

THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT BOARD OF COMMISSIONERS REGULAR SESSION July 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, July 27, 2023, at 4:31 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. Charles Weems, Secretary, Mr. William Barron, Mr. Richard Bushnell, 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, Ms. Summer Steiner, Director of Finance and Human Resources, and Mr. Matt Nowlin, 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 JUNE 22, 2023, REGULAR SESSION MEETING AND JUNE 29, 2023, SPECIAL CALLED MEETING.

Motion by **Mr. William Barron**, second by **Mr. Dennis Frazier** to approve the Minutes of June 22, 2023, regular session meeting and June 29, 2023, special called meeting. The Chair called for any comments from the board or public. There being none, a vote was called, and motion carried.

MOTION TO APPOINT A REPRESENTATIVE (RICHARD BUSHNELL) TO THE BOARD OF DIRECTORS OF THE LOUISIANA LOCAL GOVERNMENTAL ENVIRONMENTAL FACILITIES AND COMMUNITY DEVELOPMENT AUTHORITY.

Motion by **Mr. Dennis Frazier**, second by **Mr. Zeb Winstead** to appoint a representative (Richard Bushnell) to the Board of directors of the Louisiana Local Governmental Environmental Facilities and Community Development Authority (LCDA). 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 BETWEEN SWIFT AIR, LLC D/B/A IAERO AIRWAYS FOR BUILDING #525 AND BUILDING #526 LOCATED AT 1215 KEGLEMAN DRIVE.

Motion by **Mr. Dennis Frazier**, second by **Mr. William Barron** to authorize Executive Director to execute lease agreement between Swift Air, LLC d/b/a iAero Airways for building #525 and building #526 located at 1215 Kegleman Drive. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried.

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MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE AMENDMENT TO LEASE AGREEMENT BETWEEN EEIDD AND KMW LONG RANGE SOLUTIONS FOR SPACE IN BUILDING #900.

Motion by **Mr. Zeb Winstead**, second by **Ms. Robbin Cooper** to execute lease agreement between EEID and KMW Long Range Solutions for space in building #900. 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 BETWEEN EEIDD AND THE BOARD OF SUPERVISORS FOR THE UNIVERSITY OF LOUISIANA SYSTEM ON BEHALF OF NORTHWESTERN ST. UNIVERSITY FOR BUILDING #1912 LOCATED AT 7228 ENGLAND DRIVE.

Motion by **Mr. Dennis Frazier**, second by **Mr. William Barron** to authorize Executive Director to execute lease agreement between EEIDD and The Board of Supervisors for the University of Louisiana System on behalf of Northwestern St. University for building #1912 located at 7228 England Drive. 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 BETWEEN EEIDD AND AST TURBO USA, INC FOR SPACE IN BUILDING #1719 LOCATED AT 2011 VANDELDELDE DRIVE.

Motion by **Mr. Dennis Frazier**, second by **Mr. William Barron** authorizing Executive Director to execute lease agreement between EEIDD and AST Turbo USA, Inc for space in building #1719 located at 2011 Vandevelde Drive. 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 AIRPORT USE PERMIT BETWEEN EEIDD AND CSI AVIATION SERVICES, INC. FOR RAMP SPACE AND LANDING FEES AT ALEXANDRIA INTERNATIONAL AIRPORT

Motion by **Mr. Dennis Frazier**, second by **Mr. William Barron** authorizing Executive Director to execute Airport Use Permit between EEIDD and CSI Aviation Services, Inc. for ramp space and landing fees at Alexandria International Airport. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried.

MOTION AUTHORIZING EXECUTIVE DIRECTOR TO EXECUTE CONTRACT WITH MERRICK, LLC IN THE AMOUNT OF \$16,031,149.90 FOR THE EXTENSION OF RUNWAY 18 AND ASSOCIATED IMPROVEMENTS - PHASE II, SUBJECT TO FUNDING AND APPROVAL BY THE FEDERAL AVIATION ADMINISTRATION

Motion by **Mr. Dennis Frazier**, second by **Mr. William Barron** authorizing Executive Director to execute contract with Merrick, LLC in the amount of \$16,031,149.90 for the Extension of Runway 18 and Associated Improvements - Phase II, subject to funding and approval by the Federal Aviation Administration. 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
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MOTION AUTHORIZING EXECUTIVE DIRECTOR TO EXECUTE WORK CONTRACT 9B WITH DEBORAH MURPHY LAGOS & ASSOCIATES, LLC FOR PART 150 NOISE PROGRAM COORDINATOR FOR THE COMPLETION OF EXHIBIT "A" AIRPORT PROPERTY INVENTORY MAP motion by **Mr. Dennis Frazier**, second by **Mr. William Barron** authorizing Executive Director to execute Work Contract 9B with Deborah Murphy Lagos & Associates, LLC for Part 150 Noise Program Coordinator for the completion of Exhibit "A" Airport Property Inventory Map. The Chair called for any comments from the board or public. There being none, a vote was called and motion carried.

CJT BAYOU CUISINE DISCUSSION- Mr. Spurgeon stated that he was not aware of any new updates.

E. Comments by Legal Counsel – N/A

F. Comments or Questions by Commissioners – N/A

G. Staff Report – a). Executive Director: Mr. Hennessy discussed the response to the Strategic Plan Survey and updates on digital marketing. Mr. Hennessy discussed the upcoming visit from Julia Letlow on August 2, 2023. Mr. Hennessy gave an overview of the LMA event that would be hosted by the City of Alexandria on August 4, 2023. Lastly invitations to the Legislation Luncheon on August 9, 2023, and Bill Cassidy Ribbon cutting, and luncheon on August 21, 2023, were offered to the board.

b). Financial: Ms. Steiner stated that the EEIDD ended the year with Revenue 2 % over budget and expenses 7% below budget. Operating profit and prior revenues combined for a total of 2 million dollars that was used to upgrade the Airpark. The upgrades included England Village parking lot, NSU renovations, hotel demo, HVAC system upgrades, updates to KMW building and day care, golf course improvements, and various roof repairs. Ms. Steiner stated that additionally, \$245,000 was spent on capital equipment, including mowers a side by side 2 new vehicles and updates to the terminal security system.

c). Air Traffic: Number of flights have increased over the past couple of years. Flights coming in and out are full. Issues are pilots and equipment.

Airline Service – Met with Allegiant, they move very slowly. Have a follow up meeting this month.

ACE: Discussed grant opportunities. FAA toured facilities and were informed about opportunities and programs.

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d). Economic Development/Operations:

There were 137 service calls, 21 Commercial and 110 Residential, which is very common in summer months. The Community Center has 48 events, and 29 for next year. GEO has been renting since 2014. Created 160 jobs and signed a 5-year lease.

H. Public Comments or Questions – N/A

There being no further business, Chair Sam Spurgeon adjourned the meeting at **5:38 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
August 24, 2023

The regular meeting of the Admin/Legal Committee of the England Economic and Industrial Development District was held on **Thursday, August 24, 2023** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Mr. Sam Spurgeon called on Commissioner Mr. Zeb Winstead, Chair for the Audit Committee.

Chair Zeb Winstead requested a roll call.

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

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

Motion by **Mr. Zeb Winstead**, second by **Mr. William Barron** to appoint a representative to the Board of Directors of the Louisiana Governmental Environmental Facilities and Community Development Authority (LCDA).

On vote, motion carried. (Mr. Bushnell was recused from the vote)

Mr. Spurgeon stated there were no items to discuss and asked if there were any comments or additions to the agenda. There being none, Chair Sam Spurgeon 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
JULY 27, 2023

The regular meeting of the Finance Committee of the England Economic and Industrial Development District was held on Thursday, **JULY 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. Zeb Winstead, Mr. William Barron, Mr. Richard Bushnell, Ms. Robbyn Cooper, Mr. Sam Spurgeon, Mr. Charlie Weems.

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

Received schedule of paid invoices for the month of June 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
JULY 27, 2023

The regular meeting of the Audit Committee of the England Economic and Industrial Development District was held on **Thursday, July 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
JULY 27, 2023

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

Vice Chair Mr. Richard Bushnell requested a roll call.

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

Absent: COL Katrina Lloyd, Mr. Patrick O'Quinn.

Motion by **Mr. Sam Spurgeon**, second by **Mr. Charlie Weems** to authorize Executive Director to execute lease agreement between Swift Air, LLC d/b/a iAero Airways for building #525 and building #526 located at 1215 Kegleman Drive.

On vote, motion carried.

Motion by **Mr. Sam Spurgeon**, second by **Mr. Charlie Weems** to authorize Executive Director to execute Amendment to the lease agreement between EEIDD and KMW Long Range Solutions for space in building #900.

On vote, motion carried.

Motion by **Mr. Sam Spurgeon**, second by **Mr. Charlie Weems** to authorize Executive Director to execute lease agreement between EEIDD and The Board of Supervisors for the University of Louisiana System on behalf of Northwestern St. University for building #1912 located at 7228 England Drive.

On vote, motion carried.

Motion by **Mr. Sam Spurgeon**, second by **Mr. Charlie Weems** to authorize Executive Director to execute lease agreement between EEIDD and AST Turbo USA, Inc for space in building #1719 located at 2011 Vandeveld Drive.

On vote, motion carried.

Motion by **Mr. Sam Spurgeon**, second by **Mr. Charlie Weems** to to execute Airport Use Permit between EEIDD and CSI Aviation Services, Inc. for ramp space and landing fees at Alexandria International Airport

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. Richard Bushnell, Committee Vice Chair
ECONOMIC DEVELOPMENT COMMITTEE
England Economic and Industrial Development District

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

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

Chair Sam Spurgeon called on Commissioner Robbyn Cooper, Chair for the Operations Committee.

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, Ms. Cooper dismissed the Operations Committee.

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

Ms. Robby Cooper, Committee Chair
OPERATIONS COMMITTEE
England Economic and Industrial Development District

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

The regular meeting of the Human Resources Committee of the England Economic and Industrial Development District was held on **Thursday, JULY 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 William Barron, Vice 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
JULY 27, 2023

The regular meeting of the Admin/Legal Committee of the England Economic and Industrial Development District was held at **4:03 p.m. on Thursday, July 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
Mr. William Barron, Chair of the Capital Projects Committee, requested a roll call.

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

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

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

Motion by **Mr. Richard Bushnell**, second by **Mr. Zeb Winstead**, Motion authorizing Executive Director to execute contract with Merrick, LLC in the amount of \$16,031,149.90 for the Extension of Runway 18 and Associated Improvements -Phase II, subject to funding and approved by the Federal Aviation Administration.

On vote, motion carried.

Motion by **Mr. Sam Spurgeon**, second by **Mr. Zeb Winstead**, Motion authorizing Executive Director to execute Work Contract 9B with Deborah Lagos & Associates, LLC for Part 150 Noise Program Coordinator for the completion of Exhibit "A" Airport Property Inventory Map.

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 – Notified that we will be receiving a 3-million-dollar grant.
- b) Runway Extension – Coming along well.
- c) Airfield Electrical Rehab – Came to a solution and end in in sight. Authority will pay to finish, and State will fund another project.
- d) Runway Safety Area Rehabilitation – Project has restarted.
- e) Wildlife Safety Rehab Fencing – Coming along well, contractor is back. Completing 1,000 ft per month
- f) Master Plan – In financial stages. Finishing financials.
- g) North Ramp Wash Rack – Out for bid.
- h) South Ramp Rehab – 100% complete.
- i) Terminal Security Upgrade – Waiting for final equipment.
- j) ATCT Radio Refurbishment – Ordered should be 4-6 weeks on delivery.
- k) Page and Ortego Historical Monument – Estimated date of September, expected 6-8 months.

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

- a) Multi - Family Housing – Approached by local company to rebuild England Village units.
- b) OakWing – Heard from Keith Flatt, Owner of Oakwing and COO Derrick Hunter on their plans for the future management of the course.
- c) Renewable Energy – Making headway. Mr. Nowlin stated that CLECO is happy about the current conversations and hopes to hear the final draft in the near future.
- d) Parc England – Mitigation is complete, and humidifiers are being placed throughout.

There being no further items to discuss, Mr. Barron adjourned the Capital Project Committee.

Charlie Weems, Committee Vice Chair
CAPITAL PROJECTS COMMITTEE
England Economic and Industrial Development District