



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, September 1, 2020**  
**3:30 p.m.**  
**Terminal Building Conference Room**  
**1<sup>st</sup> floor Terminal Building**

This meeting will be available for viewing on the Baton Rouge Metropolitan Airport Facebook page (via Facebook Live).

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

**Public Comment Policy**

Public comments on any of the items (other than introductions) may be submitted via email to [publiccomment@flybtr.com](mailto:publiccomment@flybtr.com). Comments may be called in at 225-355-0333 from 1:00 – 3:30 pm on Tuesday, September 1, 2020.

**CERTIFICATION OF INABILITY TO OPERATE DUE TO LACK OF QUORUM**

In accordance with Executive Proclamations JBE 2020-30 and 2020-33, issued by Governor John Bel Edwards on March 16, 2020 and March 22, 2020, respectively, this notice shall serve as a certification of the Greater Baton Rouge Airport Board of Commissioner's potential inability to otherwise operate in accordance with the Louisiana Open Meetings Law due to a lack of a quorum as a result of the COVID-19 public health emergency. Pursuant to Section 4 of JBE 2020-30, the Greater Baton Rouge Airport Board of Commissioner will provide for attendance at its next meeting, which will only contain business deemed essential government business, on Tuesday, September 1, 2020, via video conference. A gathering of the entire membership of the Greater Baton Rouge Airport Board of Commissioners, necessary staff, and the public may violate Phase Two of Governor Edwards' limiting public gatherings to 50% of normal capacity. The Greater Baton Rouge Airport Board of Commissioner is composed of thirteen members. The items appearing on the agenda have been deemed essential for the continued conduct of business by the Director of Aviation.

Considering the foregoing, and in accordance with Proclamation Numbers JBE 2020-30 and JBE 2020-33, the Greater Baton Rouge Airport Board of Commissioner meeting on Tuesday, September 1, 2020, at 3:30 p.m. will be held via video conference and in a manner that allows for observation and input by members of the public, as set forth in the Notice posted on August 25, 2020.

Mike Edwards  
Director of Aviation

4. **Approval of the minutes of the Regular Meeting of August 4, 2020.**

5. Approval of the minutes of the Contracts Committee Meeting of August 4, 2020.
6. Accepting the low bid received for the Annual Contract for Mowing of Lots and Fields at the Baton Rouge Metropolitan Airport. By: Director of Aviation

Estimate: \$90,000.00

<u>Bidder</u>	<u>Base Bid</u>
WP Enterprise, LLC.	\$ 71,677.00
Bakare's Contractors LLC	\$ 74,658.00
Axe National Management Services, LLC	\$ 87,758.75
H & O Investment LLC	\$ 94,063.10
MCC Landscape & Lawn	\$103,400.00
Foret Contracting Group, LLC	\$183,885.18
Corporate Green LLC Db a Green Seasons	\$191,327.80

7. Accepting the low bid received for the Baton Rouge Metropolitan Airport Demolition of Structures for Runway 13/31 Safety Area & RPZ Improvements Project. (CONTINGENT ON GRANT FUNDING.) By: Director of Aviation.

Estimate: \$450,000.00

DBE Goal: 37%

<u>Bidders</u>	<u>Base Bid</u>	<u>Variance %</u>
Terry Honore Construction Company Inc.	\$ 441,073.00	- 1.98%
Spinks Construction, Inc.	\$ 446,000.00	- 0.89%
KCR Contractors LLC	\$ 465,000.00	3.33%

8. Accepting the low bid for the Baton Rouge Metropolitan Airport Phase IV for Runway 13/31 Safety Area & RPZ Improvements Project. (CONTINGENT ON GRANT FUNDING.) By: Director of Aviation.

Estimate: \$1,400,000.00    \$260,000    \$1,660,000  
 DBE Goal: 21%

<u>Bidders</u>	<u>Base Bid</u>	<u>Alternate No. 1</u>	<u>Total</u>	<u>Variance %</u>
Boone Services, LLC	\$ 1,081,426.83	\$ 222,455.45	\$ 1,303,882.28	-21.5%
LA Contracting Enterprise, LLC	\$ 1,072,177.00	\$ 233,792.00	\$ 1,305,969.00	-21.3%
KCR Contractors, LLC	\$ 1,219,019.40	\$ 207,894.73	\$ 1,426,914.13	-14.0%
Hendrick Construction	\$ 1,219,019.40	\$ 258,546.88	\$ 1,451,729.16	-12.5%

9. **Accepting the low bid received for the Baton Rouge Metropolitan Airport Phase I for Runway 13/31 Safety Area & RPZ Improvements Project. (CONTINGENT ON GRANT FUNDING.) By: Director of Aviation.**

**Estimate: \$3,772,416.00**

**DBE Goal: 12%**

<u><b>Bidders</b></u>	<u><b>Base Bid</b></u>	<u><b>Variance %</b></u>
<b>Boone Services, LLC</b>	<b>\$ 2,624,000.00</b>	<b>-30.4%</b>
Magee Excavation & Development, LLC	\$ 2,744,000.00	-27.3%
Merrick, LLC	\$ 2,844,544.50	-24.6%
KCR Contractors, LLC	\$ 3,003,646.96	-20.4%
Hendrick Construction	\$ 3,373,122.66	-10.6%
Barber Bros. Contracting Co., LLC	\$ 3,426,231.02	- 9.2%
Brown Industrial Construction	\$ 3,454,297.20	- 8.4%
Lemoine Company, LLC	\$ 3,457,062.14	- 8.4%
Command Construction, LLC	\$ 3,468,888.00	- 8.0%
LA Contracting Enterprise, LLC	\$ 3,492,006.05	- 7.4%
Byron E. Talbot Contractor, LLC	\$ 3,667,245.50	- 2.8%
Cycle Construction Company	\$ 3,779,299.00	0.2%
JB James Construction, LLC	\$ 4,333,916.25	14.9%

10. **Authorization for the Mayor –President and/or Chairman of the Airport Commission to execute Supplemental Agreement No. 4 with Volkert, Inc. to provide Final Plan Revisions, Construction Administration, and Real Estate Appraisal Services for Runway 13/31 Safety Area/RPZ Improvements in an amount not to exceed \$ 202,707.00. (CONTINGENT ON GRANT FUNDING.) By: Director of Aviation.**
11. **Receiving a report on the FY 2021-2023 DBE Goal and Methodology. By: Director of Aviation.**
12. **Status Report** – Report will be given at the September meeting.
13. **Public Relations /Marketing Report** – Report will be given at October meeting.
14. **Financial Report** – Report will be given at the September meeting.
15. **Business Development Report** – Report will be given at the November meeting.
16. **Administrative Matters.**
17. **Adjourn.**

# **AIRPORT COMMISSION AGENDA**

## **SUPPORTING DOCUMENT NO. 4**





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

### MINUTES

**BATON ROUGE METROPOLITAN AIRPORT  
REGULAR MEETING  
TUESDAY, AUGUST 4, 2020  
3:30 P.M.  
AIRPORT 1<sup>ST</sup> FLOOR CONFERENCE ROOM**

**1. CALL TO ORDER.**

Chairman, Matt Butler called the meeting to order.

**2. PLEDGE OF ALLEGIANCE.**

The Pledge of Allegiance was led by Mr. Robinson.

**3. ROLL CALL.**

**MEMBERS  
ATTENDING**

Mr. Buckley  
Mr. Butler  
Mr. Callender  
Mr. Dodds  
Mr. Dunn, Jr.  
Mr. Lowery  
Mr. Myles  
Mr. Payton  
Ms. Profita  
Mr. Robinson  
Mr. Fife

**MEMBERS  
ABSENT**

Rep. Carpenter  
Councilman Welch

**A/P STAFF  
ATTENDING**

Mr. Edwards  
Mr. Pierson  
Mr. Taffaro  
Ms. Nolan  
Ms. Wallace  
Mr. Morgan  
Mr. Alford  
Mrs. Cobb  
Mrs. Williams  
Mr. Caldwell  
Ms. Fountain

**OTHERS  
ATTENDING**

Mr. Rhaoul Guillaume Sr.  
Mr. George Groh  
Mr. Sparky Hoffman  
Mr. Alan Krouse

### Public Comment Policy

Public comments on any of the items (other than introductions) may be submitted via email to [publiccomment@flybtr.com](mailto:publiccomment@flybtr.com). Comments may be called in at 225-355-0333 from 1:00 – 3:30 pm on Tuesday, August 04, 2020.

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In accordance with Executive Proclamations JBE 2020-30 and 2020-33, issued by Governor John Bel Edwards on March 16, 2020 and March 22, 2020, respectively, this notice shall serve as a certification of the Greater Baton Rouge Airport Board of Commissioner's potential inability to otherwise operate in accordance with the Louisiana Open Meetings Law due to a lack of a quorum as a result of the COVID-19 public health emergency. Pursuant to Section 4 of JBE 2020-30, the Greater Baton Rouge Airport Board of Commissioner will provide for attendance at its next meeting, which will only contain business deemed essential government business, on Tuesday, August 4, 2020, via video conference. A gathering of the entire membership of the Greater Baton Rouge Airport Board of Commissioners, necessary staff, and the public may violate Phase Two of Governor Edwards' limiting public gatherings to 50% of normal capacity. The Greater Baton Rouge Airport Board of Commissioner is composed of thirteen members. The items appearing on the agenda have been deemed essential for the continued conduct of business by the Director of Aviation.

Considering the foregoing, and in accordance with Proclamation Numbers JBE 2020-30 and JBE 2020-33, the Greater Baton Rouge Airport Board of Commissioner meeting on Tuesday, August 4, 2020, at 3:30 p.m. will be held via video conference and in a manner that allows for observation and input by members of the public, as set forth in the Notice posted on July 30, 2020.

Mike Edwards  
Director of Aviation

**4. Approval of the minutes of the regular meeting of July 14, 2020.**

A motion was made by Mr. Callender, seconded by Mr. Dunn Jr. to approve the minutes of the regular meeting of July 14, 2020.

There being no opposition, the motion carried.

**5. Approval of the minutes of the Contracts Committee Meeting of July 14, 2020.**

A motion was made by Mr. Dunn, Jr. seconded by Mr. Lowery to approve the minutes of the Contracts Committee of July 14, 2020.

There being no opposition, the motion carried.

**6. Recommendation on the Airport's Proposed 2021 Annual Operating Budget to be approved by The Metropolitan Council. 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. Buckley, seconded by Mr. Dunn Jr. 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 Work Authorization No. 5 to the Contract with Airport Management Group, LLC (AMG) for Program Management Services at the Baton Rouge Metropolitan Airport for the period October 1, 2020 through September 30, 2021 in amount not to exceed \$2,318,053.10. (Contingent on adequate funding). By: Director of Aviation.**

Mr. Edwards stated that the Contracts Committee meet twice to discuss (AMG) year (5) Work Authorization. The director brief Chairman and Commissioners on how AMG has done an exemplary job over the last (4) years with offering any additional questions to answered from Mr. Rhaoul Guillaume Sr. & Mr. George Groh (AMG). After discussion a motion was made by Mr. Callender, seconded by Mr. Dodds, 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 ATC Indoor DAS, LLC to lease approximately 600 sq. ft. of indoor space for an in-building wireless Distributed Antenna System (DAS) to deliver enhanced wireless coverage and data capacity for a period of ten (10) years, with two (2) five (5) year options to renew at a minimum rental rate of \$6,000.00/year. By: Director of Aviation.**

Mr. Edwards stated the Asst. Dir. Mr. Pierson has been working on agreement for months; turning it over to him to speak. Mr. Pierson further explained the detail of this item to the Commission at this time. After a brief discussion a motion was made by Mr. Callender, seconded by Mr. Lowery to approve the item.

There being no opposition, the motion carried.

9. **Status Report – Report will be given at the September meeting.**
10. **Public Relations /Marketing Report – Report will be given at the October meeting.**
11. **Financial Report – Report was presented by Mr. Cary Morgan, Business Manager.**
12. **Business Development Report – Report was presented by Mr. Vincent Caire, Develop. & Admin. Manager.**

A motion was made by Mr. Callender, seconded by Mr. Buckley, to accept the report.

13. **Administrative Matters.**

None

14. **Adjourn.**

A motion was made by Mr. Callender, seconded by Mr. Buckley, to adjourn the meeting. The meeting adjourned at 4:09 p.m.

RESPECTFULLY SUBMITTED,

*Mike Edwards*

Mike Edwards  
Director of Aviation

ME/lw



# BATON ROUGE METROPOLITAN AIRPORT

August 4, 2020

Project	Status	Consultant	Contractor	Current Budget	Paid to Date	Remaining Balance
I. CONSTRUCTION						
ACTIVE PROJECTS						
North Airpark Development - Utility Corridor	State H.0XXXXXX	Forte & Tablada, Engineers		\$ 1,680,000	\$ -	\$ 1,680,000
Grant						
Design						
Construction			TBD			
Rehab South GA Apron	AIP 3-22-0006-XXX-20xx State H.013224	Michael Baker International		\$ 5,169,439	\$ 5,014,698	\$ 154,741
Grant						
Design	Design Complete					
Construction	Pending Retainage Payment		Barriere Construction Co.			
Runway 13/31 Safety Area/RPZ Improvements	AIP 3-22-0006-110-2018 AIP 3-22-0006-112-2018 AIP 3-22-0006-113-2018 State H.013690	Volkert, Inc. Volkert, Inc. Stanley Consultants PEC Corporation		\$ 14,514,909	\$ 5,877,860	\$ 8,637,049
Grant						
Design	Phase I Design Complete Phase II Design In Progress Phase III & V Design Complete Phase IV Design Complete					
Construction	Phase I - Demolition Bids Received 7/9/2020  Phase I - Plank Road Bids Received 7/24/20  Phase IV- Perimeter Road Bids Received 7/30/20		TBD  TBD  TBD			
Total Active Projects				\$ 21,364,348	\$ 10,892,558	\$ 10,471,790.00
II. PLANNING						
Total Planning Projects				\$ -	\$ -	\$ -

Yellow Denotes there is a change in the project

Red Denotes the change



# MARKETING, PUBLIC RELATIONS & AIR SERVICE DEVELOPMENT REPORT



**BTR**





## BTR Enplanements

	<u>2019</u>	<u>2020</u>	<u>% Change</u>
January	29,057	30,452	+4.8%
February	27,395	30,906	+12.8%
March	35,033	16,219	-53.7%
April	35,470	1,749	-95.0%
May	35,835	5,208	-85.4%
June	35,943	7,768	-78.4%
July	35,288		
August	33,202		
September	32,881		
October	39,490		
November	36,792		
December	<u>35,751</u>		
Year-To-Date	412,283 (+2.6%)	<u>92,293</u>	<u>-53.6%</u>



**BTR**



## BTR Deplanements

	<u>2019</u>	<u>2020</u>	<u>% Change</u>
January	29,365	31,418	+6.7%
February	28,268	30,855	+9.2%
March	34,775	16,757	-51.8%
April	35,128	1,628	-95.4%
May	33,835	5,320	-84.3%
June	35,806	7,453	-79.2%
July	35,307		
August	34,112		
September	32,744		
October	39,885		
November	36,701		
December	<u>34,467</u>		
<u>Year-To-Date</u>	410,142 (+1.8%)	<u>93,361</u>	<u>-52.6%</u>

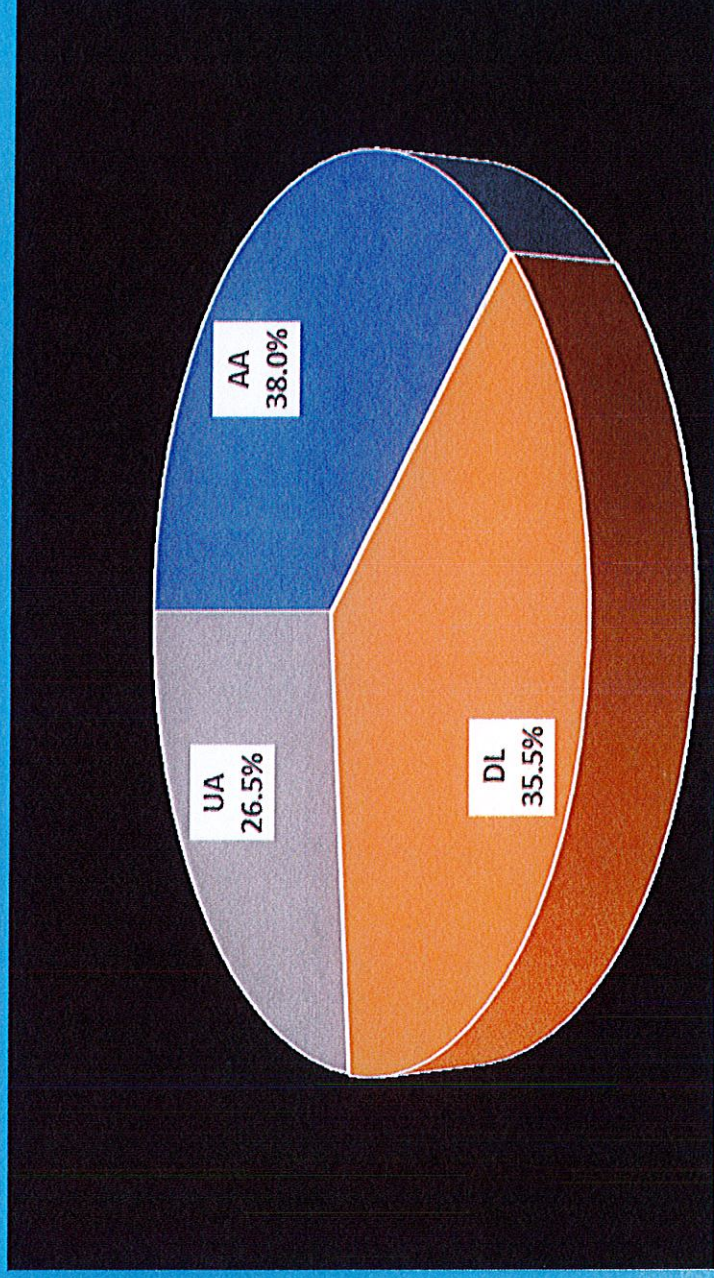


**BTR**





# BTR Carrier Share By Domestic Enplaned Passengers (Previous 12 Months Through May)



**BTR**





# BTR August Flight Schedule Compared to July

AA: BTR-CLT 2 roundtrip flights daily (no change)

BTR-DFW 4 roundtrip flights daily (no change)

DL: BTR-ATL 3 roundtrip flights daily (plus 1)

UA: BTR-IAH 3 roundtrip flights daily (no change)

AA and UA September schedules still at near Pre-COVID 19 frequencies, but DL recently reduced September flights to August levels at 3 round-trips daily. AA and UA may still make September schedule changes.



**BTR**





# April 2020 & YTD On-Time Performance for Departures Compared to Nearby Airports (most recent DOT report)

## Month of April 2020

BTR 98.0%

LFT 98.4%

MSY 95.9%

GPT 95.7%

## Year-To-Date April 2020

BTR 88.6%

LFT 90.7%

MSY 86.2%

GPT 89.0%



# BTR

Source: DOT BTS (Bureau of Transportation Statistics)



## August Advertising with “Blue Skies Ahead” Creative

- Print/Digital: Tiger Rag Half Page Ad  
LSU Football Fan Guide Full Page Ad
- Radio: WRKF, WJBO
- Online: Premium OTT; Facebook, Twitter, Instagram;  
Business Report Daily Report; Tiger Rag Twitter  
Sponsorship
- Digital Ads/Online – Facebook Ads and Google Display  
Ads
- Outdoor: “Blue Skies Ahead” Creative – Two Billboards
- LSU Athletics Sponsorship Ad Package





**BTR**BATON ROUGE  
METROPOLITAN AIRPORT

GREATER BATON ROUGE AIRPORT DISTRICT  
CASH RECONCILIATION SUMMARY  
FOR THE PERIOD ENDING MAY 31, 2020

	<u>Trial Balance Cash as of 05/31/20</u>	<u>Uncommitted Cash as of 05/31/20</u>	<u>Uncommitted Cash as of 05/31/19</u>
FUNDS FOR OPERATION			
Cash & Investments	\$ 3,130,146.81	\$ 3,130,146.81	\$ 5,148,095.15
Total Unrestricted Funds	\$ 3,938,439.54	\$ 959,378.48	\$ 577,249.48
Total Restricted Funds	\$ 3,340,344.44	\$ (318,716.40)	\$ 2,649,860.32
TOTAL	<u>\$ 10,408,930.79</u>	<u>\$ 3,770,808.89</u>	<u>\$ 8,375,204.95</u>





**BTR**

BATON ROUGE  
METROPOLITAN AIRPORT

GREATER BATON ROUGE AIRPORT DISTRICT  
STATEMENT OF REVENUES AND EXPENDITURES  
FOR THE PERIOD ENDING MAY 2020

	APPROVED BUDGET (+)	2020 EXPENDITURES/ REVENUES	(=)	2020 BALANCE	VARIANCE	MAY 2019 EXPENDITURES/ REVENUES	2020 EXPENDITURES/ REVENUES COMPARED TO 2019
Total Expenditures	6,311,799.93	5,422,952.89		888,847.04	-14.08%	5,273,904.80	2.83%
Total Revenues	6,319,095.83	5,304,729.45		1,014,366.38	-16.05%	6,227,197.02	-14.81%
Surplus (Deficit)		(118,223.44)				953,292.22	

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

	2019	2020	% Change
January	133,455.00	143,504.10	7.53%
February	141,652.95	141,788.28	0.10%
March	169,961.40	117,846.30	-30.66%
April	179,241.75	37,939.35	-78.83%
May	176,492.70	55,823.55	-68.37%
June	165,441.15	74,216.85	-55.14%
July	165,201.30		-100.00%
August	164,530.95		-100.00%
September	154,986.15		-100.00%
October	176,099.10		-100.00%
November	166,548.15		-100.00%
December	151,365.52		-100.00%
Totals for the Periods			
Ending June 30	966,244.95	571,118.43	-40.89%

**BTR**BATON ROUGE  
METROPOLITAN AIRPORT**BATON ROUGE METRO AIRPORT  
PASSENGER FACILITY CHARGE  
ACCRUAL BASIS**

	<b>2019</b>	<b>2020</b>	<b>% Change</b>
January	122,226.38	128,552.37	5.18%
February	115,707.23	130,637.62	12.90%
March	147,442.54	66,951.89	-54.59%
April	149,185.37	6,308.43	-95.77%
May	152,126.67	21,019.32	-86.18%
June	151,305.74	32,147.97	-78.75%
July	149,387.31	-	-100.00%
August	140,084.90	-	-100.00%
September	139,926.86	-	-100.00%
October	167,509.23	-	-100.00%
November	155,419.17	-	-100.00%
December	150,809.67	-	-100.00%
Totals for the Periods			
Ending June 30	837,993.93	385,617.60	-53.98%



# BTR

BATON ROUGE  
METROPOLITAN AIRPORT

**BATON ROUGE METRO AIRPORT  
TNC REVENUE  
ACCRUAL BASIS**

	Pickups		2019	Pickups		2020	% Change
	Uber	Lyft		Uber	Lyft		
January				2,689	1,366	11,556.75	100.00%
February				2,305	1,175	9,918.00	100.00%
March				1,151	627	5,067.30	100.00%
April				102	69	487.35	100.00%
May				214	181	1,125.75	100.00%
June				347	227	1,635.90	100.00%
July							
August							
September							
October							
November							
December							
	2,427	1,104	10,063.35				
Totals for the Periods							
Ending June 30			-	6,808	3,645	29,791.05	100.00%





# BTR

BATON ROUGE  
METROPOLITAN AIRPORT

**BATON ROUGE METRO AIRPORT  
PARKING GARAGE REVENUES  
ACCRUAL BASIS**

	2019	2020	% Change
January	259,096.82	282,535.67	9.05%
February	254,746.46	277,698.12	9.01%
March	321,750.09	148,456.12	-53.86%
April	306,114.60	16,355.61	-94.66%
May	323,273.22	35,718.98	-88.95%
June	335,718.99	59,414.28	-82.30%
July	322,783.19	-	-100.00%
August	322,326.97	-	-100.00%
September	325,727.15	-	-100.00%
October	344,990.47	-	-100.00%
November	301,512.07	-	-100.00%
December	289,671.67	-	-100.00%
Totals for the Periods			
Ending June 30	1,800,700.18	820,176.78	-54.45%

# **AIRPORT COMMISSION AGENDA**

## **SUPPORTING DOCUMENT NO. 5**



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

## MINUTES

**BATON ROUGE METROPOLITAN AIRPORT  
CONTRACTS COMMITTEE MEETING  
TUESDAY AUGUST 4, 2020  
2:30 P.M.  
AIRPORT 1<sup>ST</sup> FLOOR CONFERENCE ROOM**

**1. CALL TO ORDER.**

Chairman, Cleve Dunn Jr. called the meeting to order.

**2. PLEDGE OF ALLEGIANCE.**

The Pledge of Allegiance was led by Mr. Dodds.

**3. ROLL CALL.**

**MEMBERS  
ATTENDING**

Mr. Dunn, Jr.  
Mr. Callender  
Mr. Robinson  
Mr. Lowery  
Mr. Dodds

**MEMBERS  
ABSENT**

Mr. Myles

**A/P STAFF  
ATTENDING**

Mr. Edwards  
Mr. Pierson  
Mr. Taffaro  
Ms. Nolan  
Ms. Wallace  
Ms. Williams  
Mr. Caire  
Mr. Morgan  
Mr. Caldwell  
Ms. Fountain

**OTHERS  
ATTENDING**

Mr. Rhaoul Guillaume Sr.  
Mr. George Groh

## **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. **DISCUSSION AND UPDATE OF UPCOMING WORK AUTHORIZATION NO. 5 TO THE CONTRACT WITH AIRPORT MANAGEMENT GROUP, LLC (AMG) FOR PROGRAM MANAGEMENT SERVICES AT THE BATON ROUGE METROPOLITAN AIRPORT FOR THE PERIOD OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021 IN AMOUNT NOT TO EXCEED \$2,318,053.10. (CONTINGENT ON ADEQUATE FUNDING). BY: DIRECTOR OF AVIATION.**

Mr. Edwards explained the item to the Contracts Committee at this time. After a brief discussion, a motion was made by Mr. Lowery, seconded by Mr. Robinson to approve the item.

There being no opposition, the motion carried.

5. **DISCUSSION ON THE LEASE AGREEMENT WITH ATC INDOOR DAS, LLC TO LEASE APPROXIMATELY 600 SQ. FT. OF INDOOR SPACE FOR AN IN-BUILDING WIRELESS DISTRIBUTED ANTENNA SYSTEM (DAS) TO DELIVER ENHANCED WIRELESS COVERAGE AND DATA CAPACITY FOR A PERIOD OF TEN (10) YEARS, WITH TWO (2) FIVE (5) YEAR OPTIONS TO RENEW AT A MINIMUM RENTAL RATE OF \$6,000.00/YEAR. BY: DIRECTOR OF AVIATION.**

At this time, Mr. Edwards called on Asst. Dir. Mr. Pierson to explain the item. Mr. Pierson explained the item to the Contracts Committee. After a brief discussion a motion was made by Mr. Callender, seconded by Mr. Dodds to approve the item.

There being no opposition, the motion carried.

6. **ADMINISTRATIVE MATTERS.**

NONE.

7. **ADJOURN.**

A motion was made by Mr. Callender, seconded by Mr. Robinson, to adjourn the meeting. The meeting adjourned at 2:51 p.m.

RESPECTFULLY SUBMITTED,

*Mike Edwards*

Mike Edwards  
Director of Aviation

ME/lw

**AIRPORT COMMISSION AGENDA**

**SUPPORTING DOCUMENT NO. 12**

# BATON ROUGE METROPOLITAN AIRPORT

September 1, 2020

Project	Status	Consultant	Contractor	Current Budget	Paid to Date	Remaining Balance
<b>I. CONSTRUCTION</b>						
<b>ACTIVE PROJECTS</b>						
North Airpark Development - Utility Corridor						
Grant	State H.0XXXXX			\$ 1,680,000	\$ -	\$ 1,680,000
Design		Forte & Tablada, Engineers				
Construction			TBD			
Rehab South GA Apron						
Grant	AIP 3-22-0006-XXX-20xx			\$ 5,170,000	\$ 5,107,178	\$ 62,822
Design	State H.013224	Michael Baker International				
	Design Complete					
Construction	Complete		Barriere Construction Co.			
Runway 13/31 Safety Area/RPZ Improvements						
Grant	AIP 3-22-0006-110-2018			\$ 14,514,909	\$ 5,877,860	\$ 8,637,049
Design	AIP 3-22-0006-112-2018					
	AIP 3-22-0006-113-2018					
	State H.013690					
	Phase I Design Complete	Volkert, Inc.				
	Phase II Design In Progress	Volkert, Inc.				
	Phase III & V Design Complete	Stanley Consultants				
	Phase IV Design Complete	PEC Corporation				
Grant	AIP 3-22-006-114-2020			\$ 6,047,867		\$ 6,047,867
Construction	AIP 3-22-006-116-2020			\$ 16,666,667		\$ 16,666,667
	Phase I - Demolition		Terry Honore Construction			
	Bids Received 7/9/2020		Boone Services			
	Phase I - Plank Road		Boone Services			
	Bids Received 7/24/20					
	Phase IV - Perimeter Road					
	Bids Received 7/30/20					
Total Active Projects				\$ 44,079,443	\$ 10,985,038	\$ 33,094,405.00
<b>II. PLANNING</b>						
Total Planning Projects				\$ -	\$ -	\$ -

Yellow Denotes there is a change in the project

Red Denotes the change



## **AIRPORT COMMISSION AGENDA**

### **SUPPORTING DOCUMENT NO. 13**

# MARKETING, PUBLIC RELATIONS & AIR SERVICE DEVELOPMENT REPORT



**BTR**





## BTR Enplanements

	<u>2019</u>	<u>2020</u>	<u>% Change</u>
January	29,057	30,452	+4.8%
February	27,395	30,906	+12.8%
March	35,033	16,219	-53.7%
April	35,470	1,749	-95.0%
May	35,835	5,208	-85.4%
June	35,943	7,768	-78.4%
July	35,288	11,480	-67.4%
August	33,202		
September	32,881		
October	39,490		
November	36,792		
December	<u>35,751</u>		
Year-To-Date	412,283 (+2.6%)	<u>103,773</u>	<u>-55.6%</u>



**BTR**



## BTR Deplanements

	<u>2019</u>	<u>2020</u>	<u>% Change</u>
January	29,365	31,418	+6.7%
February	28,268	30,855	+9.2%
March	34,775	16,757	-51.8%
April	35,128	1,628	-95.4%
May	33,835	5,320	-84.3%
June	35,806	7,453	-79.2%
July	35,307	11,100	-68.5%
August	34,112		
September	32,744		
October	39,885		
November	36,701		
December	<u>34,467</u>		
<u>Year-To-Date</u>	410,142 (+1.8%)	<u>104,461</u>	<u>-55.0%</u>

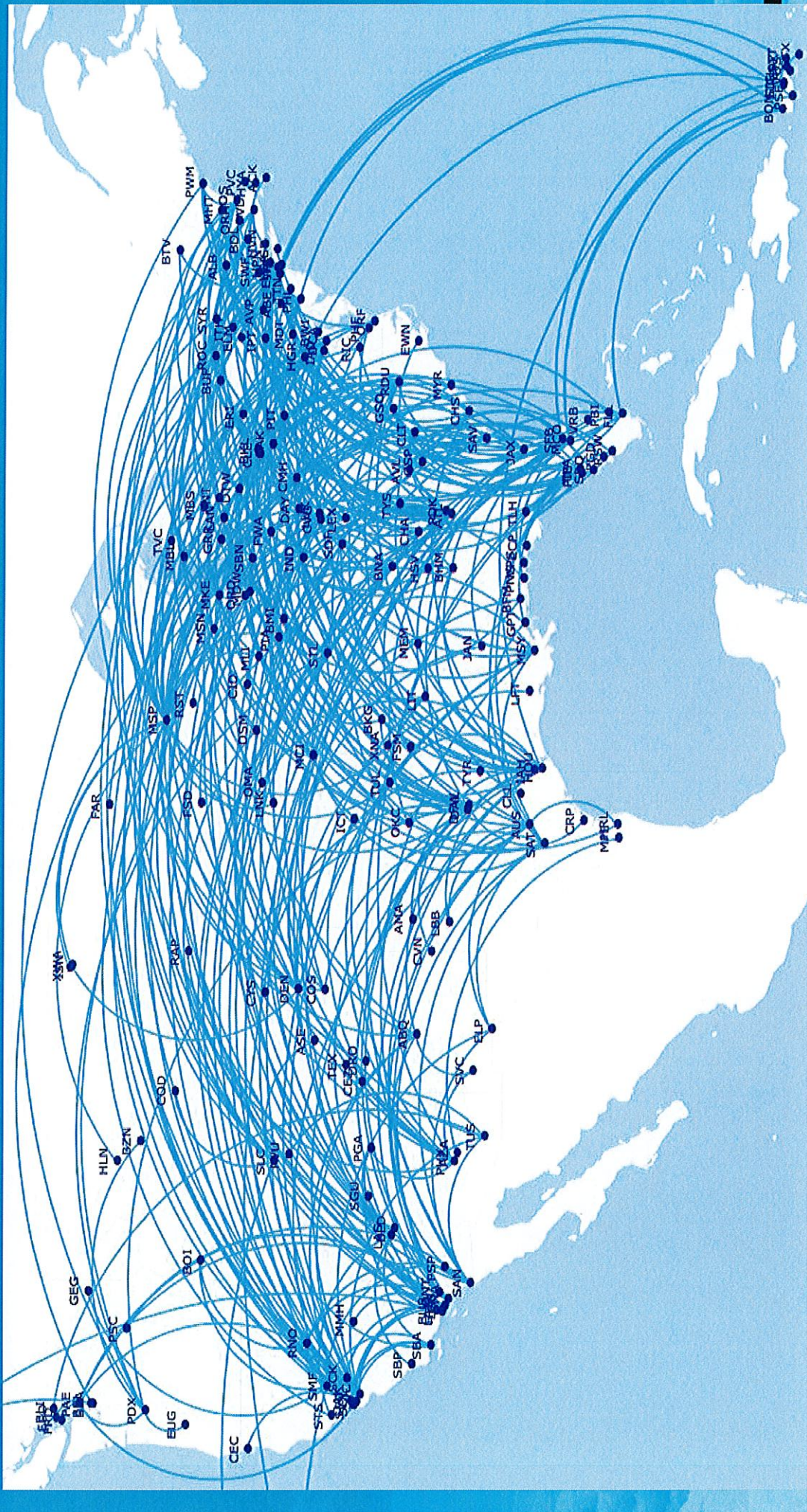


**BTR**





# US Routes That Have Lost Nonstop Service (Pending losses such as LCH-DFW flights on AA not included)

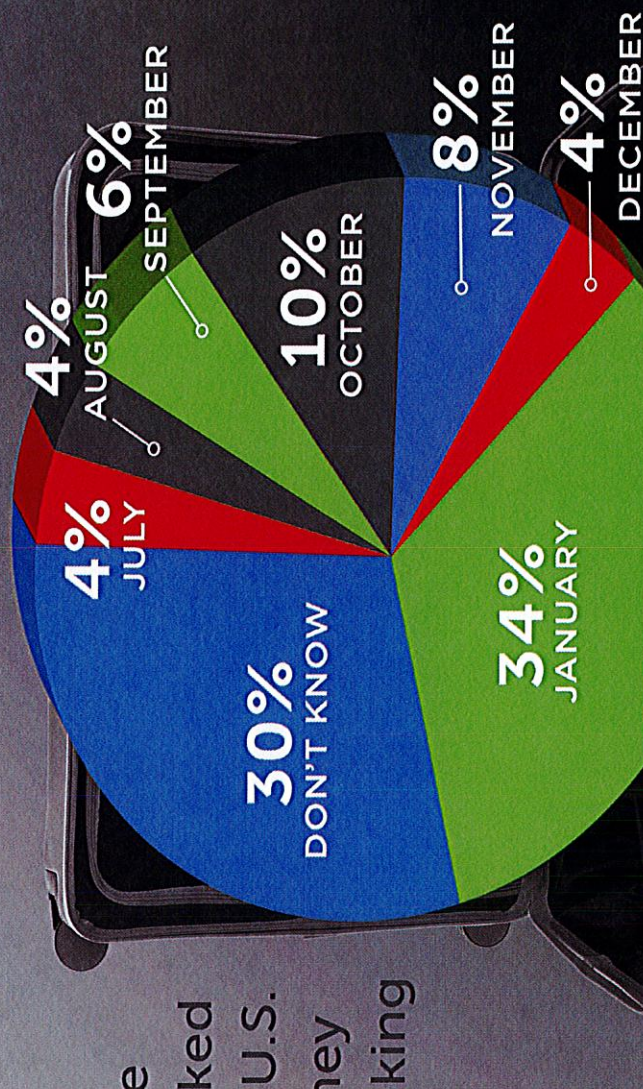




# Business Travel Still Slow To Return

## WHEN WILL BUSINESS TRAVEL RETURN?

In July, Atmosphere Research Group asked travel managers at U.S. businesses when they expect to start booking work trips again.



SOURCE: Atmosphere Research Group



## BTR September Flight Schedule

AA: BTR-CLT 2 roundtrip flights daily (no change)

BTR-DFW 4 roundtrip flights daily (no change)

DL: BTR-ATL 3 roundtrip flights daily (no change)

UA: BTR-IAH 4 roundtrip flights daily (plus 1)

BTR's September schedule is 53% of the September 2019 schedule. BTR Airline Station Managers are reporting load factors averaging nearly 60%, which are slightly higher than the current national average.



**BTR**





# May 2020 & YTD On-Time Performance for Departures Compared to Nearby Airports (most recent DOT report)

## Month of May 2020

BTR 95%

LFT 94%

MSY 94%

GPT 96%

## Year-To-Date May 2020

BTR 89%

LFT 91%

MSY 86%

GPT 89%



Source: DOT BTS (Bureau of Transportation Statistics)



# September Advertising “Blue Skies Ahead” Creative

- Television: COX, WAFB, WBRZ, WGMB, WVLA, RGMB
- Print/Digital: *Tiger Rag*
- Radio: WRKF, KVRE, WJBO
- Online/Digital: Premium OTT; Google Display Ads; Facebook Ads; Business Report Daily Report
- Outdoor: “Blue Skies Ahead” – Two Billboards
- LSU Athletics Sponsorship Advertising Package



**AIRPORT COMMISSION AGENDA**

**SUPPORTING DOCUMENT NO. 14**



**BTR**BATON ROUGE  
METROPOLITAN AIRPORT

**GREATER BATON ROUGE AIRPORT DISTRICT  
CASH RECONCILIATION SUMMARY  
FOR THE PERIOD ENDING JUNE 30, 2020**

	<b>Trial Balance Cash as of 06/30/20</b>	<b>Uncommitted Cash as of 06/30/20</b>	<b>Uncommitted Cash as of 06/30/19</b>
<b>FUNDS FOR OPERATION</b>			
<b>Cash &amp; Investments</b>	\$ 3,175,242.08	\$ 3,175,242.08	\$ 4,496,356.90
<b>Total Unrestricted Funds</b>	\$ 3,938,439.54	\$ 959,378.48	\$ 1,043,877.48
<b>Total Restricted Funds</b>	\$ 3,290,198.65	\$ 3,290,198.65	\$ 6,237,321.39
<b>TOTAL</b>	<u>\$ 10,403,880.27</u>	<u>\$ 7,424,819.21</u>	<u>\$ 11,777,555.77</u>

**GREATER BATON ROUGE AIRPORT DISTRICT  
STATEMENT OF REVENUES AND EXPENDITURES  
FOR THE PERIOD ENDING JUNE 2020**

	APPROVED BUDGET (-)	2020 EXPENDITURES/ REVENUES	(=)	2020 BALANCE	VARIANCE	JUNE 2019 EXPENDITURES/ REVENUES	2020 EXPENDITURES/ REVENUES COMPARED TO 2019
Total Expenditures	7,624,343.78	6,235,207.30		1,389,136.48	-18.22%	6,332,949.82	-1.54%
Total Revenues	7,582,915.00	6,259,384.08		1,323,530.92	-17.45%	8,787,992.28	-28.77%
Surplus (Deficit)		<u>24,176.78</u>				<u>2,455,042.46</u>	





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

	2019	2020	% Change
January	133,455.00	143,504.10	7.53%
February	141,652.95	141,788.28	0.10%
March	169,961.40	117,846.30	-30.66%
April	179,241.75	37,939.35	-78.83%
May	176,492.70	55,823.55	-68.37%
June	165,441.15	74,216.85	-55.14%
July	165,201.30	79,273.50	-52.01%
August	164,530.95		-100.00%
September	154,986.15		-100.00%
October	176,099.10		-100.00%
November	166,548.15		-100.00%
December	151,365.52		-100.00%
Totals for the Periods			
Ending July 31	1,131,446.25	650,391.93	-42.52%



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

	2019	2020	% Change
January	122,226.38	128,552.37	5.18%
February	115,707.23	130,637.62	12.90%
March	147,442.54	66,951.89	-54.59%
April	149,185.37	6,308.43	-95.77%
May	152,126.67	21,019.32	-86.18%
June	151,305.74	32,147.97	-78.75%
July	149,387.31	48,167.08	-67.76%
August	140,084.90	-	-100.00%
September	139,926.86	-	-100.00%
October	167,509.23	-	-100.00%
November	155,419.17	-	-100.00%
December	150,809.67	-	-100.00%
Totals for the Periods Ending July 31	987,381.24	433,784.68	-56.07%





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BATON ROUGE  
METROPOLITAN AIRPORT

**BATON ROUGE METRO AIRPORT  
TNC REVENUE  
ACCRUAL BASIS**

	Pickups		2019		Pickups		2020		% Change
	Uber	Lyft	Uber	Lyft	Uber	Lyft	Uber	Lyft	
January					2,689	1,366	11,556.75		100.00%
February					2,305	1,175	9,918.00		100.00%
March					1,151	627	5,067.30		100.00%
April					102	69	487.35		100.00%
May					214	181	1,125.75		100.00%
June					347	227	1,635.90		100.00%
July					486	214	1,995.00		100.00%
August									
September									
October									
November									
December									
	2,427	1,104	10,063.35						
Totals for the Periods									
Ending July 31			-		7,294	3,859	31,786.05		100.00%



# BTR

BATON ROUGE  
METROPOLITAN AIRPORT

**BATON ROUGE METRO AIRPORT  
PARKING GARAGE REVENUES  
ACCRUAL BASIS**

	2019	2020	% Change
January	259,096.82	282,535.67	9.05%
February	254,746.46	277,696.12	9.01%
March	321,750.09	148,456.12	-53.86%
April	306,114.60	16,355.61	-94.66%
May	323,273.22	35,718.98	-88.95%
June	335,718.99	59,414.28	-82.30%
July	322,783.19	93,460.30	-71.05%
August	322,326.97	-	-100.00%
September	325,727.15	-	-100.00%
October	344,990.47	-	-100.00%
November	301,512.07	-	-100.00%
December	289,671.67	-	-100.00%
Totals for the Periods			
Ending July 31	2,123,483.37	913,637.08	-56.97%