

**FORT WAYNE-ALLEN COUNTY AIRPORT AUTHORITY**

Fort Wayne-Allen County Airport Authority Board Meeting

Regular Session

June 21, 2021

3:00pm

A meeting of the Fort Wayne-Allen County Airport Authority Board was held in the Airport Authority Board Conference Room (N210), on June 21, 2021 at Fort Wayne International Airport, 3801 W. Ferguson Rd., Fort Wayne, Indiana 46809, pursuant to proper legal notice. A quorum being present, Mr. Barry Sturges, President, called the meeting to order at 3:03 p.m.

**ATTENDANCE:**

**AIRPORT AUTHORITY  
BOARD MEMBERS:**

Richard B. (Barry) Sturges, Jr., President, present  
Gregg C. Sengstack, Vice President, present  
Timothy J. Haffner, Secretary, present  
Jerome F. (Jerry) Henry, Jr., present  
Kimberly M. Wagner, absent  
Réna Bradley, present

**AIRPORT AUTHORITY STAFF  
& LEGAL COUNSEL PRESENT:**

Scott Hinderman, Executive Director  
Robin Strasser, Dir. Admin. & Finance  
Joe Marana, Dir of Facilities and Operations  
Mike Deam, Airport Authority Attorney  
Tom Trent, Airport Authority Attorney  
Patrick Dooley, Airport Development Director  
Justin Treft, Interim FBO General Manager  
Mary Easterday, Administrative Asst.

**CALL TO ORDER:**

A quorum being present, Mr. Sturges called the meeting to order at 3:03 p.m.

**CONSIDERATION AND APPROVAL OF TODAY'S AGENDA**

Mr. Scott Hinderman indicated staff had no changes to the posted agenda. Mr. Timothy Haffner made a motion to approve the June 21, 2021 Board agenda as posted, approve the Administrative Consent Agenda, the Bid Consent Agenda, and the Contract Consent Agenda as follows:

ADMINISTRATIVE CONSENT AGENDA:

- Approval of Board Minutes – 05.17.2021
- Review & Approval of Claims #21-06
- Accounts Receivable Report

BID CONSENT AGENDA:

- a. *Quotation Results: FedEx Separation Wall, TB21-B*

Airport Staff solicited quotations to construct a wall to delineate changes to leased space for a tenant at 12602 Global Drive. The work would also include developing drawings to submit for State & local review and approvals, electrical work, installation of adequate heating, and minor demolition.

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In response to the request for quotations, the following three quotes were received:

Michael Kinder & Sons	\$114,990.00
Schenkel Construction	\$146,500.00
Strebig Construction	\$151,146.00

Airport staff reviewed the quotes and recommended that the Board make an award to Michael Kinder & Sons as the lowest responsive and responsible quote in the amount of \$114,900.00. Approval was also requested for the Executive Director of Airports to sign the quotation documents.

### *b. Bid Results: AF21-01, Site Improvements, Fort Wayne International Airport*

Airport staff solicited bids for concrete repairs and crack sealing, routing and cleaning at SkyWest / Building 2003 ramp, asphalt and concrete improvements to W. Perimeter Rd. and Fuel Farm, and construction of a new asphalt driveway and drainage improvements at the Air Trade Center. In response to the bid solicitation, only one bid was received from Primco as follows:

Base Bid-\$299,267.68

Additive #1-\$227,785.25

Additive #2-\$107,249.17

This bid substantially exceeded the Engineer's estimate and budgeted funds. Staff will research to determine the basis for the receipt of only one bid and the elevated costs.

Staff does, however, recommended that the Board make a motion to reject the only bid received.

### CONTRACT CONSENT AGENDA:

#### *a. Change Order Number 2 Taxiway C with Primco, Inc., AIP 74*

This change order is an increase in the amount of \$13,066.30 to increase the total contract amount with Primco, Inc. to \$3,743,733.44. The change order includes the following:

- Materials and labor for the relocation of an existing drainage structure
- Replacement of controlled low strength material in lieu of HMA pavement for base course repair

Staff recommended approval of this change order with signature authorization for the Executive Director of Airports.

Mr. Gregg Sengstack seconded the motion; the motion carried.

## **ACTIVITY REPORT – MAY 2021**

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Mr. Scott Hinderman reported to board members on recent Airport Authority air service and marketing activities. His report to the board included the following:

- FWA continues to operate in a recovery mode and we are happy to report enplanements keep increasing on a monthly basis
- Enplanements in May 2021 were up over 13% compared to April 2021 – April 2021 enplanements = 25,379; May 2021 enplanements = 28,746
- May 2021 enplanements were up approximately 335.61% compared to May 2020 and year-to-date enplanements were up by 21.16% compared to enplanements year-to-date 2020
- American Airlines loaded an additional flight into their system from FWA – starting August 17<sup>th</sup> American is increasing FWA to DFW from 2 to 3 flights daily
- The Minneapolis flight has returned effective May 5th and is currently flying one flight a day, seven days a week
- All airlines accept United have increased capacity at FWA. Mr. Hinderman will initiate discussions with United regarding United’s capacity at FWA and the potential for United to add additional service at FWA
- Mr. Hinderman anticipates business travel to show signs of recovery beginning Q3
- June enplanement numbers are looking very good; staff is optimistic FWA COVID recovery could be faster than anticipated

**LEASE REVIEW AND APPROVAL**

*a. Consideration and Approval of Lease with SITA Information Network Computing for Space at ATC Building 2060*

Mr. Hinderman reported to board members that Airport Authority staff have been in negotiations with SITA Information Network Computing for space in ATC Building 2060 for the installation, maintenance and use of communication equipment serving the aviation industry. Mr. Hinderman told board members that SITA had previously leased space inside the terminal building and needed to relocate as part of the terminal expansion project. Mr. Hinderman outlined the terms of the lease agreement as follows:

<b>Total Square Feet:</b>	Building 2060, LAN Room Total Leased Space = 8 sf
<b>Lease Type:</b>	Standard Building Lease
<b>Lease Term:</b>	5 year lease; May 1, 2021 – April 30, 2026
<b>Minimum Monthly Rent</b>	Yr. 1 = \$275.00 monthly Yr. 2 = \$283.25 monthly Yr. 3 = \$291.75monthly Yr. 4 = \$300.50 monthly Yr. 5 = \$309.51 monthly

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**Rent Credits:** None

**Use of Premises:** Premises will be used for the installation, maintenance and use of communication equipment serving the aviation industry

**Improvements:** None to be made;

- Tenant responsible for any roof damage when installing and serving roof mounted equipment
- Tenant required to provide sealant to the premises' roof, vents, pipes and conduit to prevent roof leakage following the installation of antennas and other alterations that may be made when installing cabling

**Utilities:** Landlord responsible for all utility cost except telephone and communication service

### **Other information regarding the lease agreement:**

- SITA provides communications equipment for the aviation community operating at FWA
- Tenant previously occupied a small space in the main airport terminal and needs to be relocated as part of the terminal expansion project
- Being relocated to a LAN room at Building 2060 (former Kitty Hawk Sort Building) at the ATC; relocation is at Tenant's expense
- Landlord and Tenant each reserve the right to early termination of lease agreement upon sixty (60) days written notice
- Similar to a lease agreement currently in place with ARINC Incorporated (approved in October 2020) for their use of same premises for similar purpose

Mr. Timothy Haffner made a motion to approve the Standard Building Lease Agreement with SITA Information Network Computing as present.

Mr. Jerry Henry seconded the motion; the motion carried.

## **CONSIDERATION AND APPROVAL OF 2022 HOLIDAY SCHEDULE**

Ms. Robin Strasser informed the board that every year the holiday schedule for airport authority employees is presented to the board for their approval. Ms. Strasser indicated the holiday schedule being presented is similar to holiday schedules presented in the past, noting 11 holidays being scheduled along with one floating holiday.

Board members inquired if the recently added Juneteenth Federal Holiday had been incorporated in to the 2022 Holiday Schedule. Staff indicated that due to the only recently signed legislation by President Biden making Juneteenth a federal holiday and the short notice of the status of this federal holiday, Juneteenth had not been included with the proposed holiday schedule. Staff will review and re-evaluate the proposed 2022 Holiday Schedule and bring recommendations to the board for consideration.

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This item was tabled by the board.

### **CONSIDERATION AND APPROVAL OF 2022 BOARD MEETING SCHEDULE**

The anticipated revision of the 2022 Holiday Schedule has potential impact to the scheduled dates for the 2022 board meetings. This item was tabled and will be reconsidered at a future board meeting.

### **PUBLIC HEARING AND ADOPTION OF ORDINANCE 21-01: ORDINANCE OF THE FORT WAYNE-ALLEN COUNTY AIRPORT AUTHORITY, AUTHORIZING DECLARATION OF SURPLUS LAND AND THE DISPOSITION OF REAL ESTATE**

Mr. Hinderman informed the board that Ordinance No. 21-01 had been introduced at the May 17, 2021 board meeting and that a public hearing would be held on this particular ordinance.

Public Hearing – Mr. Deam opened the Public Hearing for Ordinance No. 21-01: Ordinance of the Fort Wayne-Allen County Airport Authority, Authorizing Declaration of Surplus Land and the Disposition of Real Estate. Mr. Deam indicated that staff would make introductory comments. The board and staff would have time for comments and questions and then the public would have the opportunity to come to the podium and speak to the matter.

Staff Comments – Mr. Scott Hinderman informed the board the property subject to Ordinance 21-01 is land within the James E. Kelley Aero Centre. This piece of property has been released by the FAA and is considered surplus land. Mr. Hinderman further reported that staff has established the Kelley Aero Centre as an Economic Development Area (EDA) in collaboration with the City of Fort Wayne. This will provide an opportunity for the Airport Authority, City and landowners developing projects in the Kelley Aero Centre to apply for use of TIF funds for infrastructure, roads and other projects allowed under the EDA. With the EDA available and FAA Land Release which allows for non-aeronautical development there has been an increased interest in this piece of property. Mr. Hinderman noted that passage of this ordinance would provide Airport Authority staff with the ability to market, promote, and pursue interest in non-aeronautical development of this property by private parties. Mr. Hinderman also explained that should a viable offer(s) be obtained for this property; it would be presented to the board for their approval.

Mr. Hinderman also informed board members that the Restrictive Covenants associated with this specific property have been reviewed and up-dated to reflect limited building size, limited number of loading docks and also restricting land use to airport compatible uses as defined in the Airport Overlay District section of the Allen county Zoning Ordinance.

Board Comments – Board members had no comments regarding Ordinance 21-01.

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Public Comments – Mr. Deam asked if any member of the public cared to comment about Ordinance No. 21-01: Ordinance of the Fort Wayne-Allen County Airport Authority, Authorizing Declaration of Surplus Land and the Disposition of Real Estate.

No member of the public came forward to comment about Ordinance No. 21-01.

Closure of Public Hearing - Hearing no further requests for comment, Mr. Deam closed the Public Hearing for Ordinance No. 21-01.

Board Action – Mr. Timothy Haffner made a motion to adopt Ordinance No. 21-01: Ordinance of the Fort Wayne-Allen County Airport Authority, Authorizing Declaration of Surplus Land and the Disposition of Real Estate. Mr. Jerry Henry seconded the motion; the motion carried.

### **OTHER BUSINESS**

Mr. Hinderman indicated staff had no other business to bring before the board at this time.

### **ADJOURNMENT**

Mr. Haffner moved to adjourn the June 21, 2021 Regular Session Board Meeting at 3:20 p.m.  
Mr. Barry Sturges adjourned the meeting.

### **EXECUTIVE SESSION:**

An Executive Session was held prior to the regular session board meeting in the Airport Authority N210 Board Room, on June 21, 2021 at 2:00 p.m. at the Fort Wayne International Airport, 3801 W. Ferguson Road, Fort Wayne, Indiana 46809, to discuss Personnel (pursuant to IC 5 14 1.5 6.1(b)(5) or (b)(6) or (b)(9), Lease Negotiations (pursuant to IC 5 14 1.5 6.1(b)(2)(D), pending or threatened litigation which is pursuant to IC 5 14 1.5 1(b)(2)(B), and confidential records which is pursuant to IC 5 14 1.5 6.1 (b)(7).

#### Attendance:

Richard B. (Barry) Sturges, Jr., President; present

Gregg Sengstack, VP; present

Timothy T. Haffner, Secretary; present

Jerome F. (Jerry) Henry, Jr.; present

Kimberly Wagner; absent

Réna Bradley; present

Mr. Mike Deam; present

Mr. Scott Hinderman; present

Mr. Joe Marana; present

Ms. Robin Strasser; present

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Mr. Patrick Dooley; present  
Ms. Mary Easterday; present

By signing the minutes of the June 21, 2021 board meeting, it is hereby certified that nothing other than the topics, as noted above, were discussed during the Executive Session.

**Signatures on File**

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Mr. Richard (Barry) Sturges  
Board President

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Mr. Timothy Haffner  
Board Secretary