

**AGENDA**

**ST. JOSEPH COUNTY AIRPORT AUTHORITY DISTRICT BOARD  
SOUTH BEND INTERNATIONAL AIRPORT  
4477 PROGRESS DRIVE, SOUTH BEND, INDIANA  
MEETING THURSDAY JUNE 25, 2026 TIME 11:30 A.M.**

Board members:

Position and Name

Term

President David R. Sage

Sep 17, 2024 to Dec 31, 2028

Vice President Andrew T. Kostielney

Jan 31, 2026 to Dec 31, 2029

Treasurer Vincent C. Henderson

Jan 10, 2023 to Dec 31, 2026

Secretary Ashley Portolese-Miller

Dec 2, 2024 to Dec 31, 2028

(appointed by SJC Commissioners)

1. Call to Order.

2. Consideration to approve Minutes for May 28, 2026 Board meeting.

Motion \_\_\_ Second \_\_\_\_\_ Discussion \_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

3. Approve Payroll Warrants for June 5, 2026.

Motion \_\_\_ Second \_\_\_\_\_ Discussion \_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

4. Approve Payroll Warrants for June 18, 2026.

Motion \_\_\_ Second \_\_\_\_\_ Discussion \_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

5. Approve Invoice Vouchers and Claim Payments as per Schedule dated June 25, 2026.

Motion \_\_\_ Second \_\_\_\_\_ Discussion \_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

6. Report of Financial Statement for the Month of Apr 2026.

**Motion to accept the report.**

Motion \_\_\_ Second \_\_\_\_\_ Discussion \_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

**PRIVILEGE OF THE FLOOR**

**TABLED AND UNFINISHED BUSINESS - NONE**

**CONTINUING BUSINESS - NONE**

**NEW BUSINESS**

1. Consideration to approve Resolution 2026-03, Airport Rates and Charges.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

2. Consideration to approve extension for Signature Aviation, LLC Use and Operations Agreement.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

3. Consideration to approve extension for Signature Fuel Storage and Rentals and Fuel Farm Operating Agreement.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

4. Consideration to approve extension for Signature Aviation ,LLC for Studebaker Hangar Lease.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

5. Consideration to approve an Operating Permit for the Inn at St. Mary's Shuttle Service.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

6. Consideration to award an Operating Permit for SCA SBN Hospitality d/b/a Candlewood Suites Shuttle Service.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

7. Consideration to approve extension for SkyWest Ramp Lease.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

8. Consideration to approve extension with Whiteman Elite Limo, LLC for Limousine Operations.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

9. Consideration to approve extension for United Parcel Service (UPS) Ground Lease.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

10. Consideration to approve Use and Lease Agreement with Allegiant Air to be executed upon receipt of a signed copy.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

11. Consideration to approve Use and Lease Agreement with American Airlines to be executed upon receipt of a signed copy.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

**EXECUTIVE DIRECTOR'S REPORT**

**ADJOURNMENT**

1. Motion to adjourn the meeting.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_