

The England Economic and Industrial Development District met in Regular Session at its regular meeting place, the England Authority Board Room, Building 1803 Arnold Drive, England Industrial Airpark and Community, Alexandria, Louisiana, on Thursday, December 16, 1993 at Four ten o'clock (4:10) p.m. (Central Standard Time).

There were present: Mr. Jim Meyer, Chairman, Mr. George Thompson, Vice-Chairman, Mr. Jack DeWitt, Secretary-Treasurer, Mr. John Brewer, Mr. Gene Cotton, Mr. Barry Hines, Mr. H. K. Stanley, and Ms. Bridgett Brown.

Absent were: Mr. Hank Bruser and Mr. Elton Pody.

Also present were Mr. Joseph Slowinski, Acting Executive Director, members of the England Authority staff, Legal Counsel Mr. Albin Provosty, Mr. Brent Pearson, Mr. Skip Thigpen, Mr. Roger Black, Mr. Lindsey Torbett, Mr. Mac McCarthy, Mr. John Chaney, Ms. Marilyn Wellan, Mr. David Smith, members of the public, press and media.

Mr. Jim Meyer gave the invocation and led the Pledge of Allegiance.

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

#### **ADOPT MINUTES**

Motion by Mr. John Brewer, seconded by Mr. George Thompson, to adopt the minutes of the England Economic and Industrial Development District held on October 28, 1993, November 2, 1993, November 11, 1993, November 18, 1993, November 30, 1993, and December 9, 1993. On vote the motion carried. #0226

#### **RENEWAL OF CONTRACT WITH BOBBI MORGAN**

Motion by Mr. John Brewer, seconded by Mr. George Thompson, to authorize Acting Executive Director to renew professional services contract for technical writing with Bobbi Morgan for six months, period ending June 30, 1994. On vote the motion carried. #0227

#### **NAID MEMBERSHIP**

Motion by Mr. George Thompson, seconded by Mr. John Brewer, to authorize membership in the National Association of Installation Developers naming the Chairman, Vice-Chairman, and Executive Director as representatives. On vote the motion carried. #0228

#### **SUBMIT "AIRPORT APPLICATION"**

Motion by Mr. Jack DeWitt, seconded by Mr. George Thompson, to authorize Acting Executive Director to submit the "Airport Application" to the Air Force Base Conversion Agency (AFBCA). On vote the motion carried. #0229



**ISB DEDICATION CEREMONY**

Motion by Mr. George Thompson, seconded by Mr. Jack DeWitt, to adopt resolution of appreciation and thanks to all participants in the planning and implementation of the I.S.B. Dedication ceremony and reception held on December 15, 1993, (Mr. Bob Coon, attending planning meetings, Mr. Dennis Puckett for majority of organization for the preparation of Building 814, the Airfield Maintenance Personnel, along with Rapides Parish Sheriff's Department, organizing traffic, the Building and Maintenance Personnel, Crest Air, the Alexandria Senior High School Band, and the Pineville High School Color Guard). On vote the motion carried. #0230

**PAY LEGAL BILL**

Motion by Mr. Jack DeWitt, seconded by Mr. George Thompson, to authorize payment of legal bill for the month of October, 1993. On vote the motion carried. #0231

**PURCHASE OF INSURANCE**

Motion by Mr. Jack DeWitt, seconded by Mr. John Brewer, to authorize Acting Executive Director to purchase insurance in accordance with recommendations of staff. On vote the motion carried. #0232

**LOUISIANA HOUSING ASSISTANCE CORPORATION, INC. LEASE**

Motion by Mr. Gene Cotton, seconded by Mr. George Thompson, to authorize Acting Executive Director to execute lease agreement with Louisiana Housing Assistance Corporation, Inc. for Building 107 at an annual lease revenue in the amount of \$12,393.72. On vote the motion carried. #0233

**WATKINS ENGINEERS AND CONTRACTORS LEASE**

Motion by Mr. Gene Cotton, seconded by Mr. Jack DeWitt, to authorize Acting Executive Director to execute lease agreement with Watkins Engineers and Contractors for Building 2504 Nose Dock at an annual lease revenue in the amount of \$20,311.20. On vote the motion carried. #0234

**APPLICATION TO OEA AND LaDOTD FOR AIRPORT MASTER PLAN/PROPERTY MAP FUNDING**

Motion by Mr. George Thompson, seconded by Mr. Jack DeWitt, to make grant application to the Office of Economic Adjustment (OEA) and the Louisiana Department of Transportation and Development (LaDOTD) for funding of the England Economic and Industrial Development District's Airport Master Plan and Property Map to be funded 90% by OEA and 10% by LaDOTD. On vote the motion carried. #0235

**LEASE OF EXISTING HANGARS TO CORPORATE OPERATORS**

Substitute motion by Mr. Gene Cotton, seconded by Mr. George Thompson, limiting local corporate operators to leasing of existing hangars and maintaining a policy prohibiting the building of private hangars and additional fuel storage. On vote the motion carried. #0236



**CONTRACT WITH AVIATION SYSTEMS MAINTENANCE, INC.**

Motion by Mr. Jack DeWitt, seconded by Mr. John Brewer, to authorize Acting Executive Director to contract with Aviation Systems Maintenance, Incorporated (ASMI) of Merriam, Kansas for FAA required and certified NAVAID scheduled periodic maintenance. On vote the motion carried. #0237

**ADOPT FRINGE PORTION OF PERSONNEL POLICIES**

Substitute motion by Mr. Gene Cotton, seconded by Mr. Jack DeWitt, to adopt fringe portion (Section 3, Employment Benefit Programs) and to defer action on the remainder of the Personnel Policies until after further review by England Authority Commissioners, Executive Director designee Mr. Jon Grafton, and current England Authority staff. On vote the motion carried. #0238

*The following items were added to the agenda from the Air Operations Committee of 12/16/93:*

**ACCEPT REPORT AND RECEIVE RECOMMENDATIONS REGARDING SECOND FBO**

Motion by Mr. Gene Cotton, seconded by Mr. Jack DeWitt, to accept report from Acting Executive Director regarding parties that expressed an interest in establishing an FBO at England Airpark and receive recommendations that a second FBO be established at England Airpark. On vote the motion carried. #0239

**ESTABLISH SECOND FBO AND NEGOTIATE WITH ENGLAND JET CENTER**

Motion by Mr. Gene Cotton, seconded by Mr. Jack DeWitt, to establish a second FBO at England Air Park and to negotiate with England Jet Center to become the second FBO. On vote the motion carried. #0240

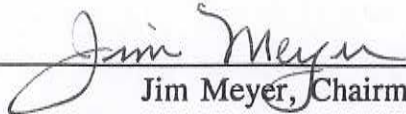
*It is now noted (4:55 p.m.) that Mr. Elton Pody has arrived.*

*After a 2/3 vote the following item was added to the agenda:*

**GRANT RIGHT OF ENTRY TO ENGLAND JET CENTER**

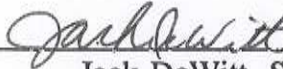
Motion by Mr. Barry Hines, seconded by Mr. H. K. Stanley, that England Jet Center be granted right of entry and that the Acting Executive Director be authorized to execute the lease with England Jet Center, provided that the terms of increased rental, a three-year initial term with seven (7) one-year renewal options, and more stringent requirements for services that are now being performed with the present FBO, which terms are in addition to the covenant in the existing lease, be agreed to. On vote the motion carried. #0241

There being no further business, it was moved, duly seconded and carried that the meeting be adjourned at 5:25 p.m.



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Jim Meyer, Chairman  
England Economic & Industrial Development District  
Board of Commissioners



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Jack DeWitt, Secretary-Treasurer  
England Economic & Industrial Development District  
Board of Commissioners