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Site Selection & Business Development

Alexandria International Airport

The England Economic and Industrial Development District
Board of Commissioners

Regular Session
December 13, 2001

The England Economic and Industrial Development District met in Regular Session at the England Authority Board Room, 1611 Arnold Drive, England Industrial Airpark and Community, Alexandria, Louisiana, on Thursday, December 13, 2001, immediately following the December Committee meeting.

There were present: Mr. Martin Johnson, Chairman; Mr. Michael Tudor, Vice Chairman; Mr. Kit Provine, Ms. Bridgett Brown, Mr. Hank Bruser, Mr. Richard Bushnell, Mr. Elwood Carroll, Mr. Wayne Denley, Mr. Wayne Miller and Mr. Charles Waites.

Absent: None

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

Chairman Martin Johnson offered the invocation. Commissioner Wayne Miller led the pledge of Allegiance.

The England Economic and Industrial Development District was duly convened as the governing authority of said District by Mr. Martin Johnson, 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 Ms. Brown, seconded by Mr. Carroll to approve Minutes from the November 15, 2001, Regular Board Meeting. On vote, motion carried. 155-2001

MOTION TO APPROVE PAYMENT OF ATTORNEY'S BILL FOR THE MONTHS OF OCTOBER AND NOVEMBER, 2001 WITH THE EXCEPTION THAT OCTOBER'S BILL WILL HAVE A DEDUCTION OF \$175.00 FOR GENERAL SERVICES, AND NOVEMBER, ALL AMOUNTS WILL BE DEDUCTED FOR CENTRAL LOUISIANA ELECTRIC COMPANY WHICH IS APPROXIMATELY \$2,300.00. THAT LEGAL COUNSEL BE GIVEN THE OPPORTUNITY TO ELABORATE, SPECIFY AND DEFEND THE AMOUNTS THAT HAVE NOT BEEN PAID BY THE AUTHORITY AND MAKE A SUBMITTAL TO THE LEGAL COMMITTEE FOR CONSIDERATION AT THE JANUARY MEETING.

Motion by Ms. Brown, second by Mr. Tudor, to approve payment of Attorney's bill for the months of October and November, 2001, with the exception that October's bill will have a deduction of \$175.00 for general services, and November, all amounts will be deducted for Central Louisiana Electric Company which is approximately \$2,300.00. That legal counsel be given the opportunity to elaborate, specify and defend the amounts that have not been paid by the Authority and make a submittal to legal Committee for consideration at the January meeting . On vote, motion carried. 156-2001

TO RECEIVE ANNUAL INDEPENDENT AUDIT REPORT ON FISCAL YEAR 2000/2001 FROM ROZIER, HARRINGTON & MCKAY.

Mr. Lee Willis, with Rozier, Harrington & McKay submitted to the Board the audit report for the fiscal year. Mr. Willis informed the Commissioners that Rozier, Harrington & McKay was delivering an unqualified opinion for the Authority's operations for the fiscal year ending June 20, 2001 with no findings. Mr. Grafton pointed out that this was the third consecutive year that the Accounting Department received a clean opinion from Rozier, Harrington & McKay. Mr. Grafton thanked Mr. Kevin Brown, Finance Manager and his staff for their fine work.

MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO RENEW INSURANCE PROGRAM POLICY COVERING PUBLIC OFFICIAL LIABILITY INSURANCE

Motion by Mr. Waites, second by Ms. Brown to authorize Executive Director to renew insurance program policy covering public official liability insurance. On vote, motion carried. 157-2001

MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO SIGN AMENDMENT #1 TO LEASE BETWEEN VELOCITY EXPRESS, INC., AND THE EEIDD.

Motion by Ms. Brown, second by Mr. Bushnell to authorize Executive Director to sign amendment #1 to lease between Velocity Express, Inc., and the EEIDD. On vote, motion carried. 158-2001

MOTION TO AUTHORIZE ENGLAND EMPLOYEE'S ADDITIONAL ½ DAY OFF FOR CHRISTMAS EVE AND NEW YEAR'S EVE, 2001.

Motion by Ms. Brown, second by Mr. Waites to authorize England employee's additional ½ day off for Christmas Eve and New Year's Eve, 2001. On vote, motion carried. 159-2001

MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE CHANGE ORDER #1 TO LAYNE CHRISTENSEN COMPANY FOR THE IRRIGATION WELLS AND TRANSMISSION SYSTEM FOR OAKWING GOLF COURSE.

Motion by Mr. Provine, second by Mr. Bushnell to authorize Executive Director to execute Change Order #1 to Layne Christensen Company for the irrigation wells and transmission system for OakWing Golf Course. On vote, motion carried. 160-2001

MOTION AUTHORIZING EXECUTIVE DIRECTOR TO EXECUTE CHANGE ORDER #1 TO THOMPSON TREE FOR LANDSCAPING PHASE I FOR OAKWING GOLF COURSE.

Motion by Mr. Carroll, second by Mr. Miller to authorize Executive Director to execute Change Order #1 to Thompson Tree for landscaping Phase I for OakWing Golf Course. On vote, motion carried. 161-2001

ADDITIONS TO AGENDA

Motion by Ms. Brown, second by Mr. Tudor to add the following item to the agenda:

1. MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO SIGN AMENDMENT TO APPROPRIATE LEASE DOCUMENT TO WAIVE SECURITY DEPOSIT OF \$40,000.00 FOR BISTRO LEASE UNTIL MARCH 1, 2002. By unanimous vote, the item was added.

Moved by Ms. Brown, second by Mr. Tudor to add the following item to the agenda:

2. MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE CONSENT TO ASSIGNMENT OF LEASE CONCERNING BISTRO/PARC ENGLAND HOTEL DEVELOPMENT. By unanimous vote, the item was added.

Motion by Mr. Bruser, second by Ms. Brown to add the following item to the agenda:

3. MOTION TO SUSPEND CONTRACT DATES AND DIRECTING EEIDD ATTORNEY'S TO RETURN TO THE JANUARY BOARD MEETING WITH THE APPROPRIATE AMENDMENT SETTING NEW CONTRACT DATES. By unanimous vote, the item was added.

MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO SIGN AMENDMENT TO APPROPRIATE LEASE DOCUMENT TO WAIVE SECURITY DEPOSIT OF \$40,000.00 FOR BISTRO LEASE UNTIL MARCH 1, 2002. Motion by Ms. Brown, second by Mr. Tudor, to authorize Executive Director to sign amendment to appropriate lease document to waive security deposit of \$40,000.00 for Bistro lease until March 1, 2002. On vote, motion carried. 162-2001

MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE CONSENT TO ASSIGNMENT OF LEASE CONCERNING BISTRO/PARC ENGLAND HOTEL DEVELOPMENT. Motion by Ms. Brown, second by Mr. Bushnell to authorize Executive Director to execute consent to assignment of lease concerning Bistro/PARC England Hotel Development. On vote, motion carried. 163-2001

MOTION TO SUSPEND CONTRACT DATES AND DIRECTING EEIDD ATTORNEY'S TO RETURN TO THE JANUARY BOARD MEETING WITH THE APPROPRIATE AMENDMENT SETTING NEW CONTRACT DATES. Motion by Ms. Brown, second by Mr. Tudor to suspend contract dates and directing EEIDD Attorney's to return to the January Board meeting with the appropriate amendment setting new contract dates. On vote, motion carried. 164-2001

COMMENTS BY LEGAL COUNSEL - Mr. Bruser questioned Mr. Doggett, concerning the OakWing Golf Course Change Order regarding letter from Contractor concerning extensions and not being assessed liquidated damages.

COMMENTS OR QUESTIONS BY COMMISSIONERS - None

EXECUTIVE DIRECTOR'S REPORT

Mr. Grafton presented administrative and financial reports to the board.

Sammy Bonnette briefed the board regarding the Foreign Trade Zone Advisory Committee meeting.

PUBLIC COMMENTS OR QUESTIONS

MOTION TO ENTER INTO EXECUTIVE SESSION

Motion by Hank Bruser, seconded by Ms. Brown to enter into Executive Session.

The Chairman called for a vote. On vote motion carried to enter into Executive Session.

EXECUTIVE SESSION CONDUCTED

Motion by Mr. Bruser, seconded by Ms. Brown to exit the previously authorized Executive Session. Upon unanimous vote, the Chairman called the meeting back to order and back into public session.

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

Martin W. Johnson, Chairman
England Economic and Industrial Development District
Board of Commissioners

C. E. Provine, Secretary/Treasurer
England Economic and Industrial Development District
Board of Commissioners