

FORT WAYNE-ALLEN COUNTY AIRPORT AUTHORITY

Fort Wayne-Allen County Airport Authority Board Meeting

Regular Session

August 21, 2023

3:00pm

A meeting of the Fort Wayne-Allen County Airport Authority Board was held on August 21, 2023, 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 3:02 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., absent
Kimberly M. Grannan, absent
Réna Bradley, present

**electronic meeting participation*

AIRPORT AUTHORITY STAFF & LEGAL COUNSEL PRESENT:

Scott Hinderman, Executive Dir. Of Airports
Joe Marana, Director of Operations and Facilities
Mike Deam, Airport Authority Attorney
Tom Trent, Airport Authority Attorney
Doug Robertson, Controller
Ryan Bauer, Interim Airport Dev. And Prop. Manager
Justin Treft, FBO Manager
Mary Easterday, Administrative Assistant

CALL TO ORDER:

A quorum being present, Mr. Sturges called the meeting to order at 3:02 pm

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

Mr. Scott Hinderman indicated staff had no changes to the posted agenda. Mr. Timothy Haffner made a motion to approve the August 21, 2023 Board Agenda as posted and the Consent Agendas as presented below. Ms. Réna Bradley seconded the motion; the motion unanimously carried.

A. ADMINISTRATIVE CONSENT AGENDA:

- Approval of Board Minutes – 07.17.2023
- Review & Approval of Claims #23-08
- Accounts Receivable Report

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B. BID CONSENT AGENDA

(1) Hangar 2042 Roof Replacement, TB23-B

Airport Staff solicited bids to replace the roof on Hangar 2042. The project scope includes the removal and replacement of the existing system down to the roof deck and provides for a new flexible sheet roofing membrane system.

In response to the bid request, three responses for the Base Bid #1 were received:

CMS Roofing \$ 408,760.00

Fort Wayne Roofing \$ 346,600.00

Midland Engineering \$ 470,400.00

Airport staff reviewed the bids and recommended that the Board make a motion to award the bid to Fort Wayne Roofing as the lowest responsive and responsible bid in the base bid #1 amount of \$346,600.00. Approval was also requested for the Executive Director of Airports to sign the contract documents.

(2) Consideration & Approval of RFQ Results for: Indefinite Delivery Professional Engineering Services—Federally Funded Projects

Airport staff solicited proposals for the selection of a firm to provide Indefinite Delivery Engineering Services for federally funded projects. The selection committee consisted of three airport staff members.

The Airport Authority received one proposal in response to the solicitation, a proposal was received from CHA Consulting, Inc. As the Airport Authority's current indefinite delivery professional engineering firm, CHA has assisted FWA in developing a roster of significant accomplishments and provided stability in staffing over the years with Nathan Lienhart serving as our Project Manager since 2009. Having completed review of CHA's RFQ submission, the selection committee recommended CHA Consulting Inc. to the Board as the firm for award of this indefinite delivery contract. A contract for a one-year period with 4 one-year renewal options was recommended for approval.

Staff recommended the Board motion to award the RFQ for indefinite delivery professional engineering services on federally funded projects to CHA Consulting Inc. as the offer whose qualifications have been determined to be the most advantageous to the Authority. Staff also requested authorization for the Executive Director of Airports to sign the professional services agreement. It was noted that fees will be negotiated in accordance with federal guidelines on a project by project basis.

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C. CONTRACT CONSENT AGENGA:

- (1) Contingency Change Order Authorization Number 16 – Fort Wayne International Airport West Terminal Expansion with Michael Kinder & Sons (MKS) – AIP 77

This increase is in the amount of \$61,270.85. This amount will come from the already approved owner's construction contingency in the MKS contract. This leaves a contingency balance of \$456,467.93. Included in this change order are the items listed below. Staff recommended approval of this change order with signature authorization for the Executive Director of Airports.

RFCO-245	Sprinkler Adjustments for Steel in 2C-3
RFCO-244	Future ATO Sink Pump
RFCO-218	TSA Leased Space Additional Items
^{P2} RFCO-216	RFI-651 – Wall Over Door 115A
RFCO-159	RFI-477 – Raise Interior Header at Vestibule D102a
RFCO-158	RFI-247 – Demo Housekeeping Pad
RFCO-123	RFI-543 – CRAC-2 Condensate Line Height
^{P1} RFCO-250	Additional Irrigation & Planting Locations
RFCO-249	Crane/Employee Down Time Due to Snow
RFCO-223	RFI-690 – Redundant ACCU for Computer Room 261
RFCO-199	Generator Exhaust Insulation Jacket
RFCO-611	Lines to ACCU-3
RFCO-247	1F-1 Drywall Repairs

2. ACTIVITY REPORT – JULY 2023

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

- Enplanements for July 2023 were reported at 38,305 up 11.57% compared to July 2022 enplanements and up 7.54% year-to-date
- For the third month in a row, we have met and surpassed 2019 enplanement numbers – (as previously reported, 2019 enplanements were recorded at an all time high); we are currently on track to surpass 2019 enplanement numbers (with less frequency) currently are only off 0.005% from 2019 enplanement numbers
- Airlines continue to struggle to manage the flight crew shortage and the challenges these shortages present
- FWA is currently not experiencing an issue with “leakage” but more a “spillage” issue – passengers are forced to fly out of alternative airports, because seats are just not available on FWA scheduled flights

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- Calls were made with Delta Airlines to try and encourage recovery and reinstatement of suspended Detroit flight; while Delta would not provide a specific time table for the return of the Detroit flight, staff were encouraged and are hopeful Delta will put the flight back on the schedule sooner as opposed to later.
- Delta continues to battle the pilot shortage and it has negatively affected their ability to operate some long established flights at certain airports
- Staff anticipates engaging community leaders in a letter writing campaign to emphasize the importance to Delta of getting the Detroit flight back on the schedule

3. CONSIDERATION AND APPROVAL FORT WAYNE-ALLEN COUNTY AIRPORT AUTHORITY 2024 BUDGET

Mr. Hinderman and Airport Authority Controller, Doug Robertson made a presentation to the Board, regarding the 2024 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 2024 budget began in March 2023 and the 2024 proposed budget was presented to the airlines on August 2, 2023. Mr. Hinderman noted that the airlines appreciated the Airport Authority's overall transparency and were in agreement with the proposed airline rates and charges.

The budget presentation and staff recommendations for the 2024 Budget were as follows:

Operating Fund Budget

Revenues	\$54,148,941
Expenditures	\$45,260,024
Personal Services	\$8,812,109
Supplies	\$5,513,924
Contractual Services	\$5,690,591
Capital Outlays	\$24,762,000
Property Tax Caps	\$481,400
Operating Fund Budget Surplus	\$8,888,917

Debt Service Fund Budget

Revenues	\$1,949,524
Expenditures	\$1,906,705
Debt Service Fund Surplus	\$42,819

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Cumulative Building Fund

Revenues	\$749,984
Expenditures	0
Cumulative Building Fund Surplus	\$749,984

Estimated tax rates per \$100 of assessed valuation associated with these budgets are as follows:
Operating Fund - \$0.0296; Debt Service Funds (combined total) - \$0.0096; and Cumulative Building Fund - \$0.0033.

Mr. Hinderman also noted that staff anticipates presenting the budget to the Allen County council on September 28, 2023 with the Council adopting the budgets on October 19, 2023.

Mr. Tim Haffner made a motion approve the 2024 Fort Wayne-Allen County Airport Authority budget as present by authority staff. Mr. Gregg Sengstack seconded the motion; the motion unanimously carried.

4. CONSIDERATION AND APPROVAL OF LEASE WITH BEST WAREHOUSING AND TRANSPORTATION, INC. FOR USE OF SPACE IN BUILDING 2060 SUITES B AND C

Mr. Hinderman informed board members that staff had successfully negotiated a lease with Best Warehousing and Transportation, Inc. for use of space in ATC Building 2060 suites B and C. Mr. Ryan Bauer presented details of the lease agreement as follows:

LEASE SUMMARY

FACILITY:

12602 Global Drive
Building 2060 / Suites B & C
Yoder, IN 46798

Suite B = 67,800 square feet
Suite C = 42,200 square feet
110,000 square feet of occupied space

TENANT:

Best Warehousing and Transportation, Inc.

USE OF PREMISES:

Logistics, Third Party Provider for Clarios

LEASE TERM:

Two (2) Year Term:
October 1, 2023 – September 30, 2025

RENTAL RATE:

\$50,416.66 per month / \$5.50 per square foot

OPTION TO RENEW:

Tenant shall have no option to renew this lease

UTILITIES:

Tenant will pay its proportionate share of all utilities (sewer, gas, electricity, water,

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service utilities) on the building, prorated based on 110,000 square feet of occupied space

IMPROVEMENTS / RENT CREDITS:

No rent credits available

No improvements provided to the Premises: Landlord had previously constructed demising wall to separate Best leased space from Suite D within Building 2060

OTHER INFORMATION REGARDING THE LEASE

Has been a tenant in good standing since October of 2019

Mr. Timothy Haffner made a motion to approval the lease agreement with Best Warehousing and Transportation for use of space in Building 2060 as present. Mr. Gregg Sengstack seconded the motion; the motion unanimously carried.

5. CONSIDERATION AND APPROVAL OF REQUEST FOR PROPOSAL RESULTS FOR FARMING SERVICES AT FWA

Mr. Hinderman reported that airport staff had solicited proposals for the selection of a firm to provide farming and mowing services for a period of five (5) years on the Airport Authority's 1,892.8 acres of farmland. Six (6) bids were received and reviewed by a selection committee. Firms were evaluated on a variety of topics including, bid price per acre, financial strength, farming approach and techniques, equipment, and land improvements. Josh Fiechter Farms Inc received the highest overall score and provided the highest bid price per acre.

Staff were able to successfully negotiate a lease agreement with Josh Fiechter Farms for farming services. Mr. Ryan Bauer summarized the farm services lease agreement for board members as follows:

LEASE SUMMARY

FACILITY: 1,892.8 acres of FWACAA farmland

TENANT: Josh Fiechter Farms, Inc.

USE OF PREMISES: Farming services and mowing

LEASE TERM: Five (5) Year Term:
January 1st, 2024 – December 31st, 2028

RENTAL RATE: \$3,501,680 term value (\$310/acre/year with annual increase of \$30/acre/year)

**OPTION TO
RENEW:** Tenant shall have no option to renew this lease

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UTILITIES: N/A

IMPROVEMENTS / No improvements to be made by FWACAA.

RENT CREDITS: Various drainage and clearing land improvements to be made by Tenant as shown in bid documents. All improvements to be approved by staff prior to work.

OTHER INFORMATION REGARDING THE LEASE This lease agreement will become active immediately following the expiration of the current farming services lease.

Mr. Timothy Haffner made a motion to approval the lease agreement with Josh Fiechter Farms, Inc. for Farming Services at FWA as presented. Ms. Réna Bradley seconded the motion; the motion unanimously carried.

6. OTHER BUSINESS

Mr. Hinderman reported, staff had no other items of business to present to the board for consideration. Mr. Hinderman did have one announcement and informed board members that the Airport Authority's Project Gateway West Terminal Expansion Project was selected by the AAAE-Great Lakes Chapter to win the Commercial Airport Project of the Year. Mr. Hinderman indicated that it was a great honor to accept this recognition on behalf of the Airport Authority at the AAAE Annual Conference in July.

7. ADJOURNMENT

Mr. Haffner moved to adjourn the August 21, 2023 Regular Session Board Meeting at 3:27 PM. Mr. Sturges adjourned the meeting.

EXECUTIVE SESSION:

An Executive Session was held prior to the regular session board meeting on August 21, 2023 at 2:00 p.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

Gregg Sengstack, VP; present

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Timothy T. Haffner, Secretary; present

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

Kimberly Grannan; absent

Réna Bradley; present

Mr. Mike Deam; present

Mr. Tom Trent; present

Mr. Scott Hinderman; present

Mr. Joe Marana; present

Mr. Doug Robertson; present

Mr. Ryan Bauer; present

Ms. Mary Easterday; present

**electronic participation*

By signing the minutes of the August 21, 2023, board meeting, it is hereby certified that nothing other than the topics, as noted above, were discussed during the Executive Session.

Signatures on File

Mr. Richard (Barry) Sturges
Board President

Mr. Timothy Haffner
Board Secretary