SHREVEPORT AIRPORT AUTHORITY
November 21, 2024
Meeting No. 813-24

The Shreveport Airport Authority regular meeting was called to order by Chairman Oliver Jenkins at 9:00 a.m. in the Conference Room of the Shreveport Airport Authority located at Shreveport Regional Airport.

PRESENT:
Oliver Jenkins
Jonathan Reynolds
Raymond Alley

ABSENT:
Kay Medlin
Tangela Sylvie

STAFF:
Larry W. Blackwell, Jr.
Stacy Kuba
Tiffany Bagley
Mark Crawford
Bruce Hollander
Stephen Price
Michael Leuellen
Lisa Clark
Nelda Garza

Marcus Edwards – City Attorney
Blake Roberson - Garver
Jonathan Farmer – KSA
Keith O'Connor - Corgan
Robert VanHoy – Signature

Board Member Jonathan Reynolds provided the opening prayer. Board Member Raymond Alley led the Pledge of Allegiance to the American flag.

PUBLIC COMMENTS – None

Motion was made by Mr. Alley, seconded by Mr. Reynolds to approve the minutes from the regular meeting held October 21, 2024. Motion passed 3 – 0.

CONSENT AGENDA - NONE

DISCUSSION AGENDA

DISCUSSION AGENDA 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 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 was requesting that he be released from any and all responsibility in and obligation to the lease effective November 30, 2024. Rental Rate: 4,042.5 sq.ft. x $.26305294 = $1,063.26 per year. Management recommended approving this agenda item as presented.

Motion was made by Mr. Alley to approve Discussion Agenda Item No. 1A, seconded by Mr. Reynolds. Motion passed 3 – 0.

DISCUSSION AGENDA 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 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. Rental Rate: 4,042.5 sq.ft. x $.271306 = $1,096.62 per year (New CPI effective 12/1/2024) Management recommended approving this agenda item as presented. __

Motion was made by Mr. Reynolds to approve Discussion Agenda Item No. 1B, seconded by Mr. Alley. Motion passed 3 – 0.

DISCUSSION AGENDA 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 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. Rental Rate: 17,500 sq.ft. x $.32258914 = $5,645.31 per year. Management recommended approving this agenda item as presented.

Motion was made by Mr. Reynolds to approve Discussion Agenda Item No. 2A, seconded by Mr. Alley. Motion passed 3 – 0.

DISCUSSION AGENDA ITEM NO. 2B - TO APPROVE A REQUEST BY MR. TROY SHRAMEK TO ASSUME THE COMMERCIAL LEASE AGREEMENT FOR LOT 76 AT SHREVEPORT DOWNTOWN AIRPORT 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. Rental Rate: 17,500 sq.ft. x $.32258914 = $5,645.31 per year Management recommended approving this agenda item as presented.

Motion was made by Mr. Alley to approve Discussion Agenda Item No. 2B, seconded by Mr. Reynolds. Mr. Shramek had indicated on the application that he wanted a non-commercial lease since this was an assumption, conversations followed about lease conversion. Motion was tabled to be revisited later in the meeting.

DISCUSSION AGENDA 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 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.
Rental Rate: 7,500 sq.ft. x $.235971 = $1,769.78 per year. Management recommended approving this agenda item as presented.

Motion was made by Mr. Alley to approve Discussion Agenda Item No. 3, seconded by Mr. Reynolds. Motion passed 3 – 0.

DISCUSSION AGENDA 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 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 six (6) years. The property will be leased as-is. Delta Fuel Company will be responsible for all maintenance and utilities. Rental Rate: $7,200.00 per month Management recommended approving this agenda item as presented.

Motion was made by Mr. Reynolds to approve Discussion Agenda Item No. 4, seconded by Mr. Alley. Motion passed 3 – 0.

DISCUSSION AGENDA ITEM NO. 5 - TO AWARD AND ENTER INTO A CONTRACT WITH DAREN BAILEY, INC., FOR THE HANGAR 40 WALL REPAIR AT SHREVEPORT REGIONAL AIRPORT 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. Amount: $248,103.00. Management recommended approving this agenda item as presented.

Motion was made by Mr. Reynolds to approve Discussion Agenda Item No. 5, seconded by Mr. Alley. Motion passed 3 – 0.

DISCUSSION AGENDA 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 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. Management recommended approving this agenda item as presented.

Motion was made by Mr. Reynolds to approve Discussion Agenda Item No. 6, seconded by Mr. Alley. Motion passed 3 – 0.

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

Motion was made by Mr. Jenkins to revisit and approve Discussion Agenda Item No. 2B, seconded by Mr. Reynolds. After some discussion it was determined that the lease could not be converted to a non-commercial as an assumption. Motion passed 2 – 1 with Mr. Reynolds opposed.

Airport Management requested the Board to consider adding Discussion Agenda Item No. 7 to the agenda. There were no comments for or against adding the item. Motion was made by Mr. Alley, seconded by Mr. Reynolds to add the following agenda item:

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 7
REGULAR MEETING NO. 813-24

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

SUBJECT: TO APPROVE A REQUEST TO ENTER INTO SUPPLEMENTAL TASK AGREEMENT #5 WITH CORGAN FOR ARCHITECTURAL DESIGN SERVICES RELATED TO THE NEW AIRPORT TRAFFIC CONTROL TOWER AT SHREVEPORT REGIONAL AIRPORT

PURPOSE:

To approve a request to enter into Supplemental Task Agreement #5 with Corgan for architectural design services related to the new Airport Traffic Control Tower at Shreveport Regional Airport

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BACKGROUND INFORMATION AND DISCUSSION:

In October 2023, the Shreveport Airport Authority entered into a Master Services Agreement with Corgan to provide 30% architectural design and engineering services for the new Airport Traffic Control Tower (ATCT) at Shreveport Regional Airport.

Airport Management has received a proposal for professional design services from Corgan related to the new ATCT at Shreveport Regional Airport. The fee proposal amount of $787,707.00 was received on November 18, 2024, and based upon an independent fee assessment was found to be fair and reasonable.

This project is funded 90% by the FAA and 10% by the Louisiana Department of Transportation and Development.

FINANCES:

Amount Not to Exceed : $787,707.00

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

Motion was made by Mr. Alley, seconded by Mr. Reynolds to approve Discussion Agenda Item No. 7. Motion passed 3- 0.

CHAIRMAN'S REPORT: Mr. Jenkins said that he continued to receive very positive feedback on the appearance and new amenities provided at the airport.

BOARD MEMBER REPORTS: Mr. Alley said he also had received good comments about the new look of the airport. Mr. Reynolds expressed congratulations on the Nashville service.

DIRECTOR'S REPORT – Director Larry Blackwell was present to provide this report:

- Mr. Blackwell announced that Allegiant Air was offering twice-weekly direct flights to Nashville, Tennessee, beginning in May 2025. The airport had been seeking flights to Nashville for the last eight years.
- Mr. Blackwell said that he and Mrs. Kuba had traveled to Fort Worth on November 13th to meet with the Federal Aviation Administration Airports District office personnel. The meeting was to thank them for their recent $10 million in BIL grant awards and discuss future projects and funding opportunities.
- Mr. Blackwell said that American Airlines had agreed to hire additional ground support staff. It was expected that as staff was increased, baggage wait times would be reduced.
- Mr. Blackwell said the first shipment of new terminal seating had arrived. A second shipment was scheduled to arrive within the first two weeks of December. He said that new seating should begin appearing in the terminal during the next two weeks.
- The Sky Grill at Downtown Airport was offering pre-prepared Thanksgiving appetizers, side dishes and desserts for purchase.

Mr. Blackwell had requested that the engineers in charge of several of the airport projects in progress be present for this meeting to give updates on their current status. Blake Roberson of Garver, Jonathan Farmer of KSA and Keith O'Connor of Corgan were present and provided brief reports on the construction projects at Regional and Downtown Airports.

- **BUSINESS AND FINANCE REPORT:** Ms. Tiffany Bagley, Business and Finance Manager, compiled and presented this report. Ms. Bagley said the aging schedule as of month end for October, 2024 showed an overall balance of $1,206,125. Revenue for October was approximately $1,322,134 an 11% increase in comparison to the 3-year average. Expenses were $1,095,739, which was an increase of approximately 12% in comparison to the prior 3-year average. Net gain of $226,395. Ms. Bagley said that due to Mr. Blackwell's efforts as of December 1, the Airport's funds will be held in an interest-bearing operating account.
- **MARKETING REPORT:** Mr. Mark Crawford was present to give the Marketing Report. Total scheduled air carrier enplanements for October 64,752 which was a 11.93% increase over October 2023. Year-to-date there had been 586,120 passengers which was a 15.05% increase over 2023. Fuel flowage report for October 2024 showed an increase of 3.05% over 2023. Fuel flowage report for Downtown Airport showed a decrease of 12.22% year to date over 2024. The

Airport achieved a record month in October with over $180,000 in retail sales with Tailwind and this is before Southern Maid and Great Raft opens.

NEW BUSINESS - NONE

OLD BUSINESS - City Attorney Marcus Edwards said the revised Airport ground leases were close to being ready to post for public comment. The City Attorney's office hopes to find a way for the ground lease tenants to comply with the policies in place. The lease agreement is not the end of this path. He said that they will have to establish a leasing policy based upon the lease and the Airport Rules and Regulations need to be consistent with the lease and the leasing policy in order for all of this to work. There is a whole regime on how the Airport does business going forward that is a part of this.

There being no further business, the meeting was adjourned.

OLIVER JENKINS, CHAIRMAN LARRY W. BLACKWELL, JR., SECRETARY