



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

**BATON ROUGE METROPOLITAN AIRPORT  
REGULAR MEETING  
TUESDAY, MAY 1, 2018  
3:30 P.M.  
AIRPORT ADMINISTRATION CONFERENCE ROOM  
SUITE 300, 3<sup>RD</sup> FLOOR TERMINAL BUILDING**

**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. Buckley  
Mr. Butler  
Mr. Dodds  
Mrs. Doolittle  
Mr. Dunn, Jr.  
Mr. Ellis  
Mr. Myles  
Ms. Williams

**MEMBERS  
ABSENT**

Mr. Balfour  
Mr. Callender  
Mr. Fife  
Mayor Jr. Shelton  
Councilman Welch

**A/P STAFF  
ATTENDING**

Mr. Hennessy  
Mr. Taffaro  
Ms. Nolan  
Mr. Newton  
Mr. Edwards  
Mr. Pierson  
Mr. Morgan  
Mr. Berniard  
Mr. Caldwell  
Ms. Cobb  
Ms. Wallace  
Ms. Fountain

**OTHERS  
ATTENDING**

Mr. Murray  
Mr. Levraea  
Mr. Beard  
Officer Willis  
Ms. Carter  
Ms. Hebert  
Ms. Harding

## 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 APRIL 3, 2018.**

A motion was made by Mr. Buckley, seconded by Mr. Myles, to approve the minutes of the April 3, 2018 regular meeting.

There being no opposition, the motion carried.

**5. APPROVING CHANGE ORDER NO. 3 FOR THE IMPROVEMENTS TO PHASE I PARKING GARAGE AND LIGHTING RENOVATION PROJECT. BY: INTERIM DIRECTOR OF AVIATION.**

<b>Project Title:</b>	Improvements to Phase I Parking Garage and Lighting Renovation Project
<b>Original Estimated Cost:</b>	\$4,700,000.00
<b>Account Number:</b>	5810-0900-30-0940-0000-0000-000000-647200-
<b>Purchase Order Number:</b>	800000426
<b>Council Award Date:</b>	April 26, 2017
<b>Contractor:</b>	L. King Company, LLC
<b>Change Order Number:</b>	Three (3)
<b>Change Order Amount:</b>	\$ 7,145.00
<b>Original Contract Amount:</b>	\$ 4,644,974.00
<b>Net Previous Changes:</b>	\$ 16,087.00
<b>New Contract Amount:</b>	\$ 4,668,206.00
<b>Description:</b>	Add two additional electric circuits and additional waterproofing.
<b>Why Required:</b>	As-built drawing omission and prevent additional water leaks from third floor slab.

A motion was made by Mr. Dodds, seconded by Mr. Butler, to approve Change Order No. 3 to the Improvements to the Phase I Parking Garage Project.

There being no opposition, the motion carried.

**6. APPROVING FINAL ACCEPTANCE FOR THE IMPROVEMENTS TO PHASE I PARKING GARAGE AND LIGHTING RENOVATION PROJECT. BY: INTERIM DIRECTOR OF AVIATION.**

<b>Contractor:</b>	L. King Company, LLC
<b>Estimated Cost:</b>	\$ 4,700,000.00
<b>Contract Amount:</b>	\$ 4,644,974.00
<b>Total Change Orders (3):</b>	\$ 23,232.00
<b>Final Cost:</b>	\$ 4,668,206.00
<b>Days Allocated:</b>	310
<b>Days Used:</b>	310
<b>Liquidated Damages:</b>	None

A motion was made by Mr. Butler, seconded by Mr. Ellis, to approve Final Acceptance to the Improvements to the Phase I Parking Garage Project.

There being no opposition, the motion carried.

**7. APPROVING CHANGE ORDER NO. 1 ON THE SOUTH AIR CARRIER APRON REPAIRS PROJECT. BY: INTERIM DIRECTOR OF AVIATION.**

<b>Project Title:</b>	South Air Carrier Apron Repairs
<b>Original Estimated Cost:</b>	\$139,650.00
<b>Account Number:</b>	5810-0900-30-0920-0000-0000-000000-647900
<b>Purchase Order Number:</b>	800000494
<b>Council Award Date:</b>	September 13, 2017
<b>Contractor:</b>	Command Construction Industries, LLC
<b>Change Order Number:</b>	One (1)
<b>Change Order Amount:</b>	\$ (33,650.00) decrease
<b>Original Contract Amount:</b>	\$ 139,650.00
<b>Net Previous Changes:</b>	\$ -0-
<b>New Contract Amount:</b>	\$ 106,000
<b>Description:</b>	South Air Carrier Apron panel replacements and repairs.
<b>Why Required:</b>	Several slabs had settled causing an uneven transition between concrete panels.

A motion was made by Mr. Dodds, seconded by Mr. Myles, to approve Final Acceptance for the South Air Carrier Repairs Project.

There being no opposition, the motion carried.

**8. APPROVING FINAL ACCEPTANCE FOR THE SOUTH AIR CARRIER REPAIRS PROJECT. BY: INTERIM DIRECTOR OF AVIATION.**

<b>Contractor:</b>	<b>Command Construction Industries, LLC</b>
<b>Estimated Cost:</b>	<b>\$ 139,650.00</b>
<b>Contract Amount:</b>	<b>\$ 139,650.00</b>
<b>Total Change Orders (1):</b>	<b>\$ (33,650.00) decrease</b>
<b>Final Cost:</b>	<b>\$ 106,000.00</b>
<b>Days Allocated:</b>	<b>14</b>
<b>Days Used:</b>	<b>14</b>
<b>Liquidated Damages:</b>	<b>None</b>

A motion was made by Mr. Myles, seconded by Mr. Dodds, to approve Final Acceptance for the South Air Carrier Repairs Project.

There being no opposition, the motion carried.

**9. AUTHORIZATION FOR THE MAYOR-PRESIDENT AND/OR CHAIRMAN OF THE AIRPORT COMMISSION TO EXECUTE A CONSULTANT SERVICES CONTRACT WITH SHREAD-KUYRKENDALL & ASSOCIATES, INC., FOR DESIGN SERVICES FOR THE CELL LOT/ VIEWING AREA IN AN AMOUNT NOT TO EXCEED \$43,196. BY: INTERIM DIRECTOR OF AVIATION.**

Mr. Hennessy explained the item to the Commission at this time. After a brief discussion, a motion was made by Mr. Buckley, seconded by Mr. Dodds, to approve the item.

There being no opposition, the motion carried.

**10. AUTHORIZATION FOR THE MAYOR-PRESIDENT AND/OR CHAIRMAN TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH INFRASTRUCTURE CONSULTING & ENGINEERING FOR AN AIRPORT PAVEMENT STRENGTH (PCN) REPORT IN AN AMOUNT NOT TO EXCEED \$45,621.47. BY: INTERIM DIRECTOR OF AVIATION.**

Mr. Hennessy explained the item to the Commission at this time. After a brief discussion, a motion was made by Mr. Dodds, seconded by Mr. Ellis, to execute a Professional Services Agreement with Infrastructure Consulting & Engineering in an amount not to exceed \$45,621.47.

There being no opposition, the motion carried.

**11. AUTHORIZATION FOR THE MAYOR-PRESIDENT AND/OR CHAIRMAN OF THE AIRPORT COMMISSION TO EXECUTE A LEASE AGREEMENT WITH GAT AIRLINE GROUND SUPPORT, INC., FOR 100 SQ. FT. OF OFFICE SPACE IN THE TERMINAL BUILDING FOR A PERIOD OF SIX (6) MONTHS, WITH ONE (1), SIX (6) MONTH OPTION TO RENEW AT A RENTAL RATE OF \$666.67 PER MONTH. BY: INTERIM DIRECTOR OF AVIATION.**

Mr. Hennessy explained the item to the Commission at this time. After a brief discussion, a motion was made by Mr. Buckley, seconded by Mr. Myles, to execute a lease agreement with GAT Airline Ground Support, Inc., for office space at the Baton Rouge Metropolitan Airport.

There being no opposition, the motion carried.

**12. DISCUSSION ON MAKING A RECOMMENDATION TO THE METROPOLITAN COUNCIL ON THE APPOINTMENT OF INTERIM DIRECTOR. BY: CHAIRMAN.**

Chairman Cleve Dunn, stated that several current Airport Managers submitted their resumes for consideration to the Metropolitan Council for the appointed of Interim Director. At this time, the managers were called up in alphabetical order to speak before the Commission. The following managers submitted resumes for consideration.

1. Donald Berniard, Airport Development & Administrative Manager
2. Mike Edwards, Safety & Operations Manager
3. Cary Morgan, Airport Business Manager
4. Gregory Pierson, Computer/Electronics Systems Manager

After a brief discussion, a motion was made by Mr. Ellis, seconded by Mrs. Doolittle, to recommend to the Metropolitan Council to appoint Mike Edwards as Interim Director and also to recommend appointing Greg Pierson as Interim Assistant Director.

There being no opposition, the motion carried.

**13. UPDATE ON THE BATON ROUGE METROPOLITAN AIRPORT BECOMING A SMOKE-FREE FACILITY EFFECTIVE JUNE 1, 2018. BY: CHAIRMAN.**

At this time, Mr. Cleve Dunn, Jr. announced that the Airport will become smoke free effective June 1<sup>st</sup> and then introduced Ms. Carter, Ms. Harding and Ms. Hebert to answer any questions on this smoke-free band.

14. STATUS REPORT – Report will be given at the June meeting.
15. PUBLIC RELATIONS REPORT – Report will be given at July meeting.
16. FINANCIAL REPORT – Report will be given at June meeting.
17. BUSINESS DEVELOPMENT REPORT – Mr. Donald Berniard gave the Business Development Report.

**18. ADMINISTRATIVE MATTERS.**

Chairman Dunn, Jr. announced that there was an Administrative Matter item and a motion was needed to waive the rules. A motion was made by Mr. Ellis, seconded by Mrs. Doolittle, to waive the rules to add the following item to the agenda.

**Authorization for the Mayor-President and/or Chairman of the Airport Commission to execute a lease agreement with Still Rolling, LLC d/b/a Roly Poly Sandwiches for a period of six (6) months, with two (2), one (1) year options to renew at a rental rate of \$750.00 per month or 10% of gross monthly revenue whichever is greater. By: Interim Director of Aviation.**

After a brief discussion, a motion was made by Mrs. Doolittle, seconded by Mr. Buckley to approve the item.

**19. ADJOURN.**

A motion was made by Mr. Butler, seconded by Mr. Dodds, to adjourn the meeting. The meeting adjourned at 4:30 p.m.

**RESPECTFULLY SUBMITTED,**

*Ralph Hennessy, kn*

Ralph Hennessy  
Interim Director of Aviation