



BATON ROUGE  
METROPOLITAN AIRPORT  
9430 Jackie Cochran Drive  
Suite 300, Terminal Building  
Baton Rouge, LA 70807  
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## MINUTES

**BATON ROUGE METROPOLITAN AIRPORT  
REGULAR MEETING  
TUESDAY, SEPTEMBER 12, 2023  
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. Myles.

**3. ROLL CALL.**

**MEMBERS  
ATTENDING**

Mr. Arrigo  
Mr. Butler 4:40pm  
Mr. Callender  
Councilman Dunn, Jr.  
Mr. Fife  
Mr. Lowery  
Mr. Myles  
Mr. Profita

**MEMBERS  
ABSENT**

Mr. Welch  
Councilwoman Banks  
Ms. Payton  
Mr. Robinson  
Rep. B. Carpenter

**A/P STAFF  
ATTENDING**

Mr. Edwards  
Mr. Taffaro  
Mr. Alford  
Ms. Williams  
Ms. Nolan  
Mr. Newton  
Mr. Moore

**OTHERS  
ATTENDING**

Mr. Krouse  
Mr. Kutchins  
Mr. Louviere  
Mr. Baldwin  
Mr. Groh  
Mr. Thompson  
Mr. Zachary  
Mr. Russell  
Mr. Pierson

### 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 1, 2023.**

A motion was made by Mr. Profita , seconded by Mr. Callender, to approve the minutes of the regular meeting of August 1, 2023.

There being no opposition, the motion carried.

**5. Authorization for the Mayor-President and/or Chairman of the Airport Commission to execute a Professional Services Contract with Stanley Consultants, Inc. to design and construct the Taxiway F Reconstruction at the BTR Metropolitan Airport in an amount not to exceed \$636,551.15. 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. 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 execute a Professional Services Contract with Garver, LLC to provide Pavement Analysis on Runway and Taxiways at the BTR Metropolitan Airport in an amount not to exceed \$60,000.00. 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 Councilman Dunn Jr., seconded by Mr. Butler, 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 execute a lease agreement with First Choice Couriers, LLC to lease a 3,000 sq. ft. building located at 9210 C.E. Woolman Drive for warehouse space for a period of One (1) year, with a One (1) year mutual option to renew at a rental rate of \$18,000.00 per year. 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.

8. **Authorization for the Mayor-President and/or Chairman of the Airport Commission to execute an Amendment with Civil Air Patrol in order to reduce the land from a 125' x 400' tract of land (approx. 1.148 acres) to 125' x 208' tract of land (approx. 0.60 acres). 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.

9. **Authorization for the Mayor President and/or Chairman of the Airport Commission to execute a lease agreement with Baton Rouge Jet Center, LLC to lease a 1.395 acre tract of land for the construction of a new hangar, for a period of up to forty-two (42) years at a rental rate of \$14,581.92 per year or \$1215.16 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. Callender, seconded by Mr. Myles, to approve the item.

There being no opposition, the motion carried.

10. **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 2024-2029 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. Myles, seconded by Mr. Butler, to approve the item.

There being no opposition, the motion carried.

11. **Authorization for the Mayor-President and/or Chairman of the Airport Commission to execute Work Authorization No. 8 to the contract with Airport Management Group, LLC (AMG) for Program Management Services at the Baton Rouge Metropolitan Airport for the period October 1, 2023, through September 30, 2024, in an amount not to exceed \$3,156,042.27. (Contingent on adequate funding). 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 Councilman Dunn Jr., seconded by Mr. Callender, to approve the item.

There being no opposition, the motion carried.

12. **Accepting the low bids received for the Baton Rouge Metropolitan Airport, East Baton Rouge Parish, Louisiana Taxiway B2 Connector. (Contingent on adequate grant funding).  
By: Director of Aviation.**

Estimate: \$337,971.00

**Bidders**

**Base Bid**

Hendrick Construction Inc.  
ProCivil LLC

\$ 496,963.04  
\$ 507,310.00

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. Myles, to approve the item.

There being no opposition, the motion carried.

13. **Receiving a report from the Baton Rouge Metropolitan Airport on the organizational assessment and compensation review performed by Steven Baldwin Associates. By: Director of Aviation.**

Mr. Edwards called on Mr. Baldwin with Steven Baldwin Associates, LLC to explain the item to the Airport Commission. Mr. Baldwin presented the Airport Commission with a PowerPoint Slide Presentation on the work that had been performed with opening the floor for questions from the Airport Commission.

14. **Status Report**– Report will be given at the October meeting.
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.**
19. **Adjourn.**

A motion was made by Mr. Lowery, seconded by Mr. Profita, to adjourn the meeting. The meeting adjourned at 4:46 pm.

RESPECTFULLY SUBMITTED,

*Mike Edwards*

Mike Edwards  
Director of Aviation

ME/tw