

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, December 18, 1997**, at 4:00 p.m. (Central Standard Time).

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

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

Mr. Cotton asked that we observe a few moments of silent prayer. Mr. Stewart led the Pledge of Allegiance.

The England Economic and Industrial Development District was duly convened as the governing authority of said District by **Mr. Gene Cotton, 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. Fowler** to approve Minutes from the October 16, 1997 Board Meeting, November 17, 1997 Special Called Meeting, and November 20, 1997 Board Meeting. On vote, motion carried. **130-1997**

#### **MOTION TO APPOINT MYKOFF TO KISATCHIE DELTA BOARD**

Motion by **Mr. Stewart**, seconded by **Mr. Fowler** to appoint Commissioner Alvin Mykoff to the Kisatchie Delta Board. On vote, motion carried. **131-1997**

#### **APPROVE PAYMENT OF ATTORNEY'S BILL**

Motion by **Mr. Fowler**, seconded by **Ms. Brown** to approve payment of attorney's bill for the month of November, 1997. On vote, motion carried. **132-1997**

#### **APPROVE NO SMOKING POLICY**

Motion by **Ms. Brown**, seconded by **Mr. Stanley** to approve no smoking policy inside office buildings occupied by England Authority employees. On vote, motion carried. **133-1997**

#### **HEAR AUDIT REPORT ON FISCAL YEAR 1996/1997**

Mr. Cotton recognized Mr. Kurt Oestriecher, with Oestriecher & Company, who delivered the audit report on fiscal year 1996/1997. Mr. Oestriecher stated that there were no findings in this years report. Mr. Cotton commended the England Authority staff for a job well done.

#### **APPROVE PAYMENT OF KISATCHIE DELTA DUES**

Motion by **Ms. Brown**, seconded by **Mr. Fowler** to approve payment of annual dues to

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Kisatchie Delta Regional Planning & Development District. On vote, motion carried. **134-1997**

**ADOPT BUDGET AMENDMENT #2 TO 1997/1998 OPERATING BUDGET**

Motion by **Ms. Brown**, seconded by **Mr. Provine** to adopt budget amendment #2 to Fiscal Year 1997/1998 Operating Budget for EEIDD. On vote, motion carried. **135-1997**

**AUTHORIZE AIR CARGO MARKET STUDY**

Motion by **Mr. Fowler**, seconded by **Mr. Provine** to authorize Executive Director to execute agreement with URS Greiner to provide consultation services for an air cargo market study. On vote, motion carried. **136-1997**

**SET RENT FOR ENGLAND VILLAGE APARTMENTS**

Motion by **Mr. Cripps**, seconded by **Ms. Brown** to set the rent for England Village 4-Bedroom Apartments at \$525.00 per month. On vote, motion carried. **137-1997**

**AUTHORIZE WAIVER OF LANDLORD'S LIEN**

Motion by **Ms. Brown**, seconded by **Mr. Cripps** to authorize Executive Director to execute Waiver of Landlord's Lien from IBM Credit Corporation for Time Trend, Inc. On vote, motion carried. **138-1997**

**AUTHORIZE LEASE WITH PRIDE INTERNATIONAL, LLC**

Motion by **Mr. Johnson**, seconded by **Ms. Brown** to authorize Executive Director to execute lease agreement between Pride International, LLC and EEIDD for buildings 2533 and 2534. On vote, motion carried. **139-1997**

**AUTHORIZE LEASE AGREEMENT WITH INSURANCE SECURITIES, INC.**

Motion by **Ms. Brown**, seconded by **Mr. Johnson** to authorize Executive Director to execute lease agreement between Insurance Securities, Inc. and EEIDD for space in building 1912. On vote, motion carried. **140-1997**

**AUTHORIZE LAND PURCHASE FROM ANNIE EDWARDS**

Motion by **Mr. Cripps**, seconded by **Mr. Stanley** to authorize Executive Director to purchase from Annie Edwards approximately 155 acres for the sum of \$360,000.00 and to execute any and all documents necessary to accomplish said transaction. On vote, motion carried. **141-1997**

**ADOPT LOUISIANA STATE AVIATION PRIORITY PROGRAM FOR OBSTACLE REMOVAL PHASE 1**

Motion by **Ms. Brown**, seconded by **Mr. Cripps** to adopt resolution for Louisiana State Aviation Priority Program for Obstacle Removal Phase 1 and authorize Executive Director to sign necessary documentation. On vote, motion carried. **142-1997**

**ACCEPT PROPOSAL FROM OF HENRY TREE SURGERY FOR TREE TRIMMING AND REMOVAL**

Motion by **Ms. Brown**, seconded by **Mr. Fowler** to except the proposal from Henry Tree Surgery for tree trimming and removal for runway approaches to AEX. On vote, motion

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carried. **143-1997**

**AWARD DESIGN CONTRACT FOR RENOVATION TO BUILDING 806**

Motion by **Mr. Cripps**, seconded by **Mr. Stanley** to except the recommendation of the Capital Projects Committee and award Pan American Engineers the design contract for renovations to building 806. On vote, motion carried. **144-1997**

**AWARD DESIGN CONTRACT FOR GROOVING OF RUNWAY 14/32 AND 18/36**

Motion by **Mr. Cripps**, seconded by **Ms. Brown** to except the recommendation of the Capital Projects Committee and award Meyer, Meyer, LaCroix & Hixson the design contract for grooving of runways 14/32 and 18/36. On vote, motion carried. **145-1997**

**AWARD DESIGN CONTRACT FOR EXPANSION AND REHABILITATION OF ENGLAND GOLF COURSE**

Motion by **Ms. Brown**, seconded by **Mr. Cripps** to except the recommendation of the Capital Projects Committee and award Patrick Moore & Jim Lipe the design contract for expansion and rehabilitation of the England Golf Course. After comments from Mr. Patrick Moore and Jim Lipe, the Chairman called for a vote. On vote, motion carried. **146-1997**

**NAME TWO FINALISTS FOR THE TERMINAL COMPLEX DESIGN CONTRACT**

Motion by **Ms. Brown**, seconded by **Mr. Cripps** to except the recommendation of the Capital Projects Committee and name two finalists, Barron, Heinberg & Brocato and URS Greiner for the terminal complex design contract. After comments from Mr. Bruce Capps with URS Greiner and Mr. Marion Chaney with BH&B, the Chairman called for a vote. On vote, motion carried. **147-1997**

**ADDITIONS TO THE AGENDA**

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

Motion to set January 22, 1998 as Committee Meeting and January 29, 1998 Regular Board Meeting dates.

The Chairman called for a vote. There being no opposition, the item was added to the agenda.

**SET JANUARY COMMITTEE AND BOARD MEETING DATES**

Motion by **Mr. Fowler**, seconded by **Ms. Brown** to set January 22, 1998 as Committee Meeting and January 29, 1998 Regular Board Meeting dates. On vote, motion carried. **148-1997**

**COMMENTS OR QUESTIONS BY COMMISSIONERS**

**Ms. Brown** thanked the England Authority Board Members and staff for their prayers and support during the illness of her father. She also thanked the England Authority Commissioners and staff who attended the Central Louisiana Business League, Economic

Development Gala.

**EXECUTIVE DIRECTOR'S REPORT**

Mr. Grafton recognized the fifth anniversary of the Base Closure. Due to the lateness of the hour, the reports from the Executive Director, Director of Administration, Director of Operations and Director of Economic Development were deferred to the January meeting.

**PUBLIC COMMENTS AND QUESTIONS**

There being no further business before the Board, the meeting was adjourned.

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**Gene Cotton, Chairman**

*England Economic & Industrial Development District  
Board of Commissioners*

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**Tom Fowler, Secretary-Treasurer**

*England Economic & Industrial Development District  
Board of Commissioners*