



BATON ROUGE
METROPOLITAN AIRPORT
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MINUTES

**BATON ROUGE METROPOLITAN AIRPORT
REGULAR MEETING
TUESDAY, APRIL 13, 2021
3:30 P.M.
AIRPORT ADMINISTRATION CONFERENCE ROOM
SUITE 300, 3RD FLOOR TERMINAL BUILDING**

1. CALL TO ORDER.

Chairman Matt Butler called the meeting to order.

2. PLEDGE OF ALLEGIANCE.

The Pledge of Allegiance was led by Councilman Dunn Jr.

3. ROLL CALL.

**MEMBERS
ATTENDING**

Mr. Buckley
Mr. Butler
Mr. Dodds
Mr. Councilman Dunn Jr.
Mr. Mr. Fife
Mr. Lowery
Mr. Myles
Ms. Payton

**MEMBERS
ABSENT**

Rep. Carpenter
Mr. Callender
Mr. Profita
Mr. Robinson
Mr. Welch

**A/P STAFF
ATTENDING**

Mr. Edwards
Mr. Pierson
Mr. Taffaro
Ms. Wallace
Mr. Caire
Mr. Alford
Ms. Fountain
Mrs. Williams
Mr. Caldwell
Mr. Newton
Mr. Jones
Mr. Vidrine
Ms. Nolan

**OTHERS
ATTENDING**

Mr. Krouse
Mr. Wilson
Mr. Abou
Mr. Webb
Mr. Kutchins
Mr. Brooks
Mrs. Graves

Public Comment Policy

All items on this agenda are open for public comment. Those members of the public desiring to speak on a particular item should approach the podium and request to speak after the item is announced by the Chairman. They will be required to give their name and address and the Chairman will allocate a specific amount of time for members of the public to speak.

4. Approval of the minutes of the Regular Meeting of March 2, 2021.

A motion was made by Mr. Buckley, seconded by Mr. Dodds, to approve the minutes of the regular meeting of March 2, 2021.

There being no opposition, the motion carried.

5. Authorization for the Mayor-President and/or Chairman of the Airport Commission to accept and execute a grant agreement from the Federal Aviation Administration (FAA) through the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) in the amount of \$2,993,620.00. By: Director of Aviation.

A motion was made to have this item deleted from the agenda and its entirety by Councilman Dunn Jr., seconded by Mr. Fife.

There being no opposition, the motion carried.

6. Authorization for the Mayor-President and/or Chairman of the Airport Commission to accept and execute a grant agreement from the Federal Aviation Administration (FAA) through the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) in the amount of \$85,582.00. By: Director of Aviation.

A motion was made to have this item deleted from the agenda and its entirety by Councilman Dunn Jr., seconded by Mr. Fife.

There being no opposition, the motion carried.

7. Authorization for the Mayor President and/or Chairman of the Airport Commission to execute Amendment No. 1 to the lease agreement with Helix Aviation Academy to adjust the amount of leasehold improvements in accordance with the realized abatement afforded under the current terms of the lease. By: Director of Aviation.

Mr. Edwards, Director of Aviation, introduces the Cristo Rey Baton Rouge staff Mrs. Carissa Graves and Mr. Dedrick Brooks from our corporate work study program.

Mr. Edwards called on Mr. Pierson, Asst. Director to explain the item to the Airport Commission. After a brief discussion, a motion was made by Councilman Dunn Jr., seconded by Mr. Buckley, to approve the item.

There being no opposition, the motion carried.

8. **Authorization for the Mayor-President and/or Chairman of the Airport Commission to execute a lease agreement with Taylor Made Concessions for a month-to-month term for a period not to exceed one (1) year to operate a food vehicle court in the cell phone lot at a rate of \$500.00 per month. By: Director of Aviation.**

Mr. Edwards explained the item to the Airport Commission. After a lengthy discussion, a motion was made by Mr. Lowery, seconded by Mr. Dodds, to approve the item.

There being no opposition, the motion carried.

9. **Authorization for the Mayor-President and/or Chairman of the Airport Commission to execute a lease agreement with Scotland Money Mart, LLC d/b/a Airport Exxon for a period of two (2) years and eight (8) months commencing May 1, 2021 to lease a 1800 sq. ft. building and a 1.45 acre tract of land for the operation of a Fuel/C-Store facility at a minimum yearly rental rate of \$49,160.00. By: Director of Aviation.**

Minimum Annual Guarantee:	\$24,060.00
Land Rent:	\$10,700.00
Building Rent:	<u>\$14,400.00</u>
Total Annual Rent	\$49,160.00

Additional Concession fees:

3% of gross sales above \$50,000 per month.

\$0.03 cents per gallon above 100,000 gallons per month.

Mr. Edwards explained the item to the Airport Commission. After a brief discussion, a motion was made by Councilman Dunn Jr., seconded by Mr. Myles, to approve the item.

There being no opposition, the motion carried.

10. Accepting the low bid received for the Baton Rouge Metropolitan Airport Multiplex Generator Addition. By: Director of Aviation

Engineer's Estimate: \$340,000.00

<u>Bidders</u>	<u>Base Bid</u>	<u>Variance %</u>
Raygen Services. LLC	\$ 229,760.00	- 32.4%
Lewtech Products & Services, Inc.	\$ 238,840.00	- 29.7%
Alpha 1 Electrical & Mechanical. LLC	\$ 239,500.00	- 29.5%
E.P. Breaux Electrical. Inc.	\$ 246,500.00	- 27.5%
Chustz Electric, LLC	\$ 252,895.00	- 25.6%
Doyle Electric Inc.	\$ 256,960.00	- 24.4%
T & E Electric, Inc.	\$ 270,400.00	- 20.5%
L. King Company LLC	\$ 320,000.00	- 5.9%
Ready Power	\$ 382,700.00	12.6%

Mr. Edwards explained the item to the Airport Commission. After a brief discussion, a motion was made by Ms. Payton, seconded by Mr. Dodds, to approve the item.

There being no opposition, the motion carried.

11. Legislative Update – Report was presented by Mr. Michael Taffaro, PA/AP Legal Counsel.

12. Status Report– Report will be given at the June meeting.

13. Public Relations /Marketing Report– Report was presented by Jim Caldwell, Marketing Manager.

14. Financial Report – Report was presented by Kenya Wallace, Assistant Business Manager.

At this time Councilman Dunn Jr. asked Mr. Butler to make a motion and have this report deferred to next month. A motion was made by Councilman Dunn Jr., seconded by Mr. Myles, to defer this item.

There being no opposition, the motion carried.

15. Business Development Report – Report will be given at the May meeting.

16. Administrative Matters.

None.

17. Adjourn.

A motion was made by Mr. Lowery, seconded by Mr. Buckley, to adjourn the meeting. The meeting adjourned at 4:32 pm.

RESPECTFULLY SUBMITTED,

Mike Edwards

Mike Edwards
Director of Aviation

ME/lw