

THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT BOARD OF COMMISSIONERS REGULAR SESSION APRIL 25, 2024

The England Economic and Industrial Development District met in Regular Session in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana, on **Thursday, April 25, 2024, at 4:44 p.m.**

Mr. Sam Spurgeon, Chair of the England Authority, requested a roll call.

Present: Mr. Sam Spurgeon, Chair, Mr. Zeb Winstead, Vice Chair, Mr. Oday Lavergne, Mr. Steven Mansour, Mr. Joe McPherson, Mr. Jamar Gales, Mr. Charlie Weems, and Mr. Taylor Cottano.

Absent: Mr. Dennis Frazier and Mr. Patrick O'Quin

Also present were members of the England Authority staff: Mr. Ralph Hennessy, Executive Director, Ms. Summer Steiner, Director of Finance and Human Resources, Mr. David Broussard, Deputy Director-Landside, and Mr. Matt Nowlin, Legal Counsel.

Chair Spurgeon asked if there were any public comments or questions. Hearing none, Mr. Spurgeon proceeded with the action items.

The England Economic and Industrial Development District was duly convened as the governing authority of said District by Mr. Sam Spurgeon, Chair, who stated that the England Economic and Industrial Development District was ready for the transaction of business.

MOTION TO APPROVE THE MINUTES OF MARCH 28, 2024, REGULAR SESSION MEETING.

Motion by **Mr. Zeb Winstead**, second by **Mr. Charlie Weems** to approve the Minutes of March 28, 2024, regular session meeting. The Chair called for any comments from the board or public. There being none, a vote was called, and motion carried. **027-2024**

RESOLUTION TO AGREE TO OPERATE AND MAINTAIN A 0.817 ACRES TRACT OF PUBLIC ROAD RIGHT OF WAY KNOWN AS ENGLAND DRIVE (LOUISIANA HIGHWAY 498) AS A LOCAL ROUTE, AND TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE ASSOCIATED INSTRUMENTS RELATED TO SAME. Motion by **Mr. Zeb Winstead**, second by **Mr. Oday Lavergne** to agree to operate and maintain a 0.817 acres tract of public road right of way known as England Drive (Louisiana Highway 498) as a local route, and to authorize Executive Director to execute associated instruments related to the same. The Chair called for any comments from the board or public. There being none, a vote was called, and resolution carried. **028-2024**

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
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MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE LEASE AGREEMENT BETWEEN EEIDD AND SOL SCAPES, LLC FOR BUILDING #1708.

Motion by **Mr. Zeb Winstead**, second by **Mr. Charlie Weems**, to authorize Executive Director to execute lease agreement between EEIDD and Sol Scapes, LLC for building #1708. The Chair called for any comments from the board or public. There being none, a vote was called, and motion carried. **029-2024**

MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE SUPPLEMENTAL AGREEMENT #22 WITH THE UNITED STATES OF AMERICA FOR THE JRTC INTERMEDIATE STAGING BASE (ISB).

Motion by **Mr. Zeb Winstead**, second by **Mr. Charlie Weems** to authorize Executive Director to execute Supplemental Agreement #22 with the United States of America for the JRTC Intermediate Staging Base (ISB). The Chair called for any comments from the board or public. There being none, a vote was called, and motion carried. **030-2024**

MOTION AUTHORIZING EXECUTIVE DIRECTOR TO EXECUTE CERTIFICATE OF SUBSTANTIAL COMPLETION FOR THE RUNWAY 14/32 PANEL REPLACEMENT.

Motion by **Mr. Zeb Winstead**, second by **Mr. Charlie Weems** authorizing Executive Director to execute Certificate of Substantial Completion for the Runway 14/32 Panel Replacement. The Chair called for any comments from the board or public. There being none, a vote was called, and motion carried. **031-2024**

MOTION AUTHORIZING EXECUTIVE DIRECTOR TO EXECUTE CERTIFICATE OF SUBSTANTIAL COMPLETION FOR THE WILDLIFE MITIGATION AND FENCING PHASE II & III.

Motion by **Mr. Zeb Winstead**, second by **Mr. Charlie Weems** authorizing Executive Director to execute Certificate of Substantial Completion for the Wildlife Mitigation and Fencing Phase II & III. The Chair called for any comments from the board or public. There being none, a vote was called, and motion carried.

032-2024

Motion by **Mr. Zeb Winstead**, second by **Mr. Oday Lavergne** to add item # 7 to the agenda.
Mr. Sam Spurgeon requested a roll call.

Roll Call:

Mr. Cottano -YES
Mr. Frazier -ABSENT
Mr. Gailes-YES
Mr. Lavergne-YES
Mr. Mansour-YES
Mr. McPherson-YES
Mr. O'Quin-ABSENT
Mr. Spurgeon-YES
Mr. Weems-YES
Mr. Winstead-YES

Item was added to the agenda.

**THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
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MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE LEASE AGREEMENT BETWEEN EEIDD AND EASTERN AIR EXPRESS, LLC. FOR BUILDING #525 AND #526.

Motion by **Mr. Zeb Winstead**, second by **Mr. Charlie Weems** to authorize Executive Director to execute lease agreement between EEIDD and Eastern Air Express, LLC. for building #525 and #526.

The Chair called for any comments from the board or public. There being none, a vote was called, and motion carried. **033-2024**

E. Comments by Legal Counsel -- Mr. Nowlin reminded the Board that Ethics disclosures were due by May 15th and asked the Board to complete the financial form.

F. Questions by Commissioners -- There were none.

G. Comments by Executive Director – Mr. Hennessy stated that he and the Executive staff had the opportunity to go to Washington, DC to meet with the delegation pushing for funds for the ACE facility that will be provided for LSUA and CLTCC. There was some great feedback, and a decision should be made during the next few weeks. Mr. Hennessy stated that next month the Board will be provided with information regarding housing and rent increase. Mr. Hennessy stated that he was continuing to track the remaining legislative bills.

H. Staff Report –

1). Financial: Ms. Steiner stated that March first we went live with the automative parking. The \$40,000 in revenue that is seen in the financials is just the money that was taken in during the month of March while the system was still accepting cash payments and parking attendants were still there. Ms. Steiner stated that from now on, we will get retroactively paid for what Premium takes in. Ms. Steiner stated that in May all the revenue from April will be seen. Ms. Steiner also stated that the total for March should be \$96,000. Ms. Steiner stated that the Air Park revenue is 1.8% over the annual budget, and 6% below budget on expenses. Steiner stated that through the course of this exercise, she discovered that military members can actually request reimbursement through DTS instead of us, so we are able to recognize quite a bit of revenue from that. Miss Steiner stated that we should see a decent increase due to that alone. Mr. McPherson asked if there was still a live person since there was a hybrid system. Ms. Steiner stated after the month of March staffing was reduced, but there will be a full-time employee maintained for now.. Ms. Steiner stated that the attendant would be doing license plate verification as well as parking lot duties and assisting anyone that needed help with the system. Mr. McPherson asked if it was normal to have an automated system, and still have a live person. Ms. Steiner stated that she did not foresee this being permanent, but just until the system had been running for a while. Mr. Weems asked about the payment methods. Ms. Steiner stated that you can pay by scanning a barcode on the phone or by using an app that can be downloaded. Mr. Laverne asked what would happen if the payment was not made, Miss Steiner stated that the camera would catch you on the way out and send a parking ticket in the mail. Miss Steiner also stated that there was a pay machine by the exit if you would like to pay there also.

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2). Air Traffic: Mr. Hennessy stated that generally everything has been increasing either month over month or year over year. He stated that Delta is on the uptick same with American. Mr. Hennessy stated that looking at the charter flights, it's a little different due to rotations that happen 8 to 10 times a year.

A) Airline services Mr. Hennessy stated that Delta is adding their third flight in June. There will be another military rotation in May. Mr. Hennessy stated that our operation count is up, and fuel sales are also up. Mr. McPherson asked if a connection was still trying to be made with a small carrier. Mr. Hennessy stated that they met with United two weeks ago in Chicago, and that another meeting is scheduled mid-May at an air service conference.

B) ACE: No report.

3). Economic Development/Operations: Mr. Broussard stated that it was an average month for operations. Roughly 97 service calls last month 77 were residential, 18 were commercial and two were ISB. Mr. Broussard stated that there have been almost 50 events completed at the Community Center and there were several high schools that hosted their proms there this year. There are 12 scheduled events for the remainder of the year and 25 events scheduled for the next fiscal year. Mr. McPherson asked if the Community Center was under market being that it was successful. Mr. Hennessey stated that they were looking at it and moving forward in the budget making process a rate sheet would be provided for the board. Mr. Weems asked if we were below market currently, Mrs. Sheri Scallan stated that rentals are currently running between \$1,550 and \$2,000 pending on how many guests. She stated that the base rental is \$1,250, and that the rental fee needed to go up. Mr. Spurgeon stated that a commercial dishwasher needed to be added to the facility. Mrs. Scallan stated that she did have a meeting with a vendor the next day. Mrs. Scallan also stated that food warmers were requested by both renters and caterers, renting the space.

Mr. McPherson asked about the amount of work that needed to be done at the housing vs a rent increase. Mr. Hennessy stated that it was being looked at for the upcoming fiscal year. Mr. Laverne asked about the condition of the homes, Mr. Broussard said that they were in good condition.

Mr. Hennessy said that he had one last item. Mr. Hennessy stated with the improvements to the ordinances and modifications, there would be one more round to go before the board. Mr. Hennessy asked if it would be better to have a special meeting specifically for the ordinances, or just leave it and roll into the board meetings after. Several of the board members had different opinions about the time, Mr. Hennessey stated that it would be discussed closer to the time of the meetings.

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I. Public Comments or Questions – None

There being no further business, Mr. Sam Spurgeon adjourned the meeting at **5:10 p.m.**

Sam Spurgeon, Chair

*England Economic and Industrial Development District
Board of Commissioners*

Charlie Weems, Secretary/Treasurer

*England Economic and Industrial Development District
Board of Commissioners*

ADMIN/LEGAL COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
April 25, 2024

The regular meeting of the Admin/Legal Committee of the England Economic and Industrial Development District was held at **4:02 p.m. on Thursday, April 25, 2024**, in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Mr. Sam Spurgeon, Chair of the England Authority, called the committee meetings to order. Mr. Jamar Gales gave the invocation and Mr. Sam Spurgeon led the Pledge of Allegiance.

The Chair, Mr. Zeb Winstead, requested a roll call.

The following were present: Mr. Sam Spurgeon, Mr. Zeb Winstead, Mr. Taylor Cottano, Mr. Jamar Gales, Mr. Oday Lavergne, Mr. Joe McPherson, Mr. Patrick O'Quin, and Mr. Charlie Weems.

ABSENT: Mr. Dennis Frazier and Mr. Patrick O'Quin

Motion by **Mr. Sam Spurgeon**, second by **Mr. Jamar Gales** to agree to operate and maintain a 0.817 acres tract of public road right of way known as England Drive (Louisiana Highway 498) as a local route, and to authorize its Executive Director to execute associated instruments related to same.

On vote, motion carried.

Heard from Mr. Thomas David regarding the property.

Mr. Winstead stated there were no items to discuss and asked if there were any comments or additions to the agenda. There being none, Vice Chair Sam Spurgeon then dismissed the Admin/Legal Committee.

Chair Sam Spurgeon next called upon Commissioner Dennis Frazier, Chair of the Finance Committee.

Mr. Zeb Winstead, Vice Committee Chair
ADMIN/LEGAL COMMITTEE
England Economic & Industrial Development District

FINANCE COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
APRIL 25, 2024

The regular meeting of the Finance Committee of the England Economic and Industrial Development District was held on Thursday, **APRIL 25, 2024**, in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Vice Chair, Zeb Winstead, requested a roll call.

The following were present: Mr. Sam Spurgeon, Mr. Zeb Winstead, Jamar Gales, Mr. Oday Lavergne, Mr. Joe McPherson, Mr. Steven Mansour, Mr. Charlie Weems, and Mr. Taylor Cottano

ABSENT: Mr. Taylor Cottano and Mr. Patrick O'Quin

Received schedule of paid invoices for the month of March 2024.

Mr. Winstead stated that there were no further items to discuss and asked if there were any public comments or additions to the agenda.

There being none, Mr. Winstead adjourned the Finance Committee.

Chair Sam Spurgeon called upon Commissioner Charlie Weems, Chair of the Audit Committee.

Mr. Zeb Winstead, Committee Vice Chair
FINANCE COMMITTEE
England Economic & Industrial Development District

AUDIT COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
APRIL 25, 2024

The regular meeting of the Audit Committee of the England Economic and Industrial Development District was held on **Thursday, APRIL 25, 2024**, in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Chair Sam Spurgeon called on Commissioner Charlie Weems, Chair for the Audit Committee.

Commissioner Charlie Weems, Chair of the Audit Committee, stated that there were no items to discuss and next called for any additions or public comments.

There being none, Mr. Weems dismissed the Audit Committee.

Chair Sam Spurgeon next called upon Commissioner Mr. Joe McPherson, Vice chair of the Economic Development Committee.

Mr. Charlie Weems, Committee Chair
AUDIT COMMITTEE
England Economic and Industrial Development District

ECONOMIC DEVELOPMENT COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
APRIL 25, 2024

The regular meeting of the Economic Development Committee of the England Economic and Industrial Development District was held on Thursday, **APRIL 25, 2024**, in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

The Vice Chair, Mr. Joe McPherson, requested a roll call.

The following were present. Mr. Joe McPherson, Mr. Charlie Weems, Jamar Gailes, Mr. Oday Lavergne, Mr. Steve Mansour, Mr. Sam Spurgeon, and Mr. Zeb Winstead, Mr. Taylor Cottano.

ABSENT: Mr. Patrick O'Quin and Mr. Dennis Frazier

Mr. David Broussard stated that he had an item to add to the agenda.

A motion was made by **Mr. Zeb Winstead** Second by **Mr. Jamar Gailes** to add the item.

Motion to authorize Executive Director to execute lease agreement between EEIDD and Eastern Air Express, LLC. for building #525 and #526.

Roll Call:

Mr. Cottano -YES

Mr. Frazier -ABSENT

Mr. Gailes-YES

Mr. Lavergne-YES

Mr. Mansour-YES

Mr. McPherson-YES

Mr. O'Quin-ABSENT

Mr. Spurgeon-YES

Mr. Weems-YES

Mr. Winstead-YES

Item was added to the agenda.

Motion by **Mr. Zeb Winstead** Second by **Mr. Joe McPherson** to authorize Executive Director to execute lease agreement between EEIDD and Sol Scapes, LLC for building #1708.

On vote, motion carried.

Motion by **Mr. Zeb Winstead** Second by **Mr. Jamar Gailes** to authorize Executive Director to execute Supplemental Agreement #22 with the United States of America for the JRTC Intermediate Staging Base (ISB).

On vote, motion carried.

Vice Chair Mr. Joe McPherson stated that there were no items to discuss and next called for any additions or public comments.

There being none, Mr. McPherson adjourned the Economic Development Committee.

Chair Sam Spurgeon next called upon Commissioner Oday Lavergne, Chair of the Operations Committee.

Mr. Joe McPherson, Committee Vice Chair
ECONOMIC DEVELOPMENT COMMITTEE
England Economic and Industrial Development District

OPERATIONS COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
APRIL 24, 2024

The regular meeting of the Audit Committee of the England Economic and Industrial Development District was held on **THURSDAY, APRIL 24, 2024**, in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Chair Sam Spurgeon called on Commissioner Oday Lavergne, Chair for the Operations Committee.

Commissioner Oday Lavergne, Chair of the Operations Committee, stated that there were no items to discuss and next called for any additions or public comments.

There being none, Mr. Lavergne dismissed the Operations Committee.

Chair Sam Spurgeon next called upon Commissioner Jamar Gales, Vice chair of the Human Resources Committee.

Mr. Oday Lavergne, Committee Chair
OPERATIONS COMMITTEE
England Economic and Industrial Development District

HUMAN RESOURCES COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
APRIL 24,2024

The regular meeting of the Human Resources Committee of the England Economic and Industrial Development District was held on **Thursday, APRIL 24,2024**, in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Chair Sam Spurgeon called on Commissioner Gailes, Vice Chair for the Human Resources Committee.

Mr. Gailes stated that there were no items on the agenda and called for any additions or comments from the public. There being none, Commissioner Gailes adjourned the Human Resource Committee.

Chair Sam Spurgeon next called upon Commissioner Charlie Weems, Chair of the Capital Projects Committee.

Jamar Gailes, Committee Vice Chair
HUMAN RESOURCE COMMITTEE
England Economic and Industrial Development District

CAPITAL PROJECTS COMMITTEE
THE ENGLAND ECONOMIC AND INDUSTRIAL DEVELOPMENT DISTRICT
APRIL 24,2024

The regular meeting of the Capital Projects Committee of the England Economic and Industrial Development District was held on **THURSDAY, MARCH 28,2024**, in the England Authority Board Room, 1611 Arnold Drive, Alexandria, Louisiana.

Mr. Charlie Weems, Chair of the Capital Projects Committee, requested a roll call.

The following were present. Charlie Weems, Mr. Steven Mansour, Mr. Jamar Gailes, Mr. Oday Lavergne, Mr. Joe McPherson, Mr. Sam Spurgeon, Mr. Taylor Cottano, and Mr. Zeb Winstead.

Absent: Mr. Patrick O'Quin & Mr. Dennis Frazier

Motion by **Mr. Jamar Gailes** Second by **Mr. Sam Spurgeon** authorizing Executive Director to execute Certificate of Substantial Completion for the Runway 14/32 Panel Replacement.

On vote, motion carried.

Motion by **Mr. Zeb Winstead** Second by **Mr. Jamar Gailes** authorizing Executive Director to execute Certificate of Substantial Completion for the Wildlife Mitigation and Fencing Phase II & III.

On vote, motion carried.

Mr. Weems next called on Mr. Ralph Hennessy to give the status report on the air side projects in the absence of Mr. Scott Gammel.

Status Report – Presented by Mr., Executive Director

- a) Part 150 Noise Program- Winding down. Was able to close on a property last month.
- b) Runway Extension – Will be about an 18-month project weather permitting.
- c) Runway Safety Area Rehabilitation – About to mobilize.
- d) Wildlife Safety Rehab Fencing –No report.
- e) Master Plan – No report
- f) North Ramp Wash Rack– Got the notice to proceed. Construction will start in April.
- g) Terminal Security Upgrade – TSA has approved plan. Anticipate having the system going live soon.
- h) ATCT Radio Refurbishment –Radios are in.
- i) Page and Ortego Historical Monument –Met with the Arts Council to get an artist to do the murals. Should know at the next meeting who the artist will be.

Heard from David Broussard, Deputy Director-Landside, on the following projects:

- a) Multi - Family Housing –Still have interest from Mr. Jenkins and his team.
- b) OakWing –Brady is unable to be present. The restaurant is getting to where it needs to be. They also managed to turn a profit in March. Have started advertising on fox and other networks. Memberships are continuing to grow, and most weekends are sold out.
- c) Renewable Energy – Nothing new to report.

- d) Parc England – Had a great meeting since last interview with Mike Jenkins. Has follow up meeting soon.

There being no further items to discuss, Mr. Spurgeon adjourned the Capital Project Committee.

Charlie Weems, Committee Chair
CAPITAL PROJECTS COMMITTEE
England Economic and Industrial Development District