

**FORT WAYNE-ALLEN COUNTY AIRPORT AUTHORITY**  
Fort Wayne-Allen County Airport Authority Board Meeting  
Regular Session  
August 18, 2025  
12:45 p.m.

A meeting of the Fort Wayne-Allen County Airport Authority Board of Directors was held on August 18, 2025, at the 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 12:51 p.m.

**ATTENDANCE:**

**AIRPORT AUTHORITY  
BOARD MEMBERS:**

Richard B. (Barry) Sturges, Jr., President, present  
Kimberly M. Grannan, Vice President, present  
Timothy J. Haffner, Secretary, present\*  
Jerome F. (Jerry) Henry, Jr., absent  
Réna Bradley, present  
Ramadan Abdul-Azeez, present

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

Scott Hinderman, Executive Director of Airports  
Mike Deam, Airport Authority Attorney  
Jordon Huttenlocker, Airport Authority Attorney  
Joe Marana, Director of Facilities and Operations  
Mike Zawahri, Director of Admin and Finance  
Ryan Bauer, Airport Development Manager  
Annie Hoffmeier, Admin Assistant I  
Doug Robertson, Controller

\*Electronic meeting participation

**CALL TO ORDER:**

A quorum being present, Mr. Sturges called the meeting to order at 12:51 p.m.

**1. CONSIDERATION AND APPROVAL OF TODAY'S AGENDA AND CONSENT AGENDAS**

It was noted that Mr. Timothy Haffner would be participating in today's meeting electronically so all votes taken would be by roll call. Ms. Kimberly Grannan made a motion to approve the August 18, 2025 Board Agenda as posted, and the Consent Agendas as presented below. Ms. Rena Bradly seconded the motion. Mr. Barry Sturges called for a roll call vote. Below is a tally of the votes:

Mr. Barry Sturges – Aye  
Ms. Kimberly Grannan – Aye  
Mr. Timothy Haffner – Aye  
Ms. Réna Bradley – Aye  
Mr. Ramadan Abdul-Azeez – Aye  
Mr. Jerry Henry – Absent  
The motion carried.

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### **A. ADMINISTRATIVE CONSENT AGENDA:**

- Approval of Board Minutes – 07.21.2025
- Review & Approval of Claims #25-08
- Accounts Receivable Reports

### **B. CONSIDERATION AND APPROVAL OF CONTRACT CONSENT AGENDA (WITH EXECUTIVE DIRECTOR SIGNATURE AUTHORITY)**

Addendum Number 11-Guaranteed Maximum Price Amendment Exhibit A, Construction Manager as Constructor, Fort Wayne International Airport East Terminal Expansion with Clayco.

There is an addendum to the Guaranteed Maximum Price amendment with Clayco, Inc. for the East Terminal Expansion. This addendum will incorporate the items listed below for an overall increase of \$99,291.09

Staff recommend approval of this Addendum Number 10 in the amount of \$99,291.09 with signature authorization for the Executive Director of Airports.

Description of Change:

No.	Description
COR.#230	RFCP-092 - Stair Tower Steel - R3
COR. #120	RFCP-071-RFI-367 – Area C Roof Details – R2
COR.#277	RFCP-101 Area F Bulkhead Modifications
COR. #256	SID-032-RFI-475 – Area C Patio with W7 Discrepancy
COR. #293	RFI-568 – Jet Bridge Door (2-276CA) Hardware
COR. #171	Relocation of Coffee Vending Machines – R5
COR #247	CCD-115 – Truck Bay Stoop

### **C. ACTIVITY REPORT – JULY 2025**

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

- July enplanements were reported at 47,007 which represented a 19.78% increase compared to June 2024 and an 19.04% increase in our year to date.
- The airlines which serve our market continue to do well.

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- Allegiant Air announced that on November 20, 2025, Fort Lauderdale (FLL) will be added to the schedule. In fact, Mr. Hinderman indicated that the public can start booking flights now on Allegiant Air's website and that this destination runs until mid-May.
- It was also noted that the Las Vegas route (LAS) will pause after mid-November.

### 2. **CONSIDERATION AND APPROVAL OF FORT WAYNE-ALLEN COUNTY AIRPORT AUTHORITY 2026 BUDGET**

Mr. Hinderman and Airport Authority Director of Administration and Finance, Mr. Mike Zawahri, made a presentation to the Board, regarding the 2026 FWACAA Operating and Capital Budgets related to the Operating Fund, Debt Service Fund and the Cumulative Building Fund. Mr. Hinderman reported to the Board that preparation for the 2026 budget began in March 2025 and the 2026 proposed budget was presented to the airlines on August 7<sup>th</sup> of this year. Mr. Hinderman noted that the airlines appreciated the Airport Authority's overall transparency and were in agreement with the proposed airline rates and charges.

Staff recommendations for the 2026 Budget were presented as follows:

#### **Operating Fund Budget**

Revenues	<b>\$49,757,962</b>
Expenditures	<b>\$51,191,882</b>
Personal Services	\$9,881,318
Supplies	\$4,871,850
Contractual Services	\$8,612,462
Capital Outlays	\$27,291,071
Property Tax Caps	\$535,181
Operating Fund Budget Deficit	\$(1,433,920)

#### **Debt Service Fund Budget**

Revenues	<b>\$1,918,005</b>
Expenditures	<b>\$1,918,005</b>
Debt Service Fund Surplus	\$0

#### **Cumulative Building Fund**

Revenues	<b>\$875,104</b>
Expenditures	<b>\$3,300,000</b>
Cumulative Building Fund Deficit	\$(2,424,896)

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Airline Rates and Charges were outlined as follows:

- Landing Fees \$2.60 per 1,000 lbs.
- Apron Fees 0.22 per 1,000 lbs.
- Terminal Rent \$26.31 per square foot

Landing and Apron Fees will both decrease in 2026 compared to 2025 due to a decrease in the cost center requirement for each. Terminal Rent significantly decreased in 2026 due to not only a cost center requirement decrease, but also an increase in terminal square footage due to the partial completion of Project Gateway East. Mr. Hinderman noted that even though the rate is decreased, the Authority will be invoicing the airlines for more square feet.

Mr. Hinderman also noted that staff anticipate presenting the budget to the Allen County Council on September 18, 2025 with the Council adopting the budgets on October 8, 2025.

Ms. Kimberly Grannan made a motion to approve the 2026 Budget as presented below. Ms. Rena Bradly seconded the motion. Mr. Barry Sturges called for a roll call vote. Below is a tally of the votes:

Mr. Barry Sturges – Aye

Ms. Kimberly Grannan – Aye

Mr. Timothy Haffner – Aye

Ms. Réna Bradley – Aye

Mr. Ramadan Abdul-Azeez – Aye

Mr. Jerry Henry – Absent

The motion carried.

### **3. CONSIDERATION AND APPROVAL OF LEASE AGREEMENTS WITH ARINC, INCORPORATED AND BEST WAREHOUSING AND TRANSPORTATION CENTER, LLC.**

Mr. Hinderman reported that the Airport Authority has been in negotiations with ARINC, Incorporated regarding a new lease agreement to rent from the Airport Authority at 12602 Global Drive, Building 2026. Mr. Hinderman summarized the lease agreement as follows:

#### **Summary Information:**

#### **Fort Wayne-Allen County Airport with ARINC Incorporated**

**FACILITY:** 12602 Global Drive, Building 2060  
Yoder, IN 46798

LAN Room – Approx 8 Sq ft

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<b>TENANT:</b>	ARINC Incorporated
<b>USE OF PREMISES:</b>	Installation, maintenance and use of communication equipment (including radios, associated cables, antenna, and cabinet), serving the aviation industry.
<b>LEASE TERM:</b>	Five (5) Year Term: October 1, 2025 – September 30, 2030
<b>RENTAL RATE:</b>	10/1/2025 to 9/30/2026 = \$ 232.00 per month 10/1/2026 to 9/30/2027 = \$ 239.00 per month 10/1/2027 to 9/30/2028 = \$ 246.00 per month 10/1/2028 to 9/30/2029 = \$ 253.00 per month 10/1/2029 to 9/30/2030 = \$ 260.00 per month
<b>DEPOSIT:</b>	\$ 200.00
<b>OPTION TO RENEW:</b>	No options
<b>UTILITIES:</b>	Tenant will be responsible for arranging and paying for telephone and communication services.
<b>IMPROVEMENTS</b>	None
<b>/ RENT CREDITS:</b>	
<b>OTHER INFORMATION REGARDING THE LEASE</b>	<ul style="list-style-type: none"><li>• Standard building lease</li><li>• Lease also includes common use area of parking lot</li><li>• 60-day termination due to FAA aeronautical clause</li></ul>

The Airport Authority has also been in negotiations with Best Warehousing and Transportation Center, LLC, regarding a new lease term and lease agreement to rent from the Airport Authority at 12602 Global Drive, Suite B and C, Building 2060 at FWA. A summary of the lease agreement is below for your review.

### Summary Information:

#### Fort Wayne-Allen County Airport with BEST WAREHOUSING AND TRANSPORTATION CENTER, LLC

**FACILITY:** 12602 Global Drive, Building 2060, Suite B & C  
Yoder, Indiana 46798

Suite B (67,800 square feet) and Suite C (42,200 square feet) = 110,000 sq ft

**TENANT:** Best Warehousing and Transportation Center, LLC  
**USE OF PREMISES:** Logistics Third Party Provider for Clarios

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- LEASE TERM:** Three (3) Year Term:  
October 1, 2025 – September 30, 2028
- RENTAL RATE:** \$ 50,416.67 per month
- DEPOSIT:** \$ 56,303.25 from a previous lease agreement
- OPTION TO RENEW:**
- Option periods are at mutual agreement
  - **First option period** shall be from October 1, 2028, through September 30, 2031 @ \$ 53,533.33, must advise Landlord, in writing, one hundred twenty days (120) prior to the Lease Expiration date.
  - **Second option period** shall be from October 1, 2031, through and including September 30, 2034 @ \$ 56,741.67, must advise Landlord, in writing, one hundred twenty days (120) prior to the Lease Expiration date.
- UTILITIES:** Tenant will be responsible for all private utilities and its proportional share of all common building utilities.
- IMPROVEMENTS / RENT CREDITS:** None
- OTHER INFORMATION REGARDING THE LEASE**
- Standard building lease
  - Leased Premise is a portion of a complex commonly known as the Air Cargo Hub (herein after “the Complex”) that was formerly occupied by Kitty Hawk.
  - 60-day termination due to FAA aeronautical clause

Mr. Hinderman made the request to the Board to vote on both leases in one vote.

Mr. Sturges then asked for a motion to accept the leases. Ms. Bradley made the motion, and Mr. Abdul-Azeez seconded it. Mr. Sturges called for a roll call vote. Below is a tally of the votes:

Ms. Kimberly Grannan – Aye

Mr. Timothy Haffner – Aye

Mr. Jerry Henry – Absent

Ms. Réna Bradley – Aye

Mr. Ramadan Abdul-Azeez – Aye

Mr. Barry Sturges – Aye

The motion carried.

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### **4. FWA AIR CARRIER INCENTIVE PLAN**

Mr. Hinderman addressed the Board about an Air Carrier Incentive Plan (ACIP) being written in order to give airlines information on expectations and incentives available to them for new air service in the Fort Wayne market. The goal of the Air Carrier Incentive Plan is simply; “To create a mutually beneficial environment for new entrant and incumbent carriers at FWA while providing enhanced air travel options for the Northeast Indiana community.” This plan is consistent with Federal Aviation Administration (FAA) guidelines. The plan will outline general airline incentive guidelines, program administration, and additional support available for new air service.

Mr. Sturges then asked for a motion to accept the Air Carrier Incentive Plan. Ms. Bradley made the motion and Mr. Abdul-Azeez seconded it. Mr. Sturges called for a roll call vote. Below is a tally of the votes:

Ms. Kimberly Grannan – Aye

Mr. Timothy Haffner – Aye

Mr. Jerry Henry – Absent

Ms. Réna Bradley – Aye

Mr. Ramadan Abdul-Azeez – Aye

Mr. Barry Sturges – Abstain

The motion carried.

### **5. SMITH FIELD AIRPORT 100 YEARS CELEBRATION**

Mr. Hinderman said the Smith Field Airport 100 Years Celebration is not a topic to vote on but wanted to let the Board know about this event. Plans are underway for the 100 Year Birthday Party for SMD to be held on September 12th, 2025, 5-9pm. The event will be advertised on social media and our website. We are planning a balloon fest, kids’ activities, food trucks, and potentially aircraft rides (provided by SweetAviation). If the weather holds out there also could be a Hot Air Balloon Night Glow. Mr. Hinderman also added that Smith Field Airport is the oldest airport in the State of Indiana!

### **6. OTHER BUSINESS**

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

### **7. ADJOURNMENT**

Mr. Sturges adjourned the August 18, 2025 Regular Session Board Meeting at 1:24 p.m.

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### **EXECUTIVE SESSION:**

An Executive Session was held prior to the regular session board meeting on August 18, 2025 at 11:45 a.m. at the Fort Wayne International Airport, 3801 W. Ferguson Rd., Fort Wayne, Indiana 46809, pursuant to proper legal notice, 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

Kimberly Grannan, Vice President; present

Timothy T. Haffner, Secretary; present\*

Jerome F. (Jerry) Henry, Jr., Member; absent

Réna Bradley, Member; present

Ramadan Abdul-Azeez, Member; present

Mr. Mike Deam; present

Ms. Jordon Huttenlocker; present

Mr. Scott Hinderman; present

Mr. Joe Marana; present

Mr. Mike Zawahri; present

Mr. Ryan Bauer; present

Ms. Annie Hoffmeier; present

*\*Electronic participation*

By signing the minutes of the August 18, 2025 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