SHREVEPORT AIRPORT AUTHORITY

REGULAR BOARD MEETING

NOVEMBER 21, 2024

OLIVER JENKINS, CHAIRMAN

KAY MEDLIN, VICE-CHAIRMAN

JONATHAN REYNOLDS

TANGELA SYLVIE

RAYMOND ALLEY

DIRECTOR OF AIRPORTS

LARRY W. BLACKWELL, JR.

SHREVEPORT AIRPORT AUTHORITY
REGULAR MEETING NO. 813-24
NOVEMBER 21, 2024

ROLL CALL

Oliver Jenkins, Chairman _____

Kay Medlin, Vice-Chairman _____

Jonathan Reynolds _____

Tangela Sylvie _____

Raymond Alley _____

SHREVEPORT AIRPORT AUTHORITY
MEETING NO. 813-24
SCHEDULED AGENDA
NOVEMBER 21, 2024

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 October 17, 2024, Regular Meeting

VII. Consent Agenda

VIII. Discussion Agenda

IX. Communications

- A. Chairman's Report
- B. Board Members' Reports
- C. Director's Report
  - a. Engineer's Report
- D. Staff Reports
  - a. Airport Business and Finance Report
  - b. Marketing Report

X. Old Business

XI. New Business

XII. Adjournment

Next Board Meeting Date – December 19, 2024

SHREVEPORT AIRPORT AUTHORITY
CONSENT AGENDA
REGULAR MEETING NO. 813 – 24
NOVEMBER 21, 2024

DOWNTOWN AIRPORT

NONE

REGIONAL AIRPORT

NONE

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA
REGULAR MEETING NO. 813-24
NOVEMBER 21, 2024

DOWNTOWN AIRPORT

ITEM NO. 1A- TO APPROVE A REQUEST BY MR. JEFF LOWE D/B/A L & L AVIATION, LLC TO BE RELEASED FROM ANY AND ALL RESPONSIBILITY IN AND OBLIGATION TO THE LEASE AGREEMENT FOR LOT 25 AT SHREVEPORT DOWNTOWN AIRPORT

ITEM NO. 1B- TO APPROVE A REQUEST BY MR. MARION "LEE" HOLMES TO ASSUME THE NON-COMMERCIAL LEASE AGREEMENT FOR LOT 25 AT SHREVEPORT DOWNTOWN AIRPORT

ITEM NO. 2A- TO APPROVE A REQUEST BY DR. DIRK RAINWATER TO BE RELEASED FROM ANY AND ALL RESPONSIBILITY IN AND OBLIGATION TO THE LEASE AGREEMENT FOR LOT 76 AT SHREVEPORT DOWNTOWN AIRPORT

ITEM NO. 2B – TO APPROVE A REQUEST BY MR. TROY SHRAMEK TO ASSUME THE COMMERCIAL LEASE AGREEMENT FOR LOT 76 AT SHREVEPORT DOWNTOWN AIRPORT

ITEM NO. 3 – TO APPROVE A REQUEST BY MR. C. DENZIL BLOUNT TO ENTER INTO A NEW NON-COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 57 AT SHREVEPORT DOWNTOWN AIRPORT

ITEM NO. 4 - TO APPROVE A REQUEST BY DELTA FUEL COMPANY, LLC TO ENTER INTO A NEW LEASE AGREEMENT FOR THE PROPERTY LOCATED AT 1000 WELLS ISLAND ROAD AT SHREVEPORT DOWNTOWN AIRPORT

REGIONAL AIRPORT

ITEM NO. 5- TO AWARD AND ENTER INTO A CONTRACT WITH DAREN BAILEY, INC., FOR THE HANGAR 40 WALL REPAIR AT SHREVEPORT REGIONAL AIRPORT

ITEM NO. 6- TO ADOPT A RESOLUTION REQUESTING THE LOUISIANA DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT TO APPROVE THE PLACEMENT OF SUPPLEMENTAL AIRPORT SIGNAGE ON INTERSTATE 20 AT EXIT 13

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 1A
REGULAR MEETING NO. 813-24

DATE: **NOVEMBER 21, 2024** **AIRPORT: DOWNTOWN**

SUBJECT: **TO APPROVE A REQUEST BY MR. JEFF LOWE D/B/A L & L AVIATION, LLC TO BE RELEASED FROM ANY AND ALL RESPONSIBILITY IN AND OBLIGATION TO THE LEASE AGREEMENT FOR LOT 25 AT SHREVEPORT DOWNTOWN AIRPORT**

PURPOSE:

To approve a request by Mr. Jeff Lowe d/b/a L & L Aviation, LLC to be released from any and all responsibility in and obligation to the Lease Agreement for Lot 25 at Shreveport Downtown Airport

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BACKGROUND INFORMATION AND DISCUSSION:

Management received notification from Mr. Jeff Lowe indicating that Mr. Marion "Lee" Holmes had purchased the improvements located on Lot 25 at Shreveport Downtown Airport.

Mr. Lowe is requesting that he be released from any and all responsibility in and obligation to the lease effective November 30, 2024.

FINANCES:

Rental Rate: 4,042.5 sq.ft. x $.26305294 = $1,063.26 per year

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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: Larry W. Blackwell, Jr.
Director of Airports

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 1B
REGULAR MEETING NO. 813-24

DATE: NOVEMBER 21, 2024 **AIRPORT: DOWNTOWN**

SUBJECT: TO APPROVE A REQUEST BY MR. MARION "LEE" HOLMES TO ASSUME THE NON-COMMERCIAL LEASE AGREEMENT FOR LOT 25 AT SHREVEPORT DOWNTOWN AIRPORT

PURPOSE:

To approve a request by Mr. Marion "Lee" Holmes to assume the Non-Commercial Lease Agreement for Lot 25 at Shreveport Downtown Airport

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BACKGROUND INFORMATION AND DISCUSSION:

Management received notification from Mr. Marion "Lee" Holmes that he had purchased the hangar and improvements located on Lot 25 at the Shreveport Downtown Airport from Mr. Jeff Lowe. Mr. Holmes submitted an application dated October 24, 2024, to assume the remainder of the lease term previously assigned to Mr. Lowe.

Mr. Holmes has requested that he be approved for the remainder of Mr. Lowe's lease, which was approved on November 21, 2019, for one primary term of ten (10) years and one ten (10) year extension for a total of twenty (20) years in consideration for making capital improvements during the initial term of the lease.

If approved, Mr. Holmes will execute an assumption to the Ground Lease Agreement for a primary term commencing December 1, 2019, and expiring November 30, 2029, with one additional ten (10) year option for a total of twenty (20) years. To exercise the option LESSEE shall provide written notice to LESSOR 60 days before the expiration of the initial term of their intent to extend this lease and shall provide documentation that such improvements have in fact been made. A copy of the application is attached for your information.

FINANCES:

Rental Rate: 4,042.5 sq.ft. x $.298592 = $1,206.91 per year (New CPI effective 12/1/2024)

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: Larry W. Blackwell, Jr.
Director of Airports

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 2A
REGULAR MEETING NO. 813-24

DATE: **NOVEMBER 21, 2024** **AIRPORT: DOWNTOWN**

SUBJECT: **TO APPROVE A REQUEST BY DR. DIRK RAINWATER TO BE RELEASED FROM ANY AND ALL RESPONSIBILITY IN AND OBLIGATION TO THE LEASE AGREEMENT FOR LOT 76 AT SHREVEPORT DOWNTOWN AIRPORT**

PURPOSE:

To approve a request by Dr. Dirk Rainwater to be released from any and all responsibility in and obligation to the Lease Agreement for Lot 76 at Shreveport Downtown Airport

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BACKGROUND INFORMATION AND DISCUSSION:

Management received notification from Dr. Dirk Rainwater indicating that Mr. Troy Shramek had purchased the improvements located on Lot 76 at Shreveport Downtown Airport.
Dr. Rainwater is requesting that he be released from any and all responsibility in and obligation to the lease effective November 30, 2024.

FINANCES:

Rental Rate: 17,500 sq.ft. x $.32258914 = $5,645.31 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: Larry W. Blackwell, Jr.
Director of Airports

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 2B
REGULAR MEETING NO. 813-24

DATE: NOVEMBER 21, 2024 **AIRPORT: DOWNTOWN**

SUBJECT: TO APPROVE A REQUEST BY MR. TROY SHRAMEK TO ASSUME THE COMMERCIAL LEASE AGREEMENT FOR LOT 76 AT SHREVEPORT DOWNTOWN AIRPORT

PURPOSE:

To approve a request by Mr. Troy Shramek to assume the Commercial Lease Agreement for Lot 76 at Shreveport Downtown Airport

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BACKGROUND INFORMATION AND DISCUSSION:

Management received notification from Mr. Troy Shramek, that he had purchased the hangar and improvements located on Lot 76 at the Shreveport Downtown Airport from Dr. Dirk Rainwater. Mr. Shramek submitted an application dated August 26, 2024, to assume the remainder of the lease term previously assigned to Dr. Rainwater.

Mr. Shramek has requested that he be approved for the remainder of Dr. Rainwater's lease which he assumed from a previous tenant. The original tenant was approved on September 15, 2022, for one primary term of ten (10) years commencing October 1, 2022, and expiring September 30, 2032, with two ten (10) year extensions for a total of thirty (30) years in consideration for making capital improvements during the initial term of the lease.

If approved, Mr. Shramek will execute an assumption to the Ground Lease Agreement for the remainder of the primary term commencing December 1, 2024, and expiring September 30, 2032, with two additional ten (10) year options for a total of thirty (30) years. To exercise the option LESSEE shall provide written notice to LESSOR 60 days before the expiration of the initial term of their intent to extend this lease and shall provide documentation that such improvements have in fact been made. A copy of the application is attached for your information.

FINANCES:

Rental Rate: 17,500 sq.ft. x $.32258914 = $5,645.31 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: Larry W. Blackwell, Jr.
Director of Airports

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 3
REGULAR MEETING NO. 813-24

DATE: NOVEMBER 21, 2024 **AIRPORT: DOWNTOWN**

SUBJECT: TO APPROVE A REQUEST BY MR. C. DENZIL BLOUNT TO ENTER INTO A NEW NON-COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 57 AT SHREVEPORT DOWNTOWN AIRPORT

PURPOSE:

To approve a request by Mr. C. Denzil Blount to enter into a new Non-Commercial Ground Lease Agreement for Lot 57 at Shreveport Downtown Airport

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BACKGROUND INFORMATION AND DISCUSSION:

Management received an application from Mr. C. Denzil Blount indicating that he had elected to enter into a new non-commercial ground lease agreement for Lot 57 at the Shreveport Downtown Airport.

Mr. Blount has requested that he be approved for one primary term of ten (10) years and one ten (10) year extension for a total of twenty (20) years. Mr. Blount plans to rebuild the hangar on this lot during the first six (6) months of the lease.

If approved, the Authority will execute a new ground lease agreement for a primary term commencing December 1, 2024, and expiring November 30, 2034, with one additional ten (10) year option for a total of twenty (20) years. To exercise the option LESSEE shall provide written notice to LESSOR 60 days before the expiration of the initial term of their intent to extend this lease and shall provide documentation that improvements have in fact been made. A copy of the application is attached for your information.

FINANCES:

Rental Rate: 7,500 sq.ft. x $.235971 = $1,769.78 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: Larry W. Blackwell, Jr.
Director of Airports

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 4
REGULAR MEETING NO. 813-24

DATE: **NOVEMBER 21, 2024** **AIRPORT: DOWNTOWN**

SUBJECT: **TO APPROVE A REQUEST BY DELTA FUEL COMPANY, LLC TO ENTER INTO A NEW LEASE AGREEMENT FOR THE PROPERTY LOCATED AT 1000 WELLS ISLAND ROAD AT SHREVEPORT DOWNTOWN AIRPORT**

PURPOSE:

To approve a request by Delta Fuel Company, LLC to enter into a new Lease Agreement for the property located at 1000 Wells Island Road at Shreveport Downtown Airport

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BACKGROUND INFORMATION AND DISCUSSION:

Management has received a request from Mr. Ken Maples, Chief Financial Officer of Delta Fuel Company, LLC to lease the trucking/warehouse facility located at 1000 Wells Island Road.

If approved, a new lease will be issued effective December 1, 2024. The lease will consist of one (1) 2-year primary term with four (4) additional 1-year options for a total of five (5) years. The property will be leased as-is. Delta Fuel Company will be responsible for all maintenance and utilities.

A copy of Delta Fuel's letter is attached for your information.

FINANCES:

Rental Rate: $7,200.00 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: Larry W. Blackwell, Jr.
Director of Airports

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 5
REGULAR MEETING NO. 813-24

DATE: NOVEMBER 21, 2024 **AIRPORT: REGIONAL**

SUBJECT: TO AWARD AND ENTER INTO A CONTRACT WITH DAREN BAILEY, INC., FOR THE HANGAR 40 WALL REPAIR AT SHREVEPORT REGIONAL AIRPORT

PURPOSE:

To award and enter into a contract with Daren Bailey, Inc., for the Hangar 40 Wall Repair at Shreveport Regional Airport

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BACKGROUND INFORMATION AND DISCUSSION:

The City of Shreveport's Purchasing Division requested bids (IFB-24-052) for the Hangar 40 Wall Repairs at Shreveport Regional Airport. The project consists of repairing a collapsed wall that was extensively damaged during a windstorm.

The bids were opened October 29, 2024. Two (2) responsive bids were received as follows:

Company	Bid
Daren Bailey, Inc.	$248,103.00
Integrity	$335,000.00

The lowest, responsive bidder was Daren Bailey, Inc., Airport management reviewed the bid submittals and recommend awarding the contract to Daren Bailey, Inc., in the amount of $248,103.00. This project is 100% Airport funded.

FINANCES:

Amount: $248,103.00

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: Larry Blackwell, Jr.
Director of Airports

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 6
REGULAR MEETING NO. 813-24

DATE: **NOVEMBER 21, 2024** **AIRPORT: REGIONAL**

SUBJECT: **TO ADOPT A RESOLUTION REQUESTING THE LOUISIANA DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT TO APPROVE THE PLACEMENT OF SUPPLEMENTAL AIRPORT SIGNAGE ON INTERSTATE 20 AT EXIT 13**

PURPOSE:

To adopt a resolution requesting the Louisiana Department of Transportation and Development to approve the placement of supplemental airport signage on Interstate 20 at Exit 13

BACKGROUND INFORMATION AND DISCUSSION:

Shreveport Airport Authority Board members have expressed a desire to have supplemental signage with airplane symbols installed at Monkhouse Drive - Exit 13 that identifies this as the Airport exit. The Louisiana Department of Transportation and Development requires a unanimous Board resolution in order to accomplish this placement.

A copy of the resolution is attached for your review.

FINANCES

None

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: Larry W. Blackwell
Director of Airports

RESOLUTION NO.____ 2024

BY: THE SHREVEPORT AIRPORT AUTHORITY **NOVEMBER 21, 2024**

A RESOLUTION OF THE BOARD OF THE SHREVEPORT AIRPORT AUTHORITY, SHREVEPORT, LOUISIANA, TO APPROVE THE PLACEMENT OF SUPPLEMENTAL AIRPORT SIGNAGE ON INTERSTATE 20 AT MONKHOUSE DRIVE AT EXIT 13

WHEREAS, the Shreveport Airport Authority ('Authority") has jurisdiction over and administrative control of the Shreveport Regional Airport, and

WHEREAS, the Authority is authorized by ordinance to adopt regulations, orders, and resolutions as it deems necessary for the management, government and use of the Shreveport Regional airport; and

WHEREAS, directional signage serves the public purpose of guiding vehicular traffic to or identifying facilities or locations which are of interest to the public.

WHEREAS, the Shreveport Airport Authority has requested that supplemental directional signage be installed on Interstate 20 near Exit 13 (Monkhouse Drive) providing additional information to travelers of the Shreveport Regional Airport location; and

NOW, THEREFORE, BE IT RESOLVED by the Chairman and members of the Shreveport Airport Authority of Shreveport Regional Airport, acting as the governing authority of said airport requests that the Department of Transportation and Development for the State of Louisiana erect signs on which an airplane symbol appears at the east and west Monkhouse Drive (Exit 13); and

BE IT FURTHER RESOLVED that this signage shall be maintained on a permanent basis.

Said Resolution having been read and considered by a quorum of the Shreveport Airport Authority, on a motion by _____ and seconded by _____ to adopt the Resolution, a recorded vote was taken and the result was as follows:

Authority Members:	
Oliver Jenkins, Chairman	_____
Kay Medlin, Vice Chairman	_____
Jonathan Reynolds	_____
Tangela Sylvie	_____
Raymond Alley	_____

IN WITNESS WHEREOF, the presiding officer declared the above Resolution duly adopted in full on the ____ day of _____, 2024.

ATTEST: SHREVEPORT AIRPORT AUTHORITY

_____ _____

Larry W. Blackwell, Jr. Secretary Oliver Jenkins, Chairman