

**SHREVEPORT AIRPORT AUTHORITY
REGULAR BOARD MEETING**

JANUARY 21, 2021

JONATHAN REYNOLDS, CHAIRMAN

MARY L. JACKSON, VICE-CHAIRMAN

MARGARET SHEHEE

OLIVER JENKINS

WAYNETTE BALLENGEE

**WADE A. DAVIS, C.M.
Director of Airports**

**SHREVEPORT AIRPORT AUTHORITY
REGULAR MEETING NO. 774-21
JANUARY 21, 2021**

ROLL CALL

Jonathan Reynolds, Chairman _____

Dr. Mary L. Jackson, Vice-Chairman _____

Margaret Shehee _____

Oliver Jenkins _____

Waynette Ballengee _____

SHREVEPORT AIRPORT AUTHORITY
MEETING NO. 774 – 21
SCHEDULED AGENDA
JANUARY 21, 2021

- I. Call to order
- II. Prayer
- III. Pledge
- IV. Roll Call
- V. Comments from the Public Related to Agenda Items
- VI Approval of the minutes from the December 17, 2020, Regular Meeting.
- VII. Communications
 - A. Chairman's Report
 - B. Board Members' Report
 - C. Director's Report
 - D. Staff Reports
 - a. Airport Business and Finance Report
 - b. Marketing Report
 - c. Downtown Airport Report
 - d. Projects Report
- VIII. Consent Agenda
- IX. Discussion Agenda
- X. Old Business
- XI. New Business
- XII. Adjournment

Next Board Meeting Date – February 18, 2021

**SHREVEPORT AIRPORT AUTHORITY
CONSENT AGENDA
REGULAR MEETING NO. 774 – 21
JANUARY 21, 2021**

DOWNTOWN AIRPORT

ITEM NO. 1 - TO APPROVE A REQUEST BY MR. STEVEN CRAIG NICHOLSON AND MRS. LINDA ANN NICHOLSON TO EXERCISE THE FIRST OPTION OF THE NON-COMMERCIAL LEASE AGREEMENT FOR LOT 52 AT SHREVEPORT DOWNTOWN AIRPORT.

REGIONAL AIRPORT

ITEM NO. 2 TO APPROVE A REQUEST BY MR. FRANK MORAN D/B/A MORAN AIR LLC TO EXERCISE THE SECOND AND FINAL OPTION FOR THE NON-COMMERCIAL LEASE AGREEMENT FOR LOT 118 AT SHREVEPORT REGIONAL AIRPORT.

**SHREVEPORT AIRPORT AUTHORITY
CONSENT AGENDA ITEM NO. 1
REGULAR MEETING NO. 774-21**

DATE: JANUARY 21, 2021

AIRPORT: DOWNTOWN

SUBJECT: TO APPROVE A REQUEST BY MR. STEVEN CRAIG NICHOLSON AND MRS. LINDA ANN NICHOLSON TO EXERCISE THE FIRST OPTION OF THE NON-COMMERCIAL LEASE AGREEMENT FOR LOT 52 AT SHREVEPORT DOWNTOWN AIRPORT.

PURPOSE:

To approve a request by Mr. Steven Craig Nicholson and Mrs. Linda Ann Nicholson to exercise the first option of the non-commercial Lease Agreement for Lot 52 at Shreveport Downtown Airport.

BACKGROUND INFORMATION AND DISCUSSION:

Management has received a letter dated January 5, 2021, from Mr. Steven Craig Nicholson, requesting to exercise the first option of the non-commercial lease agreement for Lot 52 at the Shreveport Downtown Airport.

If approved, the first five-year option of the non-commercial lease agreement will commence July 1, 2021, and expire June 30, 2026.

FINANCES:

Rental Rate: 5,500 sq. ft. x \$.15 = \$825.00 per year

ALTERNATIVES:

- _____ Approve the request as presented.
- _____ Reject the request as presented.
- _____ Modify the request and approve.

CONCLUSION/RECOMMENDATION:

Management recommends approving this agenda item as presented.

Fact Sheet Prepared By: Wade A. Davis, C.M.
Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
“DISCUSSION AGENDA”
REGULAR MEETING NO. 774 – 21
JANUARY 21, 2021**

DOWNTOWN AIRPORT

ITEM NO. 1- TO ADOPT A RESOLUTION AUTHORIZING THE CHAIRMAN TO ACCEPT AND EXECUTE A LOUISIANA DEPARTMENT OF TRANSPORTATION AVIATION DIVISION SPONSOR/STATE AGREEMENT NO. H.014424 FOR TERMINAL RAMP REHABILITATION – PHASE I (DESIGN) AT SHREVEPORT DOWNTOWN AIRPORT.

REGIONAL AIRPORT

ITEM NO. 2- TO APPROVE THE REQUEST BY PACE RUNNERS, INC., TO ENTER INTO A NEW LEASE AGREEMENT FOR CARGO BAY 1, IN THE EAST CARGO BUILDING AT SHREVEPORT REGIONAL AIRPORT.

ITEM NO. 3 -TO AWARD AND ENTER INTO A CONTRACT WITH KAN CONTRACTING, LLC FOR THE CUSTOMS AND BORDER PROTECTION FACILITY RENOVATION AT SHREVEPORT REGIONAL AIRPORT.

**SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 1
REGULAR MEETING NO. 774-21**

DATE: JANUARY 21, 2021

AIRPORT: DOWNTOWN

SUBJECT: TO ADOPT A RESOLUTION AUTHORIZING THE CHAIRMAN TO ACCEPT AND EXECUTE A LOUISIANA DEPARTMENT OF TRANSPORTATION AVIATION DIVISION SPONSOR/STATE AGREEMENT NO. H.014424 FOR TERMINAL RAMP REHABILITATION – PHASE I (DESIGN) AT SHREVEPORT DOWNTOWN AIRPORT.

PURPOSE:

To adopt a resolution authorizing the Chairman to accept and execute a Louisiana Department of Transportation Aviation Division Agreement No. H.014424 for Terminal Ramp Rehabilitation – Phase I (Design) at Shreveport Downtown Airport.

BACKGROUND INFORMATION AND DISCUSSION:

The Sponsor-State Agreement is a contract confirming the State’s commitment to reimburse the cost of a project and cooperate with the Authority according to the terms and condition identified in the agreement.

The State has requested the Authority adopt a resolution of acceptance for Terminal Ramp Rehabilitation – Phase I (Design) at Shreveport Downtown Airport. The Louisiana Department of Transportation Aviation Division will provide 100% of the funding for this project. Total amount of the grant is not to exceed \$48,880.00.

A copy of the resolution is attached for your information. Management recommends approval of this agenda item as presented.

FINANCES:

Total Amount of Grant: An amount not to exceed \$48,880.00

ALTERNATIVES:

- _____ Approve the request as presented.
- _____ Reject the request as presented.
- _____ Modify the request and approve.

CONCLUSION/RECOMMENDATION:

Management recommends approving this agenda item as presented.

Fact Sheet Prepared By: Wade A. Davis, C.M.
Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 2
REGULAR MEETING NO. 774-21**

DATE: JANUARY 21, 2021

AIRPORT: REGIONAL

SUBJECT: TO APPROVE THE REQUEST BY PACE RUNNERS, INC., TO ENTER INTO A NEW LEASE AGREEMENT FOR CARGO BAY 1, IN THE EAST CARGO BUILDING AT SHREVEPORT REGIONAL AIRPORT.

PURPOSE:

To approve the request by Pace Runners, Inc., to enter into a new Lease Agreement for Cargo Bay 1, in East Cargo Building at Shreveport Regional Airport.

BACKGROUND INFORMATION AND DISCUSSION:

Mr. Chad Godwin, Director of Legal for Pace Runners, Inc., requests to enter a new lease agreement for for Cargo Bay 1. The premises will be used for warehousing and their business operation logistics.

Cargo Bay 1 consists of 6,000 square feet of cargo space. The rental rate will be \$4.50 per square foot. If approved, a new lease will be issued consisting of a one (1) year primary term with two one (1) year options for a total of three (3) years. The new lease agreement will commence February 1, 2021 and expire January 31, 2022.

Pace Runners, Inc., have provided proof of liability insurance and workers compensation. A copy of their Business application letter is attached for your information.

FINANCES:

Rental Rate: 6,000 sf x \$4.50 = \$2,250.00 per month

ALTERNATIVES:

- _____ Approve the request as presented.
- _____ Reject the request as presented.
- _____ Modify the request and approve.

CONCLUSION/RECOMMENDATION:

Management recommends approving this agenda item as presented.

Fact Sheet Prepared By: Wade A. Davis, C.M.
Director of Airports

