

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, March 25, 1999**, at 4:00 p.m. (Central Standard Time).

There were present: Mr. Michael Tudor, Chairman, Mr. Martin Johnson, Vice Chairman, Mr. Gene Cotton, Mr. Lane Cripps, and Mr. Alvin Mykoff.

Absent: Ms. Bridgett Brown, Mr. Tom Fowler, Mr. Kit Provine, and Mr. Charles Stewart.

Also present were: Mr. Jon Grafton, Executive Director, members of the England Authority staff, Mayor David Butler, Town of Woodworth, Mr. Cotton Merchant, legal counsel, and members of the public, press and media.

Mr. Tudor asked that we observe a few moments of silent prayer. Mr. Bushnell 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.

TO SWEAR IN MR. RICHARD BUSHNELL AS NEW COMMISSIONER

The Chairman recognized Mr. Albin Provosty who introduced Mr. J. W. "Cotton" Merchant. Mr. Merchant swore in Mr. Richard Bushnell, as Commissioner of the England Economic and Industrial Development District.

At this time, Mr. Bushnell joined the meeting as a Commissioner of the England Authority.

MOTION TO APPROVE MINUTES

Motion by **Mr. Johnson**, seconded by **Mr. Cripps** to approve Minutes from the February 25, 1999 Regular Board Meeting. On vote, motion carried. **30-1999**

MOTION TO APPROVE PAYMENT OF ATTORNEY'S BILL

Motion by **Mr. Cotton**, seconded by **Mr. Johnson** to approve payment of attorney's bill for the month of February, 1999. On vote, motion carried. **31-1999**

MOTION TO EXECUTE CONTRACT WITH BONNETTE AUCTION & APPRAISAL COMPANY

Motion by **Mr. Mykoff** seconded by **Mr. Cotton** to authorize Executive Director to execute

contract with Bonnette Auction & Appraisal Company for public auction of surplus equipment. On vote, motion carried. **32-1999**

MOTION TO PERMIT BAKER APS TO ASSIGN SUBLEASE TO MCKESSON APS

Motion by **Mr. Johnson**, seconded by **Mr. Cripps** to permit Baker APS to assign the sublease between it and the EEIDD to McKesson APS a subsidiary of McKesson, PLC. On vote, motion carried. **33-1999**

MOTION AUTHORIZING LEASE WITH PRIDE INTERNATIONAL, LLC

Motion by **Mr. Cotton**, seconded by **Mr. Mykoff** authorizing the Executive Director to execute Lease Agreement with Pride International, LLC for Buildings 2107. On vote, motion carried. **34-1999**

MOTION TO RATIFY LEASE AGREEMENT WITH PRIDE INTERNATIONAL, LLC

Motion by **Mr. Cotton**, seconded by **Mr. Mykoff** to ratify Lease Agreement with Pride International, LLC for space in Buildings 2542. On vote, motion carried. **35-1999**

MOTION TO AMEND LEASE WITH J M TEST SYSTEMS, INC

Motion by **Mr. Johnson**, seconded by **Mr. Cripps** to amend Lease Agreement with J.M. Test Systems, Inc. On vote, motion carried. **36-1999**

MOTION TO EXECUTE WAIVER OF LANDLORD'S LIEN FROM IBM CREDIT CORP FOR TIME TREND

Motion by **Mr. Mykoff**, seconded by **Mr. Cotton** to authorize Executive Director to execute Waiver of Landlord's Lien from IBM Credit Corporation for Time Trend, Inc. for the building located at 1616 Kegleman Blvd. On vote, motion carried. **37-1999**

MOTION TO AMEND LEASE WITH TIME TREND

Motion by **Mr. Cotton**, seconded by **Mr. Bushnell** to amend Lease Agreement - Amendment #1 with Time Trend, Inc for Building 1203. On vote, motion carried. **38-1999**

MOTION TO AMEND LEASE WITH TIME TREND

Motion by **Mr. Cotton**, seconded by **Mr. Johnson** to amend Lease Agreement - Amendment #1 with Time Trend, Inc for Building 610. On vote, motion carried. **39-1999**

MOTION TO SIGN CERTIFICATE OF FINAL COMPLETION AND ACCEPTANCE

Motion by **Mr. Cripps**, seconded by **Mr. Mykoff** authorizing the Executive Director to sign Certificate of Final Completion and Acceptance for work performed by Pavement Specialists, Inc. on Runway Grooving Project as recommended by Meyer, Meyer, LaCroix and Hixson, Inc. On vote, motion carried. **40-1999**

ADDITIONS TO THE AGENDA

Motion by **Mr. Cripps**, seconded by **Mr. Johnson** to add the following items to the agenda:

1. Motion to amend employment contract of the Executive Director, effective, April 1, 1999 in the following respects:
 - (A) AMEND PARAGRAPH 8 TO READ, AS FOLLOWS:
 8. **Vacation and sick leave.**
 - 8.1 **Vacation** The Executive Director shall be entitled to three (3) weeks annual vacation leave per calendar year. Vacation leave may be carried over and accumulated, up to a maximum of fifteen (15) days in any calendar year. No more that two (2) weeks of vacation may be taken in any thirty (30) day period.
 - 8.2 **Sick Leave** The Executive Director shall be entitled to sick leave benefits as set forth in Section 307 of the England Employees Handbook.
 - (B) DELETE PARAGRAPH 10;
 - (C) DELETE PARAGRAPH 13;
 - (D) DELETE PARAGRAPH 15;
 - (E) DELETE PARAGRAPH 16; and
 - (F) AMEND PARAGRAPH 19 TO READ, AS FOLLOWS:
 19. The effective date of this Agreement shall be April 1, 1999.
2. Motion to extend option granted by the England Economic and Industrial Development District to Landco, Inc., dated, December 31, 998, to negotiate sublease for Building No. 1150, the Officers Club an additional thirty (30) days, or, until April 30, 1999.
3. Motion to amend Paragraph 3 of the sublease between the England Economic and Industrial Development District and Landco, Inc., dated, December 31, 1998, for Building No 3527, the golf course club house, as follows:
 3. **Term** This sublease shall be for a term of seven (7) months, ("initial Term"), beginning on the 1st day of January, 1999, hereinafter referred to as the "Commencement Date", and ending on July 31, 1999, unless sooner terminated in accordance with the provisions of this Sublease.

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

Mr. Grafton brought another item before the Board for their consideration: Motion authorizing the Executive Director to execute Lease Agreement with Lau-Con Auto Rental for space in building 1910. Motion was made by **Mr. Cripps**, second by **Mr. Johnson**, to add the above item to the agenda. By unanimous vote, it was also added to the agenda.

MOTION TO AMEND EMPLOYMENT CONTRACT OF THE EXECUTIVE DIRECTOR

Motion by **Mr. Johnson**, seconded by **Mr. Mykoff** to amend employment contract of the

Executive Director, effective, April 1, 1999 in the following respects:

(A) AMEND PARAGRAPH 8 TO READ, AS FOLLOWS:

8. **Vacation and sick leave.**

8.1 **Vacation** The Executive Director shall be entitled to three (3) weeks annual vacation leave per calendar year. Vacation leave may be carried over and accumulated, up to a maximum of fifteen (15) days in any calendar year. No more that two (2) weeks of vacation may be taken in any thirty (30) day period.

8.2 **Sick Leave** The Executive Director shall be entitled to sick leave benefits as set forth in Section 307 of the England Employees Handbook.

(B) DELETE PARAGRAPH 10;

(C) DELETE PARAGRAPH 13;

(D) DELETE PARAGRAPH 15;

(E) DELETE PARAGRAPH 16; and

(F) AMEND PARAGRAPH 19 TO READ, AS FOLLOWS:

19. The effective date of this Agreement shall be April 1, 1999.

After an explanation from Mr. Provosty concerning the above the Chairman called for a vote, on vote, motion carried. **41-1999**

MOTION TO EXTEND OPTION WITH LANDCO, INC.

Motion by **Mr. Cripps**, seconded by **Mr. Mykoff** to extend option granted by the England Economic and Industrial Development District to Landco, Inc., dated, December 31, 1998, to negotiate sublease for Building No. 1150, the Officers Club an additional thirty (30) days, or, until April 30, 1999. On vote, motion carried. **42-1999**

MOTION TO AMEND SUBLEASE WITH LANDCO, INC.

Motion by **Mr. Cripps**, seconded by **Mr. Johnson** to amend Paragraph 3 of the sublease between the England Economic and Industrial Development District and Landco, Inc., dated, December 31, 1998, for Building No 3527, the golf course club house, as follows:

3. **Term** This sublease shall be for a term of seven (7) months, ("initial Term"), beginning on the 1st day of January, 1999, hereinafter referred to as the "Commencement Date", and ending on July 31, 1999, unless sooner terminated in accordance with the provisions of this Sublease.

On vote, motion carried. **43-1999**

MOTION TO EXECUTE LEASE WITH LAU-CON AUTO RENTAL

Motion by **Mr. Cripps**, seconded by **Mr. Johnson** authorizing the Executive Director to execute Lease Agreement with Lau-Con Auto Rental for space in building 1910. On vote, motion carried. **44-1999**

COMMENTS OR QUESTIONS BY COMMISSIONERS

Mr. Tudor talked briefly about Intrastate air travel.

EXECUTIVE DIRECTOR'S REPORT

The Executive Director briefly discussed his trip to Washington, DC where he attended an OSD/Service Community Conference. Mr. Grafton showed the Board a promotional video on Central Louisiana that featured England Airpark. Mr. Grafton gave the Commissioners a brief update on the Financial Report of the England Authority. The Director of Operations and Director of Economic Development gave brief reports on the status of their departments.

PUBLIC COMMENTS AND QUESTIONS

Mr. Willie Banks, Jr., Trustee with Chapter 13 addressed the Board concerning the rental of space on England Airpark. Mr. Frank Rice with Pride International, LLC brought an item before the Board concerning the use of equipment. A motion was offered by Mr. Cripps, seconded by Mr. Mykoff to lease said equipment to Pride International, LLC. The motion was later withdrawn.

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

Michael Tudor, Chairman

*England Economic & Industrial Development District
Board of Commissioners*

Tom Fowler, Secretary-Treasurer

*England Economic & Industrial Development District
Board of Commissioners*