

The **England Economic and Industrial Development District** met in Regular Session at its regular meeting place, the England Authority Board Room, 1611 Arnold Drive, England Industrial Airpark and Community, Alexandria, Louisiana, on **Thursday, August 26, 1999**, at 4:30 p.m. (Central Standard Time).

There were present: Mr. Michael Tudor, Chairman, Mr. Martin Johnson, Vice Chairman, Mr. Tom Fowler, Secretary/Treasurer, Ms. Bridgett Brown, Mr. Richard Bushnell, Mr. Gene Cotton, Mr. Lane Cripps, and Mr. Alvin Mykoff, Mr. Kit Provine, and Mr. Charles Stewart.

Also present were: Mr. Jon Grafton, Executive Director, members of the England Authority staff, legal counsel, and members of the public, press and media.

Mr. Tudor asked that we observe a few moments of silent prayer. Mr. Brenner Sadler led the Pledge of Allegiance.

The England Economic and Industrial Development District was duly convened as the governing authority of said District by **Mr. Michael Tudor, Chairman**, who then stated that the England Economic and Industrial Development District was ready for the transaction of business.

MOTION TO APPROVE MINUTES

Motion by **Mr. Cripps**, seconded by **Mr. Provine** to approve Minutes from the July 22, 1999 Regular Board Meeting. On vote, motion carried. **103-1999**

MOTION TO APPROVE PAYMENT OF ATTORNEYS' BILL

Motion by **Mr. Provine**, seconded by **Mr. Johnson** to approve payment of attorneys' bill for the month of July, 1999. On vote, motion carried. **104-1999**

MOTION TO ASSIGN CAL LUTHERAN LEASE TO INTERNEXT GROUP

Motion by **Mr. Mykoff**, seconded by **Mr. Bushnell** to approve an assignment of the Sublease between the EEIDD and Cal Lutherans to Internext Group. On vote, motion carried. **105-1999**

MOTION AUTHORIZING LEASE AGREEMENT WITH PRIDE INTERNATIONAL, LLC

Motion by **Mr. Mykoff**, seconded by **Mr. Cripps** authorizing the Executive Director to sign lease agreement between EEIDD and Pride International, LLC for space in building 2542. On vote, motion carried. **106-1999**

MOTION AUTHORIZING LEASE WITH ROBERT HATCHER

Motion by **Mr. Johnson**, seconded by **Mr. Cripps** authorizing the Executive Director to sign lease agreement between EEIDD and Robert Hatcher for space in building 2542. On vote,

motion carried. **107-1999**

MOTION AUTHORIZING LEASE WITH DENNIS PUCKETT

Motion by **Mr. Fowler**, seconded by **Mr. Provine** authorizing the Executive Director to sign lease agreement between EEIDD and Dennis Puckett for Stall #1 in building 2543. On vote, motion carried. **108-1999**

MOTION AUTHORIZING LEASE WITH ORVILLE E. BROOKS

Motion by **Mr. Mykoff**, seconded by **Mr. Johnson** authorizing the Executive Director to sign lease agreement between EEIDD and Orville E. Brooks for Stall #2 in building 2543. On vote, motion carried. **109 -1999**

MOTION AUTHORIZING LEASE WITH RICK BERLIN

Motion by **Mr. Cripps**, seconded by **Mr. Johnson** authorizing the Executive Director to sign lease agreement between EEIDD and Rick Berlin for Stall #3 in building 2543. On vote, motion carried. **110-1999**

MOTION AUTHORIZING LEASE WITH BILL NICHOLS

Motion by **Mr. Johnson**, seconded by **Mr. Mykoff** authorizing the Executive Director to sign lease agreement between EEIDD and Bill Nichols for Stall #4 in building 2543. On vote, motion carried. **111-1999**

MOTION AUTHORIZING LEASE WITH JOHN HILL PEACH

Motion by **Mr. Johnson**, seconded by **Mr. Mykoff** authorizing the Executive Director to sign lease agreement between EEIDD and for John Hill Peach Stall #5 in building 2543. On vote, motion carried. **112-1999**

MOTION AUTHORIZING LEASE WITH RONALD NEAL DUNN

Motion by **Mr. Fowler**, seconded by **Mr. Johnson** authorizing the Executive Director to sign lease agreement between EEIDD and Ronald Neal Dunn for Stall #6 in building 2543. On vote, motion carried. **113-1999**

MOTION AUTHORIZING LEASE WITH CHARLES J. LITTLE

Motion by **Mr. Fowler**, seconded by **Mr. Mykoff** authorizing the Executive Director to sign lease agreement between EEIDD and Charles J. Little for Stall #7 in building 2543. On vote, motion carried. **114-1999**

MOTION AUTHORIZING LEASE WITH STEVEN M. HENRY

Motion by **Mr. Cripps**, seconded by **Mr. Johnson** authorizing the Executive Director to sign lease agreement between EEIDD and Steven M. Henry for space in building 2542. On vote, motion carried. **115-1999**

MOTION TO EXECUTE EDAP CONTRACT # 251-99038

Motion by Mr. Provine, seconded by **Mr. Fowler** authorizing the Executive Director to execute Amendment to Economic Development Award Program Agreement Contract

#251-99038 between the State, Time Trend and the EEIDD. On vote, motion carried.
116-1999

MOTION TO EXECUTE EDAP CONTRACT #251-98039

Motion by **Mr. Bushnell**, seconded by **Mr. Mykoff** authorizing the Executive Director to execute Amendment to Economic Development Award Program Agreement Contract #251-98039 between the State, Time Trend and the EEIDD. On vote, motion carried.
117-1999

MOTION TO EXECUTE AGREEMENT WITH STATE FOR EMERGENCY REPAIRS TO NORTH APRON

Motion by **Mr. Provine**, seconded by **Mr. Cripps** authorizing the Executive Director to execute Agreement for improvements to AEX identified as State Project No.940-40-0016 Emergency Repairs to North Apron, and to sign all documents related thereto. On vote, motion carried. **118-1999**

ADDITIONS TO THE AGENDA

Motion by **Mr. Cotton**, seconded by **Mr. Bushnell** to add the following items to the agenda:

1. Motion to recognize Mr. Charles W. Stewart for his contribution and dedicated service to the England Authority.
2. Motion authorizing the Executive Director to sign new elementary school lease with Rapides Parish School Board.
3. Motion authorizing the Executive Director to sign lease agreement between the EEIDD and Pride International, LLC for Bldg. 2108.
4. Motion to authorize advertisement for bids for new 3000 gallon Aircraft Rescue and Fire Fighting (ARFF) Vehicle.
5. Motion authorizing Executive Director to enter into contact with Law Engineering and Environmental Services (LAW); authorizing Executive Director and counsel to execute all documents related thereto; authorizing Executive Director to pursue recovery of funds expended on said project.
6. Motion to enter into Executive Session to discuss the professional competence of the Executive Director, Mr. Jon Grafton (annual review).

By unanimous vote, the above items were added to the agenda.

MOTION TO RECOGNIZE MR. CHARLES W. STEWART

Motion by **Mr. Cripps**, seconded by **Ms. Brown** to recognize Mr. Charles W. Stewart for

his contribution and dedicated service to the England Authority. Mr. Michael Tudor, Chairman presented a plaque to Mr. Stewart in recognition of his contribution to the England Authority. Mr. Stewart thanked Mr. Tudor, the Commissioners and the England Authority staff. Mr. Grafton informed the Board that he had received a call from the LA DOTD informing him that Vandenburg Drive from Hwy 28 to the Airpark and Air Base Road leading to the Airpark would be overlaid in the spring of 2000. Mr. Grafton acknowledged the work that Mr. Stewart did to make this possible. The Chairman called for a vote, on vote, motion carried. **119-1999**

MOTION AUTHORIZING ED TO SIGN NEW ELEMENTARY SCHOOL LEASE

Motion by **Mr. Johnson**, seconded by **Mr. Cripps** authorizing the Executive Director to sign new elementary school lease with Rapides Parish School Board. After discussion, the Chairman called for a vote, on vote, motion carried. **120-1999**

MOTION AUTHORIZING LEASE WITH PRIDE INTERNATIONAL, LLC

Motion by **Mr. Cripps**, seconded by **Mr. Johnson** authorizing the Executive Director to sign lease agreement between the EEIDD and Pride International, LLC for Bldg. 2108. On vote, motion carried. **121-1999**

MOTION TO ADVERTISE FOR ARFF VEHICLE

Motion by **Mr. Mykoff**, seconded by **Mr. Bushnell** to authorize advertisement for bids for new 3000 gallon Aircraft Rescue and Fire Fighting (ARFF) Vehicle. On vote, motion carried. **122-1999**

MOTION TO ENTER INTO CONTRACT WITH LAW ENGINEERING

Motion by **Mr. Cripps**, seconded by **Mr. Cotton** authorizing Executive Director to enter into contact with Law Engineering and Environmental Services (LAW); authorizing Executive Director and counsel to execute all documents related thereto; authorizing Executive Director to pursue recovery of funds expended on said project. On vote, motion carried. **123-1999**

At this time the Chairman called for a 5 minute recess. After a brief recess the Chairman called the meeting back to order.

MOTION TO ENTER INTO EXECUTIVE SESSION

Motion by **Mr. Johnson**, seconded by **Ms. Brown** to table the motion to enter into Executive Session to discuss the professional competence of the Executive Director, Mr. Jon Grafton (annual review). By unanimous vote, the item was tabled.

ADDITIONS TO THE AGENDA

Motion by **Mr. Johnson**, seconded by **Ms. Brown** to add the following item to the agenda:

7. Motion to adopt England Authority Employee Evaluation Form for Executive Director of the England Authority.
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By unanimous vote, the above item was added to the agenda.

MOTION TO ADOPT EMPLOYEE EVALUATION FORM FOR EXECUTIVE DIRECTOR

Motion by **Mr. Provine**, seconded by **Mr. Johnson** to adopt England Authority Employee Evaluation Form for Executive Director of the England Authority. Mr. Johnson, Chairman of the Human Resources Committee handed out evaluation forms for the Executive Director to each of the Commissioners. After discussion, the Chairman called for a vote, on vote, motion carried. **124-1999**

COMMENTS OR QUESTIONS BY COMMISSIONERS

Mr. Tudor publicly thanked Mr. Johnson and the Human Resources Committee for the time they spent on the Employee Handbook and Evaluation Form. Mr. Johnson thanked his committee for their time. Mr. Tudor briefed the Commissioners on the NAID Conference held in Jacksonville, Florida, August 7th - 10th.

EXECUTIVE DIRECTOR'S REPORT

The Executive Director, Director of Operations and Director of Economic Development gave brief reports on the status of their departments.

PUBLIC COMMENTS AND QUESTIONS

There being no further business to come before the board, the meeting was adjourned.

Michael Tudor, Chairman

*England Economic & Industrial Development District
Board of Commissioners*

Tom Fowler, Secretary-Treasurer

*England Economic & Industrial Development District
Board of Commissioners*