December 12, 2018

MEETING NOTICE

TO: Board of Commissioners, Public, Press and Media

FR: Scott Linzay, Chairman, England Authority

RE: COMMITTEE MEETINGS and BOARD MEETING

The England Authority’s Committee Meetings are scheduled to be held Thursday, DECEMBER 13, at 4:30 p.m. in the England Authority Board Room, 1611 Arnold Drive, England Industrial Airpark and Community.

The order of consecutive meetings will be as follows:

1) - ADMIN/LEGAL COMMITTEE
2) - FINANCE COMMITTEE
3) - AUDIT COMMITTEE
4) - ECONOMIC DEVELOPMENT COMMITTEE
5) - OPERATIONS COMMITTEE
6) - HUMAN RESOURCES COMMITTEE
7) - CAPITAL PROJECTS COMMITTEE

Adjournment of the first meeting will be immediately followed by the Call to Order for the second meeting, and so forth. Agendas for all meetings follow.

The regular DECEMBER monthly meeting of the Board of Commissioners will be held immediately following Committee Meetings in the England Authority Board Room. An agenda for the Board meeting follows.
Public comment regarding an agenda item, upon which a vote is to be taken, is allowed at board and committee meetings. Individuals should, when possible, comment on proposals during Committee hearings when an agenda item is considered. The Chair will allow public comment on an agenda item prior to a vote. Comments shall be limited to 3 minutes per person and shall be germane to the issue under consideration. Proponents and opponents should fill out a comment card and file it with the Executive Director prior to the meeting. Cards will then be handed to the Chair for use during appropriate comment period.

A. CALL TO ORDER
B. INVOCATION
C. PLEDGE OF ALLEGIANCE

THE ENGLAND AUTHORITY
ADMIN/LEGAL
DECEMBER 13, 2018

Members: CHARLIE WEEMS, CHAIRMAN; VICE-CHAIRMAN; ROBERT BECK
William Barron, Richard Bushnell, Robbyn Cooper, Dennis Frazier, Curman Gaines, Mike Johnson, Joe McPherson

AGENDA

➢ Solicit and hear public comments on Agenda items.

1. Motion to approve payment of attorney’s bill to Provosty, Sadler and deLaunay, APC for the month of November 2018. (Information Binder Index #2)

2. Motion to amend Section 8, Personnel Policies and Procedures, of the EEIDD Code of Ordinances. (Information Binder Index #3)

THE ENGLAND AUTHORITY
FINANCE COMMITTEE
DECEMBER 13, 2018

Members: DENNIS FRAZIER, CHAIRMAN; ROBERT BECK, VICE-CHAIRMAN;
William Barron, Richard Bushnell, Robbyn Cooper, Curman Gaines, Mike Johnson, Joe McPherson, Charlie Weems

AGENDA

➢ Solicit and hear public comments on Agenda items.

1. To receive schedule of paid invoices for the month of November 2018. (Information Binder Index #4)

2. Motion to adopt resolution authorizing the Executive Director to execute supplemental amendment to Sponsor/State Agreement No. H.013666 between the Louisiana Department of Transportation and Development and the EEIDD for Noise Mitigation in the amount of $1,033,108.00. (Information Binder Index #5)

3. Motion to authorize Executive Director to obtain Workman’s Compensation and Employer’s Liability coverage from Louisiana Worker’s Compensation Corporation (LWCC) for the year 2019. (Information Binder Index #6)

4. Motion to adopt resolution authorizing the Executive Director to execute supplemental amendment to Sponsor/State Agreement No. H. 013827 between the Louisiana Department of Transportation and Development and the EEIDD for the Airfield Electrical Rehabilitation Project in the amount of $1,397,500.00. (Information Binder Index #7)
5. Motion to adopt Budget Amendment #13 to the 2018/2019 Fiscal year Budget. *(Information Binder Index #8)*

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**THE ENGLAND AUTHORITY**

**AUDIT COMMITTEE**

**DECEMBER 13, 2018**

**Members:** MIKE JOHNSON, CHAIRMAN; CURMAN GAINES, VICE-CHAIRMAN;
William Barron, Robert Beck, Richard Bushnell, Robbyn Cooper, Dennis Frazier, Joe McPherson, Charlie Weems

**AGENDA**

* Additions to agenda may be made by unanimous consent

➢ Solicit and hear public comments on Agenda items.

1. To receive annual independent Audit Report on Fiscal Year 2017/2018 from Kolder, Champagne, Slaven & Company. *(Information Binder Index #9)*

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**THE ENGLAND AUTHORITY**

**ECONOMIC DEVELOPMENT COMMITTEE**

**DECEMBER 13, 2018**

**Members:** JOE MCPHERSON, CHAIRMAN; ROBBY COOPER, VICE-CHAIRMAN;
William Barron, Robert Beck, Richard Bushnell, Dennis Frazier, Curman Gaines, Mike Johnson, Charlie Weems

**AGENDA**

* Additions to agenda may be made by unanimous consent

➢ Solicit and hear public comments on Agenda items.

1. Motion to authorize Executive Director to execute lease agreement between EEIDD and McFarland Cascade Holdings, Inc. for 2,112 square feet of space in building #1708 located at 1613 J B Hunt Drive. *(Information Binder Index #10)*

2. Motion to authorize Executive Director to execute Supplemental Agreement #12 between EEIDD and the United States of America for the U.S. Army Joint Readiness Training Center Intermediate Staging Base (ISB). *(Information Binder Index #11)*

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**THE ENGLAND AUTHORITY**

**OPERATIONS COMMITTEE**

**DECEMBER 13, 2018**

**Members:** WILLIAM BARRON, CHAIRMAN; DENNIS FRAZIER, VICE-CHAIRMAN;
Robert Beck, Richard Bushnell, Robbyn Cooper, Curman Gaines, Mike Johnson, Joe McPherson, Charlie Weems

**AGENDA**

* Additions to agenda may be made by unanimous consent

1. To hear reports on status of Parc England /Bistro and hold appropriate discussion thereto.

2. Motion to authorize Executive Director to execute contract with Gregory Robinson in the amount of $8.00 per acre for the harvest and purchase of hay. *(Information Binder Index #12)*

➢ Solicit and hear public comments on Agenda items.
THE ENGLAND AUTHORITY
HUMAN RESOURCES COMMITTEE
DECEMBER 13, 2018

Members: ROBERT BECK, CHAIRMAN; ROBBYN COOPER, VICE-CHAIRMAN;
William Barron, Richard Bushnell, Dennis Frazier, Curman Gaines, Mike Johnson, Joe McPherson, Charlie Weems
AGENDA
* Additions to agenda may be made by unanimous consent

➢ Solicit and hear public comments on Agenda items.

THE ENGLAND AUTHORITY
CAPITAL PROJECT COMMITTEE
DECEMBER 13, 2018

Members: RICHARD BUSHNELL, CHAIRMAN; CURMAN GAINES, VICE-CHAIRMAN;
William Barron, Robert Beck, Robbyn Cooper, Dennis Frazier, Mike Johnson, Joe McPherson, Charlie Weems
AGENDA
* Additions to agenda may be made by unanimous consent

➢ Solicit and hear public comments on Agenda items.

1. Motion to authorize Executive Director to execute contract with Michael Baker International, Inc. in the amount of $675,097 to provide professional engineering and technical services to prepare an Airport Master Plan Update for the Alexandria International Airport in accordance with the requirements of the Federal Aviation Administration, Louisiana Department of Transportation & Development and the needs of the England Authority. (Information Binder Index #13)

2. Motion to authorize Executive Director to execute partial contract acceptance with Ernest P. Breaux Electrical, LLC for the Airfield Electrical Vault, Airfield Lighting, Navaids Replacement & Associated Improvements. (Information Binder Index #14)

3. Motion to approve Change Order #5 to the Ernest P. Breaux Electrical, LLC contract in the amount of $1,397,500.00 for the Airfield Electrical Vault, Airfield Lighting, NAVAIDS & Associated Improvements. (Information Binder Index #15)

4. To hear status report on:
   a. Part 150 Noise Program
   b. Runway 18/36 Extension
   c. Community Center Replacement Project
   d. Airfield Electrical Rehab
   e. Emergency Access Road
   f. North Emergency Access Road
   g. Roundabout Sculpture Project
THE ENGLAND AUTHORITY
BOARD OF COMMISSIONERS

Scott Linzay, Chairman
William Barron, Vice Chairman
Robbyn Cooper, Secretary/Treasurer
Robert Beck
Richard Bushnell

Dennis Frazier
Curman Gainess
Mike Johnson
Joe McPherson
Charlie Weems

Sandra McQuain, Executive Director

REGULAR MEETING
December 13, 2018
England Authority Board Room
AGENDA

Public comment regarding an agenda item upon which a vote is to be taken, is allowed at board and committee meetings. Individuals should, when possible, comment on proposals during Committee hearings when an agenda item is considered. The Chair will allow public comment on an agenda item prior to a vote. Comments shall be limited to 3 minutes per person and shall be germane to the issue under consideration. Proponents and opponents should fill out a comment card and file it with the Executive Director prior to the meeting. Cards will then be handed to the Chair for use during appropriate comment period.

A. Call to Order
B. Invocation
C. Pledge of Allegiance
D. Roll Call

E. Public Comments or Questions
F. Active Items

1. Motion to approve Minutes of November 15, 2018 Regular Board meeting and Committee meetings and Special Called Meeting of November 15, 2018. (Information Binder Index #1)

2. Motion to approve payment of attorney’s bill to Provosty, Sadler and deLaunay, APC for the month of November 2018. (Information Binder Index #2)

3. Motion to amend Section 8, Personnel Policies and Procedures, of the EEIDD Code of Ordinances. (Information Binder Index #3)

4. Motion to adopt resolution authorizing the Executive Director to execute supplemental amendment to Sponsor/State Agreement No. H.013666 between the Louisiana Department of Transportation and Development and the EEIDD for Noise Mitigation in the amount of $1,033,108.00. (Information Binder Index #5)

5. Motion to authorize Executive Director to obtain Workman’s Compensation and Employer’s Liability coverage from Louisiana Worker’s Compensation Corporation (LWCC) for the year 2019. (Information Binder Index #6)
6. Motion to adopt resolution authorizing the Executive Director to execute supplemental amendment to Sponsor/State Agreement No. H. 013827 between the Louisiana Department of Transportation and Development and the EEIDD for the Airfield Electrical Rehabilitation Project in the amount of $1,397,500.00. *(Information Binder Index #7)*

7. Motion to adopt Budget Amendment #13 to the 2018/2019 Fiscal year Budget. *(Information Binder Index #8)*

8. To receive annual independent audit report on Fiscal Year 2017/2018 from Kolder, Champagne, Slaven & Company. *(Information Binder Index #9)*

9. Motion to authorize Executive Director to execute lease agreement between EEIDD and McFarland Cascade Holdings, Inc. for 2,112 square feet of space in building #1708 located at 1613 J B Hunt Drive. *(Information Binder Index #10)*

10. Motion to authorize Executive Director to execute Supplemental Agreement #12 between EEIDD and the United States of America for the U.S. Army Joint Readiness Training Center Intermediate Staging Base (ISB). *(Information Binder Index #11)*

11. Motion to authorize Executive Director to execute contract with Gregory Robinson in the amount of $8.00 per acre for the harvest and purchase of hay. *(Information Binder Index #12)*

12. Motion to authorize Executive Director to execute contract with Michael Baker International, Inc. in the amount of $675,097 to provide professional engineering and technical services to prepare an Airport Master Plan Update for the Alexandria International Airport in accordance with the requirements of the Federal Aviation Administration, Louisiana Department of Transportation & Development and the needs of the England Authority. *(Information Binder Index #13)*

13. Motion to authorize Executive Director to execute partial contract acceptance with Ernest P. Breaux Electrical, LLC for the Airfield Electrical Vault, Airfield Lighting, NAVAIDS Replacement & Associated Improvements. *(Information Binder Index #14)*

14. Motion to approve Change Order #5 to the Ernest P. Breaux Electrical, LLC contract in the amount of $1,397,500.00 for the Airfield Electrical Vault, Airfield Lighting, NAVAIDS & Associated Improvements. *(Information Binder Index #15)*

15. Motion to elect Chairman of the England Economic and Industrial Development District.

16. Motion to elect Vice-Chairman of the England Economic and Industrial Development District.

17. Motion to elect Secretary/Treasurer of the England Economic and Industrial Development District.

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**ADDITIONS TO AGENDA**

*(By unanimous vote)*

F. Comments by Legal Counsel

G. Comments or Questions by Commissioners

H. Staff Report — a) Financial
   b) Air Traffic
   c) Economic Development

I. Public Comments or Questions

J. Adjourn