissioners entered into Executive Session at 5:11 p.m.

The Board of Commissioners exited the Executive Session at 5:33 p.m.

E. Comments by Legal Counsel – N/A

F. Comments or Questions by Commissioners – N/A

G. Staff Report – a). Financial: Received reimbursements from state, replenishing cash. Budget amendments are completed.

b). Air Traffic: Larger aircraft are making a difference but more flights are still needed. We will be meeting with airline consultant to discuss the possibility of United Airlines returning.
ACE – Doing very well. 20 students and 2 getting private license soon. Million Air will have an open house on April 27 for students.

c). Economic Development/Operations: Micro Abrasives – first expansion outside the northeast is here at England Airpark. This company expanded at the airpark last year. They have extended their lease for 3 months.
Million Air - FBO at England Airpark. They have recently done remodel of their building and improvements to their hangars. They have extended their lease 20 years.
England Authority submitted on 3 out of 9 projects from La. Economic Development. If the project specifies property is to be bought, we cannot submit on that project as we can only lease, not sell. Some projects need a building quickly and cannot wait for one to be built.
Operations: There were 63 residential calls, 14 commercial calls and 12 calls in ISB in the month of February.

H. Public Comments or Questions – N/A

There being no further business, Chair Sam Spurgeon adjourned the meeting at **5:33 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
MARCH 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, MARCH 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. Ms. Robbyn Cooper 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
MARCH 23, 2023

The regular meeting of the Finance Committee of the England Economic and Industrial Development District was held on Thursday, **MARCH 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. Richard Bushnell, Mrs. Robbyn Cooper, Mr. Dennis Frazier, Mr. Sam Spurgeon, Mr. Charlie Weems and Mr. Zeb Winstead.

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

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

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
MARCH 23, 2023

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

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
MARCH 23, 2023

The regular meeting of the Economic Development Committee of the England Economic and Industrial Development District was held on Thursday, **MARCH 23, 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 and Mr. Zeb Winstead.

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

Motion by **Mr. Dennis Frazier**, second by **Mr. Zeb Winstead** to authorize Executive Director to execute lease agreement with Meyer Logistics for space in building #1203.

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
MARCH 23, 2023

The regular meeting of the Operations Committee of the England Economic and Industrial Development District was held on **Thursday, MARCH 23, 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 and Mr. Zeb Winstead.

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

To hear from Golf Committee on Financial Analysis/Review.

Mr. Weems reported all of Summer Steiner's golf course budget numbers are correct. England Airpark has had an approximate \$500,000.00 loss to date. Revenues are not as projected. The golf course should be able to catch up in warmer months. David Broussard reported staff is meeting the golf course personnel every other week. Elite has a marketing plan to attract new customers and will concentrate on course conditions. Robby Cooper requested a presentation from Elite Golf in a few months.

Presentation and discussion regarding England Village.

David Broussard reported England Village makes about \$100,000.00 per year. Short term plan is to maintain and paint buildings and improve parking lots. Eight apartments are being brought up to rent and there is a waiting list.

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
MARCH 23, 2023

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

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

Vice-Chair Charlie Weems 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 and Mr. Zeb Winstead.

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

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

Motion by **Mr. Sam Spurgeon**, second by **Mr. Zeb Winstead** to authorize Executive Director to execute contract for the Air Traffic Control Radio Replacement Phase 1 project at the Alexandria International Airport subject to funding and subject to the receipt of all proper and necessary bid documents.

On vote, motion carried.

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

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

- a) Part 150 Noise Program – More people coming forward. Meeting with FAA next week.
- b) Runway Extension – Should have funding soon.
- c) Airfield Electrical Rehab – Project is moving forward.
- d) Runway Safety Area Rehabilitation – Project is going well.
- e) Wildlife Safety Rehab Fencing – Project should be completed in May.
- 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 75% completed.
- i) Terminal Security Upgrade – All equipment needed is ordered and new person hired.
- j) ATCT Radio Refurbishment – Motion already made.
- k) Page and Ortego Historical Monument – Six month lead time of monuments. Pictures will be inside airport. Mr. Frazier requested naming flight school building Page/Ortego.

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

- a) Multi - Family Housing – Interest rates need to come down before moving forward.
- b) OakWing – Previously discussed. Renovations now focused on clubhouse.
- c) Renewable Energy – Lease is at CLECO for review.
- d) Parc England – Contractor will start tear out for remediation on Monday.

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