SHREVEPORT AIRPORT AUTHORITY
March 18, 2025

Meeting No. 816-25

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
Tangela Sylvie
Raymond Alley

ABSENT:
Jonathan Reynolds

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

Kristina Douglas – City Attorney
Jonathan Farmer – KSA
Jordan Culver – Garver
Kelly Garvin – Tubreaux
Keith O'Conner/Brian Chanda – Corgan
Justin Earnest – E-con
Collin Neu/Molly Neu/Isaiah – Neu Aviation

Board Member Tangela Sylvie 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 Ms. Sylvie to approve the minutes from the regular meeting held January 23, 2025. Motion passed 4 – 0.

CONSENT AGENDA -

CONSENT AGENDA ITEM NO. 1 - TO APPROVE THE REQUEST BY MR. GEORGE CARROLL TO EXERCISE THE SECOND AND FINAL OPTION OF THE NON-COMMERCIAL LEASE AGREEMENT FOR LOT 73 AT SHREVEPORT DOWNTOWN AIRPORT Management received a letter from Mr. George Carroll requesting

to exercise the second and final option of the Lease Agreement for Lot 73 at Shreveport Downtown Airport. If approved, the second and final option will commence March 1, 2025 and expire February 28, 2030. Mr. Carroll's account and insurance are currently in good standing. Rental Rate: 11,904 sf x $0.184158 = $2,192.22 per year. Management recommended approving this consent agenda item as presented.

CONSENT AGENDA ITEM NO. 2 - TO APPROVE THE REQUEST BY MR. JAMES W. POOLE TO EXERCISE THE SECOND AND FINAL OPTION OF THE NON-COMMERCIAL LEASE AGREEMENT FOR LOT 51 AT SHREVEPORT DOWNTOWN AIRPORT Management received a letter from Mr. James W. Poole requesting to exercise the second and final option of the Non-Commercial Lease Agreement for Lot 51 at Shreveport Downtown Airport. If approved, the second and final option will commence May 1, 2025 and expire April 30, 2030. Mr. Poole's account and insurance are currently in good standing. Rental Rate: 5,418 sf x $0.187722 = $1,017.08 per year. Management recommended approving this consent agenda item as presented.

Mr. Blackwell informed the Board that the City Attorney had requested that the Consent Agenda Items be postponed. Motion was made by Ms. Medlin, seconded by Ms. Tangela to postpone Consent Agenda Items 1 and 2. Motion passed 4 - 0

DISCUSSION AGENDA

DISCUSSION AGENDA ITEM NO. 1 - TO APPROVE A REQUEST BY NEU AVIATION, LLC TO OBTAIN A SELF-FUELING PERMIT AT SHREVEPORT DOWNTOWN AIRPORT Management received a request from Molly Matthews Neu, d/b/a Neu Aviation, LLC, to be approved for a permit to use a mobile tank to fuel their own aircraft. Neu Aviation has completed the necessary paperwork for the permit. They have the required liability insurance on file. Neu Aviation will be required to pay the .10/gal fuel flowage fee at the end of each month. A report on gallons pumped will be submitted to the Airport Authority. Fuel Flowage Fee: .10/Gal Management recommended approving this agenda item contingent on Fire Marshal approval.

Motion made by Mr. Alley, seconded by Ms. Sylvie to approve Discussion Agenda Item No. 1. Motion passed 4 – 0.

DISCUSSION AGENDA ITEM NO. 2 - TO AWARD AND ENTER INTO AN AGREEMENT WITH NEU AVIATION TO LEASE HANGAR 2 AT SHREVEPORT DOWNTOWN AIRPORT Through Request for Proposal 24-825 which was publicly advertised by the City of Shreveport, the Airport pursued a tenant to lease and rehabilitate Hangar 2 at Shreveport Downtown Airport. One business submitted a proposal - Neu Aviation. Neu Aviation proposes to expand flight school operations as the primary use for the facility. In addition, efforts are underway to expand the flight school to include a part 141 program in partnership with Southern University Shreveport. It is requested that the bid be awarded to Neu Aviation contingent upon contract negotiations based on planned improvements to Hangar 2. Fees to be negotiated. Management recommended approving this agenda item as presented.

Motion made by Mr. Alley, seconded by Ms. Sylvie to approve Discussion Agenda Item No. 2. Mr. Collin Neu addressed the Board relative to his vision and plan for Hangar 2. Motion passed 4 – 0.

DISCUSSION AGENDA ITEM NO. 3 - TO APPROVE A REQUEST BY MR. LOU CHANDLER TO ENTER INTO A NEW NON-COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 130 AT SHREVEPORT DOWNTOWN AIRPORT Management received an application from Mr. Lou Chandler indicating that he has elected to enter into a new non-commercial ground lease agreement for Lot 130 at Shreveport Downtown Airport. If approved, the Authority will execute a new ground lease agreement for a primary term commencing April 1, 2025, and expiring March 31, 2035, with two additional ten (10) year options for a total of thirty (30) years. To exercise the options LESSEE shall provide written notice to LESSOR 60 days before the expiration of the initial term of their intent to extend this lease. Rental Rate: 20,625 sq.ft. x $.235971 = $4,866.90 per year. Management recommended approving this agenda item as presented.

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

DISCUSSION AGENDA ITEM NO. 4A - TO APPROVE A REQUEST BY MR. MICHAEL BAMBURG TO BE RELEASED FROM ANY AND ALL RESPONSIBILITY IN AND OBLIGATION TO THE LEASE AGREEMENT FOR LOT 82 AT SHREVEPORT DOWNTOWN AIRPORT Management received an email notification from Mr. Michael Bamburg requesting to be released from any and all responsibility in and obligation to the lease for Lot 82 effective March 31, 2025. Mr. Adam Schindall has purchased the improvements located on Lot 82 at Shreveport Downtown Airport. Rental Rate: 11,000 sq.ft. x $.235971 = $2,595.68 per year. Management recommended approving this agenda item as presented.

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

DISCUSSION AGENDA ITEM NO. 4B - TO APPROVE A REQUEST BY MR. ADAM SCHINDALL D/B/A SCHINDALL PROPERTIES, LLC TO ENTER INTO A NEW NON-COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 82 AT SHREVEPORT DOWNTOWN AIRPORT Management received an email from Mr. Adam Schindall d/b/a Schindall requesting to enter into a new non-commercial ground lease agreement for Lot 82 at the Shreveport Downtown Airport. Mr. Schindall has requested that he be approved for one primary term of ten (10) years and two (2) ten (10) year extensions for a total of thirty (30) years. If approved, the Authority will execute a new ground lease agreement for a primary term commencing April 1, 2025, and expiring March 31, 2035, 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 improvements have in fact been made. Rental Rate: 11,000 sq.ft. x $.235971 = $2,595.68 per year. Management recommended approving this agenda item as presented.

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

DISCUSSION AGENDA ITEM NO. 5A - TO APPROVE A REQUEST BY MR. JACK WYNNE TO BE RELEASED FROM ANY AND ALL RESPONSIBILITY IN AND OBLIGATION TO THE LEASE AGREEMENT FOR LOT 111 AT SHREVEPORT DOWNTOWN AIRPORT Management received an email notification from Mr. Jack Wynne requesting to be released from any and all responsibility in and obligation to the lease for Lot 111 effective March 31, 2025. Mr. James Wheeler has purchased the improvements located on Lot 111 at Shreveport Downtown Airport. Rental Rate: 21,000 sq.ft. x $.235971 = $4,955.39 per year. Management recommended approving this agenda item as presented.

Motion made by Mr. Alley, seconded by Ms. Sylvie to approve Discussion Agenda Item No. 5A. Motion passed 4 – 0.

DISCUSSION AGENDA ITEM NO. 5B - TO APPROVE A REQUEST BY MR. JAMES WHEELER TO ENTER INTO A NEW NON-COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 111 AT SHREVEPORT DOWNTOWN AIRPORT Management received an email from Mr. James Wheeler requesting to enter into a new non-commercial ground lease agreement for Lot 111 at the Shreveport Downtown Airport. Mr. Wheeler has requested that he be approved for one primary term of ten (10) years and two (2) ten (10) year extensions for a total of thirty (30) years. If approved, the Authority will execute a new ground lease agreement for a primary term commencing April 1, 2025, and expiring March 31, 2035, 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 improvements have in fact been made. Rental Rate: 21,000 sq.ft. x $.235971 = $4,955.39 per year. Management recommended approving this agenda item as presented.

Motion made by Ms. Medlin, seconded by Ms. Sylvie to approve Discussion Agenda Item No. 5B. Motion passed 3 – 1 with Ms. Medlin dissenting.

Conversation followed relative to the City Attorney's request that agenda items related to requests for the new lease be postponed. Motion made by Ms. Medlin, seconded by Mr. Jenkins that the Board reconsider Discussion Agenda Items No. 3, 4A, 4B, 5A and 5B. Motion passed 4 – 0. Motion made by Ms. Medlin, seconded by Mr. Jenkins to table Discussion Agenda Items No. 3, 4A, 4B, 5A and 5B.

DISCUSSION AGENDA ITEM NO. 6 - TO ADOPT A RESOLUTION AUTHORIZING THE CHAIRMAN TO ACCEPT AND EXECUTE A LOUISIANA DEPARTMENT OF TRANSPORTATION AVIATION DIVISION SPONSOR/STATE AGREEMENT NO. H.016266 FOR A PROJECT ENTITLED EXPAND TERMINAL (GATE CAPACITY) BIL FEDERAL MATCH 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 requested the Authority adopt a resolution of acceptance for the project entitled Expand Terminal (Gate Capacity) BIL Federal Match at

Shreveport Regional Airport. The Federal Aviation Administration will provide 95% of the funding for this project The Louisiana Department of Transportation Aviation Division will provide 5% of the funding for this project. The total amount of the grant is not to exceed $157,895.00. **Total Amount of Grant:** An amount not to exceed $157,895.00. Management recommends approving this agenda item as presented.

Motion made by Ms. Medlin, seconded by Ms. Sylvie to approve Discussion Agenda Item No. 6. Motion passed 4 – 0.

DISCUSSION AGENDA ITEM NO. 7 - TO AWARD AND ENTER INTO A CONTRACT WITH ONTIVITY, LLC FOR THE LOW-LEVEL WIND SHEAR ALERT SYSTEM TOWER RE-BID AT SHREVEPORT REGIONAL AIRPORT
Through the City of Shreveport's Purchasing Department, the Airport Authority requested bids (IFB 25-000) for the Low-Level Wind Shear Alert System (LLWAS) Tower Re-Bid at Shreveport Regional Airport. The project consists of transportation from a warehouse and installation of the LLWAS at the FAA approved site. The LLWAS detects wind shear conditions near runways to prevent aircraft accidents during take-off and landing. The bids were opened February 13, 2025. Two (2) responsive bids were received as follows:

Company	Bid
Ernest P. Breaux Electrical	$365,990.00
Ontivity, LLC	$324,474.64

The lowest, responsive apparent bidder was Ontivity, LLC. Airport management and the Engineer of Record, KSA Engineers, have reviewed the bid submittals and recommend awarding the contract to Ontivity, LLC in the amount of $324,474.64. This project is 90% FAA and 10% LADOTD funded. Amount Not to Exceed: $324,474.64. Management recommended approving this agenda item as presented.

Motion made by Ms. Medlin, seconded by Ms. Sylvie to approve Discussion Agenda Item No. 7. Motion passed 4 – 0.

DISCUSSION AGENDA ITEM NO. 8 - TO AWARD AND ENTER INTO A CONTRACT WITH ERNEST P. BREAUX ELECTRICAL FOR TERMINAL ELECTRICAL UPGRADES FOR PASSENGER BOARDING BRIDGES AT SHREVEPORT REGIONAL AIRPORT Through the City of Shreveport's Purchasing Department, the Airport Authority requested bids (IFB 21-005) for Terminal Electrical Upgrades for Passenger Boarding Bridges at Shreveport Regional Airport (IFB 25-001). The project will replace existing disconnects, conduits, conductors, and meters to support future support equipment requirements for six (6) passenger boarding bridge gates. The bids were opened February 11, 2025. Three (3) responsive bids were received as follows:

Company	Bid
Ernest P. Breaux Electrical	$904,000.00
Feazel Electrical Contracting	$1,015,627.49
Wilhite Electric Company	$1,176,035.00

The lowest responsive bidder was Ernest P. Breaux Electrical. Airport management and the Engineer of Record, EMA Engineering & Consulting, have reviewed the bid submittals and

recommend awarding the contract to Ernest P. Breaux Electrical in the amount of $904,000.00. As this project is considered an improvement to a passenger related facility, the project will be funded using Passenger Facility Charge (PFC) funds. Amount Not to Exceed: $904,000.00. Management recommended approving this agenda item as presented.

Motion made by Mr. Alley, seconded by Ms. Medlin to approve Discussion Agenda Item No. 8. Motion passed 4 – 0.

DISCUSSION AGENDA ITEM NO. 9 - TO APPROVE THE REQUEST BY 3-KLW COMPANY, INC., TO LEASE CARGO BAY 15 IN THE EAST AIR CARGO BUILDING AT SHREVEPORT REGIONAL AIRPORT Management received a request from Kerry Williams to again lease Cargo Bay 15 for a term of one year with one (1) additional one year option in the East Cargo Building at Shreveport Regional Airport. The initial lease for Cargo Bay 15 expired March 31, 2024. Upon approval, a new lease will be issued commencing April 1, 2025. Rental Rate: 2,000 sf x $5.00 = $833.33 per month. Management recommended approving this agenda item as presented.

Motion made by Mr. Alley, seconded by Ms. Sylvie to approve Discussion Agenda Item No. 9.

DISCUSSION AGENDA ITEM NO. 10 - TO APPROVE AMENDMENT #2 TO SUPPLEMENTAL TASK AGREEMENT #7 WITH KSA ENGINEERS, INC., FOR CONSTRUCTION PHASE SERVICES RELATED TO THE AIRFIELD DRAINAGE REHABILITATION OF RUNWAY 14/32 AT SHEVEPORT REGIONAL AIRPORT
In September 2023, the Shreveport Airport Authority approved Task Agreement #7 for construction phase services related to the Airfield Drainage Rehabilitation of Runway 14/32 at Shreveport Regional Airport. Amendment #2 includes a decrease in the Construction Survey item and an increase in cost for the Construction Administration. This amendment is necessary to account for additional time on the project following the discovery of four (4) sink holes during Phase 2 work. Airport Management received a proposal from KSA Engineers, Inc., for additional services in the amount of $17,920. Upon review of the fee proposal, the Louisiana Department of Transportation-Aviation Division (LADOTD) and Airport staff determined the fee proposal from KSA Engineers, Inc., is acceptable. This project is 100% LADOTD funded.

Original Contract Amount:	$ 69,405.00
Amendment #1 Amount:	$ 53,370.00
Amendment #2 Amount:	$ 17,920.00
Total Contract Amount:	$140,695.00

Management recommended approving this agenda item as presented.

Motion made by Mr. Alley, seconded by Ms. Sylvie to approve Discussion Agenda Item No. 10.

DISCUSSION AGENDA ITEM NO. 11 - TO ENTER INTO A NON-FEDERAL REIMBURSABLE AGREEMENT AJW-FN-CSA-24-006092 BETWEEN THE FEDERAL AVIATION ADMINISTRATION AND THE SHREVEPORT AIRPORT AUTHORITY RELATED TO THE RELOCATION OF THE AIRPORT TRAFFIC CONTROL TOWER AT SHREVEPORT REGIONAL AIRPORT In 2025, the Shreveport Airport Authority Board was awarded a Federal Grant for the relocation of the Airport Traffic Control Tower (ATCT) project at Shreveport Regional Airport. To begin the new ATCT

relocation, the Airport Authority received a Design and Implementation Reimbursable Agreement from the FAA for an estimated amount of $137,353.46. Pursuant to the terms of the agreement, the Airport Authority agrees to prepay the entire estimated cost prior to the FAA incurring any obligation to implement the agreement. The agreement will not extend more than 36 months beyond the effective date, which is the date signed by the FAA. Estimated agreement cost: $137,353.46 Management recommended approving this agenda item as presented.

Motion made by Ms. Medlin, seconded by Ms. Sylvie to approve Discussion Agenda Item No. 11.

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: Ms. Sylvie said that she also continued to receive positive comments on the changes and the new look of the airport.

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

- Mr. Blackwell said the FAA conducted their annual certification inspection February 18th through the 20th. There were four minor discrepancies noted. Airport operations and maintenance did a great job preparing for the inspection and correcting the discrepancies.
- Mr. Blackwell said the State of Louisiana aeronautics director visited the airport last month to meet with area economic leaders. Discussions centered around strategies to attract aviation businesses to our region.
- Mr. Blackwell said that pre-security passenger seating was expected to arrive later in March. He said that this seating would replace seating in baggage claim and waiting area just outside the TSA exit lane.
- Mr. Blackwell said the sixth passenger boarding bridge was installed at Gate 8 last week. This bridge was to serve the remodeled and expanded gate on the south concourse.
- There were two WWII aircraft scheduled to visit the Downtown Airport on March 27. The two aircraft, a B-25 and C-47, were going to be selling living history rides.

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. Jonathan Farmer of KSA, Jordan Culver of Garver 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 January, 2025 showed an overall increase from $1,044,444 to $1,242,143. Revenue for January was approximately $1,297,813 about 18% above the 3-year average. Expenses were $1,021,781 a 20% increase over the 3-year average. Net gain of approximately $276,032 a 10% increase in comparison to the 3-year average. Ms. Bagley said the aging schedule as of month end for February, 2025 showed an overall decrease from $1,242,143 to $1,108,837. Revenue for February was approximately $1,150,072 about 5% above the 3-year average. Expenses were

$1,118,374 a 5% increase over the 3-year average. Net loss of approximately 74% in comparison to the 3-year average.

- **MARKETING REPORT:** Mr. Mark Crawford was present to give the Marketing Report.

- **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