SHREVEPORT AIRPORT AUTHORITY

REGULAR BOARD MEETING

JANUARY 23, 2025

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. 815-25
JANUARY 23, 2025

ROLL CALL

Oliver Jenkins, Chairman _____

Kay Medlin, Vice-Chairman _____

Jonathan Reynolds _____

Tangela Sylvie _____

Raymond Alley _____

SHREVEPORT AIRPORT AUTHORITY
MEETING NO. 815-25
SCHEDULED AGENDA
JANUARY 23, 2025

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 December 19, 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 – February 20, 2025

SHREVEPORT AIRPORT AUTHORITY
CONSENT AGENDA
REGULAR MEETING NO. 815 – 25
JANUARY 23, 2025

DOWNTOWN AIRPORT

NONE

REGIONAL AIRPORT

NONE

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA
REGULAR MEETING NO. 815-25
JANUARY 23, 2025

DOWNTOWN AIRPORT

ITEM NO. 1 - TO APPROVE A REQUEST BY MR. MICHAEL PHILLIPS D/B/A FURYIOUS AVIATION, LLC TO ENTER A NEW COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 141 AT SHREVEPORT DOWNTOWN AIRPORT

ITEM NO. 2A - TO APPROVE A REQUEST BY MR. JOHN H. VICE D/B/A J.V. HOLDINGS CO., INC., TO BE RELEASED FROM ANY AND ALL RESPONSIBILITY IN AND OBLIGATION TO THE LEASE AGREEMENT FOR LOT 125 AT SHREVEPORT DOWNTOWN AIRPORT

ITEM NO. 2B - TO APPROVE A REQUEST BY MR. PRESTON GREEN TO ASSUME THE NON-COMMERCIAL LEASE AGREEMENT FOR LOT 125 AT SHREVEPORT DOWNTOWN AIRPORT

ITEM NO. 3 - TO APPROVE A REQUEST BY MR. TROY SHRAMEK TO ENTER INTO A NEW NON-COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 76 AT SHREVEPORT DOWNTOWN AIRPORT

ITEM NO. 4 - TO ENTER INTO SUPPLEMENTAL TASK AGREEMENT #1 WITH GARVER, LLC FOR DESIGN SERVICES FOR THE NORTHWEST RAMP PROJECT AT SHREVEPORT DOWNTOWN AIRPORT

REGIONAL AIRPORT

ITEM NO. 5 - TO ENTER INTO AN AGREEMENT WITH THE QUOTIENT GROUP TO MANAGE THE TERMINAL ADVERTISING PROGRAM AT SHREVEPORT REGIONAL AIRPORT

ITEM NO. 6 - TO APPROVE A REQUEST TO ENTER INTO TASK AGREEMENT #4 WITH KSA ENGINEERS, INC., FOR PROGRAM MANAGEMENT SERVICES RELATED TO THE RELOCATION OF THE AIRPORT TRAFFIC CONTROL TOWER AND TERMINAL MODERNIZATION PROJECTS AT SHREVEPORT REGIONAL AIRPORT

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 1
REGULAR MEETING NO. 815-25

DATE: JANUARY 23, 2025 **AIRPORT: DOWNTOWN**

SUBJECT: TO APPROVE A REQUEST BY MR. MICHAEL PHILLIPS D/B/A FURYIOUS AVIATION, LLC TO ENTER A NEW COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 141 AT SHREVEPORT DOWNTOWN AIRPORT

PURPOSE:

To approve a request by Mr. Michael Phillips d/b/a Furyious Aviation, LLC to enter a new Commercial Ground Lease Agreement for Lot 141 at Shreveport Downtown Airport

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BACKGROUND INFORMATION AND DISCUSSION:

Management received notification from Mr. Michael Phillips d/b/a Furyious Aviation, LLC that he had purchased the improvements located on Lot 141 at the Shreveport Downtown Airport from Mr. Kevin Gamble d/b/a 3G Aviation, LLC. Mr. Phillips submitted an application dated January 15, 2025, for approval to enter into a new commercial ground lease. Mr. Phillips will be using the hangar for pilot instruction or flight school.

Mr. Miller has requested to enter into a new Commercial Ground Lease Agreement for one primary term of ten (10) years and two ten (10) year extensions provided LESSEE has made a capital investment of up to $300,000.00 on the Leased Premises.

If approved, the Authority will execute the Commercial Ground Lease Agreement for a primary term which will commence February 1, 2025, and will expire January 31, 2035. To exercise the option LESSEE shall provide written notice to LESSOR sixty (60) days before the expiration of the initial term of their intent to extend this Lease. LESSEE shall also provide written notice to LESSOR sixty (60) days before the expiration of the first extension term of their intent to extend this Lease under the second option. A copy of the application is attached for your information.

FINANCES:

Rental Rate: 22,950 sq.ft. x $.303601 = $6,967.64 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. 2A
REGULAR MEETING NO. 815-25

DATE: **JANUARY 23, 2025** **AIRPORT: DOWNTOWN**

SUBJECT: **TO APPROVE A REQUEST BY MR. JOHN H. VICE D/B/A J.V. HOLDINGS CO., INC., TO BE RELEASED FROM ANY AND ALL RESPONSIBILITY IN AND OBLIGATION TO THE LEASE AGREEMENT FOR LOT 125 AT SHREVEPORT DOWNTOWN AIRPORT**

PURPOSE:

To approve a request by Mr. John H. Vice d/b/a J.V. Holdings Co., Inc., to be released from any and all responsibility in and obligation to the Lease Agreement for Lot 125 at Shreveport Downtown Airport

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BACKGROUND INFORMATION AND DISCUSSION:

Management received notification from Mr. John H. Vice indicating that Mr. Preston Green had purchased the improvements located on Lot 125 at Shreveport Downtown Airport.

Mr. Vice is requesting that he be released from any and all responsibility in and obligation to the lease effective January 31, 2025.

FINANCES:

Rental Rate: 17,500 sq.ft. x $.18314400 = $3,205.02 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. 815-25

DATE: JANUARY 23, 2025 **AIRPORT: DOWNTOWN**

SUBJECT: TO APPROVE A REQUEST BY MR. PRESTON GREEN TO ASSUME THE NON-COMMERCIAL LEASE AGREEMENT FOR LOT 125 AT SHREVEPORT DOWNTOWN AIRPORT

PURPOSE:

To approve a request by Mr. Preston Green to assume the Non-Commercial Lease Agreement for Lot 125 at Shreveport Downtown Airport

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BACKGROUND INFORMATION AND DISCUSSION:

Management received notification from Mr. Preston Green that he had purchased the hangar and improvements located on Lot 125 at the Shreveport Downtown Airport from Mr. John H. Vice. Mr. Green submitted an application dated December 6, 2024, to assume the remainder of the lease term previously assigned to Mr. Vice.

Mr. Green has requested that he be approved for the remainder of Mr. Vice's lease. Mr. Vice was approved on November 17, 2022, to exercise the first option of the non-commercial lease agreement for Lot 125 which commenced on January 1, 2021, will expire December 31, 2025.

If approved, Mr. Green will execute an assumption to the Ground Lease Agreement for the remainder of the first option of the non-commercial lease agreement for Lot 125. A copy of the application is attached for your information.

FINANCES:

Rental Rate: 17,500 sq.ft. x $.18314400 = $3,205.02 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. 815-25

DATE: JANUARY 23, 2025 **AIRPORT: DOWNTOWN**

SUBJECT: TO APPROVE A REQUEST BY MR. TROY SHRAMEK TO ENTER INTO A NEW NON-COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 76 AT SHREVEPORT DOWNTOWN AIRPORT

PURPOSE:

To approve a request by Mr. Troy Shramek to enter into a new Non-Commercial Ground Lease Agreement for Lot 76 at Shreveport Downtown Airport

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BACKGROUND INFORMATION AND DISCUSSION:

Management received an application from Mr. Troy Shramek indicating that he had elected to enter into a new non-commercial ground lease agreement for Lot 76 at the Shreveport Downtown Airport.

Mr. Shramek has requested to enter into a new Non-Commercial Ground Lease Agreement for one primary term of ten (10) years and two ten (10) year extensions provided LESSEE has made a capital investment of up to $300,000.00 on the Leased Premises.

If approved, the Authority will execute the Non-Commercial Ground Lease Agreement for a primary term which will commence February 1, 2025, and will expire January 31, 2035. To exercise the option LESSEE shall provide written notice to LESSOR sixty (60) days before the expiration of the initial term of their intent to extend this Lease. LESSEE shall also provide written notice to LESSOR sixty (60) days before the expiration of the first extension term of their intent to extend this Lease under the second option. A copy of the application is attached for your information.

FINANCES:

Rental Rate: 17,500 sq.ft. x $.235971 = $4,129.49 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. 815-25

DATE: JANUARY 23, 2025 **AIRPORT: DOWNTOWN**

SUBJECT: TO ENTER INTO SUPPLEMENTAL TASK AGREEMENT #1 WITH GARVER, LLC FOR DESIGN SERVICES FOR THE NORTHWEST RAMP PROJECT AT SHREVEPORT DOWNTOWN AIRPORT

PURPOSE:

To enter into Supplemental Task Agreement #1 with Garver, LLC for design services for the Northwest Ramp project at Shreveport Downtown Airport

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BACKGROUND INFORMATION AND DISCUSSION:

In October 2024, Garver, LLC entered into a Master Services Agreement with the Shreveport Airport Authority, which includes design services for the Northwest Ramp at Shreveport Downtown Airport.

During the Preliminary Engineer's Report analysis, it was determined the asphalt pavement is deteriorating, showing severe fatigue cracking throughout. Based on the PER analysis and review comments from the FAA and LADOTD, a new asphalt section is to be designed and constructed.

Airport Management received a proposal for design services from Garver, LLC in the amount of $125,000.00, and upon review, determined the fee proposal was acceptable. This project will be 100% LADOTD funded.

FINANCES:

Amount not to exceed: $125,000.00

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. 815-25

DATE: JANUARY 23, 2025 **AIRPORT: REGIONAL**

SUBJECT: TO ENTER INTO AN AGREEMENT WITH THE QUOTIENT GROUP TO MANAGE THE TERMINAL ADVERTISING PROGRAM AT SHREVEPORT REGIONAL AIRPORT

PURPOSE:

To enter into an agreement with The Quotient Group to manage the terminal advertising program at Shreveport Regional Airport

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BACKGROUND INFORMATION AND DISCUSSION:

The City of Shreveport's Purchasing Division requested proposals (RFP-24-821) for companies to manage the terminal advertising program for Shreveport Regional Airport. Respondents were asked to provide proposals for maintaining and expanding the advertising program inside and outside the terminal and concourse areas.

There was one response from The Quotient Group. The proposals were reviewed and scored, and The Quotient Group was selected.

FINANCES:

Amount: 50% of sales revenue

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. 815-25

DATE: JANUARY 23, 2025 **AIRPORT: REGIONAL**

SUBJECT: TO APPROVE A REQUEST TO ENTER INTO TASK AGREEMENT #4 WITH KSA ENGINEERS, INC., FOR PROGRAM MANAGEMENT SERVICES RELATED TO THE RELOCATION OF THE AIRPORT TRAFFIC CONTROL TOWER AND TERMINAL MODERNIZATION PROJECTS AT SHREVEPORT REGIONAL AIRPORT

PURPOSE:

To approve a request to enter into Task Agreement #4 with KSA Engineers, Inc., for Program Management Services related to the Relocation of the Airport Traffic Control Tower and Terminal Modernization Projects at Shreveport Regional Airport

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BACKGROUND INFORMATION AND DISCUSSION:

In July 2023, KSA Engineers, Inc., entered into a Master Services Agreement with the Shreveport Airport Authority for annual Program Management Services for the Airport Traffic Control Tower Relocation and Terminal Modernization Programs. The tasks for the second year of the program to be completed under this task agreement will include development of design and construction sequencing, locating and securing funding sources for projects, management of the airport's DBE and PFC programs, etc. The complete scope of work is attached as Exhibit A for your information.

Airport Management has received a proposal for Task Order #4, for calendar year 2025, to include work performed within the scope on the Airport Traffic Control Tower Relocation Project and Terminal Modernization Projects in the amount of $217,150.00. Per FAA guidelines, a third-party Independent Fee Estimate (IFE) on the KSA fee proposal was conducted. Upon review of the fee proposal and IFE, Airport staff, the FAA and LADOTD determined the fee proposal from KSA was acceptable.

This service is reimbursable through FAA and LADOTD grants.

FINANCES:

Amount: Not to Exceed $217,150.00

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