**MINUTES**

**BATON ROUGE METROPOLITAN AIRPORT**

**REGULAR MEETING**

**TUESDAY, AUGUST 4, 2020**

**3:30 P.M.**

**AIRPORT 1st FLOOR CONFERENCE ROOM**

1. **CALL TO ORDER.**

Chairman, Matt Butler called the meeting to order.

1. **PLEDGE OF ALLEGIANCE.**

The Pledge of Allegiance was led by Mr. Robinson.

1. **ROLL CALL.**

**MEMBERS MEMBERS A/P STAFF OTHERS**

**ATTENDING ABSENT ATTENDING ATTENDING**

Mr. Buckley Rep. Carpenter Mr. Edwards Mr. Rhaoul Guillaume Sr.

Mr. Butler Councilman Welch Mr. Pierson Mr. George Groh

Mr. Callender Mr. Taffaro Mr. Sparky Hoffman

Mr. Dodds Ms. Nolan Mr. Alan Krouse

Mr. Dunn, Jr. Ms. Wallace

Mr. Lowery Mr. Morgan

Mr. Myles Mr. Alford

Mr. Payton Mrs. Cobb

Ms. Profita Mrs. Williams

Mr. Robinson Mr. Caldwell

Mr. Fife Ms. Fountain

**Public Comment Policy**

Public comments on any of the items (other than introductions) may be submitted via email to [publiccomment@flybtr.com](mailto:publiccomment@flybtr.com). Comments may be called in at 225-355-0333 from 1:00 – 3:30 pm on Tuesday, August 04, 2020.

CERTIFICATION OF INABILITY TO OPERATE DUE TO LACK OF QUORUM

In accordance with Executive Proclamations JBE 2020-30 and 2020-33, issued by Governor John Bel Edwards on March 16, 2020 and March 22, 2020, respectively, this notice shall serve as a certification of the Greater Baton Rouge Airport Board of Commissioner’s potential inability to otherwise operate in accordance with the Louisiana Open Meetings Law due to a lack of a quorum as a result of the COVID-19 public health emergency. Pursuant to Section 4 of JBE 2020-30, the Greater Baton Rouge Airport Board of Commissioner will provide for attendance at its next meeting, which will only contain business deemed essential government business, on Tuesday, August 4, 2020, via video conference. A gathering of the entire membership of the Greater Baton Rouge Airport Board of Commissioners, necessary staff, and the public may violate Phase Two of Governor Edwards’ limiting public gatherings to 50% of normal capacity. The Greater Baton Rouge Airport Board of Commissioner is composed of thirteen members. The items appearing on the agenda have been deemed essential for the continued conduct of business by the Director of Aviation.

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**Airport Commission Minutes**

**August 4, 2020**

Considering the foregoing, and in accordance with Proclamation Numbers JBE 2020-30 and JBE 2020-33, the Greater Baton Rouge Airport Board of Commissioner meeting on Tuesday, August 4, 2020, at 3:30 p.m. will be held via video conference and in a manner that allows for observation and input by members of the public, as set forth in the Notice posted on July 30, 2020.

Mike Edwards

Director of Aviation

1. **Approval of the minutes of the regular meeting of July 14, 2020.**

A motion was made by Mr. Callender, seconded by Mr. Dunn Jr. to approve the minutes of the regular meeting of July 14, 2020.

There being no opposition, the motion carried.

1. **Approval of the minutes of the Contracts Committee Meeting of July 14, 2020.**

A motion was made by Mr. Dunn, Jr. seconded by Mr. Lowery to approve the minutes of the Contracts Committee of July 14, 2020.

There being no opposition, the motion carried.

1. **Recommendation on the Airport’s Proposed 2021 Annual Operating Budget to be approved by The Metropolitan Council. By: Director of Aviation.**

Mr. Edwards explained the item to the Airport Commission at this time. After a brief discussion, a motion was made by Mr. Buckley, seconded by Mr. Dunn Jr. to approve the item.

There being no opposition, the motion carried.

1. **Authorization for the Mayor-President and/or Chairman of the Airport Commission to execute Work Authorization No. 5 to the Contract with Airport Management Group, LLC (AMG) for Program Management Services at the Baton Rouge Metropolitan Airport for the period October 1, 2020 through September 30, 2021 in amount not to exceed $2,318,053.10. (Contingent on adequate funding). By: Director of Aviation.**

Mr. Edwards stated that the Contracts Committee meet twice to discuss (AMG) year (5) Work Authorization. The director brief Chairman and Commissioners on how AMG has done an exemplary job over the last (4) years with offering any additional questions to answered from Mr. Rhaoul Guillaume Sr. & Mr. George Groh (AMG). After discussion a motion was made by Mr. Callender, seconded by Mr. Dodds, to approve the item.

There being no opposition, the motion carried.

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**Airport Commission Minutes**

**August 4, 2020**

1. **Authorization for the Mayor-President and/or Chairman of the Airport Commission to execute a Lease Agreement with ATC Indoor DAS, LLC to lease approximately 600 sq. ft. of indoor space for an in-building wireless Distributed Antenna System (DAS) to deliver enhanced wireless coverage and data capacity for a period of ten (10) years, with two (2) five (5) year options to renew at a minimum rental rate of $6,000.00/year. By: Director of Aviation.**

Mr. Edwards stated the Asst. Dir. Mr. Pierson has been working on agreement for months; turning it over to him to speak. Mr. Pierson further explained the detail of this item to the Commission at this time. After a brief discussion a motion was made by Mr. Callender, seconded by Mr. Lowery to approve the item.

There being no opposition, the motion carried.

1. **Status Report – Report will be given at the September meeting.**
2. **Public Relations /Marketing Report – Report will be given at the October meeting.**
3. **Financial Report –** Report was presented by Mr. Cary Morgan, Business Manager.
4. **Business Development Report –** Report was presented by Mr. Vincent Caire, Develop. & Admin. Manager**.**

A motion was made by Mr. Callender, seconded by Mr. Buckley, to accept the report.

1. **Administrative Matters.**

None

1. **Adjourn.**

A motion was made by Mr. Callender, seconded by Mr. Buckley, to adjourn the meeting. The meeting adjourned at 4:09 p.m.

RESPECTFULLY SUBMITTED,

***Mike Edwards***

Mike Edwards

ME/lw Director of Aviation