

FORT WAYNE-ALLEN COUNTY AIRPORT AUTHORITY

Fort Wayne-Allen County Airport Authority Board Meeting

Regular Session

December 13, 2021

3:00pm

A meeting of the Fort Wayne-Allen County Airport Authority Board was held on December 13, 2021, at 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 3:05 p.m.

ATTENDANCE:

AIRPORT AUTHORITY BOARD MEMBERS:

Richard B. (Barry) Sturges, Jr., President, present
Gregg C. Sengstack, Vice President, absent
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
Mary Easterday, Administrative Asst.

CALL TO ORDER:

A quorum being present, Mr. Sturges called the meeting to order at 3:05 p.m. Mr. Sturges noted that board member Mr. 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. Scott Hinderman indicated staff had no changes to the posted agenda. Mr. Timothy Haffner made a motion to approve the December 13, 2021 Board Agenda as posted and the Consent Agendas as presented below. Mr. Jerry Henry 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 - Absent
The motion carried.

ADMINISTRATIVE CONSENT AGENDA:

- Approval of Board Minutes – 11.15.2021
- Review & Approval of Claims #21-12
- Accounts Receivable Report

CONTRACT CONSENT AGENDA:

1. *Change Order Number 1 for the Contract with Michael Kinder & Sons, TB21-B, FedEx Separation Wall Re-Quote*

This change order is a project increase in the amount of \$5,575.93 to include the following:

- Additional cost incurred to relocate an exit door due to Building Department inspection requirements.

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

2. *Change Order Number 3 Taxiway C with Primco, Inc., AIP 74*

This change order is a decrease in the amount of \$137,140.99 to decrease the total contract amount with Primco, Inc. to \$3,606,592.45. The change order includes the following:

- Final balancing change order for project closeout.

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

2. ACTIVITY REPORT – NOVEMBER 2021

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

- November 2021 enplanements were reported at 30,671 up 76.12% from November 2021 and up 54.54% year to date
- FWA recovery from the pandemic continues to be strong and we continue to be ahead of anticipated enplanements for the year
- FWA had a slight drop in capacity; Las Vegas flight has been suspended in December, but should return to the schedule in January 2022
- Mr. Hinderman shared historic enplanement statistics for the years 2001 – November 2021 and our current enplanements have surpassed 2014 numbers; Mr. Hinderman remains optimistic regarding our pandemic recovery

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3. LEASE REVIEW AND CONSIDERATION

Standard Building Lease Agreement with Water-Furnace-International, Inc. for Use of Space in Building 2060 Suite D

Mr. Hinderman reported that Authority staff have been in negotiations with Water-Furnace International regarding a Standard Building Lease Agreement for use of space in ATC Building 2060, Suite D. Mr. Hinderman summarized the lease agreement for board members as follows:

LEASE SUMMARY

FACILITY:	12602 Global Drive Building 2060 / Suite D Yoder, IN 46798 Suite D = 56,800 square feet
TENANT:	WaterFurnance International, Inc.
USE OF PREMISES:	Warehousing storage, kitting of stored materials and components
LEASE TERM:	Three (3) Year Term: February 1, 2022 – January 31, 2025
RENTAL RATE:	\$20,116.66 per month / \$4.25 per square foot
OPTION TO RENEW:	Tenant shall have option for 3 one-year additional terms: Option 1 = 2/1/2025 – 1/31/2026 Option 2 = 2/1/2026 – 1/31/2027 Option 3 = 2/1/2027 – 1/31/2028 Tenant must advise Airport Authority 120 days prior to lease expiration date of their desire to exercise option to renew
RENTAL RATE DURING OPTION PERIODS	Option 1 = \$20,720.16 / \$4.38 per square foot Option 2 = \$21,341.76 / \$4.51 per square foot Option 3 = \$21,982.01 / \$4.65 per square foot
UTILITIES:	Tenant will pay its proportionate share of all utilities (sewer, gas, electricity, water, service utilities) on the building, prorated based on 56,800 square feet of occupied space
IMPROVEMENTS / RENT CREDITS:	No rent credits available <ul style="list-style-type: none">• Landlord will provide all improvements to the Premises as outlined below• Once lease agreement is fully executed Landlord will begin work on improvements

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LEASE SUMMARY

- During construction period, Tenant will have reasonable “walk around” access to the Premises for planning purposes, but not to move inventory until construction and improvements are completed by Landlord

Improvements to be performed by Landlord:

- divide the space within Building 2060 to separate Suite C from Suite D by constructing a 20 ft high chain link fence between the two Suites;
- clean and sanitize Suite D facility floors and walls;
- clean, sanitize, and paint all walls of breakroom, office space and restrooms in Suite D;
- clean and sanitize all plumbing fixtures in Suite D;
- complete and confirm all Fall preventive maintenance as described in Exhibit C.
- Repair all dock doors, replace all dock bumpers and ensure dock levelers are in good working order.
- Ensure that all interior and exterior lights are working.

Mr. Timothy Haffner made a motion to approval the Standard Lease Agreement with Water-Furnace International, Inc. for the use of space in ATC Building 2060 Suite D as presented. Mr. Jerry Henry 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 - Absent

The motion carried.

4. CONSIDERATION AND APPROVAL OF RESOLUTION 21-05: APPROPRIATIONS TRANSFER

Ms. Robin Strasser explained to board member that the 2021 Budget was prepared six months prior to the beginning of the budget year and spending requirements were established at that time. Now, due to unforeseen requirements at the time the budget was established, certain accounts require additional spending authority, and several accounts need less spending authority because anticipated expenditures were unnecessary. Ms. Strasser requested Board approval to make the necessary transfers among several accounts as presented in Resolution 20-05. These transfers will prevent appropriations from having deficient balances. Ms. Strasser affirmed that the result of all transfers is a net increase of zero dollars to the 2021 Budget.

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Mr. Tim Haffner made a motion to approve Resolution 20-05: Appropriations Transfer Resolution (as presented). Ms. Réna Bradley 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 - Absent

The motion carried.

5. CONSIDERATION AND APPROVAL OF BOARD COMMITTEES

Mr. Scott Hinderman reported that in January, 2021 the Board suspended the meeting of the Real Estate Development Committee and the Air Service and Marketing Committee. In place of these two committee meetings, board members requested that staff prepare a Board Executive Session meeting to be held prior to each monthly scheduled board meeting. Board members were hoping that holding one Executive Session meeting which would include all board members would move to a more efficient and inclusive means of board function.

Mr. Hinderman reported that board members are pleased with the way the board has functioned during 2021 and are satisfied that the current meeting structure and format is allowing for all board members to operate in an informative and efficient manner. Mr. Hinderman requested that the board approve the suspension of the Real Estate Development Committee and the Air Service & Marketing Committee in perpetuity. Mr. Hinderman further added, that at any time, board members feel the need to reinstate either of these board committees, the board could do so. Mr. Hinderman also added that staff was prepared to continue to schedule and hold a board Executive Session prior to each scheduled board meeting, as needed.

Mr. Timothy Haffner made a motion to approve the suspension of the Real Estate Development Committee and the Air Service & Marketing Committee in perpetuity. Mr. Jerry Henry 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 - Absent

The motion carried.

6. OTHER BUSINESS

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Mr. Hinderman indicated staff had no other business to bring before the board for consideration at this time. Mr. Hinderman did provide the following announcements / information to board members:

- FWA recently received final closeout documentation from the FAA regarding our 139 Safety and Certification Inspection and for the 7th consecutive year have received zero discrepancies.
- Staff provided a tour of terminal expansion project to board members following the board meeting

7. ADJOURNMENT

Mr. Haffner moved to adjourn the December 13, 2021, Regular Session Board Meeting at 3:20 p.m. Mr. Barry Sturges adjourned the meeting.

EXECUTIVE SESSION:

An Executive Session was held prior to the regular session board meeting on December 13, 2021 at 2:15 p.m. at the Fort Wayne-Allen County Airport Authority, 3801 W. Ferguson Road, Fort Wayne, Indiana, 46809 in the Airport Board Room (Ste. N210), 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; absent

Timothy T. Haffner, Secretary; present

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

Kimberly Wagner; present*

Réna Bradley; present

Mr. Mike Deam; present

Mr. Tom Trent; present

Mr. Scott Hinderman; present

Ms. Robin Strasser; present

Ms. Stephanie Veit; present

Ms. Mary Easterday; present

* *electronic participation*

By signing the minutes of the December 13, 2021, board meeting, it is hereby certified that nothing other than the topics, as noted above, were discussed during the Executive Session.

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Signatures on File

Mr. Richard (Barry) Sturges
Board Vice-President

Mr. Timothy Haffner
Board Secretary