

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

Minutes: Meeting of Tuesday, May 18, 2021

Present: John Carroll, Chair, Stephen McGee, Vice-Chair; Candice Cheney,
Secretary/Treasurer

Absent: None

The monthly meeting of the Greater Alexandria Economic Development Authority's Executive & Government Relations Committee was called to order by Commissioner Carroll 8:11 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

There being no business to come before the Committee, the meeting was adjourned at 8:11 a.m.

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

Minutes: Meeting of Tuesday, May 18, 2021

Present: Steven R. McGee, Chair; Candice Cheney; Zebulon Winstead

Absent: None

The monthly meeting of the Greater Alexandria Economic Development Authority's Administration & Legal Committee was called to order by Commissioner McGee at 8:12 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

The Committee heard a report from John Theriot, of Knight Masden CPA Firm, on the April 2021 Financial Statements. A discussion was held.

It was moved by Commissioner Winstead and seconded by Commissioner Cheney to recommend approval of the April 2021 Financial Statements. There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner Winstead and seconded by Commissioner Cheney to recommend payment of the April 2021 Accounting Bill. There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner Winstead and seconded by Commissioner Cheney to recommend payment of the April 2021 Legal Bill. There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner Winstead and seconded by Commissioner Cheney to recommend approval of the amended 2021 Legal Counsel Engagement Letter. A discussion was held. There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner Winstead and seconded by Commissioner Cheney to recommend approval of the amended 2021 Accountant Engagement Letter. A discussion was held. There being no public comments, motion passed by unanimous vote.

There being no further discussion to come before the Committee, the meeting was adjourned at 8:22 a.m.

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

Minutes: Meeting of Tuesday, May 18, 2021

Present: Michael Caffery, Chair; Steven R. McGee; Zebulon Winstead

Absent: None

The monthly meeting of the Greater Alexandria Economic Development Authority's Economic Development Committee was called to order by Commissioner Caffery at 8:23 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

It was moved by Commissioner Winstead and seconded by Commissioner McGee to recommend approval of a Cooperative Endeavor Agreement with the Louisiana Superintendent's Academy in an amount not to exceed One Thousand Five Hundred Dollars (\$1,500) for the 2021 Summer Training Session to be held June 20-24, 2021 at the Bentley Hotel. A discussion was held. There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner Winstead and seconded by Commissioner McGee to recommend approval of a Cooperative Endeavor with the Louisiana Department of American Legion in an amount not to exceed Twelve Thousand Dollars (\$12,000) for meals and advertisement associated with the 2021 State Convention. A discussion was held. There being no public comments, motion passed by unanimous vote.

The Committee heard a report from the Executive Director regarding a grant request made by C & R Mentors, Inc. Councilman Reddex Washington, spoke on behalf of the organization. He stated that the organization needed sponsors to assist with cost of meals and advertisement. The Executive Director stated that he was not recommending this event due to an incomplete application, lack of other sponsorship due to GAEDA not being able to be a sole source founder, no confirmation of room bookings and the application not being submitted in a timely manner. A discussion was held.

A motion was made by Commissioner Winstead to add to the agenda a motion to approve the grant request from C & R Mentor, Inc. to support the 2021 R & B Blues and Barbeque festival. Motion failed for lack of a second.

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

The monthly meeting of the Greater Alexandria Economic Development Authority's Economic Development Committee was reconvened at by Commissioner Caffery at 8:45 a.m. A quorum was present.

The Executive Director requested that Mrs. Chelsy Sharplin of the Holiday Inn in Alexandria regarding the 2021 Louisiana Taxidermist Association Conference. A discussion was held. Mrs. Sharplin stated that the event was a tremendous success, and that the Association is looking for Alexandria to be their home base for the conference.

The Executive Director also mentioned thank you letters from the Manna House and the Catholic Daughters of America thanking GAEDA for the support.

There being no further business to come before the Committee, the meeting was adjourned at 8:47 a.m.

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

Minutes: Meeting of Tuesday, May 18, 2021

Present: Michael Caffery, Chair; Candice Cheney; Steven R. McGee

Absent: None

The monthly meeting of the Greater Alexandria Economic Development Authority's Capital Projects Committee was called to order by Commissioner Smith at 8:43 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

There being no business to come before the Committee, the meeting was adjourned at 8:44 a.m.

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

Minutes: Meeting of Tuesday, May 18, 2021

Present: Charles F. Smith, Chair, Michael Caffery, Vacant

Absent: None

The monthly meeting of the Greater Alexandria Economic Development Authority's Operation's Committee was called to order by Commissioner Smith at 8:47 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

Staff reported that the new website should go live sometime in early June of 2021. A discussion was held.

There being no further business to come before the Committee, the meeting was adjourned at 8:49 a.m.

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

Minutes: Meeting of Tuesday, May 18, 2021

Present: Candice Cheney, Chair; Charles F. Smith

Absent: Vacant

The monthly meeting of the Greater Alexandria Economic Development Authority's Human Resource Committee was called to order by Commissioner Cheney at 8:49 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

There being no further business to come before the Committee, the meeting was adjourned at 8:50 a.m.

**Greater Alexandria Economic Development Authority
Regular Meeting**

Minutes: Meeting of Tuesday, May 18, 2021

Present: John Carroll, Chair; Steven R. McGee, Vice-Chair; Candice Cheney, Secretary.
Treasurer; Michael Caffery; Zebulon Winstead; Charles Frederick Smith

Absent: None

The monthly regular meeting of the Greater Alexandria Economic Development Authority was called to order by Commissioner Carroll at 8:51 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

It was moved by Commissioner Winstead and seconded by Commissioner McGee to approve the April 2021 Consent Agenda. There being no public comments, motion passed by unanimous vote. A roll call vote was as follows:

Commissioner Carroll- Yes
Commissioner McGee- Yes
Commissioner Cheney-Yes
Commissioner Caffery- Yes
Commissioner Winstead- Yes
Commissioner Smith-Yes

It was moved by Commissioner Winstead and seconded by Commissioner Cheney to approve the amended 2021 Accountant Engagement Letter. There being no public comments, motion passed by unanimous vote. A roll call vote was as follows:

Commissioner Carroll- Yes
Commissioner McGee- Yes
Commissioner Cheney-Yes
Commissioner Caffery- Yes
Commissioner Winstead- Yes
Commissioner Smith-Yes

It was moved by Commissioner Winstead and seconded by Commissioner Caffery to approve the amended 2021 Legal counsel Engagement Letter. There being no public comments, motion passed by unanimous vote. A roll call vote was as follows:

Commissioner Carroll- Yes
Commissioner McGee- Yes
Commissioner Cheney-Yes
Commissioner Caffery- Yes
Commissioner Winstead- Yes
Commissioner Smith-Yes

It was moved by Commissioner Winstead and seconded by Commissioner Caffery to approve a Cooperative Endeavor Agreement with the Louisiana Superintendent's Academy in an amount not to exceed One Thousand Five Hundred Dollars (\$1,500) for the 2021 Summer Training Session to be held June 20-24, 2021 at the Bentley Hotel. There being no public comments, motion passed by unanimous vote. A roll call vote was as follows:

Commissioner Carroll- Yes
Commissioner McGee- Yes
Commissioner Cheney-Yes
Commissioner Caffery- Yes
Commissioner Winstead- Yes
Commissioner Smith-Yes

It was moved by Commissioner Winstead and seconded by Commissioner McGee to approve a Cooperative Endeavor with the Louisiana Department of American Legion in an amount not to exceed Twelve Thousand Dollars (\$12,000) for meals and advertisement associated with the 2021 State Convention. There being no public comments, motion passed by unanimous vote. A roll call vote was as follows:

Commissioner Carroll- Yes
Commissioner McGee- Yes
Commissioner Cheney-Yes
Commissioner Caffery- Yes
Commissioner Winstead- Yes
Commissioner Smith-Yes

The Executive Director reported on the status of the United States Post office located downtown. Mr. Moller reminded the Board that he has been working on a site with the post office for several years. Last year he successfully facilitated a deal with Mr. Michael Jenkins and the Post Office to relocate in the Commercial Building at 201 Johnston Street. He further reported that he would inform the Board of the grand opening date. A discussion was held.

The Executive Director also reported that he has been assisting the Wrestling Hall of Fame along with Mr. Jay Sharplin in trying to identify a site for their museum. A discussion was held.

The Executive Administrator reported on the status of the annual audit for GAEDA for the year ended December 31, 2020. She stated that field work is complete and that the report would be on the agenda for acceptance next month.

Staff also mentioned that the 2021 Links on the Bayou Golf Tour and the Future Farmers of America (FFA) will be here. A discussion was held.

Commissioner Caffery stated that he is pleased to see that the Facebook page is gaining traffic and information is being disseminated to let the public know what is happening in the City.

Legal Counsel commented that GAEDA received a public records request and has responded in a timely manner.

There being no further business to come before the Board, the meeting was adjourned at 9:15 a.m.