

THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT BOARD OF COMMISSIONERS REGULAR SESSION FEBRUARY 22, 2024

The England Economic and Industrial Development District met in Regular Session in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana, on **Tuesday, FEBRUARY 22, 2024, at 5:42 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. Dennis Frazier, Mr. Oday Lavergne, Mr. Steven Mansour, Mr. Joe McPherson, Mr. Patrick O'Quin, and Mr. Jamar Gailles.

Absent: Mr. Charlie Weems and Mr. Taylor Cottano

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

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

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.

MOTION TO APPROVE THE MINUTES OF JANUARY 30, 2024, REGULAR SESSION MEETING.

Motion by **Mr. Zeb Winstead**, second by **Mr. Steve Mansour** to approve the Minutes of January 30, 2024, regular session meeting. The Chair called for any comments from the board or public. There being none, a vote was called, and motion carried. **016-2024**

MOTION TO ADOPT BUDGET AMENDMENT #1 TO THE 2023/2024 FISCAL YEAR BUDGET.

Motion by **Mr. Zeb Winstead**, second by **Mr. Steve Mansour** to adopt budget amendment #1 to the 2023/2024 fiscal year budget. The Chair called for any comments from the board or public. There being none, a vote was called, and motion carried. **017-2024**

MOTION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE LEASE BETWEEN EEIDD AND IPC LOUISIANA, LLC FOR BUILDING #1316, 2107 CHANUTE DRIVE.

Motion by **Mr. Zeb Winstead**, second by **Mr. Steve Mansour** to authorize the Executive Director to execute a lease between EEIDD and IPC, Louisiana, LLC for building #1316, 2107 Chanutte drive. The Chair called for any comments from the board or public. There being none, a vote was called, and motion carried. **018-2024**

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
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MOTION TO ADOPT RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE SPONSOR/STATE AGREEMENT NO. H.015669 BETWEEN THE LOUISIANA DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT AND THE EEIDD FOR THE RUNWAY 18 EXTENSION PHASE III IN THE AMOUNT OF \$1,126,648.00.

Motion by **Mr. Zeb Winstead**, second by **Mr. Steve Mansour**, to adopt a resolution authorizing the Executive Director to execute sponsor/state agreement no. H.015669 between the Louisiana Department of Transportation and Development and the EEIDD for the Runway 18 Extension phase III in the amount of \$1,126,648.00. The Chair called for any comments from the board or public. There being none, a vote was called, and motion carried. **019-2024**

MOTION TO ADOPT RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE SPONSOR/STATE AGREEMENT NO. H.015919 BETWEEN THE LOUISIANA DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT AND THE EEIDD TO EXTEND RUNWAY 18 AND PARALLEL TAXIWAY IN THE AMOUNT OF \$198,987.00.

Motion by **Mr. Zeb Winstead**, second by **Mr. Steve Mansour**, to adopt a resolution authorizing the executive director to execute sponsor/state agreement no. H.015919 between the Louisiana department of transportation and development and the EEIDD to extend runway 18 and parallel taxiway in the amount of \$198,987.00. **020-2024**

Presentation of the 2023 Fire Response Report was given by Chief, Joe Hamner:

Mr. Hamner stated that the call volume went up since covid 7-10 % over the past 3-4 years. Mr. Hamner stated that most calls were medical related. He also stated that they responded to 40 alarms. Service calls include helping someone off the floor, helping maintenance, and snake calls. Mr. Hamner stated that training was up this year. 91 smoke detectors were installed according to new guidelines, 134 building inspections were conducted, he stated the terminal was inspected weekly. Mr. Hamner stated that there were records kept on each building regarding hazardous materials, and if the buildings were occupied or not. Major items this year included a new truck in service and getting ready to convert over to F3 foam. 178 tours were done with local schools last year. Mr. Hamner stated that there were several resources set up to assist the Fire Marshals office and the Forestry and Wildlife departments. Training classes were conducted throughout central LA which included up to 200 people. Mr. Hamner thanked the Board for their continued support and invited them to visit the station at any time.

Presentation of the implementation plan of the Airpark Strategic Plan by Executive Director, Ralph Hennessy:

Mr. Hennessy stated that a copy of the implementation plan for the Strategic Plan layout was in the binders, and able to be taken. There are 60 elements in the strategic plan. There were comments listed on 57 of those items. The items were prioritized from high, medium to low, to help direct the staff to things that were going to be worked on over the next few years. Mr. Hennessy welcomed any questions from the board and stated to call with any in the future.

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E. Comments by Legal Counsel – There were none.

F. Questions by Commissioners – There were none.

G. Staff Report – a). Executive Director: Mr. Hennessy stated that Alisha would be sending an email tomorrow regarding bios for the website. He asked that the board complete them and send them back. Mr. Hennessy stated that there would be a LABI luncheon held at the Community Center and stated that the information would be sent for that tomorrow as well, for those who wanted to attend.

b). Financial: Ms. Steiner stated that the numbers would change once the budget was adjusted. Revenue is 3.5 % over year-to-date budget and expenses are 8.5 % below.

c). Air Traffic: Mr. Gammel stated that we are down just a little for the month, but the load factors are high. Mr. Gammel stated that there are several meetings coming up with several airlines, including United. Mr. Mansour asked if most cancellations were weather related, and Mr. Gammel stated that they were. Mr. Lavergne asked Mr. Hennessy if he could make a comparison between other airports on fuel flowage revenues.

Airline Service- No Report

ACE: LSUA has 33 students enrolled, 4 have earned their private pilot license. Mr. Spurgeon asked the cost for training per hour, Mr. Gammel stated about \$200.00 per hour.

d). Economic Development/Operations: Mr. Broussard stated that there were 68 service calls, 17 commercials 50 residential. The Community Center has 38 complete events. Mr. Broussard stated that several Mardi Gras balls were held at the center, along with several corporate events. Mr. Broussard stated that he prepared a report that Mr. Spurgeon requested containing which buildings are leased and which are not. Mr. Broussard stated that it did not have a breakdown of residential housing. Mr. McPherson requested an update on the architect inspection of each building. Mr. Hennessy stated that the contract was underway.

A motion was made by Mr. Sam Spurgeon to move into executive session and second by Mr. Zeb Winstead followed by unanimous in favor vote by the present board members.

Mr. Spurgeon stated that at 6:11 on February 22, 2024, the board was entering into an Executive Session for the board's attorney, Mr. Nowlin, to discuss the CJT Bayou Cuisine active litigation involving the board.

At 6:56PM A motion was made by Mr. Oday Lavergne to come out of executive session and second by Mr. Zeb Winstead followed by unanimous in favor vote by the present board members.

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
BOARD OF COMMISSIONERS REGULAR SESSION FEBRUARY 22, 2024**

MOTION TO AUTHORIZE MR. STAMEY AS COUNSEL OF RECORD FOR THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT IN *CJT BAYOU CUISINE, LLC AND JANNIFER THOMPSON, INDIVIDUALLY AND AS OWNER OF CJT BAYOU CUISINE, LLC V. ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT*, CIVIL SUITE NO. 276,330-A, 9TH JUDICIAL DISTRICT COURT, RAPIDES PARISH, LOUISIANA, TO OFFER A SETTLEMENT UP TO AN AMOUNT TO BE AUTHORIZED BY THE EXECUTIVE COMMITTEE, AND TO RECOMMEND A BUDGET OF UP TO \$20,000 FOR EXPERT WITNESSES IN THE ABOVE-REFERENCED LAWSUIT.

Motion by **Mr. Zeb Winstead**, second by **Mr. Sam Spurgeon** to authorize Mr. Stamey as counsel of record for the England Economic and Industrial Development district in *CJT Bayou Cuisine, LLC and Jannifer Thompson, individually and as owner of CJT bayou cuisine, LLC v. England economic and industrial development district*, civil suite no. 276,330-a, 9th judicial district court, Rapides parish, Louisiana, to offer a settlement up to an amount to be authorized by the executive committee, and to recommend a budget of up to \$20,000 for expert witnesses in the above-referenced lawsuit.

Roll call vote: Cotanno – absent, Frazier – yes, Gales – yes, Lavergne – yes, Mansour – no, McPherson – absent, O’Quin – yes, Spurgeon – yes, Weems – absent, Winstead – yes. Motion passes. **021-2024**

MOTION TO AUTHORIZE EXECUTIVE COMMITTEE, CONSISTING OF CHAIR, VICE-CHAIR, AND SECRETARY OF THE BOARD, TO ACT AS NECESSARY IN COORDINATION WITH MR. STAMEY AS COUNSEL OF RECORD FOR THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT IN *CJT BAYOU CUISINE, LLC AND JANNIFER THOMPSON, INDIVIDUALLY AND AS OWNER OF CJT BAYOU CUISINE, LLC V. ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT*, CIVIL SUITE NO. 276,330-A, 9TH JUDICIAL DISTRICT COURT, RAPIDES PARISH, LOUISIANA UNTIL NEXT BOARD MEETING AT WHICH TIME THE EXECUTIVE COMMITTEE WILL REPORT TO THE BOARD.

Motion by **Mr. Zeb Winstead**, second by **Mr. Jamar Gales** to authorize executive committee, consisting of chair, vice-chair, and secretary of the board, to act as necessary in coordination with Mr. Stamey as counsel of record for the England Economic and Industrial Development district in *CJT Bayou Cuisine, LLC and Jannifer Thompson, individually and as owner of CJT bayou cuisine, LLC v. England Economic and Industrial Development district*, civil suite no. 276,330-a, 9th judicial district court, Rapides Parish, Louisiana until next board meeting at which time the executive committee will report to the board.

Motion passed unanimously by voice vote. **022-2024**

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
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H. Public Comments or Questions – None

There being no further business, Mr. Sam Spurgeon adjourned the meeting at **6:58 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 22, 2024

The regular meeting of the Admin/Legal Committee of the England Economic and Industrial Development District was held at **4:04 p.m. on Tuesday, FEBRUARY 22, 2024**, in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Mr. Zeb Winstead, Vice Chair of the England Authority, called the committee meetings to order. Mr. Winstead gave the invocation and Mr. Jamar Gailes led the Pledge of Allegiance.

The Vice Chair, Mr. Zeb Winstead, requested a roll call.

The following were present: Mr. Zeb Winstead, Mr. Dennis Frazier, Jamar Gailes, Mr. Oday Lavergne, Mr. Steve Mansour, Mr. Joe McPherson, and Mr. Patrick O'Quin.

ABSENT: Mr. Sam Spurgeon, Mr. Taylor Cottano and Mr. Charlie Weems

Mr. Sam Spurgeon arrived at 4:13 PM

Review and discussion of proposed changes to The Code of Ordinances.

Mr. Matt Nowlin engaged in

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

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

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

FINANCE COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
FEBRUARY 22, 2024

The regular meeting of the Finance Committee of the England Economic and Industrial Development District was held on Tuesday, **FEBRUARY 22, 2024**, in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Chair Dennis Frazier requested a roll call.

The following were present: Mr. Dennis Frazier, Mr. Jamar Galis, Oday Lavergne, Mr. Steven Mansour, Mr. Joe McPherson, Mr. Sam Spurgeon, and Mr. Charlie Weems.

Absent: Mr. Zeb Winstead & Mr. Taylor Cottano

Received schedule of paid invoices for the month of December 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
FEBRUARY 22, 2024

The regular meeting of the Audit Committee of the England Economic and Industrial Development District was held on **Tuesday, FEBRUARY 22, 2024**, 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 Mr. Charlie Weems requested a roll call.

The following were present: Mr. Charlie Weems, Mr. Dennis Frazier, Mr. Jamar Gales, Mr. Oday Lavergne, Mr. Steve Mansour, Mr. Joe McPherson, Mr. Patrick O'Quin and Mr. Sam Spurgeon.

ABSENT: Mr. Zeb Winstead and Mr. Taylo Cottano

Motion by **Mr. Charlie Weems**, second by **Mr. Steven Mansour**, Motion to receive the annual independent Audit Report on Fiscal Year 2022/2023 from Kolder, Slaven & Company, LLC.

On vote, motion carried.

Presentation given by Nick Fowlkes, CPA & Partner at Kolder Slaven. Mr. Fowlkes gave a detailed description of the audit that was conducted. Mr. Fowlkes also engaged in a lengthy Q&A with board members.

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. Frazier dismissed the Audit Committee.

Chair Sam Spurgeon next called upon Commissioner Mr. Joe McPherson, Vice 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 22, 2024

The regular meeting of the Economic Development Committee of the England Economic and Industrial Development District was held on Tuesday, **FEBRUARY 22, 2024**, in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

The Chair, Mr. Patrick O'Quin requested a roll call.

The following were present: Mr. Joe McPherson, Mr. Dennis Frazier, Jamar Gales, Mr. Oday Lavergne, Mr. Steve Mansour, Mr. Sam Spurgeon, and Mr. Cha

ABSENT: Mr. Zeb Winstead & Mr. Taylor Cottano

Motion by **Mr. Patrick O'Quin** Second by **Mr. Charlie Weems** to authorize the Executive Director to execute Lease Amendment #1 between EEIDD and S&S Masonry for warehouse space in building #2327.

On vote, motion carried.

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

There being none, Mr. O'Quin adjourned the Economic Development Committee.

Chair Sam Spurgeon next called upon Commissioner Oday Lavergne, Chair of the Operations Committee.

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

OPERATIONS COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
FEBRUARY 22, 2024

The regular meeting of the Audit Committee of the England Economic and Industrial Development District was held on **Tuesday, FEBRUARY 22, 2024**, in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Chair Sam Spurgeon called on Commissioner Oday Lavergne, Chair for the Operations Committee.

Commissioner Oday Lavergne, 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. Lavergne dismissed the Operations Committee.

Chair Sam Spurgeon next called upon Commissioner Jamar Gales, Vice chair of the Human Resources Committee.

Mr. Oday Lavergne, Committee Chair
OPERATIONS COMMITTEE
England Economic and Industrial Development District

HUMAN RESOURCES COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
FEBRUARY 22, 2024

The regular meeting of the Human Resources Committee of the England Economic and Industrial Development District was held on **Thursday, FEBRUARY 22, 2024**, in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Chair Sam Spurgeon called on Commissioner Gailes, Vice Chair for the Human Resources Committee.

Mr. Gailes stated that there were no items on the agenda and called for any additions or comments from the public. There being none, Commissioner Gailes adjourned the Human Resource Committee.

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

Jamar Gailes, Committee Vice Chair
HUMAN RESOURCE COMMITTEE
England Economic and Industrial Development District

CAPITAL PROJECTS COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
FEBRUARY 22, 2024

The regular meeting of the Capital Projects Committee of the England Economic and Industrial Development District was held on **Tuesday, FEBRUARY 22, 2024**, in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Mr. Charlie Weems, Chair of the Capital Projects Committee, requested a roll call.

The following were present. Charlie Weems, Mr. Steven Mansour, Mr. Dennis Frazier, Mr. Jamar Gales, Mr. Oday Lavergne, Mr. Joe McPherson, Mr. Patrick O'Quin, and Mr. Sam Spurgeon.

Absent: Mr. Taylor Cottano and Mr. Zeb Winstead.

Motion by **Mr. Zeb Winstead**, second by **Mr. Jamar Gales**, to adopt Work Authorization Number 1 with Michael Baker International, Inc. for the Rehabilitation and Expansion of North Ramp (Design Only).

On vote, motion carried.

Mr. Weems next called on Mr. Ralph Hennessy to give the Status Report.

Status Report – Presented by Ralph Hennessy, Executive Director

- a) Part 150 Noise Program – FAA meeting in 2 weeks about funding.
- b) Runway Extension – No report
- c) Runway Safety Area Rehabilitation –Work will have to be done at night due to asphalt temperature. Finalizing in February or March
- d) Wildlife Safety Rehab Fencing – 200 of feet left to complete. Will finalize in the next few weeks.
- e) Master Plan – No report
- f) North Ramp Wash Rack– Lead time for pumps is a year. The contractor is working on his schedule to begin on the wash pad.
- g) Terminal Security Upgrade – No report.
- h) ATCT Radio Refurbishment –No Report.
- i) Page and Ortego Historical Monument – Looking at unveiling of plaques in March.

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

- a) Multi - Family Housing – Nothing new to report.
- b) OakWing –Heard from Brady. Gave financial updates from December food and beverage revenue are up 40%. Large increase in banquet business. Full facility is 26% above revenue. Public green fees were increased last week. Brady stated that he scheduled a meeting with the CVB. Brady also discussed the zip code participation at the club.
- c) Renewable Energy – Met with Cleco. Had conversations about potential forms of energy products. Nothing new as far as physical activity at the site.
- d) Parc England –Presentation to be done in regular meeting.

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

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