SHREVEPORT AIRPORT AUTHORITY
January 23, 2025
Meeting No. 815-25

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
Kay Medlin
Jonathan Reynolds
Raymond Alley

ABSENT:
Tangela Sylvie

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

Marcus Edwards/Kristina Douglas – City Attorney
Jonathan Farmer – KSA
Keith O'Connor- Garver

Board Member Raymond Alley provided the opening prayer. Vice-Chair Kay Medlin led the Pledge of Allegiance to the American flag.

PUBLIC COMMENTS – None

Motion was made by Mr. Alley, seconded by Mr. Jenkins to approve the minutes from the regular meeting held December 19, 2024. Motion passed 3 – 0.

CONSENT AGENDA - NONE

DISCUSSION AGENDA

DISCUSSION AGENDA 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 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. Upon approval, 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. Rental Rate:22,950 sq.ft. x $.303601 = $6,967.64 per year. Management recommended approving this agenda item as presented.

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

DISCUSSION AGENDA 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 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. Rental Rate: 17,500 sq.ft. x $.18314400 = $3,205.02 per year. Management recommended approving this agenda item as presented.

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

Mr. Reynolds arrived at the meeting.

DISCUSSION AGENDA 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
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.
Rental Rate: 17,500 sq.ft. x $.18314400 = $3,205.02 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 Ms. Medlin. Motion passed 4 – 0.

DISCUSSION AGENDA 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
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.
Rental Rate: 17,500 sq.ft. x $.235971 = $4,129.49 per year. Management recommended approving this agenda item as presented.

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

DISCUSSION AGENDA 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 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. Amount not to exceed: $125,000.00. Management recommended approving this agenda item as presented.

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

DISCUSSION AGENDA ITEM NO. 5 - TO ENTER INTO AN AGREEMENT WITH THE QUOTIENT GROUP TO MANAGE THE TERMINAL ADVERTISING PROGRAM AT SHREVEPORT REGIONAL AIRPORT
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. Amount: 50% of sales revenue 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 4 – 0.

DISCUSSION AGENDA 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 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. Amount: Not to Exceed $217,150.00. Management recommended approving this agenda item as presented.

Motion was made by Mr. Reynolds, seconded by Mr. Alley to approve Discussion Agenda Item No. 6. Motion passed 4- 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. Mr. Jenkins said that he had received a call from an official who flew in on Delta and experienced a 50 minute delay in getting their baggage. He said that he made it very clear that this was the responsibility of the airline, but he stated that it does reflect badly on the airport.

BOARD MEMBER REPORTS: Ms. Medlin said that a co-worker had recently flown on United Airline and their comments about the people with United were complimentary but they were delayed resulting in them missing their connection in Houston. She said that she continued to receive positive comments on the changes and the new look of the airport. Mr. Reynolds said that he also continued to receive extremely positive and complimentary comments on the new look of the airport. He also congratulated the Director on the recent successes.

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

- Mr. Blackwell announced that there would be a public meeting held to discuss the environmental assessment for the relocation of the airport traffic control tower. The meeting was scheduled for January 30, 2025 at the SPAR Airport Park Community Center from 5:00 p.m. to 7:00 p.m.
- Mr. Blackwell informed those present that post-security seating had been installed. He said that staff were currently requesting quotes to add electrical outlets to accommodate additional seat chargers. He said that pre-security seating was scheduled to be installed later in the spring.
- Mr. Blackwell said that a Great Raft Tap Room had been opened adjacent to the American Airlines gate.
- Mr. Blackwell said the stairwells at gates 2 and 3 received fresh paint and stair-step covers on broken steps, in addition to a deep cleaning.
- Mr. Blackwell said that a digital way finding display was being installed just beyond the security checkpoint. He said the display should aid passengers in finding their gates and available concessions on each concourse.

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. Stacy Kuba provided the Garver report. Keith O'Connor of Corgan was present and provided a brief report 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 December, 2024 showed an overall decrease from $1,413,911 to $1,044,444. Revenue for December was approximately $1,390,358 about 19% above the 3-year average. Expenses were just over $1,093,358 a 9% decrease over the 3-year average. Net gain of approximately $297,000. Ms. Bagley said it was financially a very healthy month.
- **MARKETING REPORT:** Mrs. Stacy Kuba was present to give the Marketing Report for Mark Crawford. Total scheduled air carrier enplanements for 2024 were more than 715,000 passengers.

NEW BUSINESS - NONE

OLD BUSINESS - NONE

There being no further business, the meeting was adjourned.

OLIVER JENKINS, CHAIRMAN

LARRY W. BLACKWELL, JR., SECRETARY