

# THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT BOARD OF COMMISSIONERS REGULAR SESSION JANUARY 30, 2024

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The England Economic and Industrial Development District met in Regular Session in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana, on **Tuesday, January 30, 2024, at 4:48 p.m.**

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

**Present:** Mr. Sam Spurgeon, Chair, Mr. Dennis Frazier, Mr. Oday Lavergne, Mr. Steven Mansour, Mr. Joe McPherson, Mr. Patrick O'Quin, Mr. Charlie Weems and Mr. Jamar Gailes.

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

Also present were members of the England Authority staff: Mr. Ralph Hennessy, Executive Director, 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 DECEMBER 14, 2023, REGULAR SESSION MEETING.**

Motion by **Mr. Steve Mansour**, second by **Mr. Jamar Gailes** to approve the Minutes of December 14, 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. **013-2024**

## **MOTION TO RECEIVE THE ANNUAL INDEPENDENT AUDIT REPORT ON FISCAL YEAR 2022/2023 FROM KOLDER, SLAVEN & COMPANY, LLC.**

Motion by **Mr. Steve Mansour**, second by **Mr. Jamar Gailes** to receive the annual independent Audit Report on Fiscal Year 2022/2023 from Kolder, Slaven & Company, LLC. The Chair called for any comments from the board or public. There being none, a vote was called, and motion carried. **014-2024**

## **MOTION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE LEASE AMENDMENT #1 BETWEEN EEIDD AND S&S MASONRY FOR WAREHOUSE SPACE IN BUILDING #2327.**

Motion by **Mr. Steve Mansour**, second by **Mr. Jamar Gailes** to authorize the Executive Director to execute Lease Amendment #1 between EEIDD and S&S Masonry for warehouse space in building #2327. The Chair called for any comments from the board or public. There being none, a vote was called, and motion carried. **015-2024**

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## **Executive Summary Report Presentation and Discussion of the former Parc England Hotel:**

**Mr. Toney Jenkins, with Hospitality Advisors, presented a market study, along with a Q&A portion to the Board, regarding Parc England Hotel Via Zoom. No action was taken, and the Board directed the staff to continue investigating hotel operators for future discussion.**

**E. Comments by Legal Counsel** – Mr. Nowlin reminded Board Members to complete their Ethics Training by the end of the year.

**F. Questions by Commissioners** – There were none.

**G. Staff Report – a). Executive Director:** Mr. Henessy stated that the Strategic Plan Open House was currently underway at the Community Center. Mr. Henessy also stated that the information requested from the Board, such as the Strategic Plan implementation, a list of available facilities, and looking at the Codes of Ordinances, would be given at the February meeting.

**b). Financial:** Ms. Steiner stated 2 years ago was the first time that an outside firm was employed to do a full-scale inventory at the Airpark, they came back at the at the end of this last year to update/reconcile and ensure all new inventory items were tagged. Halfway through the year, revenue is 3.3% over year-to-date budget and expenses are 6.5 % below year-to-date budget. Ms. Steiner explained that next month she intends to make a budget amendment to incorporate changes to revenue from new leases and the new rates and charges study.

**c). Air Traffic:** No Report  
**Airline Service-** No Report  
**ACE:** - No Report

**d). Economic Development/Operations:** Mr. Broussard stated that there were 143 service calls, 31 commercial 109 residential due to the freezing weather. The Community center has 37 events completed. Mr. Broussard also stated that as far as Economic Development, a new LED Secretary has been appointed, who he will be getting to know soon.

**H. Public Comments or Questions** – None

There being no further business, Mr. Sam Spurgeon adjourned the meeting at **5:35 p.m.**

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
BOARD OF COMMISSIONERS REGULAR SESSION JANUARY 30, 2024**

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**Sam Spurgeon, Chair**

*England Economic and Industrial Development District  
Board of Commissioners*

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**Charlie Weems, Secretary/Treasurer**

*England Economic and Industrial Development District  
Board of Commissioners*

**ADMIN/LEGAL COMMITTEE**  
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
**JANUARY 30, 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, JANUARY 30, 2024**, 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. Sam Spurgeon gave the invocation. Mr. Sam Spurgeon led the Pledge of Allegiance.

Chair Sam Spurgeon, Vice Chair, proceeded with the Admin/Legal Committee in the absence of Mr. Winstead.

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.

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Mr. Sam Spurgeon, Vice Committee Chair  
**ADMIN/LEGAL COMMITTEE**  
England Economic & Industrial Development District

**FINANCE COMMITTEE**  
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
**JANUARY 30, 2024**

The regular meeting of the Finance Committee of the England Economic and Industrial Development District was held on Tuesday, **January 30, 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.

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Mr. Dennis Frazier, Committee Chair  
**FINANCE COMMITTEE**  
England Economic & Industrial Development District

**AUDIT COMMITTEE**  
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
**January 30, 2024**

The regular meeting of the Audit Committee of the England Economic and Industrial Development District was held on **Tuesday, January 30, 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. Taylor 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.

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

**ECONOMIC DEVELOPMENT COMMITTEE**  
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
**JANUARY 30, 2024**

The regular meeting of the Economic Development Committee of the England Economic and Industrial Development District was held on Tuesday, **JANUARY 30, 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.

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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  
**January 30, 2024**

The regular meeting of the Audit Committee of the England Economic and Industrial Development District was held on **Tuesday, January 30, 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.

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



**HUMAN RESOURCES COMMITTEE**  
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
**January 30, 2024**

The regular meeting of the Human Resources Committee of the England Economic and Industrial Development District was held on **Thursday, January 30, 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.

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

**CAPITAL PROJECTS COMMITTEE**  
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT  
**January 30, 2024**

The regular meeting of the Capital Projects Committee of the England Economic and Industrial Development District was held on **Tuesday, January 30, 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.

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