

**FORT WAYNE-ALLEN COUNTY AIRPORT AUTHORITY**

Fort Wayne-Allen County Airport Authority Board Meeting

Regular Session

October 17, 2022

3:00 p.m.

A meeting of the Fort Wayne-Allen County Airport Authority Board was held on October 17, 2022 at the Fort Wayne Aero Center, 4401 Altitude Drive, Fort Wayne, Indiana, 46809, Conference Room, F203, pursuant to proper legal notice. A quorum being present, Mr. Gregg Sengstack, Board Vice-President, called the meeting to order at 3:00 p.m.

**ATTENDANCE:**

**AIRPORT AUTHORITY  
BOARD MEMBERS:**

Richard B. (Barry) Sturges, Jr., President, absent  
Gregg C. Sengstack, Vice President, present  
Timothy J. Haffner, Secretary, absent  
Jerome F. (Jerry) Henry, Jr., present  
Kimberly M. Wagner, present  
Réna Bradley, present  
*\*electronic participation*

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

Scott Hinderman, Executive Director  
Robin Strasser, Dir. Admin. & Finance\*  
Joe Marana, Dir of Operations and Facilities  
Mike Deam, Airport Authority Attorney  
Tom Trent, Airport Authority Attorney  
Doug Robertson, Controller\*  
Stephanie Veit, Airport Development Director  
Mary Easterday, Administrative Assistant

**CALL TO ORDER:**

A quorum being present, Mr. Sengstack 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. Ms. Réna Bradley made a motion to approve the October 17, 2022 Board Agenda as posted. Mr. Jerry Henry seconded the motion; the motion unanimously carried.

Ms. Kimberly Wagner made a motion to approve the Consent Agendas as presented below. Ms. Réna Bradley seconded the motion; the motion unanimously carried.

ADMINISTRATIVE CONSENT AGENDA:

- Approval of Board Minutes – 09.19.2022
- Review & Approval of Claims #22-10
- Accounts Receivable Report

BID CONSENT AGENDA:

(1) *Quotation results: AF22-01, Fuel Farm Access Road Repairs*

Airport staff solicited quotes for the above project consisting of demolition, site preparation, construction/installation of various features and improvements to repair/rehabilitate both

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Portland cement concrete pavement and hot-mix asphalt pavement serving the Fuel Farm at the Fort Wayne International Airport. In response to the quotation solicitation, only one quote was received from Brooks Construction, Inc in the amount of \$165,812.00.

This quotation received exceeded the Engineer's estimate by more than 40%. After discussions with Brooks Construction, it is believed that changes in planned sequencing of the work could result in cost savings. Additionally, the project exceeded the current funds budgeted for the work.

Staff, therefore, recommended that the Board make a motion to reject the only quotation received. Staff will give consideration as to how to proceed with a rebid of this work at a later time.

### CONTRACT CONSENT AGENDA:

- (1) *Consideration and approval of Contract Extension with Asher Agency for Advertising Related Services*

Asher Agency was selected as the firm to serve as the Agent of Record for advertising and creative content marketing for the Fort Wayne-Allen County Airport Authority from January 1, 2018 (for a 5-year period) through December 31, 2022.

The Asher Agency has worked with Authority staff to develop and promote the "First Fly the Fort" campaign and staff has benefited from the continuity of services gained from the continuing relationship with Asher Agency for this professional services agreement. Staff recommended that the Board make a motion to approve this contract extension with Asher Agency as the Agent of Record for advertising and creative content marketing for an additional one-year period from January 1, 2023, to December 31, 2023. Staff requested approval for the Executive Director of Airports to execute the contract document.

## **2. ACTIVITY REPORT – SEPTEMBER 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:

- Activity for September 2022 is down for the second consecutive month - September 2022 enplanements were reported at 26,885 down 4% compared to September 2021, however, enplanements are reported at being up 11.63% year-to-date
- The September 2022 decrease in enplanements is largely due to the decrease in capacity experienced in September 2022 compared to September 2021; flights were down over 11% and seat capacity was down over 14%
- Airlines have been scheduling extra capacity at their HUB airports, and so FWA is feeling the ramifications with loss of capacity

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- Delta has discontinued service to Detroit as of early October; however, Delta flights to Atlanta and Minneapolis will be serviced by larger aircraft which will result in an increase in Delta capacity by 54 seats per day (even with the loss of Detroit service)
- We anticipate the return of the Delta flight by mid-to-late summer of 2023; the routes had been profitable for Delta they were just unable to consistently man and fly the route
- Beginning October 6 American added an additional flight to Charlotte and will begin operating 3 flights daily on the Charlotte route
- United will add 3 flights a day to Chicago during the months of October and November

*(Agenda items 3, 4, and 5 were combined together and formally introduced as follows:)*

### **3. INTRODUCTION OF ORDINANCE 22-03: 2023 RATES AND CHARGES ORDINANCE**

Ordinance 22-03 was introduced by Ms. Kimberly Wagner. A Public Hearing on Ordinance 22-03: 2023 Rates and Charges Ordinance will be held at the November 14, 2022 board meeting.

### **4. INTRODUCTION OF ORDINANCE 22-04: FWA RULES AND REGULATIONS ORDINANCE**

Ordinance 22-04 was introduced by Ms. Kimberly Wagner. A Public Hearing on Ordinance 22-04: FWA Rules and Regulations Ordinance will be held at the November 14, 2022 board meeting.

### **5. INTRODUCTION OF ORDINANCE 22-05: GROUND TRANSPORTATION ORDINANCE**

Ordinance 22-05 was introduced by Ms. Kimberly Wagner. A Public Hearing on Ordinance 22-05: Ground Transportation Ordinance will be held at the November 14, 2022 board meeting.

### **6. PUBLIC HEARING AND ADOPTION OF ORDINANCE 22-02: ADDITIONAL APPROPRIATIONS ORDINANCE**

Mr. Hinderman informed the board that Ordinance No. 22-02 had been introduced at the September 19, 2022 board meeting and that a public hearing would be held on this particular ordinance.

Public Hearing – Mr. Mike Deam opened the Public Hearing for Ordinance No. 22-02 Additional Appropriations Ordinance. Mr. Deam indicated that staff would make introductory comments. The board and staff would have time for comments and questions and then the public would have the opportunity to come to the podium and speak to the matter.

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Staff Comments – Mr. Scott Hinderman explained to the board that in accordance with State Code, if we spend more money than what is approved in our current budget, staff must seek approval from County Council for the additional spending. Mr. Hinderman further explained that due to certain expenditure requirements that have recently developed, it is now necessary for the passage of an additional appropriations ordinance before these expenditures can be finalized. The approval of this ordinance will allow staff to adjust the 2022 budget by a total of \$6,224,267.

Mr. Hinderman further explained that the budget adjustment will allow staff to satisfy certain Authority obligations for the following Capital Outlay budget appropriation item: Facility Construction in the amount of \$2,000,000 to fund the purchase of 2 passenger boarding bridges and 3 walkways as part of the Project Gateway East Expansion Project; and for the Contractual Services budget appropriation item to fund repairs to various buildings and equipment related to the storm that occurred on June 13, 2022 in the amount of \$4,224,267.

Mr. Hinderman again emphasized that this ordinance is not requesting additional funding, the Airport Authority has the funds available, we just need to be able to add these items to our budget and need the approval to spend the additional funds. Mr. Hinderman also added that upon adoption of this ordinance, Airport Authority staff would then seek approval from the County Council for this additional appropriation spending at their November 2022 meeting.

Board Comments – Board members had no questions or comments regarding the proposed ordinance.

Public comments – Mr. Deam asked if any member of the public cared to comment about Ordinance 22-02: Additional Appropriations Ordinance.

No member of the public came forward to comment about Ordinance No. 22-02.

Closure of Public Hearing – Hearing no further requests for comment, Mr. Deam closed the Public Hearing for Ordinance No. 22-02.

Board Action – Ms. Kimberly Wagner made a motion to adopt Ordinance No. 22-02. Mr. Jerry Henry seconded the motion; the motion unanimously carried.

### **7. NEW BUSINESS**

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

### **8. ADJOURNMENT**

Ms. Bradley moved to adjourn the October 17, 2022, Regular Session Board Meeting at 3:08 p.m. Mr. Sengstack adjourned the meeting.

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### EXECUTIVE SESSION:

An Executive Session was held prior to the regular session board meeting on October 17, 2022 at 2:00 p.m. at the Fort Wayne Aero Center, 4401 Altitude Drive, Fort Wayne, Indiana, 46809, Conference Room, F203, 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; absent

Gregg Sengstack, VP; present

Timothy T. Haffner, Secretary; absent

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

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

*\*electronic participation*

By signing the minutes of the October 17, 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. Timothy Haffner  
Board Secretary