

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, June 24, 1999**, at 4:00 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. Lane Cripps, and Mr. Alvin Mykoff, Mr. Kit Provine, and Mr. Charles Stewart.

**Absent:** Mr. Richard Bushnell and Mr. Gene Cotton

**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. Ms. Brown 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 **Ms. Brown** by to approve Minutes from the May 27, 1999 Regular Board Meeting and the June 11, 1999 Special Called Meeting. On vote, motion carried. **76-1999**

#### **MOTION TO ADOPT OPERATING AND CAPITAL BUDGETS**

Motion by **Mr. Fowler**, seconded by **Mr. Provine** to adopt a resolution adopting the Operating and Capital Budgets for the England Economic and Industrial Development District for Fiscal Year 1999/2000; appropriating funds for Capital Budget for the Fiscal Year 1999/2000; carrying over Capital Funds from prior Fiscal Year 1998/1999 and other matters with respect thereto. Mr. Grafton stated that for the record, this was also the Public Hearing, as required by State law, prior to adopting the budget. The Chairman opened the floor for comments or questions concerning the Budget by Commissioners or members of the public. There being none, the Chairman called for a vote, on vote, motion carried. **77-1999**

#### **MOTION TO APPROVE PAYMENT OF ATTORNEYS' BILL**

Motion by **Ms. Brown**, seconded by **Mr. Stewart** to approve payment of attorneys' bill for the month of May, 1999. On vote, motion carried. **78-1999**

**MOTION TO APPROVE PAYMENT TO CAMILLE F. GRAVEL**

Motion by **Ms. Brown**, seconded by **Mr. Johnson** to approve payment for services rendered from 4/29/99 through 5/28/99 to attorney Camille F. Gravel. On vote, motion carried. **79-1999**

**MOTION ADOPTING LOUISIANA AUDIT COMPLIANCE QUESTIONNAIRE**

Motion by **Mr. Cripps**, seconded by **Mr. Provine** adopting "Louisiana Audit Compliance Questionnaire". On vote, motion carried. **80-1999**

**MOTION TO ADOPT BUDGET AMENDMENT #4 TO FY 1998/1999**

Motion by **Mr. Stewart**, seconded by **Mr. Johnson** to adopt Budget Amendment #4 to FY 1998/1999. On vote, motion carried. **81-1999**

**MOTION AUTHORIZING AGREEMENT WITH AIRPORT SERVICES COMPANY**

Motion by **Mr. Johnson**, seconded by **Mr. Cripps** authorizing Executive Director to execute agreement with Airport Services Company for NAVAIDS maintenance. On vote, motion carried. **82-1999**

**MOTION TO ADOPT CHANGES TO ENGLAND AUTHORITY EMPLOYEE HANDBOOK**

Motion by **Mr. Stewart**, seconded by **Mr. Provine** to adopt changes, as recommended by the Human Resources Committee, to the England Authority Employee Handbook. On vote, motion carried. **83-1999**

**ADDITIONS TO THE AGENDA**

Motion by **Ms. Brown**, seconded by **Mr. Stewart** to add the following items to the agenda:

1. Motion to change meeting time of the England Authority Committee and Board Meeting's from 4:00 p.m. to 5:00 p.m.
2. Motion to approve change to the England Estates Residents' Handbook.
3. Motion authorizing the Executive Director to execute Lease Agreement with Gulf South Medical Supply for Building 2537.
4. Motion authorizing the Executive Director to execute Lease Agreement with Jimmie D. Netherlin for space in Building 2137.
5. Motion authorizing the Executive Director to execute Lease Agreement with the State of Louisiana - James H. "Jim" Brown, Commissioner of Insurance for space in Building 1912.
6. Motion authorizing the Executive Director to execute Lease Agreement with McKesson Automated Prescription Services, Inc. for Building 1205.

7. Motion authorizing the Executive Director to execute Lease Agreement with McKesson Automated Prescription Services, Inc. for space in Building 900.

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

**MOTION TO CHANGES COMMITTEE AND BOARD MEETING TIME FROM 4:00 TO 5:00**

Motion by **Ms. Brown**, seconded by **Mr. Mykoff** to change meeting time of the England Authority Committee and Board Meeting's from 4:00 p.m. to 5:00 p.m. After discussion **Mr. Cripps** offered a substitute motion, seconded by **Ms. Brown** changing the meeting time to 4:30. The Chairman called for a vote, on vote, motion carried. **84-1999**

**MOTION TO APPROVE CHANGES TO ENGLAND ESTATES RESIDENTS' HANDBOOK**

Motion by **Mr. Cripps**, seconded by **Mr. Johnson** to approve change to the England Estates Residents' Handbook. On vote, motion carried. **85-1999**

**MOTION AUTHORIZING LEASE AGREEMENT WITH GULF SOUTH MEDICAL SUPPLY**

Motion by **Ms. Brown**, seconded by **Mr. Johnson** authorizing the Executive Director to execute Lease Agreement with Gulf South Medical Supply for Building 2537. On vote, motion carried. **86-1999**

**MOTION AUTHORIZING LEASE AGREEMENT WITH JIMMIE D. NETHERLIN**

Motion by **Mr. Stewart**, seconded by **Ms. Brown** authorizing the Executive Director to execute Lease Agreement with Jimmie D. Netherlin for space in Building 2137. On vote, motion carried. **87-1999**

**MOTION AUTHORIZING LEASE AGREEMENT WITH STATE OF LOUISIANA,  
COMMISSIONER OF INSURANCE**

Motion by **Ms. Brown**, seconded by **Mr. Cripps** authorizing the Executive Director to execute Lease Agreement with the State of Louisiana - James H. "Jim" Brown, Commissioner of Insurance for space in Building 1912. On vote, motion carried. **88-1999**

**MOTION AUTHORIZING LEASE AGREEMENT WITH MCKESSON AUTOMATED  
PRESCRIPTION SERVICES, INC**

Motion by **Ms. Brown**, seconded by **Mr. Mykoff** authorizing the Executive Director to execute Lease Agreement with McKesson Automated Prescription Services, Inc. for Building 1205. On vote, motion carried. **89-1999**

**MOTION AUTHORIZING LEASE AGREEMENT WITH MCKESSON AUTOMATED  
PRESCRIPTION SERVICES, INC**

Motion by **Ms. Brown**, seconded by **Mr. Provine** authorizing the Executive Director to execute Lease Agreement with McKesson Automated Prescription Services, Inc. for space in building 900. On vote, motion carried. **90-1999**

At this time Mr. Provosty brought an item before the Board for their considerations:

1. Motion authorizing the Executive Director to execute Lease Agreement with Landco, Inc. for Bldg. 1150, the former Officers Club.

On motion by **Mr. Johnson**, seconded by **Mr. Fowler**, the above was added to the agenda by unanimous vote.

**MOTION AUTHORIZING LEASE AGREEMENT WITH LANDCO, INC FOR OFFICERS CLUB**

Motion by **Mr. Cripps**, seconded by **Mr. Provine** authorizing the Executive Director to execute Lease Agreement with Landco, Inc. for Bldg. 1150, the former Officers Club. After discussion, the Chairman called for a vote, on vote, motion carried. **91-1999**

**COMMENTS OR QUESTIONS BY COMMISSIONERS**

Mr. Tudor complimented Mr. Hair on how good the grounds of the Airpark looked. He also complimented Mr. Bonnette on his hard work on the Lease Agreements that were brought before the Board today.

**EXECUTIVE DIRECTOR'S REPORT**

Mr. Grafton asked Scott Gammel, Airport Manager to update the Commissioners on activity at Alexandria International Airport. Mr. Gammel stated that he would have a detailed report on Intrastate Air Service at the July Board Meeting. He stated that May was a record breaking month for the airlines. With additional flights being added, AEX now has 38 daily flights to and from Alexandria International. He also stated that May was a record setting month for the car rental agencies as well, Avis had two months in a row of over \$100,000.00 in gross receipts.

Chief Roland Cimini with England Airpark Fire and Rescue showed the Commissioners a video of the recent full scale disaster drill conducted by the fire department and 35 participating agencies in Rapides Parish.

Mr. Grafton briefly discussed the Airpark statistics and the England Financial Report. The Director of Operations and Director of Economic Development gave brief reports on the status of their Divisions.

**PUBLIC COMMENTS AND QUESTIONS**

Mr. Tudor invited the Commissioners and staff of the England Authority to the Civic Prayer Breakfast, Thursday, July 1, 1999, at 7:15, at the Alexandria Convention Center, City Hall. He stated that Rev. and Senator B. G. Dyess, who has been a long time supporter of the Airpark, will be the featured speaker.

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

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**Michael Tudor, 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*