

**SHREVEPORT AIRPORT AUTHORITY
REGULAR BOARD MEETING**

MAY 12, 2020

**JONATHAN REYNOLDS, CHAIRMAN
MARY L. JACKSON, VICE-CHAIRMAN
MARGARET SHEHEE
OLIVER JENKINS
WAYNETTE BALLENGEE**

**WADE A. DAVIS, C.M.
Director of Airports**

**SHREVEPORT AIRPORT AUTHORITY
REGULAR MEETING NO. 766-20
MAY 12, 2020**

ROLL CALL

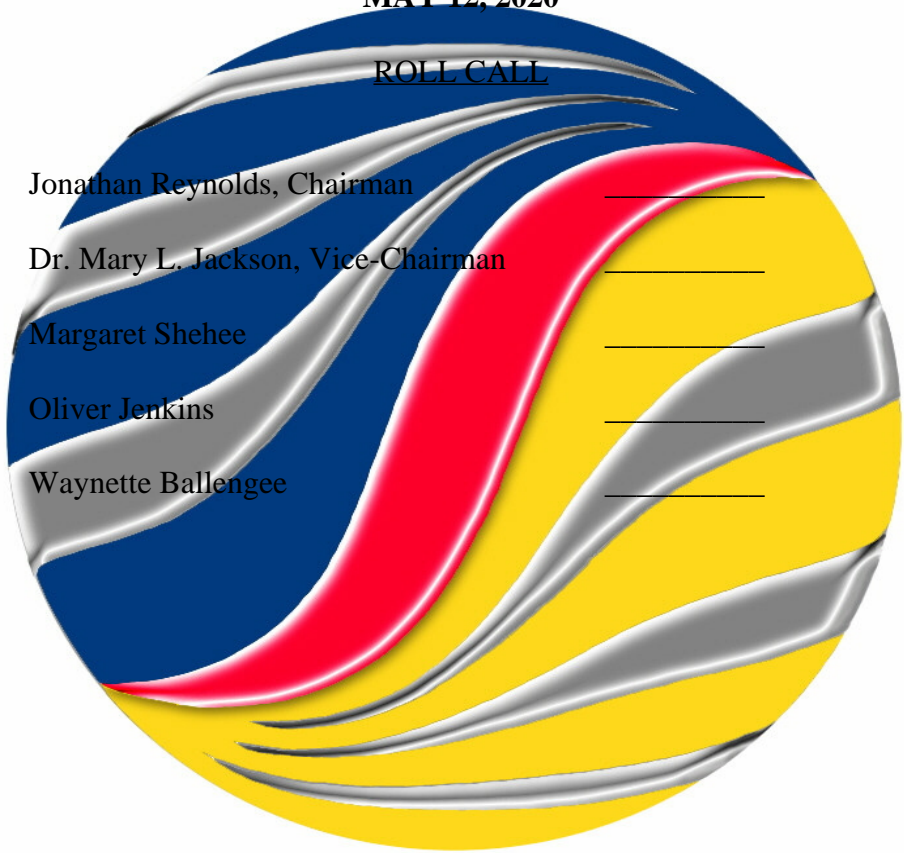
Jonathan Reynolds, Chairman

Dr. Mary L. Jackson, Vice-Chairman

Margaret Shehee

Oliver Jenkins

Waynette Ballengee



**SHREVEPORT AIRPORT AUTHORITY
ZOOM MEETING NO. 766 – 20
SCHEDULED AGENDA
MAY 12, 2020**

- I. Call to order
- II. Prayer
- III. Pledge
- IV. Roll Call
- V. Approval of the minutes from the February 20, 2020, Regular Meeting
- VI. Communications
 - A. Chairman's Report
 - B. Board Members' Report
 - C. Director's Report
 - D. Comments from the Public Related to Agenda Items
- VII. Consent Agenda
- VIII. Discussion Agenda
- IX. New Business
- X. Old Business
- XI. Executive Session
- XII. Adjournment

Next Board Meeting Date – June 18, 2020

**SHREVEPORT AIRPORT AUTHORITY
CONSENT AGENDA
REGULAR MEETING NO. 766 – 20
MAY 12, 2020**

DOWNTOWN AIRPORT

ITEM NO. 1- TO APPROVE A REQUEST BY MR. JAMES POOLE TO EXERCISE THE FIRST OPTION OF THE NON-COMMERCIAL LEASE AGREEMENT FOR LOT 51 AT SHREVEPORT DOWNTOWN AIRPORT.

ITEM NO. 2- TO APPROVE THE REQUEST BY MR. MICHAEL BAMBURG TO EXERCISE THE FIRST OPTION OF THE NON-COMMERCIAL LEASE AGREEMENT FOR LOT 82 AT SHREVEPORT DOWNTOWN AIRPORT.

ITEM NO. 3- TO APPROVE A REQUEST BY MR. ROBERT N. BURGESS TO EXERCISE THE SECOND AND FINAL OPTION OF THE NON-COMMERCIAL LEASE AGREEMENT FOR LOT 163 AT SHREVEPORT DOWNTOWN AIRPORT.

ITEM NO. 4- TO APPROVE THE REQUEST BY TEX-PETRO SERVICES, LLC TO EXERCISE THE SECOND AND FINAL OPTION OF THE NON-COMMERCIAL LEASE AGREEMENT FOR LOT 7 AT SHREVEPORT DOWNTOWN AIRPORT.

REGIONAL AIRPORT

ITEM NO. 5- TO APPROVE THE REQUEST BY KBS ENDEAVORS, LLC, TO EXERCISE THE FIRST OPTION OF THE COMMERCIAL LEASE AGREEMENT FOR LOT 113 AT SHREVEPORT REGIONAL AIRPORT.

ITEM NO. 6- TO APPROVE A REQUEST BY HERTZ CORPORATION TO EXERCISE THE FINAL OPTION OF THE LEASE AGREEMENT FOR LAND AND IMPROVEMENTS AT SHREVEPORT REGIONAL AIRPORT.

**SHREVEPORT AIRPORT AUTHORITY
CONSENT AGENDA ITEM NO. 1
REGULAR MEETING NO. 766-20**

DATE: MAY 12, 2020

AIRPORT: DOWNTOWN

SUBJECT: TO APPROVE A REQUEST BY MR. JAMES POOLE TO EXERCISE THE FIRST OPTION OF THE NON-COMMERCIAL LEASE AGREEMENT FOR LOT 51 AT SHREVEPORT DOWNTOWN AIRPORT.

PURPOSE:

To approve a request by Mr. James Poole to exercise the first option of the non-commercial Lease Agreement for Lot 51 at Shreveport Downtown Airport.

BACKGROUND INFORMATION AND DISCUSSION:

Management has received a letter from Mr. James Poole, requesting to exercise the first option of the Lease Agreement for Lot 51 at Shreveport Downtown Airport. The current lease expires April 30, 2020.

If approved, the first option will commence May 1, 2020 and expire April 30, 2025.

Mr. Poole's account and insurance are currently in good standing. A copy of the letter is attached for your information.

FINANCES:

Rental Rate: 5418 sq.ft. x \$.150 = \$812.70 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: Wade A. Davis, C.M.
Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
CONSENT AGENDA ITEM NO. 2
REGULAR MEETING NO. 766-20**

DATE: MAY 12, 2020

AIRPORT: DOWNTOWN

SUBJECT: TO APPROVE THE REQUEST BY MR. MICHAEL BAMBURG TO EXERCISE THE FIRST OPTION OF THE NON-COMMERCIAL LEASE AGREEMENT FOR LOT 82 AT SHREVEPORT DOWNTOWN AIRPORT.

PURPOSE:

To approve the request by Mr. Michael Bamburg to exercise the first option of the Non-commercial Lease Agreement for Lot 82 at Shreveport Downtown Airport.

BACKGROUND INFORMATION AND DISCUSSION:

Management has received a letter from Mr. Michael Bamburg, requesting to exercise the first option of the Non-commercial Lease Agreement for Lot 82 at Shreveport Downtown Airport. The primary term of this lease expired on February 28, 2020.

If approved, the first option will effective, March 1, 2020, and expire February 28, 2025.

Mr. Bamburg's account and insurance are currently in good standing. A copy of the letter is attached for your information.

FINANCES:

Rental Rate: 11,000 sf x \$.150 = \$1650.00 per year.

ALTERNATIVES:

_____ Approve the request as presented.

_____ Reject the request as presented.

_____ Modify the request and approve.

CONCLUSION/RECOMMENDATION:

Management recommends approving this consent agenda item as presented.

Fact Sheet Prepared By: Wade A. Davis, C.M.
Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
CONSENT AGENDA ITEM NO. 4
REGULAR MEETING NO. 766-20**

DATE: MAY 12, 2020

AIRPORT: DOWNTOWN

SUBJECT: TO APPROVE THE REQUEST BY TEX-PETRO SERVICES, LLC TO EXERCISE THE SECOND AND FINAL OPTION OF THE NON-COMMERCIAL LEASE AGREEMENT FOR LOT 7 AT SHREVEPORT DOWNTOWN AIRPORT

PURPOSE:

To approve the request by Tex-Petro Services, LLC, to exercise the second and final option of the Non-commercial Lease Agreement for Lot 7 at Shreveport Downtown Airport.

BACKGROUND INFORMATION AND DISCUSSION:

Management received a letter from Mr. John Barnwell of Tex-Petro Services, requesting to exercise the second and final option of the Non-commercial Lease Agreement for Lot 7 at Shreveport Downtown Airport. Upon approval, the second option of the lease will commence May 1, 2020, and expire on April 30, 2025.

Tex-Petro's account and insurance are currently in good standing. A copy of the letter is attached for your information.

FINANCES:

Rental Rate: 11,226.62 sf x \$.150 = \$1,683.99 per year.

ALTERNATIVES:

- _____ Approve the request as presented.
- _____ Reject the request as presented.
- _____ Modify the request and approve.

CONCLUSION/RECOMMENDATION:

Management recommends approving this consent agenda item as presented.

Fact Sheet Prepared By: Wade A. Davis, C.M.
Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
CONSENT AGENDA ITEM NO. 5
REGULAR MEETING NO. 766-20**

DATE: MAY 12, 2020

AIRPORT: REGIONAL

SUBJECT: TO APPROVE THE REQUEST BY KBS ENDEAVORS, LLC, TO EXERCISE THE FIRST OPTION OF THE COMMERCIAL LEASE AGREEMENT FOR LOT 113 AT SHREVEPORT REGIONAL AIRPORT.

PURPOSE:

To approve the request by KBS Endeavors, LLC, to exercise the first option of the Commercial Lease Agreement for Lot 113 at Shreveport Regional Airport.

BACKGROUND INFORMATION AND DISCUSSION:

Management has received a letter from Mr. Malcom H. Sneed, III, Member, KBS Endeavors, LLC, requesting to exercise the first option of the Commercial Lease Agreement for Lot 113 at Shreveport Regional Airport. The primary term of this lease expired on February 28, 2020.

If approved, the first option will commence March 1, 2020, and expire February 28, 2025.

KBS Endeavors, LLC's account and insurance are currently in good standing. A copy of the letter is attached for your information.

FINANCES:

Rental Rate: 30000 sq. ft. x \$.205 = \$6,150.00 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: Wade A. Davis, C.M.
Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
CONSENT AGENDA ITEM NO. 6
REGULAR MEETING NO. 766-20**

DATE: MAY 12, 2020

AIRPORT: REGIONAL

SUBJECT: TO APPROVE A REQUEST BY HERTZ CORPORATION TO EXERCISE THE FINAL OPTION OF THE LEASE AGREEMENT FOR LAND AND IMPROVEMENTS AT SHREVEPORT REGIONAL AIRPORT.

PURPOSE:

To approve a request by Hertz Corporation to exercise the final option of the Lease Agreement for land and improvements at Shreveport Regional Airport.

BACKGROUND INFORMATION AND DISCUSSION:

Management has received a letter from Ms. Sharon Griffin, Properties and Concessions with the Hertz Corporation requesting to exercise the final option of the Lease Agreement for land and improvements at Shreveport Regional Airport. The 5-year primary term of the lease expired October 31, 2018. A review of the file indicated an administrative correction was necessary.

If approved, the final option commenced November 1, 2018 and will expire October 31, 2023. A copy of the letter is attached for your information.

FINANCES:

Rental Rate: \$3900.00 per month

Flowage Fee: \$.08 per gallon

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: Wade A. Davis, C.M.
Director of Airports

SHREVEPORT AIRPORT AUTHORITY
"DISCUSSION AGENDA"
REGULAR MEETING NO. 766 – 20
MAY 12, 2020

DOWNTOWN AIRPORT

- ITEM NO. 1 - TO APPROVE CHANGE ORDER NO. 1 TO SUPPLEMENTAL TASK AGREEMENT NO. 2 WITH GARVER, LLC FOR DESIGN SERVICES RELATED TO THE RUNWAY 14/32 REHABILITATION PROJECT AT SHREVEPORT DOWNTOWN AIRPORT.**
- ITEM NO. 2 - TO APPROVE THE CHAIRMAN'S EXECUTION OF SUPPLEMENTAL SUCCEEDING LEASE NO. 697DCM-20-L-00039 (DTN) OUTER MARKER RUNWAY 14 (OM) AT SHREVEPORT DOWNTOWN AIRPORT.**
- ITEM NO. 3- TO APPROVE A REQUEST BY TUBREAUX AVIATION, LLC TO RESCIND THE NON-COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 142 AND APPROVE A NEW AVIATION SERVICES LEASE FOR LOT 142 AT SHREVEPORT DOWNTOWN AIRPORT.**
- ITEM NO. 4- TO APPROVE A REQUEST BY TUBREAUX AVIATION, LLC TO RESCIND THE NON-COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 144 AND APPROVE A NEW AVIATION SERVICES LEASE FOR LOT 144 AT SHREVEPORT DOWNTOWN AIRPORT.**
- ITEM NO. 5 - TO APPROVE A REQUEST BY TUBREAUX AVIATION, LLC TO RESCIND THE COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 145 AND APPROVE A NEW AVIATION SERVICES LEASE FOR LOT 145 AT SHREVEPORT DOWNTOWN AIRPORT.**
- ITEM NO.6A- TO APPROVE A REQUEST BY MR. RONALD E. SMITH TO BE RELEASED FROM ANY AND ALL RESPONSIBILITY IN AND OBLIGATION TO THE LEASE AGREEMENT FOR LOT 5 AT SHREVEPORT DOWNTOWN AIRPORT.**
- ITEM NO.6B- TO APPROVE A REQUEST BY MR. JIM PARTINGTON TO ASSUME THE NON-COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 5 AT SHREVEPORT DOWNTOWN AIRPORT.**

REGIONAL AIRPORT

- ITEM NO. 7 - TO APPROVE A CORRECTION OF THE SQUARE FOOTAGE OF LOTS 28 AND 29 LEASED BY WHELESS HANGAR COMPANY, LLC AT SHREVEPORT REGIONAL AIRPORT.**

- ITEM NO. 8 - TO ENTER INTO SUPPLEMENTAL TASK AGREEMENT #5 WITH KSA ENGINEERS INC., FOR DESIGN SERVICES RELATED TO THE REHABILITATION OF AIRFIELD DRAINAGE AT THE WEST CARGO AREA AT SHREVEPORT REGIONAL AIRPORT.**

- ITEM NO. 9 - TO ENTER INTO SUPPLEMENTAL TASK AGREEMENT #3 WITH KSA ENGINEERS INC., FOR DESIGN SERVICES RELATED TO THE REHABILITATION OF TAXIWAY B AND ASSOCIATED GENERAL AVIATION TAXILANES AT SHREVEPORT REGIONAL AIRPORT.**

- ITEM NO. 10 - TO RATIFY A THE DIRECTOR OF AIRPORTS' APPROVAL OF A REQUEST BY THE GENERAL SERVICES ADMINISTRATION (GSA) ON BEHALF OF THE TRANSPORTATION SECURITY ADMINISTRATION (TSA) TO ENTER INTO A NEW LONG-TERM LEASE AGREEMENT FOR OFFICE SPACE AT SHREVEPORT REGIONAL AIRPORT.**

- ITEM NO. 11 - A REQUEST TO APPROVE A POLICY FOR USE OF MARKETING FUNDS FOR OUTREACH, ADVERTISING AND PUBLIC RELATIONS FOR THE SHREVEPORT AIRPORTS.**

- ITEM NO. 12 - A REQUEST TO APPROVE AN INCENTIVE POLICY TO ASSIST WITH EFFORTS TO ATTRACT IMPROVED AIR SERVICE AT SHREVEPORT REGIONAL AIRPORT.**

- ITEM NO. 13- TO AMEND AND APPROVE THE 2020 FUEL FLOWAGE FEE FOR SHREVEPORT REGIONAL AIRPORT.**

- ITEM NO. 14 - TO APPROVE THE REQUEST BY JOHN BRYANT OF GLOBAL AVIATION SERVICES, TO ENTER INTO A NEW LEASE AGREEMENT FOR OFFICE SPACE, A STORAGE BAY AND APRON PARKING SPACE AT SHREVEPORT REGIONAL AIRPORT**

- ITEM NO. 15 - TO APPROVE TERMINATATION OF THE CONSTRUCTION SERVICES AGREEMENT WITH COCHRAN CONSTRUCTION COMPANY, INC, FOR THE TERMINAL AWNING AND ROOF REHABILITATION AT SHREVEPORT REGIONAL AIRPORT.**

- ITEM NO. 16- TO APPROVE A DEDUCTIVE CHANGE ORDER NO. 2 TO SUPPLEMENTAL TASK AGREEMENT NO. 2 WITH iARCHITECTURE, LLC FOR ARCHITECTURAL SERVICES RELATED TO THE TERMINAL ENTRY AWNING AND ROOF REHABILITATION AT SHREVEPORT REGIONAL AIRPORT.**
- ITEM NO. 17- TO APPROVE THE CHAIRMAN'S EXECUTION OF SUPPLEMENTAL SUCCEEDING LEASE NO. 697DCM-20-L-00040 (FOG) OUTER MARKER RUNWAY 32 (OM) AT SHREVEPORT REGIONAL AIRPORT.**
- ITEM NO. 18- TO ADOPT A RESOLUTION AUTHORIZING THE CHAIRMAN TO ACCEPT AND EXECUTE A LOUISIANA DEPARTMENT OF TRANSPORTATION AVIATION DIVISION SPONSOR/STATE AGREEMENT NO. H.014158 FOR A PROJECT IMPROVE RUNWAY 32 RPZ AT SHREVEPORT REGIONAL AIRPORT.**
- ITEM NO. 19- TO APPROVE CHANGE ORDER NO. 4 TO THE CONTRACT WITH JB JAMES CONSTRUCTION, LLC FOR THE RUNWAY 5/23 EXTENSION/SHIFT PROJECT AT SHREVEPORT DOWNTOWN AIRPORT.**

**SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 1
REGULAR MEETING NO. 766-20**

DATE: MAY 12, 2020

AIRPORT: DOWNTOWN

SUBJECT: TO APPROVE CHANGE ORDER NO. 1 TO SUPPLEMENTAL TASK AGREEMENT NO. 2 WITH GARVER, LLC FOR DESIGN SERVICES RELATED TO THE RUNWAY 14/32 REHABILITATION PROJECT AT SHREVEPORT DOWNTOWN AIRPORT.

PURPOSE:

To approve change order No.1 to Supplemental Task Agreement No. 2 with Garver, LLC for design services related to the Runway 14/32 Rehabilitation Project at Shreveport Downtown Airport.

BACKGROUND INFORMATION AND DISCUSSION:

In September 2019, the Shreveport Airport Authority Board approved Supplemental Task Agreement No. 2 with Garver, LLC for design services for the Runway 14/32 Rehabilitation project at Shreveport Downtown Airport in the amount of \$209,700.00.

The design phase includes collecting engineering data, geotechnical engineering studies, preparing detailed plans, specifications and cost estimates for design review and approval. During preliminary design review between the Airport Authority, FAA and LADOTD, several design changes were evaluated, culminating in a 75 foot wide full mill and overlay with a full depth removal on each side of Runway 14/32.

Garver, LLC submitted a proposal for the additional design in the amount of \$97,000.00. Upon review from the Airport Authority, FAA and LADOTD, the fee proposal was determined to be acceptable. This project will be 100% funded by the FAA.

FINANCES:

Original Contract Amount:	\$ 209,700.00
Change Order #1	<u>97,000.00</u>
	\$306,700.00

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: Wade A. Davis, C.M.
Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 3
REGULAR MEETING NO. 766-20**

DATE: MAY 12, 2020

AIRPORT: DOWNTOWN

SUBJECT: TO APPROVE A REQUEST BY TUBREAU AVIATION, LLC TO RESCIND THE NON-COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 142 AND APPROVE A NEW AVIATION SERVICES LEASE FOR LOT 142 AT SHREVEPORT DOWNTOWN AIRPORT.

PURPOSE:

To approve a request by Tubreaux Aviation, LLC to rescind the Non-Commercial Ground Lease Agreement for Lot 142 and approve a new Aviation Services Lease Agreement for Lot 142 at Shreveport Downtown Airport.

BACKGROUND INFORMATION AND DISCUSSION:

Tubreaux Aviation, LLC is the fixed base operator at Downtown Airport and provides aeronautical services to tenants and customers at Downtown Airport. Tubreaux was approved to enter into a new non-commercial ground lease agreement for Lot 142 at Shreveport Downtown Airport at the Airport Authority Board meeting held on December 18, 2019.

Airport management received an e-mail dated April 1, 2020, in which Dr. Wyche T. Coleman, III d/b/a Tubreaux Aviation, LLC expressed concern about the severe slowdown in revenue and requested the Board rescind the action taken at the December meeting for the ground lease. Mr. Coleman requests that Tubreaux Aviation be approved to enter a new Aviation Services Lease Agreement for Lot 142, the terms, which will enable Tubreaux to refinance and improve their position thereby saving jobs and allowing them to continue to operate.

If approved, the primary term of the new Aviation Services Lease Agreement will commence on May 1, 2020, and expire on April 30, 2035, with two additional 10-year options. Dr. Coleman's correspondence is attached for your information.

FINANCES:

Rental Rate: 22,950 sq. ft. x \$.29 = \$6,655.50

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: Wade A. Davis, C.M.
Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 4
REGULAR MEETING NO. 766-20**

DATE: MAY 12, 2020

AIRPORT: DOWNTOWN

SUBJECT: TO APPROVE A REQUEST BY TUBREAU AVIATION, LLC TO RESCIND THE COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 144 AND APPROVE A NEW AVIATION SERVICES LEASE FOR LOT 144 AT SHREVEPORT DOWNTOWN AIRPORT.

PURPOSE:

To approve a request by Tubreaux Aviation, LLC to rescind the Commercial Ground Lease Agreement for Lot 144 and approve a new Aviation Services Lease Agreement for Lot 144 at Shreveport Downtown Airport.

BACKGROUND INFORMATION AND DISCUSSION:

Tubreaux Aviation, LLC is the fixed base operator at Downtown Airport and provides aeronautical services to tenants and customers at Downtown Airport. Tubreaux was approved to enter into a new commercial ground lease agreement for Lot 144 at Shreveport Downtown Airport at the Airport Authority Board meeting held on December 18, 2019.

Airport management received an e-mail dated April 1, 2020, in which Dr. Wyche T. Coleman, III d/b/a Tubreaux Aviation, LLC expressed concern about the severe slowdown in revenue and requested the Board rescind the action taken at the December meeting for the ground lease. Mr. Coleman requests that Tubreaux Aviation be approved to enter a new Aviation Services Lease Agreement for Lot 144, the terms, which will enable Tubreaux to refinance and improve their position thereby saving jobs and allowing them to continue to operate.

If approved, the primary term of the new Aviation Services Lease Agreement will commence on May 1, 2020, and expire on April 30, 2035, with two additional 10-year options. A copy of Dr. Coleman's correspondence is attached for your information.

FINANCES:

Rental Rate: 22,950 sq. ft. x \$.29 = \$6,655.50

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: Wade A. Davis, C.M.
Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 5
REGULAR MEETING NO. 766-20**

DATE: MAY 12, 2020

AIRPORT: DOWNTOWN

SUBJECT: TO APPROVE A REQUEST BY TUBREAU AVIATION, LLC TO RESCIND THE COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 145 AND APPROVE A NEW AVIATION SERVICES LEASE FOR LOT 145 AT SHREVEPORT DOWNTOWN AIRPORT.

PURPOSE:

To approve a request by Tubreaux Aviation, LLC to rescind the Commercial Ground Lease Agreement for Lot 145 and approve a new Aviation Service Lease for Lot 145 at Shreveport Downtown Airport

BACKGROUND INFORMATION AND DISCUSSION:

Tubreaux Aviation, LLC is the fixed base operator at Downtown Airport and provides aeronautical services to tenants and customers at Downtown Airport. Tubreaux was approved to enter into a commercial ground lease agreement for Lot 145 at Shreveport Downtown Airport at the Airport Authority Board meeting held on December 18, 2019.

Airport management received an e-mail dated April 1, 2020, in which Dr. Wyche T. Coleman, III d/b/a Tubreaux Aviation, LLC expressed concern about the severe slowdown in revenue and requested the Board rescind the action taken at the December meeting for the ground lease. Mr. Coleman requests that Tubreaux Aviation be approved to enter a new Aviation Services Lease Agreement for Lot 145, the terms, which will enable Tubreaux to refinance and improve their position thereby saving jobs and allowing them to continue to operate.

If approved, the primary term of the new Aviation Services Lease Agreement will commence on May 1, 2020, and expire on April 30, 2035, with two additional 10-year options. A copy of Dr. Coleman's correspondence is attached for your information.

FINANCES:

Rental Rate: 22,950 sq. ft. x \$.29 = \$6,655.50

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: Wade A. Davis, C.M.
Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 6A
REGULAR MEETING NO. 766-20**

DATE: May 12, 2020

AIRPORT: DOWNTOWN

SUBJECT: TO APPROVE A REQUEST BY MR. RONALD E. SMITH TO BE RELEASED FROM ANY AND ALL RESPONSIBILITY AND OBLIGATION TO THE LEASE AGREEMENT FOR LOT 5 AT SHREVEPORT DOWNTOWN AIRPORT.

PURPOSE:

To approve a request by Mr. Ronald E. Smith to be released from any and all responsibility and obligation to the Lease Agreement for Lot 5 at Shreveport Downtown Airport.

BACKGROUND INFORMATION AND DISCUSSION:

Management received notification from Mr. Ronald E. Smith indicating that Mr. Jim Partington had purchased the improvements located on Lot 5 at Shreveport Downtown Airport. Mr. Smith is requesting that he be released from any and all responsibility and obligation to the lease effective June 1, 2020.

FINANCES:

Rental Rate: 16,284.75 sq.ft. x \$.2254 = \$3,670.58 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: Wade A. Davis, C.M.
Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 6B
REGULAR MEETING NO. 766-20**

DATE: MAY 12, 2020

AIRPORT: DOWNTOWN

SUBJECT: TO APPROVE A REQUEST BY MR. JAMES PARTINGTON TO ASSUME THE NON-COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 5 AT SHREVEPORT DOWNTOWN AIRPORT.

PURPOSE:

To approve a request by Mr. James Partington to assume the Non-Commercial Ground Lease Agreement for Lot 5 at Shreveport Downtown Airport.

BACKGROUND INFORMATION AND DISCUSSION:

Management received notification from Mr. James Partington that he had purchased the hangar and improvements located on Lot 5 at the Shreveport Downtown Airport from Mr. Ronald E. Smith.

Mr. Partington submitted an application dated May 6, 2020, to assume the remainder of the lease term previously assigned to Mr. Ronald E. Smith. The Board approved the former owner Mr. Ronald E. Smith to enter into a non-commercial ground lease for one (1) ten (10) year primary term commencing January 1, 2020, and expiring December 31, 2029 and two (2) ten (10) year extension options in the meeting held December 18, 2019. Mr. Partington will be using the hangar for personal use only.

Mr. Partington has requested that he be approved to assume this ground lease.

FINANCES:

Rental Rate: 16,284.75 sq.ft. x \$.2254 = \$3,670.58 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: Wade A. Davis, C.M.
Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 7
REGULAR MEETING NO. 766-20**

DATE: MAY 12, 2020

AIRPORT: REGIONAL

SUBJECT: TO APPROVE A CORRECTION OF THE SQUARE FOOTAGE OF LOTS 28 AND 29 LEASED BY WHELESS HANGAR COMPANY, LLC AT SHREVEPORT REGIONAL AIRPORT.

PURPOSE:

To approve a correction of the square footage of Lots 28 and 29 leased by Wheless Hangar Company, LLC at Shreveport Regional Airport.

BACKGROUND INFORMATION AND DISCUSSION:

In the Board's meeting held February 20, 2020, Wheless Hangar Company, LLC was approved to enter into a new ground lease 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. The primary term commenced March 1, 2020, and will expire February 28, 2030.

The square footage of the lot was inadvertently listed as 42,100 sf. The correct square footage is 41,100. Airport staff requests the Board's approval of the correct lot size.

FINANCES:

Rental Rate: 41,100 sf x .271 = \$11,138.10 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: Wade A. Davis, C.M.
Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 10
REGULAR MEETING NO. 766-20**

DATE: MAY 12, 2020

AIRPORT: REGIONAL

SUBJECT: TO RATIFY THE FORMER INTERIM DIRECTOR OF AIRPORTS' APPROVAL OF A REQUEST BY THE GENERAL SERVICES ADMINISTRATION (GSA) ON BEHALF OF THE TRANSPORTATION SECURITY ADMINISTRATION (TSA) TO ENTER INTO A NEW LONG-TERM LEASE AGREEMENT FOR OFFICE SPACE AT SHREVEPORT REGIONAL AIRPORT.

PURPOSE:

To ratify the former Interim Director of Airports' approval of a request by the General Services Administration (GSA) on behalf of the Transportation Security Administration (TSA) to enter into a new long-term lease agreement for office space at Shreveport Regional Airport.

BACKGROUND INFORMATION AND DISCUSSION:

The Transportation Security Administration lease for office space at Shreveport Regional Airport expired on April 14, 2019. The Airport staff received the new lease from GSA in March of 2019, and it was signed by then Interim Director Tom Jones. In a recent review of the file, it was discovered that formal action had never been taken by the Airport Authority Board.

This lease shall commence May 1, 2019, and shall expire on April 30, 2029, with the firm term of the lease commencing May 1, 2019, and expiring April 30, 2024. The total annual rent shall be \$229,486.00 at the rate of \$19,123.83 per month. The previous lease rate was \$201,468.00 per year.

FINANCES

Rental Rate: \$229,486.00 per year or \$19,123.83 per month.

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: Wade A. Davis, C.M.
Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 11
REGULAR MEETING NO. 766-20**

DATE: MAY 12, 2020

AIRPORT: REGIONAL

SUBJECT: A REQUEST TO APPROVE A POLICY FOR USE OF MARKETING FUNDS FOR OUTREACH, ADVERTISING AND PUBLIC RELATIONS FOR THE SHREVEPORT AIRPORTS.

PURPOSE:

A request to approve a policy for use of marketing funds for outreach, advertising and public relations for Shreveport Airports.

BACKGROUND INFORMATION AND DISCUSSION:

The Airports Department is challenged to explore and develop new markets to attract new customers, while retaining existing customers in an effort to generate greater revenue. The Marketing Division 2020 budget for promotions was approved at \$40,000 to accomplish the airports' mission.

Airport management determined that it is necessary to have a written policy that explains allowable and non-allowable uses of airport marketing funds. The attached Marketing Funds and Gift Policy is to establish a policy going forward to provide guidance and regulation related to expenditures of promotional funds.

FINANCES:

As provided in the 2020 Operating Budget.

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: Wade A. Davis, C.M.
Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 13
REGULAR MEETING NO. 766-20**

DATE: MAY 12, 2020

AIRPORT: REGIONAL

SUBJECT: TO AMEND AND APPROVE THE 2020 FUEL FLOWAGE FEE FOR SHREVEPORT REGIONAL AIRPORT.

PURPOSE:

To amend and approve the 2020 Fuel Flowage Fee for Shreveport Regional Airport.

BACKGROUND INFORMATION AND DISCUSSION:

A review of fuel flowage fees found Shreveport's fee to be out of line with industry standards. Therefore, a fuel flowage fee reduction is proposed for the benefit of the airlines and the airport.
Current flowage fee: \$.04 per gallon
Proposed flowage fee: \$.08 per gallon

FINANCES:

2020 Standard Fuel Flowage Fee: \$.04 per gallon

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: Wade A. Davis
Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 14
REGULAR MEETING NO. 766-20**

DATE: MAY 12, 2020

AIRPORT: REGIONAL

SUBJECT: TO APPROVE THE REQUEST BY JOHN BRYANT OF GLOBAL AVIATION SERVICES, TO ENTER INTO A NEW LEASE AGREEMENT FOR OFFICE SPACE, A STORAGE BAY AND APRON PARKING SPACE AT SHREVEPORT REGIONAL AIRPORT

PURPOSE:

To approve the request by John Bryant of Global Aviation Services, to enter into a new lease agreement for office space; a storage bay and apron parking space at Shreveport Regional Airport.

BACKGROUND INFORMATION AND DISCUSSION:

Global Aviation Services, which performs repairs on ground support equipment for Delta Air Lines and United Airlines, has requested to enter into a new lease at Shreveport Regional Airport for their operation. Their current lease will expire March 31, 2020.

If approved, a new lease will be issued commencing April 1, 2020, consisting of one (1) 12-month primary term and two (2) one-year options.

FINANCES:

Rental Rate: 730 sf x \$10.98 = \$8,015.40 per year
Office Space: 224 sf x \$12.28 = \$2,750.72 per year
Utilities: 730 sf x \$ 2.50 = \$1,825.00 per year
Apron Space: 240 sf x \$.60 = \$ 144.00 per year
SUBTOTAL \$12,735.12 per year

ALTERNATIVES:

- _____ Approve the request as presented
- _____ Reject the request as presented
- _____ Modify the request and approve

CONCLUSION/RECOMMENDATION:

Management recommends approving this discussion agenda item as presented.

Fact Sheet Prepared By: Wade A. Davis, C.M.
Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 16
REGULAR MEETING NO. 766-20**

DATE: MAY 12, 2020

AIRPORT: REGIONAL

SUBJECT: TO APPROVE A DEDUCTIVE CHANGE ORDER NO. 2 TO SUPPLEMENTAL TASK AGREEMENT NO. 2 WITH iARCHITECTURE, LLC FOR ARCHITECTURAL SERVICES RELATED TO THE TERMINAL ENTRY AWNING AND ROOF REHABILITATION AT SHREVEPORT REGIONAL AIRPORT.

PURPOSE:

To approve a deductive change order No. 2 to Supplemental Task Agreement No. 2 with iArchitecture, LLC for architectural services related to the Terminal Entry Awning and Roof Rehabilitation at Shreveport Regional Airport.

BACKGROUND INFORMATION AND DISCUSSION:

In April 2018, the Shreveport Airport Authority Board approved Supplemental Task Agreement No. 2 with iArchitecture, LLC for architectural services for the Terminal Entry Awning and Roof Rehabilitation at Shreveport Regional Airport. Services included design and construction administration services.

In May 2020, the Shreveport Airport Authority terminated the agreement with Cochran Construction, Inc., for construction of the Terminal Entry Awning and Roof Rehabilitation. With the construction agreement terminated, the construction administration services as part of the agreement with iArchitecture, LLC are no longer required.

The construction administration services in the amount of \$15,085.97 will be deducted from the Supplemental Task Agreement #2 with iArchitecture, LLC.

FINANCES:

Original Contract Amount:	\$ 168,760.00
Change Order No. 1 increase	\$ 9,375.00
<u>Change Order No. 2 decrease</u>	<u>\$ - 15,085.97</u>
New Contract Amount:	\$ 163,049.03

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: Wade A. Davis, C.M., Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 18
REGULAR MEETING NO. 766-20**

DATE: MAY 12, 2020

AIRPORT: REGIONAL

SUBJECT: TO ADOPT A RESOLUTION AUTHORIZING THE CHAIRMAN TO ACCEPT AND EXECUTE A LOUISIANA DEPARTMENT OF TRANSPORTATION AVIATION DIVISION SPONSOR/STATE AGREEMENT NO. H.014158 FOR A PROJECT IMPROVE RUNWAY 32 RPZ AT SHREVEPORT REGIONAL AIRPORT.

PURPOSE:

To adopt a resolution authorizing the Chairman to accept and execute a Louisiana Department of Transportation Aviation Division Agreement No. H.014158 for a project Improve Runway 32 RPZ at Shreveport Regional Airport.

BACKGROUND INFORMATION AND DISCUSSION:

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 condition identified in the agreement.

The State has requested the Authority adopt a resolution of acceptance for a project Improve Runway 32 RPZ 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 \$184,330.00.

A copy of the resolution is attached for your information. Management recommends approval of this agenda item as presented.

FINANCES:

Total Amount of Grant: An amount not to exceed \$184,330.00

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: Wade A. Davis, C.M.
Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 19
REGULAR MEETING NO. 766-20**

DATE: MAY 12, 2020

AIRPORT: DOWNTOWN

**SUBJECT: TO APPROVE CHANGE ORDER NO. 4 TO THE CONTRACT WITH
JB JAMES CONSTRUCTION, LLC FOR THE RUNWAY 5/23
EXTENSION/SHIFT PROJECT AT SHREVEPORT DOWNTOWN
AIRPORT.**

PURPOSE:

To approve Change Order No. 4 to the contract with JB James Construction, LLC for the Runway 5/23 Extension/Shift Project at Shreveport Downtown Airport.

BACKGROUND INFORMATION AND DISCUSSION:

In September 2018, The Shreveport Airport Authority Board approved the contract with JB James Construction, LLC for the Runway 5/23 Extension/Shift project at Shreveport Downtown Airport for \$ 7,305,553.00.

Pursuant to 14 CFR Part 77, airports must ensure approach and departure surfaces (airspace and landside) are clear of obstacles to ensure safety and to optimize the full capability of the runway without restrictions, and need to be a focus during runway projects. As part of the Runway 5/23 Extension/Shift, obstruction removal of trees and heavy brush on the approach end of Runway 5 is required to meet the requirements of 14 CFR Part 77.

The engineer of record, EJES, Inc., delivered a proposal for the above obstruction removal in the amount of \$446,215.76. The FAA, LADOTD and airport staff reviewed the proposal and found the fees acceptable. This project is 90% FAA funded and 10% LADOTD funded.

FINANCES:

Contract Amount:	\$7,305,553.00
Change Order 1 increase:	\$ 96,315.78
Change Order 2 decrease	\$ - 162,303.70
Change Order 3 decrease	\$ - 47,600.00
Change Order 4 increase	<u>\$ 446,215.76</u>
	\$ 7,638,180.84

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: Wade Davis, C.M., Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
OLD BUSINESS DISCUSSION AGENDA
REGULAR MEETING NO. 766 – 20
MARCH 19, 2020**

ITEM NO. 1- TO APPROVE A REQUEST BY ROBERT HAMILTON TO ENTER INTO A NEW NON-COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 106 AT SHREVEPORT DOWNTOWN AIRPORT.

ITEM NO. 2- TO APPROVE A REQUEST BY JOHN R. FULCO D/B/A WILCO PARTNERSHIP, LLC TO ENTER INTO A NEW NON-COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 45 AT SHREVEPORT DOWNTOWN AIRPORT.

ITEM NO. 3 - TO APPROVE AN AERONAUTICAL HANGAR LEASE FOR SHREVEPORT DOWNTOWN AND REGIONAL AIRPORTS.

ITEM NO. 4- APPROVAL OF REJECTION OF TENANT LEASE APPLICATIONS CONTAINING LANGUAGE WHICH MODIFIES THE TERMS OF THE NEW GROUND LEASE AGREEMENT FOR REGIONAL/DOWNTOWN AIRPORTS

**SHREVEPORT AIRPORT AUTHORITY
OLD BUSINESS DISCUSSION AGENDA ITEM NO. 1
DISCUSSION AGENDA ITEM NO. 10
REGULAR MEETING NO. 765-20**

DATE: FEBRUARY 20, 2020

AIRPORT: DOWNTOWN

SUBJECT: TO APPROVE A REQUEST BY ROBERT HAMILTON TO ENTER INTO A NEW NON-COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 106 AT SHREVEPORT DOWNTOWN AIRPORT.

PURPOSE:

To approve a request by Robert Hamilton to enter into a new Non-Commercial Ground Lease Agreement for Lot 106 at Shreveport Downtown Airport.

BACKGROUND INFORMATION AND DISCUSSION:

Management received an application from Mr. Robert Hamilton indicating that he has elected to enter into a new non-commercial ground lease agreement for Lot 106 at Shreveport Downtown Airport.

Mr. Hamilton 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 in consideration for making capital improvements during the initial term of the lease. These improvements must be valued in excess of TWENTY THOUSAND DOLLARS (\$20,000).

If approved, the Authority will execute a new ground lease agreement for a primary term commencing March 1, 2020, and expiring February 28, 2030, with one additional ten (10) year option. 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. Mr. Adam's application is attached for your review. This account is good standing.

FINANCES:

Rental Rate: 15,000 sq.ft. x \$.2254 = \$3,381.00 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: Wade A. Davis, C.M.
Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
OLD BUSINESS DISCUSSION AGENDA ITEM NO. 2
DISCUSSION AGENDA ITEM NO. 16
REGULAR MEETING NO. 765-20**

DATE: FEBRUARY 20, 2020

AIRPORT: DOWNTOWN

SUBJECT: TO APPROVE A REQUEST BY JOHN R. FULCO D/B/A WILCO PARTNERSHIP, LLC TO ENTER INTO A NEW NON-COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 45 AT SHREVEPORT DOWNTOWN AIRPORT.

PURPOSE:

To approve a request by John R. Fulco d/b/a Wilco Partnership, LLC to enter into a new Non-Commercial Ground Lease Agreement for Lot 45 at Shreveport Downtown Airport.

BACKGROUND INFORMATION AND DISCUSSION:

Management received an application from Mr. John R. Fulco, indicating that he has elected to enter into a new non-commercial ground lease agreement for Lot 45 at Shreveport Downtown Airport.

Mr. Fulco has requested that he be approved for one primary term of ten (10) years and 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. These improvements must be valued in excess of SIXTY THOUSAND DOLLARS (\$60,000).

If approved, the Authority will execute a new ground lease agreement for a primary term commencing March 1, 2020, and expiring February 28, 2030, 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. Mr. Fulco's application is attached for your information.

FINANCES:

Rental Rate: 5,400 sq.ft. x \$.2254 = \$1,217.16 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 pending the outcome of a hangar use inspection.

Fact Sheet Prepared By: Wade A. Davis, C.M., Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
OLD BUSINESS DISCUSSION AGENDA ITEM NO. 3
DISCUSSION AGENDA ITEM NO. 1
REGULAR MEETING NO. 763-19**

DATE: DECEMBER 18, 2019

AIRPORT: DOWNTOWN/REGIONAL

**SUBJECT: TO APPROVE AN AERONAUTICAL HANGAR LEASE FOR
SHREVEPORT DOWNTOWN AND REGIONAL AIRPORTS**

PURPOSE:

To approve an Aeronautical Hangar Lease Agreement for Shreveport Downtown and Regional Airports.

BACKGROUND INFORMATION AND DISCUSSION:

The Airport has developed a standard aeronautical lease agreement. This lease will be issued to applicants seeking to lease city-owned hangars.

This lease has been reviewed by the FAA and was found to be acceptable. Each hangar will be individually assessed for Fair Market Value.

FINANCES:

As determined by Fair Market Value

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: Stacy C. Kuba
Interim Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
OLD BUSINESS DISCUSSION AGENDA ITEM NO. 4
DISCUSSION AGENDA ITEM NO. 2
REGULAR MEETING NO. 765-20**

DATE: FEBRUARY 20, 2020

AIRPORT: REGIONAL/DOWNTOWN

**SUBJECT: APPROVAL OF REJECTION OF TENANT LEASE APPLICATIONS
CONTAINING LANGUAGE WHICH MODIFIES THE TERMS OF THE NEW
GROUND LEASE AGREEMENT FOR REGIONAL/DOWNTOWN AIRPORTS**

PURPOSE:

Approval of rejection of tenant lease applications containing language which modifies the terms of the new ground lease agreement for Regional/Downtown Airports.

BACKGROUND INFORMATION AND DISCUSSION:

On January 9, 2020, the Authority notified SHV and DTN airport tenants of an opportunity to sign the new ground lease with SAA (copy of letter attached). Applications were due by 5:00 PM Monday, February 10, 2020, in order to be on the February Board Agenda for approval. As indicated by this letter, after February 10, 2020, no tenant will be able to receive the new ground lease and all current leases will end as the agreements expire. (Copy of letter attached.)

While the majority of tenants complied with the Authority's request and their leases are on the agenda for approval, several submitted a lease application containing the following language "Submitted under duress subject to the provisions of the attached letter." (Sample attached)

The added language and the attached letter fundamentally alter the ground lease terms offered by the Authority. On this basis the Authority must reject the modified applications as it fundamentally changes the terms of the ground lease. Rejected applications are as follows:

Lot #1	Jesse W. Green	Lot #83	Mark Callaway
Lot #13	William Johnson	Lot #115	KIMAIR, LLC
Lot #16	Royal Wings Aviation, Inc.	Lot #118	Moran Air, LLC
Lot #18	Kenny Covington	Lot #126	Just Plane Fun, LLC
Lot #20A	Purple Sky, LLC	Lot #163	Robert Burgess
Lot #32	Blount Holdings, Inc. (SHV)	Lot #164	Robert Van Hoy
Lot #32	Shreveport Flyers LLC	Lot #TBD	James W. Graves
Lot #35	Vincent Rice, Jr.	Lot #172	Mark Brunettin
Lot #44	Gary R. Boucher	Lot #C-1	Horizon Aviation Land Co.
Lot #46	Joe Ferguson	Lot #C-2	Al Harlan
Lot #50	Danny Aiello	Lot #78	Directional Properties LLC
Lot #51	James William Poole	Lot #88	Directional Properties LLC
Lot #52	Steve Nicholson	Lot #91	Directional Properties LLC
Lot #55	Jay Smith	Lot #92	Directional Properties LLC
Lot #64.65	Randy Northcutt	Lot #93	Directional Properties LLC
Lot #73	Alias George Carroll	Lot #139	Directional Properties LLC
Lot #73A	Bert G. Moore	Lot #140	Directional Properties LLC
Lot #74	GrafteAire, Inc.	Lot #77	James M. McCormick
Lot #11	Robert M. Aiello		

The Authority rejects the counter offer and will allow all current leases to end as agreements expire for the ground leases of the modified applications and advise tenant of same.

FINANCES:

No Finances

ALTERNATIVES:

- _____ Approve the request as presented
- _____ Reject the request as presented
- _____ Modify the request and approve

CONCLUSION/RECOMMENDATION:

Management recommends approval of the Rejection of Tenant Counteroffer to Ground Lease as presented.

FACT SHEET PREPARED BY: Wade A. Davis, C.M.
Director of Airports