

FORT WAYNE-ALLEN COUNTY AIRPORT AUTHORITY

Fort Wayne-Allen County Airport Authority Board Meeting

Regular Session

July 19, 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 July 19, 2021, 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 3:00 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 - *absent*
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
Doug Robertson, Controller
Mary Easterday, Administrative Asst.

CALL TO ORDER:

A quorum being present, Mr. Sturges called the meeting to order at 3:00 p.m. Mr. Sturges noted that board member Ms. Kimberly Wagner would be attending the meeting electronically and so all votes taken would be by roll call.

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

Mr. Joe Marana indicated staff had no changes to the posted agenda. Mr. Timothy Haffner made a motion to approve the July 19, 2021, Board Agenda as posted and the Consent Agenda as presented below:

ADMINISTRATIVE CONSENT AGENDA:

- Approval of Board Minutes – 06.21.2021
- Review & Approval of Claims #21-07
- Accounts Receivable Report

BID CONSENT AGENDA:

1. *Consideration and Award of Proposals for the Purchase and Installation of Terminal Furnishings*

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Authority staff solicited proposals for the purchase and installation of terminal furnishings in conjunction with the West Terminal Expansion and Renovation Project. The furnishings consisted of 5 distinct product groupings as follows:

- Group 1 Beam Seating
- Group 2 In-Power Bars and Stools
- Group 3 Executive Lounge Seating
- Group 4 Ottomans
- Group 5 Interior and Exterior Benches

As outlined in the Request for Proposals, proposers who submitted furnishings that complied with mandatory submission and specification criteria, were scored by a team of Authority personnel based on the price, desirability of furniture design, manufacture experience, warranty, optional feature availability, and company background, to determine the highest-ranking score for each category. Each product grouping was separately rated.

Staff recommended that the Board award the furnishings RFP to the firm determined to be the most advantageous to the Authority for each product grouping as follows:

- Group 1- Arconas \$ 416,715.50 which includes wireless charging option of \$34,068
- Group 2-Arconas \$ 111,292.00
- Group 3-Custer \$ 55,479.22
- Group 4-No Award
- Group 5-Arconas \$ 13,882.00

Staff requested that the Board make a motion to award product Groups 1, 2, and 5 to Arconas as most advantageous firm for these product groups in the combined amount of \$541,889.50. This award is subject to negotiation of acceptable purchase terms and conditions.

Staff also requested that the Board make a motion to award product Group 3 to Custer Office Environments as the most advantageous firm for this product grouping in the amount of \$55,479.22.

Mr. Gregg Sengstack seconded the motion. Mr. Sturges called for a roll call vote. Below is a tally of the votes:

- Mr. Jerry Henry – Aye
 - Ms. Kimberly Wagner – Aye
 - Mr. Barry Sturges – Aye
 - Mr. Tim Haffner – Aye
 - Ms. Réna Bradley – Aye
 - Mr. Gregg Sengstack - Aye
- The motion carried.

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2. ACTIVITY REPORT – JUNE 2021

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

- FWA's recovery mode operation continues to exceed staff expectations and enplanements continue to increase on a monthly basis – FWA Covid recovery is occurring much faster than anticipated and staff expect passenger growth to continue
- June 2021 was reported as best month since October 2019
- Enplanements in June 2021 were reported at 35,420 up 155.85% compared to June 2020
- June 2021 enplanements were up over 6,600 passengers compared to May 2021 enplanements
- Year-to-date enplanements in 2021 are up by 38.23% compared to enplanements year-to-date 2020
- American Airlines loaded an additional flight into their system from FWA – starting August 17th 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
- Mr. Marana also reported that Mr. Hinderman anticipates business travel to show signs of recovery beginning Q3

3. CONSIDERATION AND APPROVAL OF LEASE AGREEMENT WITH CHALLENGE TOOL AND MANUFACTURING FOR USE OF BUILDING 2014

Ms. Robin Strasser reported to board members that Airport Authority staff have been in negotiations with Challenge Tool and Manufacturing regarding a Standard Building Lease Agreement for space in Building 2014. Challenge Tool and Manufacturing has been a tenant since September of 2013 and the Airport Authority is pleased to continue its long-standing relationship with Challenge Tool. Ms. Strasser outlined the terms of the lease agreement as follows:

LEASE SUMMARY

FACILITY:

11421 W. Perimeter Road
Building 2014
Fort Wayne, IN 46809
6553 square feet of hangar and office space

TENANT:

Challenge Tool and Manufacturing, Inc.

USE OF PREMISES:

Storage of aircraft operated by tenant and associated material and equipment

LEASE TERM:

Two (2) Year Term:
September 1, 2021 – August 31, 2023

RENTAL RATE:

- a. **Rate Year 1** – \$1180.69 per month / \$2.16 per square foot
- b. **Rate Year 2** - \$1216.11 per month / \$2.23 per square foot

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**OPTION TO
RENEW:**

Tenant shall have no option to renew this lease

UTILITIES:

Tenant responsibility to pay all utilities (sewer, gas, electricity, water, service utilities) on the Premises.

**IMPROVEMENTS /
RENT CREDITS:**

No rent credits available or improvements provided for the Premises

**OTHER
INFORMATION
REGARDING THE
LEASE**

- Previous lease rental rate: \$1146.30 per month
- Airport Authority first entered into an agreement with Tenant in September of 2013 to lease a portion of building 2014 (3,277 sq. ft. of space / ½ of the hangar)
- Tenant has been in good standing throughout their tenure

Mr. Timothy Haffner made a motion to approve the Standard Building Lease Agreement with Challenge Tool and Manufacturing as presented.

Mr. Gregg Sengstack seconded the motion. Mr. Sturges called for a roll call vote. Below is a tally of the votes:

Mr. Jerry Henry – *did not vote*

Ms. Kimberly Wagner – Aye

Mr. Barry Sturges – Aye

Mr. Tim Haffner – Aye

Ms. Réna Bradley – Aye

Mr. Gregg Sengstack - Aye

The motion carried.

4. CONSIDERATION AND APPROVAL OF LEASE AGREEMENT WITH SKYWEST AIRLINES, INC. FOR USE OF BUILDING 2003

Ms. Robin Strasser reported to board members that Airport Authority staff have been in negotiations with SkyWest Airlines regarding a Standard Build Lease Agreement for space in Building 2003. Ms. Strasser outlined the terms of the lease agreement as follows:

LEASE SUMMARY

FACILITY:

4555 Altitude Drive
Building 2003
Fort Wayne, IN 46809
60,000 square feet

TENANT:

SkyWest Airlines, Inc.

USE OF PREMISES:

Aircraft maintenance; storage of aircraft owned by Tenant or its customers; storage

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of materials and equipment used for the business of conducting aircraft maintenance

LEASE TERM:	Three (3) Year Term > April 1, 2021 – March 31, 2024 Plus two (2) one year options: Option One Period: April 1, 2024 – March 31, 2025 Option Two Period: April 1, 2025 – March 31, 2026
RENTAL RATE:	Rate April 1, 2021 – March 31, 2025 – \$16,213.16 per month / \$3.24 per square foot Rate Option One Period - \$16,699.56 per month / \$3.34 per square foot Rate Option Two Period - \$17,200.55 per month / \$3.44 per square foot
OPTION TO RENEW:	Tenant shall have right to exercise two (2) one-year options (as outlined above). Intent to exercise each option must be communicated to Airport Authority in writing, at least 120 days prior to lease expiration date.
UTILITIES:	Tenant responsibility to pay all utilities (sewer, gas, electricity, water, service utilities) on the Premises.
IMPROVEMENTS / RENT CREDITS:	No improvements to the Premise by Landlord or Tenant. Repairs to the ramp located at the entrance to the building will require capital investment by the Airport Authority. Landlord, at its expense, will rehabilitate the adjacent aircraft apron and taxiway.
OTHER INFORMATION REGARDING THE LEASE	<ul style="list-style-type: none">• Previous lease agreement commenced April 1, 2018 and terminated March 31, 2021• Previous rental rate: \$2.85 per square foot > \$14,250 per month• Rental rate of \$16,213.16 per month (retroactive to April 1, 2021) represents a 14% increase in rental rate from previous agreement

Mr. Timothy Haffner made a motion to approve the Standard Building Lease Agreement with SkyWest Airlines as presented.

Mr. Gregg Sengstack seconded the motion. Mr. Sturges called for a roll call vote. Below is a tally of the votes:

Mr. Jerry Henry – Aye
Ms. Kimberly Wagner – Aye
Mr. Barry Sturges – Aye
Mr. Tim Haffner – Aye
Ms. Réna Bradley – Aye
Mr. Gregg Sengstack - Aye
The motion carried.

5. OTHER BUSINESS

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

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6. ADJOURNMENT

Mr. Haffner moved to adjourn the July 19, 2021, Regular Session Board Meeting at 3:13 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 July 19, 2021 at 2:30 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; present*

Réna Bradley; present

Mr. Mike Deam; present

Mr. Scott Hinderman; *absent*

Mr. Joe Marana; present

Ms. Robin Strasser; present

Mr. Patrick Dooley; present

Ms. Mary Easterday; present

**electronic meeting participation*

By signing the minutes of the July 19, 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

Mr. Gregg Sengstack
Board Vice-President

Mr. Timothy Haffner
Board Secretary