

THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT BOARD OF COMMISSIONERS REGULAR SESSION SEPTEMBER 26, 2024

The England Economic and Industrial Development District met in Regular Session in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana, on **Thursday, September 26, 2024, 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, Dennis Frazier, Mr. Jamar Gailes, Mr. Oday Lavergne, Mr. Joe McPherson, and Mr. Patrick O'Quinn.

Absent: Mr. Taylor Cottano & Mr. Steven Mansour

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

Chair, Mr. Sam 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 ACTIVE ITEMS 1-8 AS CONSENT.

Motion by **Mr. Zeb Winstead**, second by **Mr. Jamar Gailes**, to approve active items 1-8 as consent. The Chair called for any comments from the board or public. There being none, a vote was called, and motion carried. **061-2024**

MOTION TO APPROVE THE MINUTES OF AUGUST 22, 2024, REGULAR SESSION MEETING.

Motion by **Mr. Zeb Winstead**, second by **Mr. Jamar Gailes** to approve the Minutes of August 22, 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. **062-2024**

MOTION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE A COOPERATIVE ENDEAVOR AGREEMENT (CEA) BETWEEN THE EEIDD AND THE SHERIFF OF RAPIDES PARISH, LOUISIANA, ACTING FOR THE RAPIDES PARISH LAW ENFORCEMENT DISTRICT BY AND THROUGH HIS AUTHORITY AS THE SHERIFF OF RAPIDES PARISH FOR USE OF BUILDING #1720 LOCATED AT 2005 VANDELDELVE DRIVE AND USE OF BUILDING #1905 LOCATED AT 1104 BILLY MITCHELL BLVD.

Motion by **Mr. Zeb Winstead**, second by **Mr. Jamar Gailes**, to authorize the Executive Director to execute a Cooperative Endeavor Agreement (CEA) between the EEIDD and the Sheriff of Rapides Parish, Louisiana, acting for the Rapides Parish Law Enforcement District by and through his authority as the Sheriff

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of Rapides Parish for use of building #1720 located at 2005 Vandevelde Drive and use of building #1905 located at 1104 Billy Mitchell Blvd. The Chair called for any comments from the board or public. There being none, a vote was called, and motion carried. **063-2024**

MOTION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE AMENDMENT #1 TO THE LEASE BETWEEN EEIDD AND GLOBAL CROSSING AIRLINES.

Motion by **Mr. Zeb Winstead**, second by **Mr. Jamar Gales**, to authorize the Executive Director to execute Amendment #1 to the lease between EEIDD and Global Crossing Airlines. The Chair called for any comments from the board or public. There being none, a vote was called, and motion carried. **064-2024**

MOTION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE AMENDMENT #1 TO THE LEASE BETWEEN EEIDD AND AZEOFORM, INC. FOR SPACE IN BUILDING #1442 LOCATED AT 2716 VANDENBURG DRIVE.

Motion by **Mr. Zeb Winstead**, second by **Mr. Jamar Gales** to authorize the Executive Director to execute Amendment #1 to the lease between EEIDD and Azeoform, Inc. for space in building #1442 located at 2716 Vandenburg Drive. The Chair called for any comments from the board or public. There being none, a vote was called, and motion carried. **065-2024**

MOTION TO RATIFY THE EXECUTIVE DIRECTOR'S ACCEPTANCE OF GRANT NUMBER 3-22-0003-095-2024 IN THE AMOUNT OF \$971,672 FROM THE FEDERAL AVIATION ADMINISTRATION FOR SECURITY ENHANCEMENTS, IMPROVE/MODIFY/REHABILITATE TERMINAL BUILDING AND EXECUTION OF ALL RELATED DOCUMENTS THERETO.

Motion by **Mr. Zeb Winstead**, second by **Mr. Jamar Gales** to ratify the Executive Director's acceptance of Grant Number 3-22-0003-095-2024 in the amount of \$971,672 from the Federal Aviation Administration for Security Enhancements, Improve/Modify/Rehabilitate Terminal Building and execution of all related documents thereto. The Chair called for any comments from the board or public. There being none, a vote was called, and motion carried. **066-2024**

MOTION TO RATIFY THE EXECUTIVE DIRECTOR'S ACCEPTANCE OF GRANT NUMBER 3-22-0003-097-2024 IN THE AMOUNT OF \$328,605 FROM THE FEDERAL AVIATION ADMINISTRATION TO EXPAND NORTH APRON (PHASE I - DESIGN) AND EXECUTION OF ALL RELATED DOCUMENTS THERETO.

Motion by **Mr. Zeb Winstead**, second by **Mr. Jamar Gales**, to ratify the Executive Director's acceptance of Grant Number 3-22-0003-097-2024 in the amount of \$328,605 from the Federal Aviation Administration to Expand North Apron (Phase I - Design) and execution of all related documents thereto. The Chair called for any comments from the board or public. There being none, a vote was called, and motion carried. **067-2024**

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MOTION TO RATIFY THE EXECUTIVE DIRECTOR'S ACCEPTANCE OF GRANT NUMBER 3-22-0003-098-2024 IN THE AMOUNT OF \$567,469 FROM THE FEDERAL AVIATION ADMINISTRATION TO EXPAND APRON (SOUTH RAMP), CONSTRUCT TAXI LANE - DESIGN ONLY AND EXECUTION OF ALL RELATED DOCUMENTS THERETO.

Motion by **Mr. Zeb Winstead**, second by **Mr. Jamar Gales**, to ratify the Executive Director's acceptance of Grant Number 3-22-0003-098-2024 in the amount of \$567,469 from the Federal Aviation Administration to Expand Apron (South Ramp), Construct Taxi lane - Design Only and execution of all related documents thereto. The Chair called for any comments from the board or public. There being none, a vote was called, and motion carried. **068-2024**

MOTION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER A CONTRACT WITH RS&H TO PROVIDE DESIGN SERVICES FOR THE TERMINAL ADA AND CAPACITY REHABILITATION PROJECT.

Motion by **Mr. Zeb Winstead**, second by **Mr. Jamar Gales**, to authorize the Executive Director to enter a contract with RS&H to provide design services for the Terminal ADA and Capacity Rehabilitation Project. The Chair called for any comments from the board or public. There being none, a vote was called, and motion carried. **069-2024**

Presentation by Neal Johnson, LLC regarding Airpark building assessments:

Mr. Johnson introduced himself as well as his background, and members of his staff, that also worked on this assessment. Mr. Johnson gave a report on recommendations and budgeting on the following buildings: Building 1103-1603 Frank Luke Drive, Building 1408-2022 Frank Andrews Blvd, Building 2325-2106 Frank Andrews Blvd, Parc Hotel-1321 Chappie James Avenue, Building 1213-1808 Kegleman Blvd, Building 1500-2618 Vandenburg Blvd, and Building 2533-1604 Waterberg Way.

Mr. Johnson engaged in a lengthy conversation with the Board members regarding mechanical information, and general condition of each building.

E. Comments by Legal Counsel – There were none.

F. Questions by Commissioners – Mr. McPherson stated that he would like the staff to consider getting some type of signage/advertisement on their vehicles. Mr. Spurgeon stated that he agreed that it would be a great branding opportunity.

G. Comments by Executive Director – Mr. Hennessy stated that England Airpark was selected for Best Curb Appeal at Chamber's Bizzy awards. Mr. Hennessy invited the Board to attend the 2024 Economic Outlook with Dr. Loren Scott, on Thursday October 3rd from 11:30-1 at the Community Center. Lastly, Mr. Hennessy stated that there were upcoming meetings scheduled with England Oaks regarding benefits and retirement. Mr. Hennessy Stated that Ms. Steiner was working with the banks, along with England Oak's staff to set up the

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accounts and electronic transfers. Hennessy stated that he was looking into various transportation options for the residents of England Oaks. He stated everything was flowing in the right direction and there should be no problems with the November 1st transition date. Mr. Hennessy stated that Front Porch had yet to send out letters to the residents. My Hennessy stated that he was planning on sending letters out on Tuesday, then having a Q&A with the residents on Thursday. Mr. Lavergne asked if the England Oaks staff were happy and if they wanted to stay. Mr. Hennessy stated that the staff indicated that they were wanting to stay. Mr. Hennessy stated that offer letters were anticipated to be done on Friday, October 4th and that following week.

H. Staff Report –

1). Financial: Ms. Steiner stated that one of the benefits for the England Oaks residents of doing annual leases was that it would lock in a price, whereas they were on a month to month with Front Porch, and there was an occasional price increase. Ms. Steiner stated that the revenue was up 2% and expenses are 16% below. Ms. Steiner stated that she wanted to address the new financial package. She stated that she took out the bank reconciliations per the Board's request and added in a couple of things. She stated that in the very front of the package there was a financial snapshot page that she felt was a good summary for each division. She also stated that Mr. Winstead had requested additional charts. Ms. Steiner asked the Board to let her know if there was anything else they would like to see, or if there were things they did not want to see, that she was open to suggestions. Mr. McPherson asked how the Airpark was able to be 16% under expense. Ms. Steiner explained how she developed the budget to incorporate one-time expenses with no definitive timing at the beginning of the year. Mr. McPherson asked if this was only the operating budget, and did not contain capital, and Ms. Steiner stated that it was correct.

2). Air Traffic: Mr. Gammel stated that Delta flights were up 39% from last year due to their 3rd flight. He stated that American is 9% down from last year, Mr. Gammel stated that hopefully with the new 170 it will pick up. Military charters are holding their own at 2,900 and that fluctuates from month to month. Commercial air traffic is up 3% from last year, and overall, with charters as well as commercial traffic is up 5% for the year. Mr. Lavergne asked if every take-off and landing was recorded, and Mr. Gammel stated they were.

A) Airline services: Mr. Gammel stated that in October he will be meeting with various Airlines. He also discussed a recent issue with the TSA. He stated they took ownership for the scheduling issue. Mr. Gammel stated that there will be a meeting with the airlines in the next two weeks to ensure the problem is corrected.

B) ACE: Mr. Gammel stated that the ACE program was doing extremely well. He also stated that there were several other aviation-related areas that the program could expand on, and that LSUA is very pleased with the program.

3). Economic Development/Operations: Mr. Broussard stated it's a typical month with 100 service calls, 67 residential, 29 commercial, and 4 ISB. The Community Center has completed 8 events, and 46 events have been booked so far this year. Mr. McPherson asked who was taking the calls at this time. Mr. Broussard stated that Janet Lacombe was

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taking most of the calls and completing work orders since she was the operations assistant. Mr. Broussard stated that Janet Kennedy took the residential. Mr. McPherson asked if the calls would be taken over by England Oaks once that transition was completed. Mr. Hennessy stated that the residential calls would be transferred over, but the commercial will still come to this building.

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

Mr. Spurgeon stated that at 5:54 PM on September 26,2024 the board was entering into an Executive Session.

At 6:17 PM A motion was made by Mr. Sam Spurgeon to come out of the executive session and second by Mr. Zeb Winstead followed by unanimous vote in favor by the present board members.

I. Public Comments or Questions – None

There being no further business, Mr. Sam Spurgeon adjourned the meeting at **6:17 p.m.**

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BOARD OF COMMISSIONERS REGULAR SESSION SEPTEMBER 26, 2024**

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
September 26,2024

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, September 26, 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. Jamar Gailes gave the invocation and Mr. Sam Spurgeon led the Pledge of Allegiance.

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

The following were present: Mr. Sam Spurgeon, Mr. Zeb Winstead, Mr. Dennis Frazier, Mr. Oday Lavergne, Mr. Joe McPherson, Mr. Charlie Weems, and Mr. Jamar Gailes.

ABSENT: Mr. Taylor Cottano, Mr. Steven Mansour, and Mr. Patrick O'Quin.

Motion by **Mr. Sam Spurgeon**, second by **Mr. Jamar Gailes** to authorize the Executive Director to execute a Cooperative Endeavor Agreement (CEA) between the EEIDD and the Sheriff of Rapides Parish, Louisiana, acting for the Rapides Parish Law Enforcement District by and through his authority as the Sheriff of Rapides Parish for use of building #1720 located at 2005 Vandavelde Drive and use of building #1905 located at 1104 Billy Mitchell Blvd.

Mr. Nowlin explained the revised CEA to the board.

Mr. Lavergne voiced his opinion that he believes the EEIDD should be receiving more on rent or fair market value.

On vote, motion carried.

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 then dismissed the Admin/Legal Committee.

Chair Zeb Winstead called upon Commissioner Dennis Frazier, Chair of the Finance/Audit Committee.

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

FINANCE/AUDIT COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
September 26, 2024

The regular meeting of the Finance Committee of the England Economic and Industrial Development District was held on Thursday, **September 26, 2024** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Chair, Dennis Frazier, requested a roll call.

The following were present: Mr. Sam Spurgeon, Mr. Zeb Winstead, Mr. Dennis Frazier, Mr. Oday Lavergne, Mr. Joe McPherson, Mr. Charlie Weems, and Mr. Jamar Gales.

ABSENT: Mr. Taylor Cottano, Mr. Steven Mansour and Mr. Patrick O'Quin.

To receive a schedule of paid invoices for the month of August 2024.

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 Joe McPherson , Vice Chair of the Economic Development Committee.

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

ECONOMIC DEVELOPMENT COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
September 26, 2024

The regular meeting of the Economic Development Committee of the England Economic and Industrial Development District was held on Thursday, **September 26, 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, Mr. Charlie Weems, Mr. Oday Lavergne, Mr. Zeb Winstead, Mr. Jamar Gailes, and Mr. Sam Spurgeon

ABSENT: Mr. Taylor Cottano, Mr. Steven Mansour, and Mr. Patrick O'Quin,

Motion by **Mr. Zeb Winstead** Second by **Mr. Jamar Gailes** to authorize the Executive Director to execute Amendment #1 to the lease between the EEIDD and Global Crossing Airlines.

On vote, motion carried.

Motion by **Mr. Zeb Winstead** Second by **Mr. Charlie Weems** to execute Amendment #1 to the lease between the EEIDD and Azeoform, Inc. for space in building #1442 located at 2716 Vandenburg Drive.

On vote, motion carried.

Vice Chair, Mr. McPherson, stated that there were no items to discuss and next called for any additions or public comments.

There being none, Mr. McPherson adjourned the Economic Development Committee.

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

Mr. Joe McPherson, Committee Vice Chair
ECONOMIC DEVELOPMENT COMMITTEE
England Economic and Industrial Development District

CAPITAL PROJECTS COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
September 26, 2024

The regular meeting of the Capital Projects Committee of the England Economic and Industrial Development District was held on **THURSDAY, September 26, 2024** in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

The Chair, Mr. Charlie Weems, requested a roll call.

The following were present. Mr. Charlie Weems, Dennis Frazier, Mr. Oday Lavergne, Mr. Joe McPherson, Mr. Zeb Winstead, Mr. Sam Spurgeon, and Mr. Jamar Gailes.

Absent: Mr. Taylor Cottano, Mr. Steven Mansour, and Mr. Patrick O'Quin.

Mr. O'Quin arrived at 4:14 PM

Motion by **Mr. Zeb Winstead** Second by **Mr. Jamar Gailes** to ratify the Executive Director's acceptance of Grant Number 3-22-0003-095-2024 in the amount of \$971,672 from the Federal Aviation Administration for Security Enhancements, Improve/Modify/Rehabilitate Terminal Building and execution of all related documents thereto.

On vote, motion carried.

Motion by **Mr. Zeb Winstead** Second by **Mr. Jamar Gailes** to ratify the Executive Director's acceptance of Grant Number 3-22-0003-097-2024 in the amount of \$328,605 from the Federal Aviation Administration to Expand North Apron (Phase I - Design) and execution of all related documents thereto.

On vote, motion carried.

Motion by **Mr. Zeb Winstead** Second by **Mr. Sam Spurgeon** to ratify the Executive Director's acceptance of Grant Number 3-22-0003-098-2024 in the amount of \$567,469 from the Federal Aviation Administration to Expand Apron (South Ramp), Construct Taxi lane - Design Only and execution of all related documents thereto.

On vote, motion carried.

Motion by **Mr. Zeb Winstead** Second by **Mr. Jamar Gailes** to authorize the Executive Director to enter a contract with RS&H to provide design services for the Terminal ADA and Capacity Rehabilitation Project.

On vote, motion carried.

Mr. Weems next called on Mr. Scott Gammel to give the status report on the air side projects.

Status Report

Heard from Scott Gammel, Deputy Director-Airside, on the following projects:

- a) Part 150 Noise Program-Public meeting was held for remaining landowners on September 24th at the England Airpark Community Center. Mr. Gammel engaged in a lengthy conversation with the board regarding the remaining properties as well as a Q&A.
- b) Runway Extension Prime contractor, Merrick Construction, has installed the silt fence; Merrick mobilized equipment to project site to begin the removal of the unsuitable material in the footprint of Taxiway Bravo; Merrick removed the topsoil material and existing blast pad from the footprint of Runway 18; EP Breaux's personal continued to work on the installation of the 4WAY 4" DUCT BANK; Contractor on site and construction moving along on schedule.
- c) Terminal Security Upgrade – New security requirements implemented and progressing.
- d) South Ramp Extension – Design in process.
- e) Page and Ortego Historical Monument – Artist submitted scope and fee proposal. Waiting on signed contract from artist with an attached schedule. Anticipate issuing a Notice to Proceed within the next 10 – 14 days.

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

- a) OakWing –Heard from Brady, General Manager of Oakwing. Brady stated that 5 new members have been added since the last meeting. Brady stated that there are about \$25,000 in events currently booked. Brady stated that the new menu is doing well, and so is the advertising. Lastly, Brady gave a detailed financial overview of the facility. Mr. McPherson asked if Brady could work with DOTD to get signage for the course, and Brady stated that he would.
- b) Parc England – Mr. Hennessy gave the board an update regarding Parc England. Mr. Hennessy stated that he had been approached by several people along with a college. He discussed the pros and cons of each discussion. The board engaged and offered several different ideas regarding the use of the building and financial aspects.

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