



**BATON ROUGE
METROPOLITAN AIRPORT**
9430 Jackie Cochran Drive
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Baton Rouge, LA 70807
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MINUTES

**BATON ROUGE METROPOLITAN AIRPORT
REGULAR MEETING
THURSDAY, APRIL 5, 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 Councilman, Dunn Jr.

3. ROLL CALL.

**MEMBERS
ATTENDING**

Mr. Buckley
Mr. Butler
Mr. Callender
Mr. Dodds
Councilman Dunn Jr.
Mr. Fife
Mr. Lowery
Mr. Myles
3:34pm. Ms. Payton
Mr. Profita
Mr. Robinson

**MEMBERS
ABSENT**

Mr. Welch
Rep. Carpenter

**A/P STAFF
ATTENDING**

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

**OTHERS
ATTENDING**

Mr. Krouse
Mr. Cambre
Mrs. Conerly

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.

A motion was made by Mr. Profita, 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 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.

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

There being no opposition, the motion carried.

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.

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

There being no opposition, the motion carried.

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

Bidders

Base Bid

Airport Bridge Company

\$59,482.00

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

There being no opposition, the motion carried.

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

Bidders

Base Bid

Airport Bridge Company Inc.

\$19,350.00

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 Councilman, Dunn Jr. to approve the item.

There being no opposition, the motion carried.

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

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

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

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

Mr. Edwards provided the Airport Commission with a status update for the Assistant Director position. The contract with ACS will allow the firm to complete the Assistant Director search.

Chairman Johnny Fife presented Mr. Matthew Butler with a gavel for his service as Chairman of the Airport Commission for past (1) year.

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

14. Administrative Matters.

None.

15. Adjourn.

A motion was made by Mr. Callender, seconded by Councilman, Dunn Jr. to adjourn the meeting.
The meeting adjourned at 4:09 pm.

RESPECTFULLY SUBMITTED,

Mike Edwards

Mike Edwards
Director of Aviation

ME/lw