



**BATON ROUGE  
METROPOLITAN AIRPORT**  
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**MINUTES**

**BATON ROUGE METROPOLITAN AIRPORT  
REGULAR MEETING  
TUESDAY, SEPTEMBER 13, 2022  
3:30 P.M.  
AIRPORT ADMINISTRATION CONFERENCE ROOM  
SUITE 300, 3<sup>RD</sup> 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. Lowery.

**3. ROLL CALL.**

|        | <u><b>MEMBERS<br/>ATTENDING</b></u> | <u><b>MEMBERS<br/>ABSENT</b></u> | <u><b>A/P STAFF<br/>ATTENDING</b></u> | <u><b>OTHERS<br/>ATTENDING</b></u> |
|--------|-------------------------------------|----------------------------------|---------------------------------------|------------------------------------|
|        | Mr. Butler                          | Mr. Buckley                      | Mr. Edwards                           | Mr. Alan                           |
|        | Mr. Callender                       | Mr. Dodds                        | Mr. Taffaro                           | Mr. Wilson                         |
| 3:39pm | Councilman Dunn Jr.                 | Mr. Welch                        | Mrs. Jewell                           | Mr. Carver                         |
|        | Mr. Fife                            |                                  | Mr. Caire                             | Harmoni Proctor                    |
|        | Mr. Lowery                          |                                  | Mr. Alford                            |                                    |
|        | Mr. Myles                           |                                  | Ms. Williams                          |                                    |
|        | Ms. Payton                          |                                  | Mr. Newton                            |                                    |
| 3:41pm | Mr. Robinson                        |                                  | Mr. Jones                             |                                    |
|        | Mr. Johnson                         |                                  | Mr. Caldwell                          |                                    |
|        | Mr. Profita                         |                                  | Ms. Nolan                             |                                    |
|        |                                     |                                  | Ms. Wallace                           |                                    |

**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 August 2, 2022.**

A motion was made by Ms. Payton, seconded by Mr. Profita, to approve the minutes of the regular meeting of August 2, 2022.

There being no opposition, the motion carried.

**5. Authorization Mayor-President and/or Chairman of the Airport Commission to execute a lease agreement with Burrell Aviation Baton Rouge, LLC to lease approximately fifty-three (53) acres of land at the Baton Rouge Metropolitan Airport for a primary term of thirty (30) years, with two (2), ten (10) year options to renew at a rental rate of \$554,083.20 per year. By: Director of Aviation.**

\*A motion was made by Mr. Callender, seconded by Mr. Lowery to hear the item at a later time.

Mr. Edwards called on Burrell Aviation Group to explain the item to the Airport Commission at this time. After a lengthy discussion, a motion was made by Mr. Callender, seconded by Mr. Profita, 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 formally request the Louisiana DOTD, Division of Aviation to provide funds required to complete the airport improvements at the Baton Rouge Metropolitan Airport specifically described in the Capital Improvement Program Application for state financial assistance for fiscal year's 2023-2028 and to provide for \$20,000.00 local contribution for each of 100% state funded projects listed there in. 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. Callender, seconded by Mr. Profita, to approve the item.

There being no opposition, the motion carried.

**7. Authorization for the Mayor-President and/or Chairman of the Airport Commission to submit a request for Capital Outlay Funding for fiscal year 2023-2024 for the North General Aviation Development (Utility/Infrastructure) Project in the amount of \$4,750,000.00. 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. Profita, seconded by Mr. Lowery, 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 State of Louisiana, Department of Health and Hospitals to lease 55,204 square feet of air cargo space for a period of one (1) year at a rental rate of \$308,000.00 annually. 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. Callender, seconded by Ms. Payton, to approve the item.

There being no opposition, the motion carried.

9. **Authorization to appropriate \$80,000.00 from the Airport's cash account Capital Improvements to be placed in the Employee Parking Lot Rehabilitation project to fund the design and reconstruction of employee parking lot that is in need of extensive repair beyond maintenance. 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. Profita, seconded by Mr. Myles, to approve the item.

There being no opposition, the motion carried.

10. **Authorization to appropriate \$550,000.00 from the Airport's cash account Capital Improvements) to be placed in the Taxiway L Redesign and reconstruction project to fund the design and reconstruction of Taxiway L and decommission of Runway 4R/22L & Taxiway E. 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 Councilman, Dunn Jr. to approve the item.

There being no opposition, the motion carried.

11. **Authorization to appropriate \$310,000.00 from the Airport's cash account Capital Improvements to be placed in the Northwest Aviation Development project to fund the design and construction of a new taxiway and apron in the Northwest section of the airfield. 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 Ms. Payton, seconded by Mr. Profita, to approve the item.

There being no opposition, the motion carried.

12. **Accepting the bids received for the Baton Rouge Metropolitan Airport to provide Fire Crash Equipment Maintenance and Repair Services for the BR Metro Airport Police Department. By: Director of Aviation.**

**Bidders**  
Siddons Martin Emergency Group, LLC  
Bulldog Evt Service, LLC

**Base Bid**  
\$ 21,235.00  
\$ 10,560.00

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. Callender, to approve the item.

There being no opposition, the motion carried.

- 13. Accepting the bids received for the Baton Rouge Metropolitan Airport to provide Janitorial Services for Greater Baton Rouge Airport District's Department of Health and Hospitals Facility. By: Director of Aviation.**

**Estimate: \$20,000.00**

| <b><u>Bidders</u></b>                                | <b><u>Base Bid</u></b> |
|--|------------------------|
| Southern Belle, LLG                                  | \$ 26,607.00           |
| Bell's Janitorial, LLC                               | \$ 29,100.12           |
| Bettye S D Cleaning Services, LLC                    | \$ 40,470.46           |
| Emmon Enterprises, LLC d/b/a Jani King               | \$ 41,908.92           |
| Elite Professional Commercial Cleaning Services, LLG | \$ 58,694.28           |
| OOK Janitorial Inc.                                  | \$ 62,393.09           |

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. Myles, to approve the item.

There being no opposition, the motion carried

- 14. Status Report**– Report was presented by Mr. Edwards, Director of Aviation.
- 15. Public Relations /Marketing Report**– Report will be given at the October meeting.
- 16. Financial Report** – Report was presented by Mr. Edwards, Director of Aviation.
- 17. Business Development Report** – Report will be given at the November meeting.

**18. Administrative Matters.**

None.

**19. Adjourn.**

A motion was made by Mr. Callender, seconded by Mr. Lowery, to adjourn the meeting. The meeting adjourned at 4:45 pm.

RESPECTFULLY SUBMITTED,

*Mike Edwards*

Mike Edwards  
Director of Aviation

ME/lw