

**FORT WAYNE-ALLEN COUNTY AIRPORT AUTHORITY**

Fort Wayne-Allen County Airport Authority Board Meeting

Regular Session

July 18, 2022

3:00pm

A meeting of the Fort Wayne-Allen County Airport Authority Board was held on July 18, 2022 at the Smith Field Airport, 902 West Ludwig Road, Fort Wayne, Indiana, 46825, Conference Room, pursuant to proper legal notice. A quorum being present, Mr. Barry Sturges, Board President, called the meeting to order at 3:00 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, present  
Réna Bradley, present  
*\*electronic meeting participation*

**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  
Stephanie Veit, Airport Development Director  
Justin Treft, FBO General Manager  
Mary Easterday, Administrative Assistant

**CALL TO ORDER:**

A quorum being present, Mr. Sturges called the meeting to order at 3:00 p.m.

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

Mr. Scott Hinderman indicated staff had no changes to the posted agenda. Mr. Tim Haffner made a motion to approve the July 18, 2022 Board Agenda as posted and the Consent Agendas as presented below.

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

A. Consideration and Approval of Administrative Consent Agenda:

- Approval of Board Minutes – 6.21.2022
- Review and Approval of Claims #22-07
- Accounts Receivable Report

B. Contract Consent Agenda (Executive Director Signature Authority)

- (1) *Change Order Number 1 for the Contract with Schenkel Construction, TB22-B, Corporate Hangar 2016 Drainage Improvements*

This change order is a project increase in the amount of \$1,310.00 to include the following:

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- Additional cost incurred to remove additional concrete foundation material.

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

*(2) Addendum Number 14 to Professional Service Agreement with CHA for the Relocation of Taxiway C2 and Rehabilitation of Taxiway C-Phase 2, Design and Bid Phase Services*

Addendum No. 14 to the Indefinite Delivery Services Agreement with CHA Consulting, Inc. is to relocate Taxiway C2 and complete the rehabilitation of existing Portland cement concrete pavement (PCCP) on Taxiway C. CHA will provide project administration/management, project coordination, grant administration, final design, and bidding assistance.

CHA proposed fees associated with the services in the amount not-to-exceed \$258,460. Staff obtained an independent fee estimate (IFE) in accordance with federal guidelines. The negotiated fees proposed by CHA are less than the comparative IFE, and staff feels that the fees are reasonable. Staff recommended the Board make a motion to award this contract to CHA in the not-to-exceed amount of \$258,460.00. Staff also requested authorization for the Executive Director to execute the contract documents.

*(3) Addendum Number 15 to Professional Service Agreement with CHA for the Taxiway A1 Connector Construction Project at Smith Field Airport, Construction Phase Services*

Addendum No. 15 to the Indefinite Delivery Services Agreement with CHA Consulting, Inc. is to construct a new taxiway connector between the threshold of Runway 31 and Taxiway A at Smith Field Airport. CHA will provide project administration/management, project coordination, grant administration, construction administration, construction observation and QA testing services.

CHA proposed fees associated with the services in the amount not-to-exceed \$162,575.00. Staff obtained an independent fee estimate (IFE) in accordance with federal guidelines. The negotiated fees proposed by CHA are less than the comparative IFE, and staff feels that the fees are reasonable. Staff recommended that the Board make a motion to award this contract to CHA in the not-to-exceed amount of \$162,575.00. Staff also requested authorization for the Executive Director to execute the contract documents.

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### *(4) Change Order Number 1 for the Contract with Wayne Asphalt, AF21-02, Air Trade Center Pavement Improvements*

This change order is a net project increase in the amount of \$4,315.48 and includes costs for final quantity adjustments, work required due a buried manhole that was discovered, and rip rap placed under a culvert pipe.

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

### *(5) Contingency Change Order Authorization Number 5 – Fort Wayne International Airport West Terminal Expansion with Michael Kinder & Sons – AIP 77*

This increase is in the amount of \$126,271.25. This amount will come from the already approved owner's construction contingency in the MKS contract. This leaves a balance of \$2,242,366.78. The majority of the change order amount is an upgrade to our public address system. It is more advantageous for us to upgrade the system now while we are working on it than having a separate project in future years. Other items include the remediation of unsuitable soils, upgrading water bottle fill stations, and a natural gas pipe extension.

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

## **2. ACTIVITY REPORT – JUNE 2022**

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

- June 2022 enplanements were reported at 33,379 down 5.76% compared to June 2021 enplanements and up 20.88% year-to-date
- June 2022 enplanement were up slightly (about 3%) compared to May 2022 enplanements
- Mr. Hinderman indicated the drop in enplanements June 2022 vs June 2021 is not surprising and can be contributed to the loss of capacity with both flights and seat capacity being down in June 2022 compared to June 2021
- FWA's current loss of capacity is attributed to Delta's reduction in capacity at FWA
- Delta is scheduled to add an additional Chicago flight in September and the larger CRJ 700 will be servicing FWA Atlanta flights in September; Mr. Hinderman noted that these changes will help Delta increase capacity at FWA
- FWA load factor is good – we are just experiencing a loss of capacity
- Mr. Hinderman reported that the legacy carriers (American, Delta, United) have departed from 52 airports since the onset and recovery from the pandemic

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- Mr. Joel Pierce General Manager from Sweet Aviation and Mr. Mike Clouse Program Chair, Aviation Maintenance Technology at Ivy Tech made presentations to the board related to their operations at SMD

### **3. CONSIDERATION AND APPROVAL OF RESOLUTION 22-05 PROVIDING AUTHORIZATION TO OPEN AN INVESTMENT ACCOUNT RELATED TO PROJECT GATEWAY EAST BOARD DESIGNATED FUND**

Ms. Robin Strasser reported Resolution No. 22-05 is being presented for consideration to designate the financial institution and authorized signers that will be established for the investment of the \$20,000,000 designated by the board at the February 21, 2022 board meeting for the purpose of funding the East Phase of Project Gateway. Ms. Strasser reminded the board that Resolution 22-03 (a similar Resolution) had been passed in April 2022 to designate the financial institution and the authorized signers for the account, however staff have been unable to satisfactorily come to an agreement with JP Morgan Chase & Co. of North America to establish the investment account. Resolution 22-05 would rescind board Resolution 22-03 and designating a different financial institution for the investment of the \$20,000,000 board designated funds. Ms. Strasser explained that staff would be working with 1<sup>st</sup> Source Bank to establish the investment account and that Mr. Richard Sturges, Board President; Mr. Gregg Sengstack Board Vice-President; and Ms. Robin Strasser would be established as authorized Representatives on the account.

Mr. Timothy Haffner made a motion to approve Resolution 22-05: Providing Authorization to Open an Investments Account Related to Project Gateway East, Board Designated Fund.

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

### **4. NEW BUSINESS**

Mr. Hinderman indicated staff had no other official business to bring before the board for consideration at this time. Mr. Hinderman announced that following adjournment of the board meeting, staff would conduct a tour of SMD facilities.

Ms. Bradley commended and thanked staff for the materials and assistance they provided for presentations board members Ms. Wagner and Ms. Bradley made to the Commissioners.

### **5. ADJOURNMENT**

Mr. Haffner moved to adjourn the July 18, 2022, Regular Session Board Meeting at 3:31 p.m.  
Mr. Sturges adjourned the meeting.

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### **EXECUTIVE SESSION:**

An Executive Session was held prior to the regular session board meeting on July 18, 2022 at 2:00 p.m. at the Smith Field Airport, 902 West Ludwig Road, Fort Wayne, Indiana, 46825, Conference Room, 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

Timothy T. Haffner, Secretary; present

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

Kimberly Wagner; present

Réna Bradley; present

Mr. Mike Deam; present

Mr. Tom Trent; present

Mr. Scott Hinderman; present

Mr. Joe Marana; present

Ms. Robin Strasser; present

Ms. Stephanie Veit; present

Ms. Mary Easterday; present

By signing the minutes of the July 18, 2022, 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. Gregg Sengstack  
Board Vice President