



BATON ROUGE
METROPOLITAN AIRPORT
9430 Jackie Cochran Drive
Suite 300, Terminal Building
Baton Rouge, LA 70807
PHONE (225) 355-0333
FAX (225) 355-2334

Agenda
Baton Rouge Metropolitan Airport Commission
Regular Meeting
Tuesday, April 5, 2022
3:30 p.m.
Airport Administration Conference Room
Suite 300, 3rd floor Terminal Building

1. **Call to Order.**
2. **Pledge of Allegiance.**
3. **Roll Call.**

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 8, 2022.**
5. **Authorization for the Mayor-President and/ or Chairman of the Airport Commission to execute a lease agreement with Rosie's Gourmet Popcorn, LLC to operate a popcorn kiosk in the terminal building for a period of one (1) year, with a one (1) year mutual option to renew at a rental rate of \$550.00 per month or 11% of gross revenues whichever is greater. By: Director of Aviation.**
6. **Authorization for the Mayor-President and/or Chairman of the Airport Commission to submit and execute a grant application to the Federal Aviation Administration (FAA) and the State of Louisiana, Office of Aviation for the Northwest Aviation Development Taxiway Project in the amount of \$1,333,333.00; and authorization to accept and execute the grant agreement and all necessary documents in connection therewith at the appropriate time. (Funding Source: Federal \$1,200,000.00; State \$133,333.00). By: Director of Aviation.**

7. **Accepting the low bid received for the Baton Rouge Metropolitan Airport Maintenance & Inspection of Passenger Boarding Bridges at BRMA. By: Director of Aviation.**

Estimate: \$60,000.00

<u>Bidders</u>	<u>Base Bid</u>
Airport Bridge Company	\$59,482.00

8. **Accepting the low bid received for the Baton Rouge Metropolitan Airport Inspection & Maintenance of Conveyor Belt Systems at BRMA. By: Director of Aviation.**

Estimate: \$32,750.00

<u>Bidders</u>	<u>Base Bid</u>
Airport Bridge Company Inc.	\$19,350.00

9. **Legislative Update.**
10. **Status Report** – Report will be given at the June meeting.
11. **Public Relations /Marketing Report** – Report will be given at April meeting.
12. **Financial Report** – Report will be given at April meeting.
13. **Business Development Report** – Report will be given at the May meeting.
14. **Administrative Matters.**
15. **Adjourn.**

AIRPORT COMMISSION AGENDA

SUPPORTING DOCUMENT NO. 4



**BATON ROUGE
METROPOLITAN AIRPORT**
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MINUTES

**BATON ROUGE METROPOLITAN AIRPORT
REGULAR MEETING
THURSDAY, MARCH 8, 2022
3:30 P.M.
AIRPORT ADMINISTRATION CONFERENCE ROOM
SUITE 300, 3RD FLOOR TERMINAL BUILDING**

1. CALL TO ORDER.

Chairman, Johnny Fife, called the meeting to order.

2. PLEDGE OF ALLEGIANCE.

The Pledge of Allegiance was led by Mr. Profita.

3. ROLL CALL.

	<u>MEMBERS ATTENDING</u>	<u>MEMBERS ABSENT</u>	<u>A/P STAFF ATTENDING</u>	<u>OTHERS ATTENDING</u>
3:41pm	Mr. Buckley Mr. Callender	Mr. Butler Councilman Dunn Jr.	Mr. Edwards Mr. Taffaro	Mr. Krouse Mr. Kutchins
3:34pm	Rep. Carpenter Mr. Dodds Mr. Fife Mr. Lowery Mr. Myles Ms. Payton Mr. Profita Mr. Robinson	Mr. Welch	Ms. Wallace Ms. Nolan Mr. Caire Mr. Alford Ms. Williams Mrs. Jewell Mr. Caldwell Mr. Jones Mr. Vidrine	Ms. Bowden Mr. Babin Mr. Saucier

Public Comment Policy

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4. Approval of the minutes of the regular meeting of February 1, 2022.

A motion was made by Mr. Callender, seconded by Mr. Lowery, to approve the minutes of the regular meeting of February 1, 2022.

There being no opposition, the motion carried.

5. Authorization for the Mayor-President and/or Chairman of the Airport Commission to execute a Memorandum of Understanding between the Greater Baton Rouge Airport District and Regional Transit Authority (RTA) for the storage of buses in the event of an emergency during the three (3) respective hurricane seasons for CY 2022 through 2024, at a rental rate of \$250.00 per day or \$2500.00 per month. 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. Dodds, seconded by Mr. Myles, to approve the item.

There being no opposition, the motion carried.

6. Accepting the low bid received for the Baton Rouge Metropolitan Airport Terminal Building Floor Care. By: Director of Aviation.

<u>Bidders</u>	<u>Base Bid</u>
Enmon Enterprises, LLC d/b/a Jani King of Baton Rouge	\$126,367.14
Ramelli Janitorial Service Inc.	\$142,688.13
Bell's Janitorial, LLC	\$185,505.00
JP Environmental Services	\$1,977,610.25
Ook Janitorial Inc.	\$8,324,753.88

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

There being no opposition, the motion carried.

7. Receiving a report from SSA Consultants on the status of the Strategic Planning Exercise.
By: Director of Aviation.

Mr. Edwards called on Ms. Sarah Bowden with SSA Consultants to explain the item to the Airport Commission. After a lengthy discussion, Ms. Bowden asked the Airport Commission for additional questions at this time, with no questions report received.

8. Status Report– Report was presented by Mr. Edwards, Director of Aviation.

9. Public Relations /Marketing Report– Report will be given at the April meeting.

10. Financial Report – Report was presented by Nicholas Vidrine, Airport Business Manager.

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

12. Administrative Matters.

None.

13. Adjourn.

A motion was made by Mr. Robinson, seconded by Mr. Lowery, to adjourn the meeting. The meeting adjourned at 4:23 pm.

RESPECTFULLY SUBMITTED,

Mike Edwards

Mike Edwards
Director of Aviation

ME/lw

March 8, 2022

Project Name	Runway 13/31 Safety Area/RPZ Improvements - Phase I-Construction	Runway 13/31 Safety Area/RPZ Improvements- Phase II	Runway 13/31 Safety Area/RPZ Improvements- Phase IV	North Airpark Infrastructure Development	Taxiway L and Decommissioning of 4R 22L	Northwest Aviation Taxiway Development	Employee Parking Lot Reconstruction & Expansion	
Status	Working on North Section	Phase II EA - Update Underway. Preparing Draft Document.	Final Acceptance Approved Preparing As Builts	ROW being prepared. Plans sent to DHH	Going through consultant selection process	Going through consultant selection process	Received Revised Proposal.	
Issues								
Consultant	Volkert, Inc.	Kutchins & Groh - EA Volkert, Inc.	PEC	Forte & Tablada	Stanley Consultants	Shread Kuyrkendall	Pivotal	
Contractor	Boone Services		Boone Services	TBD	TBD	TBD	TBD	
Percentage Complete	20%	EA 60% Complete	100%	60%		TBD	TBD	
Current Budget	7,047,866	17,034,909	23,653,192	1,680,000				49,415,967
Paid to Date	1,167,183	6,828,744	1,378,385	79,643				9,453,955
Remaining Balance	5,880,683	10,206,165	22,274,807	1,600,357		TBD	TBD	39,962,012
								\$ 39,962,012

Updated Information Shown In Yellow

MARKETING, PUBLIC RELATIONS & AIR SERVICE DEVELOPMENT REPORT



BTR



2022 Enplanements

Month	2021	2022	Percent Change	2022 Percent Of 2019
January	12,456	20,407	63.83%	73.30%
February	11,956			
March	17,280			
April	21,867			
May	27,208			
June	27,721			
July	28,232			
August	22,930			
September	29,861			
October	29,449			
November	27,240			
December	25,519			
Year-To-Date	281,719	20,407		

COVID-19 IMPACT BEGAN IN MARCH 2020



BTR

2022 Deplanements

Month	2021	2022	Percent Change	2022 Percent Of 2019
January	13,497	20,961	55.30%	71.38%
February	11,918			
March	17,563			
April	21,931			
May	26,929			
June	26,766			
July	28,306			
August	23,693			
September	30,228			
October	29,413			
November	26,920			
December	23,951			
Year-To-Date	281,115	20,961		

COVID-19 IMPACT BEGAN IN MARCH 2020



BTR



November & 2021 YTD On-Time Performance for BTR Compared to Nearby Airports (DOT)

Year-to-Date 2021

BTR 86.5%

LFT 85.9%

MSY 81.5%

GPT 85.9%

November 2021

BTR 90.3%

LFT 88.9%

MSY 83.4%

GPT 89.9



BTR

Source: DOT BTS (Bureau of Transportation Statistics)

BTR Baggage Delivery Data by Airline February 2022

Average Delivery Times

American 11:11 (5.02% late)

Delta 17.55 (9.29% late)

United 12.49(3.02% late)

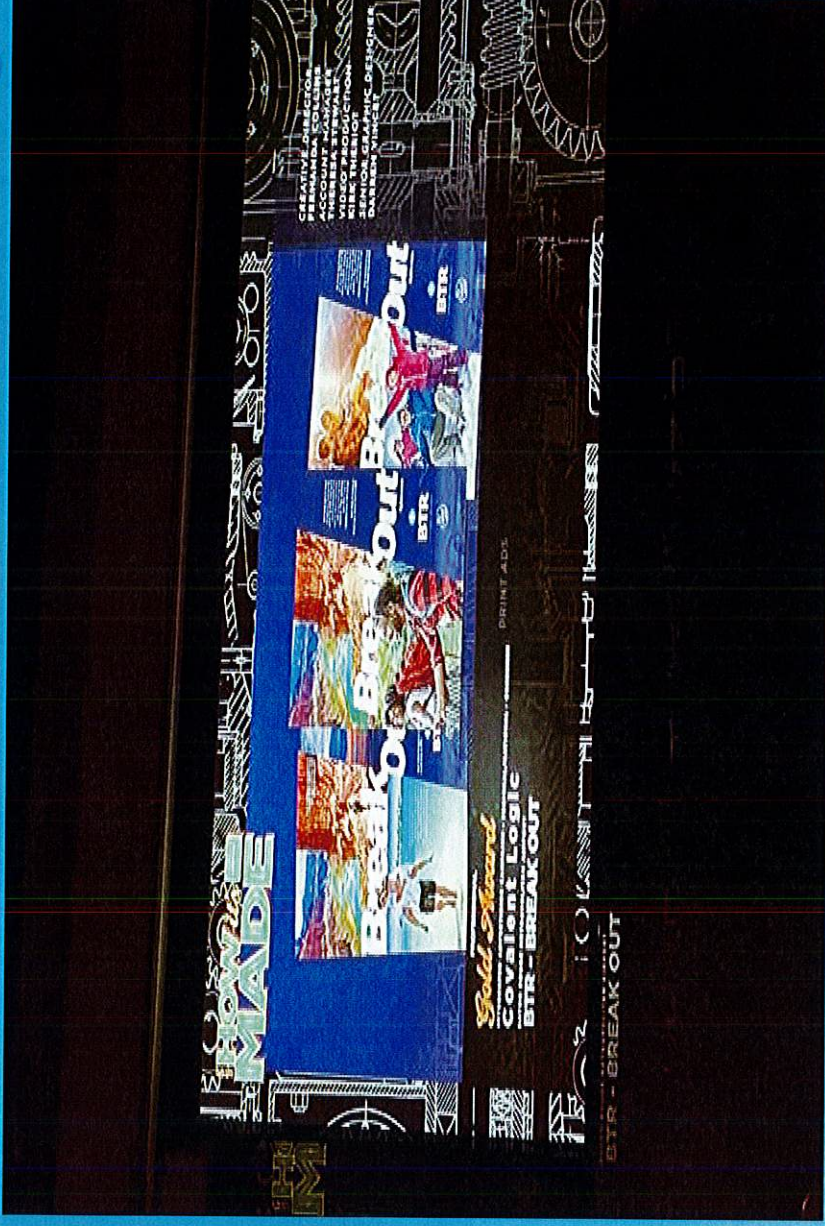
* Late if delivery time exceeds 20 minutes after flight arrival



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BTR "Break Out" Ad Campaign Wins Gold ADDY at Baton Rouge 2022 American Advertising Awards



1st Quarter Advertising (Phasing in by Month)

- Television: COX, WBRZ, WGMB, WVLA
- Print & Digital: Tiger Rag Email & Twitter Sponsorship
- Radio: WRKF, WYNK, WFMF, WDGL, KRVE
- Online/Digital: Premion OTT: Facebook Ads; Instagram; Google Display & Video Ads Business Report
- Outdoor: “Take Off” Message at I-10 BR (vinyl); “Turn Around” Message at I-10 Gonzales (vinyl)
- Rotating Messages on Select Digital Boards



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**GREATER BATON ROUGE AIRPORT DISTRICT
STATEMENT OF REVENUES AND EXPENDITURES
FOR THE PERIOD ENDING JANUARY 2022**

	2022 APPROVED BUDGET	(-)	2022 EXPENDITURES/ REVENUES	(-)	2022 BALANCE	VARIANCE	JANUARY 2021 EXPENDITURES/ REVENUES	2022 EXPENDITURES/ REVENUES COMPARED TO 2021
Total Expenditures	1,160,610.00		1,024,312.37		136,297.63	-11.74%	1,043,541.40	-1.84%
Total Revenues	1,114,922.50		1,123,710.41		8,787.91	0.79%	926,936.96	21.23%
Surplus (Deficit)			<u>99,398.04</u>				<u>(116,604.44)</u>	



**BATON ROUGE METRO AIRPORT
CUSTOMER FACILITY CHARGE
ACCRUAL BASIS**

	2020	2021	2022	% Change 21/22
January	143,504.10	109,500.75	145,416.75	32.80%
February	141,788.25	111,265.45	-	-
March	117,846.30	147,151.05	-	-
April	37,939.35	130,601.40	-	-
May	55,823.55	139,408.20	-	-
June	74,216.85	130,558.35	-	-
July	79,273.50	126,788.40	-	-
August	80,202.15	122,225.10	-	-
September	155,313.00	172,876.50	-	-
October	233,300.25	252,554.75	-	-
November	228,498.00	228,005.10	-	-
December	182,304.45	194,284.65	-	-
Totals for the Period Ending				
January 31, 2022	143,504.10	109,500.75	145,416.75	32.80%



BATON ROUGE METRO AIRPORT
PASSENGER FACILITY CHARGE
ACCRUAL BASIS

	2020	2021	2022	% Change 21/22
January	128,552.37	52,087.35	86,324.96	65.73%
February	130,637.62	49,817.72	-	-
March	66,951.89	71,535.05	-	-
April	6,308.43	92,365.60	-	-
May	21,019.32	114,890.69	-	-
June	32,147.97	117,507.13	-	-
July	48,167.08	119,838.22	-	-
August	50,142.58	97,317.52	-	-
September	59,235.94	127,928.99	-	-
October	75,104.12	125,558.39	-	-
November	71,319.94	116,062.82	-	-
December	64,550.56	109,262.71	-	-
Totals for the Period Ending				
January 31, 2022	128,552.37	52,087.35	86,324.96	65.73%



BTR

BATON ROUGE
METROPOLITAN AIRPORT

BATON ROUGE METRO AIRPORT PARKING GARAGE REVENUES ACCRUAL BASIS

	2020	2021	2022	% Change 21/22
January	282,535.67	104,251.02	187,586.63	79.94%
February	277,696.12	117,425.66	-	-
March	148,456.12	123,756.24	-	-
April	16,355.61	161,538.86	-	-
May	35,718.98	215,954.07	-	-
June	59,414.28	239,346.06	-	-
July	93,460.30	254,825.83	-	-
August	98,434.29	180,328.80	-	-
September	125,231.47	287,858.94	-	-
October	142,277.86	275,121.42	-	-
November	134,536.15	218,865.39	-	-
December	103,688.95	189,272.17	-	-
Totals for the Period Ending January 31, 2022	282,535.67	104,251.02	187,586.63	79.94%

AIRPORT COMMISSION AGENDA

SUPPORTING DOCUMENT NO. 10

Project Name	Runway 13/31 Safety Area/ RPZ Improvements - Phase I-Construction	Runway 13/31 Safety Area/ RPZ Improvements - Phase II	Runway 13/31 Safety Area/ RPZ Improvements - Phase IV	North Airpark Infrastructure Development	Taxiway L and Decommissioning of 4R 22L	Northwest Aviation Taxiway Development	Employee Parking Lot Reconstruction & Expansion	
Status	Working on North Section	Phase II EA - Update Underway. Preparing Draft Document	Final Acceptance Approved Preparing As Builts	ROW plans complete. Plans sent to Facility Planning	Going through consultant negotiations.	Going through consultant negotiations.	Received Revised Proposal	
Issues								
Consultant	Volkert, Inc.	Kutchins & Groh - EA Volkert, Inc.	PEC	Forte & Tablada	Stanley Consultants	Shread Kuyrkendall	Pivotal	
Contractor	Boone Services		Boone Services	TBD	TBD	TBD	TBD	
Percentage Complete	20%	EA 60% Complete	100%	60%		TBD	TBD	
Current Budget	7,047,866	17,034,909	23,653,192	1,680,000				49,415,967
Paid to Date	1,167,183	6,828,744	1,378,385	79,643				9,453,955
Remaining Balance	5,880,683	10,206,165	22,274,807	1,600,357		TBD	TBD	39,962,012
								\$ 39,962,012

 Updated Information

AIRPORT COMMISSION AGENDA

SUPPORTING DOCUMENT NO. 11

MARKETING, PUBLIC RELATIONS & AIR SERVICE DEVELOPMENT REPORT



BTR



2022 Enplanements

Month	2021	2022	Percent Change	2022 Percent Of 2019
January	12,456	20,407	63.83%	73.30%
February	11,956	23,508	96.62%	85.73%
March	17,280			
April	21,867			
May	27,208			
June	27,721			
July	28,232			
August	22,930			
September	29,861			
October	29,449			
November	27,240			
December	25,519			
Year-To-Date	281,719	43,915	81%	80%

COVID-19 IMPACT BEGAN IN MARCH 2020



BTR

2022 Deplanements

Month	2021	2022	Percent Change	2022 Percent Of 2019
January	13,497	20,961	55.30%	71.38%
February	11,918	22,359	87.61%	79.10%
March	17,563			
April	21,931			
May	26,929			
June	26,766			
July	28,306			
August	23,693			
September	30,228			
October	29,413			
November	26,920			
December	23,951			
Year-To-Date	281,115	43,320	71%	76.0%



COVID-19 IMPACT BEGAN IN MARCH 2020

December & 2021 YTD On-Time Performance for BTR Compared to Nearby Airports (DOT)

Full Year 2021

BTR 86.5%

LFT 85.6%

MSY 80.8%

GPT 85.7%

December 2021

BTR 86.9%

LFT 81.6%

MSY 75.5%

GPT 8.2%



BTR

Source: DOT BTS (Bureau of Transportation Statistics)

BTR Baggage Delivery Data by Airline March 2022

Average Delivery Times

American 12:11 (5.45% late)

Delta 16.55 (8.34% late)

United 12.09(4.02% late)

* Late if delivery time exceeds 20 minutes after flight arrival



BTR



BTR "Break Out" Ad Campaign Wins Gold ADDY at Baton Rouge 2022 American Advertising Awards



2nd Quarter Advertising

- Television: COX, WBRZ, WGMB, WVLA
- Print & Digital: Tiger Rag Email & Twitter Sponsorship
- Radio: WRKF, WYNK, WFME, WDGL, KRVE
- Online/Digital: Premion OTT: Facebook Ads; Instagram; Google Display & Video Ads Business Report
- Outdoor: “Take Off” Message at I-10 BR (vinyl); “Turn Around” Message at I-10 Gonzales (vinyl)
- Rotating Messages on Select Digital Boards



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AIRPORT COMMISSION AGENDA

SUPPORTING DOCUMENT NO. 12

**GREATER BATON ROUGE AIRPORT DISTRICT
STATEMENT OF REVENUES AND EXPENDITURES
FOR THE PERIOD ENDING FEBRUARY 2022**

	2022 APPROVED BUDGET	(-)	2022 EXPENDITURES/ REVENUES	(=)	2022 BALANCE	VARIANCE	FEBRUARY 2021 EXPENDITURES/ REVENUES	2022 EXPENDITURES/ REVENUES COMPARED TO 2021
Total Expenditures	2,353,617.37		1,852,800.71		500,816.66	-21.28%	2,064,299.23	-10.25%
Total Revenues	2,229,845.00		2,150,381.12		(79,463.88)	-3.56%	1,728,107.75	24.44%
Surplus (Deficit)			<u>297,580.41</u>				<u>(336,191.48)</u>	



**BATON ROUGE METRO AIRPORT
CUSTOMER FACILITY CHARGE
ACCRUAL BASIS**

	2020	2021	2022	% Change 21/22
January	143,504.10	109,500.75	145,416.75	32.80%
February	141,788.25	111,265.45	151,732.80	36.37%
March	117,846.30	147,151.05	-	-
April	37,939.35	130,601.40	-	-
May	55,823.55	139,408.20	-	-
June	74,216.85	130,558.35	-	-
July	79,273.50	126,788.40	-	-
August	80,202.15	122,225.10	-	-
September	155,313.00	172,876.50	-	-
October	233,300.25	252,554.75	-	-
November	228,498.00	228,005.10	-	-
December	182,304.45	194,284.65	-	-
Totals for the Period Ending February 28, 2022	285,292.35	220,766.20	297,149.55	34.60%



BATON ROUGE METRO AIRPORT
PASSENGER FACILITY CHARGE
ACCRUAL BASIS

	2020	2021	2022	% Change 21/22
January	128,552.37	52,087.35	86,324.96	65.73%
February	130,637.62	49,817.72	100,157.85	101.05%
March	66,951.89	71,535.05	-	-
April	6,308.43	92,365.60	-	-
May	21,019.32	114,890.69	-	-
June	32,147.97	117,507.13	-	-
July	48,167.08	119,838.22	-	-
August	50,142.58	97,317.52	-	-
September	59,235.94	127,928.99	-	-
October	75,104.12	125,558.39	-	-
November	71,319.94	116,062.82	-	-
December	64,550.56	109,262.71	-	-
Totals for the Period Ending February 28, 2022	259,189.99	101,905.07	186,482.81	83.00%



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BATON ROUGE
METROPOLITAN AIRPORT

BATON ROUGE METRO AIRPORT PARKING GARAGE REVENUES ACCRUAL BASIS

	2020	2021	2022	% Change 21/22
January	282,535.67	104,251.02	181,478.40	74.08%
February	277,696.12	117,425.66	188,711.23	60.71%
March	148,456.12	123,756.24	-	-
April	16,355.61	161,538.86	-	-
May	35,718.98	215,954.07	-	-
June	59,414.28	239,346.06	-	-
July	93,460.30	254,825.83	-	-
August	98,434.29	180,328.80	-	-
September	125,231.47	287,858.94	-	-
October	142,277.86	275,121.42	-	-
November	134,536.15	218,865.39	-	-
December	103,688.95	189,272.17	-	-
Totals for the Period Ending February 28, 2022	560,231.79	221,676.68	370,189.63	67.00%



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BATON ROUGE
METROPOLITAN AIRPORT

BATON ROUGE METRO AIRPORT
TNC REVENUE
ACCRUAL BASIS

	2020		2021		2022		% Change 21/22
	Uber	Pickups Lyft	Uber	Pickups Lyft	Uber	Pickups Lyft	
January	2,689	1,366	949	501	1,593	1,004	79.10%
February	2,305	1,175	598	301	1,311	873	142.94%
March	1,151	627	942	462	-	-	-
April	102	69	1,123	587	-	-	-
May	214	181	1,304	749	-	-	-
June	347	227	1,428	786	-	-	-
July	486	214	1,432	786	-	-	-
August	679	342	1,399	866	-	-	-
September	814	396	1,428	1,005	-	-	-
October	947	439	1,906	1,063	-	-	-
November	826	412	1,828	1,120	-	-	-
December	775	361	1,349	793	-	-	-
Totals for the Period Ending February 28, 2022	4,994	2,541	1,547	802	2,904	1,877	103.53%