SHREVEPORT AIRPORT AUTHORITY

REGULAR BOARD MEETING

DECEMBER 19, 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. 814-24
DECEMBER 19, 2024

ROLL CALL

Oliver Jenkins, Chairman _____

Kay Medlin, Vice-Chairman _____

Jonathan Reynolds _____

Tangela Sylvie _____

Raymond Alley _____

SHREVEPORT AIRPORT AUTHORITY
MEETING NO. 814-24
SCHEDULED AGENDA
DECEMBER 19, 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 November 21, 2024, Regular Meeting

VII. EXECUTIVE SESSION –

Graft Aire, LLC v. City of Shreveport
Docket No.: 638,359-A FJDC
Caddo Parish, Louisiana

Just Plane Fun, LLC et al v. City of Shreveport
No. 630,266-A FJDC
Caddo Parish, Louisiana

City of Shreveport v. Arlinders Hall
Docket No.: 652,205–B FJDC
Caddo Parish, Louisiana

VIII. Consent Agenda

IX. Discussion Agenda

X. 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

XI. Old Business

XII. New Business

XIII. Adjournment

Next Board Meeting Date – January 16, 2024

SHREVEPORT AIRPORT AUTHORITY
CONSENT AGENDA
REGULAR MEETING NO. 814 – 24
DECEMBER 19, 2024

DOWNTOWN AIRPORT

NONE

REGIONAL AIRPORT

NONE

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA
REGULAR MEETING NO. 814-24
DECEMBER 19, 2024

DOWNTOWN/REGIONAL AIRPORTS

ITEM NO. 1 - APPROVE THE PROPOSED 2025 RATES AND CHARGES FOR THE SHREVEPORT REGIONAL AND DOWNTOWN AIRPORTS

ITEM NO. 2 - APPROVE AN UPDATED STANDARD GROUND LEASE AGREEMENT FOR SHREVEPORT DOWNTOWN AND REGIONAL AIRPORTS

DOWNTOWN AIRPORT

ITEM NO. 3 - APPROVE AMENDMENT #1 TO SUPPLEMENTAL TASK AGREEMENT #6 WITH GARVER, LLC FOR CONSTRUCTION PHASE SERVICES RELATED TO THE REHABILITATION OF RUNWAY 14/32 AT SHEVEPORT DOWNTOWN AIRPORT

ITEM NO. 4 - ADOPT A RESOLUTION AUTHORIZING THE CHAIRMAN TO ACCEPT AND EXECUTE A LOUISIANA DEPARTMENT OF TRANSPORTATION AVIATION DIVISION SPONSOR/STATE AGREEMENT NO. H.016234 FOR TAXIWAY FOXTROT REHABILITATION – PHASE II (CONSTRUCTION) AT SHREVEPORT DOWNTOWN AIRPORT

REGIONAL AIRPORT

ITEM NO. 5 - ADOPT A RESOLUTION AUTHORIZING THE CHAIRMAN TO ACCEPT AND EXECUTE A LOUISIANA DEPARTMENT OF TRANSPORTATION AVIATION DIVISION SPONSOR/STATE AGREEMENT NO. H.016262 FOR AIRFIELD DRAINAGE REHABILITATION – INDUSTRIAL AIRPARK DESIGN AT SHREVEPORT REGIONAL AIRPORT

ITEM NO. 6 - ADOPT A RESOLUTION AUTHORIZING THE CHAIRMAN TO ACCEPT AND EXECUTE A LOUISIANA DEPARTMENT OF TRANSPORTATION AVIATION DIVISION SPONSOR/STATE AGREEMENT NO. H.016216 FOR TERMINAL MODERNIZATION PHASE I AT SHREVEPORT REGIONAL AIRPORT

ITEM NO. 7 - APPROVE THE REQUEST BY PACE RUNNERS, INC., TO LEASE CARGO BAYS 1, 4 AND TWO PARKING SPACES AT THE EAST CARGO BUILDING AT SHREVEPORT REGIONAL AIRPORT

ITEM NO. 8 - AWARD A CONTRACT TO PLILER INTERNATIONAL FOR THE PURCHASE OF A SWEEPER-VACUUM TRUCK FOR SHREVEPORT REGIONAL AIRPORT

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 1
REGULAR MEETING NO. 814-24

DATE: **DECEMBER 19, 2024** **AIRPORT: DOWNTOWN/REGIONAL**

SUBJECT: **APPROVE THE PROPOSED 2025 RATES AND CHARGES FOR THE SHREVEPORT REGIONAL AND DOWNTOWN AIRPORTS**

PURPOSE:

Approve the proposed 2025 Rates and Charges for the Shreveport Regional and Downtown Airports

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BACKGROUND INFORMATION AND DISCUSSION:

The current lease agreements at Shreveport Regional and Downtown Airports allow for increases in rates and charges in accordance with federal guidelines, including rate assessments based upon cost recovery. Attached is a schedule for Board consideration. If approved, the rates will be effective January 1, 2025.

FINANCES:

2025 Standard Rates and Charges are attached.

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. 2
REGULAR MEETING NO. 814-24

DATE: **DECEMBER 19, 2024** **AIRPORT: DOWNTOWN/REGIONAL**

SUBJECT: **APPROVE AN UPDATED STANDARD GROUND LEASE AGREEMENT FOR SHREVEPORT DOWNTOWN AND REGIONAL AIRPORTS**

PURPOSE:

Approve an updated standard ground lease agreement for Shreveport Downtown and Regional Airports

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BACKGROUND INFORMATION AND DISCUSSION:

In an effort to update the current lease agreement, the City Attorney reviewed and revised the 2019 Standard Ground Lease Agreement currently used. Minor changes have been made throughout the document for flow and grammatical edit and the more significant revisions were made in the following sections:

3.2 Extension Options
3.3 Expiration
4.1 Rent
6.3 Maintenance
11. Airport Rules and Regulations
14. Default
15. Assignment/Subletting
20. Severability and Conflicts
26. Entire Agreements
28. Lease Conversion
29. Notice

The lease was posted on the airport's website for public comment on December 3, 2024. Comments have been reviewed by the City Attorney.

A copy of the revised lease agreement is attached for your information.

FINANCES:

As required by adopted Rates and Charges

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. 814-24

DATE: DECEMBER 19, 2024 **AIRPORT: DOWNTOWN**

SUBJECT: APPROVE AMENDMENT #1 TO SUPPLEMENTAL TASK AGREEMENT #6 WITH GARVER, LLC FOR CONSTRUCTION PHASE SERVICES RELATED TO THE REHABILITATION OF RUNWAY 14/32 AT SHEVEPORT DOWNTOWN AIRPORT

PURPOSE:

Approve Amendment #1 to Supplemental Task Agreement #6 with Garver, LLC for construction phase services related to the Rehabilitation of Runway 14/32 at Shreveport Downtown Airport

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BACKGROUND INFORMATION AND DISCUSSION:

In April 2021, the Shreveport Airport Authority approved Task Agreement #6 for construction phase services for the Rehabilitation of Runway 14/32 at Shreveport Downtown Airport.

Amendment #1 consists of additional construction administration, materials testing, and Resident Project Representative (RPR) services are required to support FAA requested electrical modifications and Airport Geographic Information Systems (AGIS) survey activities.

Airport Management received a proposal from Garver, LLC for additional construction phase services in the amount of $247,800.

Upon review of the fee proposal, the FAA and airport management determined the amendment fee proposal from Garver, LLC acceptable.

This project is 100% funded by the FAA.

FINANCES:

Original Contract Amount:	$ 435,788.00
Amendment #1 Amount:	$ 247,800.00
Total Contract Amount:	$ 683,588.00

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 W. Blackwell, Jr.
Director of Airports

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 4
REGULAR MEETING NO. 814-24

DATE: DECEMBER 19, 2024 **AIRPORT: DOWNTOWN**

SUBJECT: ADOPT A RESOLUTION AUTHORIZING THE CHAIRMAN TO ACCEPT AND EXECUTE A LOUISIANA DEPARTMENT OF TRANSPORTATION AVIATION DIVISION SPONSOR/STATE AGREEMENT NO. H.016234 FOR TAXIWAY FOXTROT REHABILITATION – PHASE II (CONSTRUCTION) AT SHREVEPORT DOWNTOWN AIRPORT

PURPOSE:

Adopt a resolution authorizing the Chairman to accept and execute a Louisiana Department of Transportation Aviation Division Agreement No. H.016234 for Taxiway Foxtrot Rehabilitation – Phase II (Construction) at Shreveport Downtown Airport

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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 conditions identified in the agreement.

The State requested the Authority to adopt a resolution of acceptance for Taxiway Foxtrot Rehabilitation – Phase II (Construction) at Shreveport Downtown Airport. The Louisiana Department of Transportation Aviation Division will provide 100% of the funding for this project. The total amount of the grant is not to exceed $55,000.00.

A copy of the resolution is attached for your information.

FINANCES:

Total Amount of Grant: An amount not to exceed $55,000.00

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 W. Blackwell, Jr.
Director of Airports

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 5
REGULAR MEETING NO. 814-24

DATE: DECEMBER 19, 2024 **AIRPORT: REGIONAL**

SUBJECT: ADOPT A RESOLUTION AUTHORIZING THE CHAIRMAN TO ACCEPT AND EXECUTE A LOUISIANA DEPARTMENT OF TRANSPORTATION AVIATION DIVISION SPONSOR/STATE AGREEMENT NO. H.016262 FOR AIRFIELD DRAINAGE REHABILITATION – INDUSTRIAL AIRPARK DESIGN AT SHREVEPORT REGIONAL AIRPORT

PURPOSE:

Adopt a resolution authorizing the Chairman to accept and execute a Louisiana Department of Transportation Aviation Division Agreement No. H.016262 for Airfield Drainage Rehabilitation – Industrial Airpark Design at Shreveport Regional Airport

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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 conditions identified in the agreement.

The State requested the Authority to adopt a resolution of acceptance for Airfield Drainage Rehabilitation – Industrial Airpark Design at Shreveport Regional Airport. The Louisiana Department of Transportation Aviation Division will provide 100% of the funding for this project. The total amount of the grant is not to exceed $159,970.00.

A copy of the resolution is attached for your information.

FINANCES:

Total Amount of Grant: An amount not to exceed $159,970.00

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 W. Blackwell, Jr.
Director of Airports

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 6
REGULAR MEETING NO. 814-24

DATE: DECEMBER 19, 2024 **AIRPORT: REGIONAL**

SUBJECT: ADOPT A RESOLUTION AUTHORIZING THE CHAIRMAN TO ACCEPT AND EXECUTE A LOUISIANA DEPARTMENT OF TRANSPORTATION AVIATION DIVISION SPONSOR/STATE AGREEMENT NO. H.016216 FOR TERMINAL MODERNIZATION PHASE I AT SHREVEPORT REGIONAL AIRPORT

PURPOSE:

Adopt a resolution authorizing the Chairman to accept and execute a Louisiana Department of Transportation Aviation Division Agreement No. H.016216 for Terminal Modernization Phase I at Shreveport Regional Airport

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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 conditions identified in the agreement.

The State requested the Authority to adopt a resolution of acceptance for Terminal Modernization Phase I at Shreveport Regional Airport. The Louisiana Department of Transportation Aviation Division will provide 100% of the funding for this project. The total amount of the grant is not to exceed $185,838.00.

A copy of the resolution is attached for your information.

FINANCES:

Total Amount of Grant: An amount not to exceed $185,838.00

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 W. Blackwell, Jr.
Director of Airports

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 7
REGULAR MEETING NO. 814 - 24

DATE: **DECEMBER 19, 2024** **AIRPORT: REGIONAL**

SUBJECT: **APPROVE THE REQUEST BY PACE RUNNERS, INC., TO LEASE CARGO BAYS 1, 4 AND TWO PARKING SPACES AT THE EAST CARGO BUILDING AT SHREVEPORT REGIONAL AIRPORT**

PURPOSE:

Approve the request by Pace Runners, Inc., to lease Cargo Bays 1, 4 and two parking spaces at the East Cargo Building at Shreveport Regional Airport

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BACKGROUND INFORMATION AND DISCUSSION:

Management received a request from Chad S. Godwin, Compliance Officer and General Counsel for Pace Runners, Inc., to enter a new lease agreement for Cargo Bays 1 and 4 for a primary term of one (1) year with one (1)-year option. Additionally, Pace Runners, Inc., requests to lease two parking spaces adjacent to the East Cargo Building.

Pace Runners, Inc., was approved to exercise the second and final option of the lease for Cargo Bay 1 commencing February 1, 2023. Additionally, they were approved for two (2) parking spaces adjacent to the East Cargo Building for 18-wheeler trucks. On December 21, 2023, Pace Runners, Inc., was approved to enter a new lease for Cargo Bay 4 with the lease commencing January 1, 2024 and expiring December 31, 2024. Pace Runners, Inc., requests to combine the leases for all properties

If approved, a new lease will be issued for Cargo Bays 1, 4 and two parking spaces commencing January 1, 2025 and expiring December 31, 2025. A copy of the letter is attached for your information.

FINANCES:

Rental Rate: Bay #1- 6,000 sf x $5.37976 = $2,689.88 per month $32,278.56 per year
Bay #4- 2,000 sf x $5.16759 = $ 861.26 per month $10,335.17 per year
Parking Spaces 2 X $100.00 = $ 200.00 per month
TOTAL $3,751.14 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. 8
REGULAR MEETING NO. 814-24

DATE: DECEMBER 19, 2024 **AIRPORT: REGIONAL**

SUBJECT: AWARD A CONTRACT TO PLILER INTERNATIONAL FOR THE PURCHASE OF A SWEEPER-VACUUM TRUCK FOR SHREVEPORT REGIONAL AIRPORT

PURPOSE:

Award a contract to Pliler International for the purchase of a sweeper-vacuum truck for Shreveport Regional Airport

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BACKGROUND INFORMATION AND DISCUSSION:

The City of Shreveport's Purchasing Division requested bids (IFB-24-063) for the purchase of a sweeper-vacuum truck at Shreveport Regional Airport. The sweeper-vacuum truck will facilitate removal of foreign object debris from runways and taxiways, ensuring safe operations of aircraft and preventing potential damage and accidents.

The bids were opened November 12, 2024. One (1) responsive bid was received as follows:

Company	Bid
Pliler International.	$306,500.00

Airport management reviewed the bid and recommends awarding the contract to Pliler International in the amount of $306,500.00.

This project is 90% FAA and 10% LADOTD funded.

FINANCES:

Amount: $306,500.00

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 W. Blackwell, Jr.
Director of Airports