

**Greater Alexandria Economic Development Authority
Executive & Government Relations Committee Meeting**

Minutes: Meeting of Tuesday, March 20, 2018

Present: Tamara Battles, Chair; Michael Caffery, Vice-Chair
Paula Nelson, Secretary/Treasurer

Absent: Tamara Battles, Chair

The monthly meeting of the Greater Alexandria Economic Development Authority's Executive & Government Relations Committee was called to order by Commissioner Caffery at 8:05 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

There being no business to come before the Executive & Government Relations committee, the meeting was adjourned at 8:05 a.m.

**Greater Alexandria Economic Development Authority
Human Resources Committee Meeting**

Minutes: Meeting of Tuesday, March 20, 2018

Present: Paula Nelson

Absent: Becky Barnes, Chair; Tamara Battles

The monthly meeting of the Greater Alexandria Economic Development Authority's Human Resource Committee was called to order by Commissioner Nelson at 8:05 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was not present.

**Greater Alexandria Economic Development Authority
Administration & Legal Committee Meeting**

Minutes: Meeting of Tuesday, March 20, 2018

Present: John Carroll, Chair; Ralph Covington

Absent: Jay Sharplin

The monthly meeting of the Greater Alexandria Economic Development Authority's Administration & Legal Committee was to order by Commissioner Carroll at:8:06 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

The Committee heard a report from John Theriot, CPA regarding the February 2018 financial statements. A discussion was held.

It was moved by Commissioner Covington and seconded by Commissioner Carroll to recommend approval of the February 2018 financial statements. There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner Covington and seconded by Commissioner Carroll to recommend payment of the February 2018 accounting bill. There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner Covington and seconded by Commissioner Carroll to recommend payment of the February 2018 legal bill. There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner Covington and seconded by Commissioner Carroll to recommend approval of the 2018 Audit Engagement Letter submitted by RLR CPA, LLC. A discussion was held. There being no public comments, motion passed by unanimous vote.

There being no further business to come before the Administration & Legal committee, the meeting was adjourned at 8:15 a.m.

**Greater Alexandria Economic Development Authority
Economic Development Committee Meeting**

Minutes: Meeting of Tuesday, March 20, 2018

Present: Paula Nelson, Chair; John Carroll

Absent: Jay Sharplin

The monthly meeting of the Greater Alexandria Economic Development Authority's Economic Development Committee was called to order by Commissioner Nelson at 8:18 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

The Committee heard a report from the Executive Director regarding efforts to recruit the 2022 Tekakwitha Conference back to Alexandria, LA. A discussion was held.

There being no further business to come before the Economic Development Committee, the meeting was adjourned at 8:18 a.m.

**Greater Alexandria Economic Development Authority
Capital Projects Committee Meeting**

Minutes: Meeting of Tuesday, March 20, 2018

Present: Ralph Covington, Chair; John Carroll

Absent: Jay Sharplin

It was moved by Commissioner Carroll and seconded by Commissioner Covington to approve he amended Committee Meetings Agenda. A discussion was held. Motion was approved by unanimous vote. No public comments.

The monthly meeting of the Greater Alexandria Economic Development Authority's Capital Projects Committee was called to order by Commissioner Covington at 8:19 a.m. Executive Administrator, Angela Varnado, called the roll. A quorum was present.

The Committee heard a report from Legal Counsel regarding the status of the Masonic Drive Sale. A discussion was held.

It was moved by Commissioner Carroll and seconded by Commissioner Covington to recommend authorizing the Executive Director to sign the cancellation letter received from Michael Hankins regarding the Masonic Drive sale; and furthermore return Mr. Hankins's deposit in the amount of Three Thousand Two Hundred Dollars (\$3,200). There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Covington to sell to the City of Alexandria, in accordance with the law, the property located at 3017 Masonic Drive (1.23-acre tract) across from the Alexandria Zoo for THREE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$325,000). There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Covington to recommend authorizing the GAEDA staff to work with the City of Alexandria to prepare the documentation necessary to consummate the transaction, said documentation to be subject to approval by the GAEDA Board of Commissioners. There being no public comments, motion passed by unanimous vote.

There being no further business to come before the Capital Projects Committee, the meeting was adjourned at 8:20 a.m.

**Greater Alexandria Economic Development Authority
Operations Committee Meeting**

Minutes: Meeting of Tuesday, March 20, 2018

Present: Michael Caffery, Chair; Ralph Covington

Absent: Becky Barnes

The monthly meeting of the Greater Alexandria Economic Development Authority's Operations Committee was called to order by Commissioner Caffery at 8:28 a.m. Executive Administrator, Angela Varnado, called the roll. A quorum was not present.

The Executive Director informed the Committee that staff has completed purchasing of the new file cabinets and chair.

There being no further business to come before the Operations Committee, the meeting was adjourned at 8:20 a.m.

**Greater Alexandria Economic Development Authority
Regular Meeting Agenda**

Minutes: Meeting of Tuesday, March 20, 2018

Present: Tamara Battles, Chair; John Carroll, Vice-Chair; Paula Nelson, Secretary/Treasurer; Ralph Covington; Michael Caffery

Absent: Jay Sharplin; Becky Barnes

The monthly meeting of the Greater Alexandria Economic Development Authority was called to order at 8:21 a.m. by Commissioner Battles. Executive Administrator, Angela Varnado called the roll. A quorum was present.

It was moved Commissioner Carroll and seconded by Commissioner Caffery to approve the March 2018 Consent Agenda:

- a) Motion to approve the minutes from the February 2018 board meeting
- b) Motion to approve payment of the February 2018 legal bill
- c) Motion to accept the February 2018 financial statements
- d) Motion to approve payment of the February 2018 accounting bill

There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Covington to approve of the 2018 Audit Engagement Letter submitted by RLR CPA, LLC. A discussion was held. There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner Covington and seconded by Commissioner Nelson to authorize the Executive Director to sign the cancellation letter received from Michael Hankins regarding the Masonic Drive sale; and furthermore, to authorize the release of Mr. Hankins' deposit in the amount of Three Thousand Two Hundred Dollars (\$3,200) There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner Covington and seconded by Commissioner Nelson to authorize GAEDA to sell to the City of Alexandria, in accordance with the law, the property located at 3017 Masonic Drive (1.23-acre tract) across from the Alexandria Zoo for THREE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$325,000). There being no public comments, motion passed by unanimous vote

It was moved by Commissioner Caffery and seconded by Commissioner Nelson to authorize the GAEDA staff to work with the City of Alexandria to prepare the documentation necessary to consummate the transaction, said documentation to be subject to approval by the GAEDA Board of Commissioners. There being no public comments, motion passed by unanimous vote

The Executive Director reported to the Board that he received a letter on behalf of Mike Tudor regarding the closure of the downtown Alexandria Post Office. A discussion was held. Mr. Tudor is requesting that entities such as GAED write support letters in an effort to keep the branch open. No action taken.

Mr. Willie Spears of GRC gave a status report on the Federal Home Loan Bank(FHLB) of Dallas grant check presentation held a Red River recently. A discussion was held.

Councilman-at-Large Joe Fuller commended the GAEDA and GRC for what is being done with the non-profit and asked that we work together so that we can grow together.

There being no further business to come before the Board, the meeting was adjourned at 8:40 a.m.