

FORT WAYNE-ALLEN COUNTY AIRPORT AUTHORITY

Fort Wayne-Allen County Airport Authority Board Meeting

Regular Session

May 21, 2018

3:00pm

A meeting of the Fort Wayne-Allen County Airport Authority Board was held in the Airport Authority Conference Room, on May 21, 2018 at Fort Wayne International Airport, 3801 W. Ferguson Rd., Fort Wayne, Indiana 46809, pursuant to proper legal notice. A quorum being present, Mr. Michael Gouloff, President, called the meeting to order at 3:05 p.m.

ATTENDANCE:

**AIRPORT AUTHORITY
BOARD MEMBERS:**

Michael S. Gouloff, President, present
Richard B. (Barry) Sturges, Jr., VP, present
Timothy J. Haffner, Secretary, absent
Benjamin (Ben) T. Johnston, present
Jerome F. (Jerry) Henry, Jr., present
Cornelius B. (Neil) Hayes, present

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

Scott Hinderman, Executive Director
Joe Marana, Dir. Operations & Facilities
Mike Deam, Airport Authority Attorney
Patrick Dooley, Airport Development
Joe Behling, FBO General Manager
Ronnie Portis, Controller
Rebecca Neild, Air Service & Marketing Manager
Mary Easterday, Administrative Asst.

CALL TO ORDER:

A quorum being present, Mr. Gouloff, President, called the meeting or order at 3:05 p.m.

1. CONSIDERATION & APPROVAL OF TODAY'S AGENDA:

Mr. Ben Johnston made a motion to approve the May 21, 2018 Board Agenda as published. Mr. Neil Hayes seconded the motion; motion unanimously carried.

**2. CONSIDERATION & APPROVAL OF ADMINISTRATIVE CONSENT
AGENDA:**

Mr. Jerry Henry made a motion to approve the Administrative Consent Agenda as follows:

- Board Meeting Minutes 4.23.2018
- Review and Approval of Claims #18-05
- Accounts Receivable Report

Mr. Neil Hayes seconded the motion; motion unanimously carried.

BOARD MEETING MINUTES

May 21, 2018

Page 2 of 4

3. ACTIVITY REPORT – APRIL 2018

Ms. Rebecca Neild was pleased to report to board members, total enplanements for April 2018 were at 29,637 which represented about a 3.32% increase over April 2017 total enplanements. Year-to-date 2018 enplanements are up approximately 2.29% compared to 2017. American Airlines continues to hold the greatest market share at FWA with a little over 31%.

Ms. Neild also reported that the return of the American Airlines Philadelphia (PHL) flight will begin on June 7, 2018 with two departures daily – one in the early morning and one in the early evening. Plans are underway for an inaugural event on June 7th in the terminal. The seasonal Allegiant flight to Myrtle Beach (MYR) will also resume beginning June 8, 2018.

Ms. Neild informed board members that she along with Mr. Hinderman would be attending “JumpStart” June 4-6, 2018 and have meetings scheduled with United, Southwest, Delta, and American Airlines.

Ms. Neild also reported on current marketing events the authority is sponsoring. The American Airlines PHL flight is being heavily advertised in the media and a multi-faceted media campaign is currently underway to promote the flight. It was also reported that authority staff are promoting a Mr. Patriotic campaign in the terminal through July 4, 2018.

Board members inquired if authority staff had received any feedback or adverse responses regarding the upcoming cancellation of the United Airlines Newark flight. Ms. Neild informed board members that reports regarding the cancellation of the flight had been in the press and that authority staff had been up-front with the media, informing them that with a load factor of 50% - 52% the flight could not be sustained.

4. COMMITTEE REPORTS

Mr. Hinderman reported to the board that both the Real Estate and Development Committee and the Air Service Development and Marketing Committee met on May 15, 2018. The Real Estate and Development Committee did discuss lease negotiations during its executive session but took no formal actions during its regular session committee meeting.

Mr. Hinderman reported that during the public session of the Air Service Development and Marketing Committee meeting the importance of having an in-terminal advertising policy was discussed. The committee agreed to have Mr. Deam review the proposed advertising policy and suggest necessary changes. The in-terminal advertising policy will be reviewed by legal counsel and once completed, the policy will be brought forward to either the ASM committee or the full board for review and approval. Mr. Hinderman also noted, that during the ASM committee meeting, Ms. Neild also discussed current marketing initiatives as it relates to past, present, and future marketing events and campaigns.

BOARD MEETING MINUTES

May 21, 2018

Page 3 of 4

5. LEASE REVIEW AND APPROVAL

Mr. Hinderman reported to the board that there were no leases for review and approval to present to the board for their consideration this month.

6. CONSIDERATION AND APPROVAL OF PROPERTY / LIABILITY & WORKER'S COMPENSATION INSURANCE RENEWAL

Mr. Scott Hinderman introduced Mr. Bill Niezer representing USI Insurance, the authority's insurance broker, to board members and indicated Mr. Niezer, would be presenting the property, liability and workers' compensation insurance renewal proposals to the board for consideration and approval. Some of the topics Mr. Niezer covered and presented included:

- Property
- Auto
- Workers Compensation
- Airport Liability

Mr. Niezer informed the Board that the airport authority had gone through a successful insurance renewal process. Mr. Niezer was pleased to report that 2018-2019 policy negotiations had gone well and that he was able to work with underwriters to maintain our scope of coverage at essentially the same premium cost. Due to the airport authority's continued loss control & prevention efforts along with a focus on safety, the airport authority will see a slight increase of approximately only \$610 in insurance premiums for 2018-2019 despite increased property values, increased enplanements and an increased payroll.

Mr. Niezer further reported the airport authority continues to maintain a good relationship with underwriters and a very good loss record in the property and liability areas. Workers compensation claims continue to be low with only 4 claims, totaling less than \$2,500.00 being reported this past year.

Mr. Barry Sturges made a motion to approve the Authority's negotiation of insurance rates for 2018-2019 as presented and to provide authorization for the Executive Director of Airports to sign the "Client Authorization to Bind" documents. Mr. Neil Hayes seconded the motion; motion unanimously carried.

7. INTRODUCTION OF ORDINANCE 18:01 – DISPOSITION OF REAL ESTATE

Mr. Neil Hayes introduced Ordinance No. 18-01: Disposition of Real Estate Ordinance. A public hearing on Ordinance No. 18-01 will be held at the June 18, 2018 board meeting.

BOARD MEETING MINUTES

May 21, 2018

Page 4 of 4

8. OTHER BUSINESS:

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

9. ADJOURNMENT:

Mr. Neil Hayes moved to adjourn the May 21, 2018 Regular Session Board Meeting at 3:17 pm.

Mr. Barry Sturges seconded the motion; the meeting was adjourned.

EXECUTIVE SESSION:

An Executive Session was not held following the regular session meeting.

Signatures on File

Mr. Barry Sturges
Board Vice-President

Mr. Timothy Haffner
Board Secretary