SHREVEPORT AIRPORT AUTHORITY
October 17, 2024
Meeting No. 812-24

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

Kristina Douglas – City Attorney
Blake Roberson - Garver
Jonathan Farmer – KSA
Brian Reddy - Corgan
Bridget Lantz/Robert VanHoy – Signature
Justin Ernest – E-Con

Board Member Raymond Alley provided the opening prayer. Chairman Oliver Jenkins led the Pledge of Allegiance to the American flag.

CHAIRMAN'S REPORT: Mr. Jenkins questioned about the parking signage not working. Mr. Blackwell said that staff continued to work with SP+ to get the signage operating properly.

BOARD MEMBER REPORTS: Mr. Alley asked about airline crew parking status. Mr. Blackwell said staff were working on rates and charges and had checked the rates other airports were charging. He said they found a range all the way from nothing up to $360 per year. Mr. Alley commented that he felt it was a goodwill thing and wished we could do something for them. Mr. Jenkins commented that he wanted to ensure that we had capacity. Mr. Blackwell said this issue would be addressed at the December meeting.

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

- Mr. Blackwell said that derelict aircraft removal had begun. Western Global Airlines notified the airport they would be razing two MD-11 aircraft in the coming weeks. This is an effort to remove aircraft from non-leased ramp space.
- Mr. Blackwell said that on October 7, Tim Wilhite (RASA), Mark Crawford and himself met with representatives from Sports South regarding a large dealer conference being held in Shreveport next June. Sports South is expecting over 3,000 people to attend the conference. Airport staff will work with our airline and car rental companies to help facilitate the large influx of visitors.
- Mr. Blackwell announced that the new custodial company, FCS, had begun cleaning the terminal and was doing a great job.
- Mr. Blackwell and Mark Crawford were scheduled to attend an air service conference in Green Bay the following week. There were meetings scheduled with seven different air carriers to discuss air service possibilities in Shreveport.

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 and Jonathan Farmer of KSA 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 August, 2024 showed an overall balance of $1,165,690. Revenue for August was approximately $1,297,466 a 5% increase in comparison to the 3-year average. Expenses were $1,042,347 which was a decrease of approximately 3% in comparison to the prior 3-year average. Net gain of $159,783. Ms. Bagley said the aging schedule as of month end for September, 2024 showed an overall balance of $1,163,205. Revenue for August was approximately $1,350,811 a 13% increase in comparison to the 3-year average. Expenses were $915,361 which was a decrease of approximately 18% in comparison to the prior 3-year average.

- **MARKETING REPORT:** Mr. Mark Crawford was present to give the Marketing Report. Total scheduled air carrier enplanements for September 58,115 which was an 8.99% increase over September 2023. Year-to-date there had been 521, 368 enplanements which was a 11.99% increase over 2023. Fuel flowage report for September 2024 showed an increase of 1.38% over 2023. Fuel flowage report for Downtown Airport showed a decrease of 10.92% year to date over 2023.

Mr. Jenkins said he had received a lot of positive feedback relating to the food and service at Tailwind at the Regional Airport. Mr. Alley commented that he had eaten at the Downtown Airport Restaurant recently and the food and the service was good.

PUBLIC COMMENTS – None

The meeting paused until the arrival of a third Board member and reconvened at 10 a.m.

Motion was made by Mr. Alley, seconded by Mr. Reynolds to approve the minutes from the regular meeting held August 29, 2024. Motion passed 3 – 0.

CONSENT AGENDA

CONSENT AGENDA ITEM NO. 1 - TO APPROVE THE REQUEST BY MR. ALFRED T. MOORE d/b/a HANGAR 24, LLC TO EXERCISE THE SECOND AND FINAL OPTION OF THE COMMERCIAL LEASE AGREEMENT FOR LOT 24 AT SHREVEPORT REGIONAL AIRPORT Management has received a letter from Mr. Alfred T. Moore d/b/a Hangar 24 LLC requesting to exercise the second and final option of the Lease Agreement for Lot 24 at Shreveport Regional Airport. The second and final option of the current lease expires November 30, 2024. Upon approval, the second and final option commenced December 1, 2024 and expire November 30, 2029. Mr. Moore's account and insurance were in good standing. Rental Rate: 20,000 sf x $0.2426080 = $4,852.16 per year. Management recommended approving this consent agenda item as presented.

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

DISCUSSION AGENDA

DISCUSSION AGENDA ITEM NO. 1 - TO ADOPT A RESOLUTION TO REQUEST FUNDS FROM THE LOUISIANA DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT AVIATION DIVISION (LADOTD) FOR THE 2025-2029 AIRPORT CAPITAL IMPROVEMENT PLAN AT SHREVEPORT DOWNTOWN AIRPORT The Louisiana Department of Transportation and Development Aviation Division (LADOTD) is preparing for the Fiscal Years 2025-2029 Aviation Priority Program. The LADOTD has requested that the Authority submit a list of projects, in priority order, for the next five (5) years. These projects have been discussed with the Federal Aviation Administration (FAA) and the Louisiana Department of Transportation (LADOTD) in order to qualify for the 2025-2029 Program. In response, Management has prepared a Capital Improvement Plan form which will serve as the application for state financial assistance. This program provides for 100% state funded projects. The goals for 2025 are:

(1) Northwest Ramp (Construction)

2025 Total State Only Amount requested: $1,000,000. Management recommended approving this agenda item as presented.

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

DISCUSSION AGENDA ITEM NO. 2 - TO ADOPT A RESOLUTION TO REQUEST FUNDS FROM THE LOUISIANA DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT AVIATION DIVISION FOR THE 2025-2029 AIRPORT CAPITAL IMPROVEMENT PLAN AT SHREVEPORT REGIONAL AIRPORT
The Louisiana Department of Transportation and Development Aviation Division is preparing

for the Fiscal Year 2025-2029 Aviation Priority Program. The LA DOTD has requested that the Airport Authority submit a list of projects, in priority order, for the next five (5) years. These projects have been discussed with the Federal Aviation Administration (FAA) and the Louisiana Department of Transportation (LADOTD) in order to qualify for the 2025-2029 Program. In response, Management has prepared a Capital Improvement Plan form which will serve as the application for state financial assistance. This program provides 100% state funded projects: The goals for 2025 are:

(1) Terminal Modernization (ATCT Relocation Construction)
2025 Total State Only Amount requested: $3,000,000
Management recommended approving this agenda item as presented.

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

DISCUSSION AGENDA ITEM NO. 3 - TO ENTER INTO AN AGREEMENT WITH ARNOLD & ASSOCIATES INTERIORS, INC., TO PURCHASE PRE-SECURITY SEATING AT SHREVEPORT REGIONAL AIRPORT The City of Shreveport's purchasing division requested proposals (RFP-23-810) for new airport seating. Respondents were asked to provide proposals for new airport seating pre- and post-security, which included a layout with a variety of seating types. There were 3 responses that included proposals from Arnold & Associates Interiors, Inc., Zoeftig, LTD., and Vitra. The proposals were reviewed and scored. Arnold & Associates Interiors, Inc., was selected to provide seating pre-security. This project is 100% funded by the SAA. Amount: $247,939.05
Management recommended approving this agenda item as presented.

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

DISCUSSION AGENDA ITEM NO. 4 - TO ADOPT A RESOLUTION AUTHORIZING THE CHAIRMAN TO ACCEPT AND EXECUTE A LOUISIANA DEPARTMENT OF TRANSPORTATION AVIATION DIVISION SPONSOR/STATE AGREEMENT NO. H.016014 FOR AIRFIELD DRAINAGE REHABILITATION - RUNWAY 14/32 (CONSTRUCTION) AT SHREVEPORT REGIONAL AIRPORT
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 has requested the Authority adopt a resolution of acceptance for Airfield Drainage Rehabilitation - Runway 14/32 (Construction) at Shreveport Regional 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 $407,583.00. Management recommended approval of this agenda item as presented. Total Amount of Grant: An amount not to exceed $407,583.00. Management recommended approving this agenda item as presented.

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

NEW BUSINESS - NONE

OLD BUSINESS - NONE

There being no further business, the meeting was adjourned.

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