

ST. JOSEPH COUNTY AIRPORT AUTHORITY DISTRICT BOARD

September 24, 2020

THURSDAY

The Board meeting of the St. Joseph County Airport Authority District was called to order at 11:30 a.m. on Thursday, September 24, 2020, by President Bernard J. Asdell. Per the guidelines set forth by Governor Holcomb, the Board meeting was held with only nine (9) participants (Board members and required Staff). A telephone number was published, and notification was established for a teleconference to join into the meeting.

Present: Bernard J. Asdell, President
Thomas S. Botkin, Vice President
Abraham Marcus, Treasurer/Assistant Secretary
David R. Sage, Secretary

Comprising a quorum of the St. Joseph County Airport Authority District Board; also present at the meeting were:

Mike Daigle, CEO & Executive Director
Mitch Heppenheimer, Attorney
Julie Curtis, Vice President Marketing & Air Service Development
Tim O'Donnell, Vice President Operations
Sue Oakley, Recording Secretary

Dr. Asdell called to order the St. Joseph County Airport Authority District Board meeting at 11:30 a.m.

Dr. Asdell introduced the first item on the Agenda, approval of the Minutes from the August 27, 2020, Board meeting.

Mr. Sage moved, and Mr. Botkin seconded the motion to approve the Minutes from the Board meeting held on August 27, 2020.

There being no comments, questions, or discussion, with a unanimous vote, the motion carried.

The next item on the Agenda is approval of the Payroll Warrants dated September 4, 2020.

Mr. Marcus moved, and Mr. Botkin seconded the motion to approve the Payroll Warrants dated September 4, 2020.

There being no comments, questions, or discussion, with a unanimous vote, the motion carried.

The next item on the Agenda is approval of the Payroll Warrants dated September 18, 2020.

Mr. Botkin moved, and Mr. Sage seconded the motion to approve the Payroll Warrants dated September 18, 2020.

There being no comments, questions, or discussion, with a unanimous vote, the motion carried.

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The next item on the Agenda is the approval of the Invoice Vouchers and Claim Payments per the Schedule dated September 24, 2020.

Mr. Sage moved, and Mr. Marcus seconded the motion to approve the Invoice Vouchers and Claim Payments per the Schedule dated September 24, 2020.

There being no questions, comments, or discussion, with a unanimous vote, the motion carried.

Dr. Asdell introduced the next item on the Agenda.

FINANCIAL STATEMENT FOR THE MONTH OF JULY 2020.

Mr. Botkin moved, and Mr. Sage seconded the motion to accept the Financial Statement report for the month of July 2020.

Mr. Daigle referred to the Statement of Revenue Disbursements and Activity (Cash Basis) for the period ending July 31, 2020. Refer to the attached report.

Dr. Asdell questioned the dollar amount of the second CARES Act reimbursement received. Mr. Daigle responded that it was just over \$1.6 million, which takes us to about 66% of the funds that were authorized to be collected by SJCAA. Mr. Sage questioned the number of distributions allowed to reach our allotment. Mr. Daigle responded that there is no limitation as to the number of distributions, but that there will probably be two or three more disbursements to bring us to our total expenditures allowed by the CARES Act.

Dr. Asdell questioned whether this dollar amount is what we are asking for, or if this is what they decided that we were going to receive. Mr. Daigle responded that approximately \$7.2 million was authorized for SJCAA by the law. Dr. Asdell questioned who decides the dollar amount of each disbursement. Mr. Daigle explained our process of reviewing the expenses that we have incurred, and then sending the receipts / invoices for reimbursement.

There being no further questions, comments, or discussion, with a unanimous vote, the motion carried to accept the report.

Dr. Asdell introduced the next item on the Agenda, Tabled and Unfinished Business which there was none and Continuing Business which there was none.

Dr. Asdell introduced the next item on the Agenda, New Business.

NEW BUSINESS

Dr. Asdell introduced: CONSIDERATION TO APPROVE A FIVE (5) YEAR LEASE AGREEMENT BETWEEN THE ST. JOSEPH COUNTY AIRPORT AUTHORITY AND WILCO AIRCRAFT SERVICES, INC. FOR RAMP RENTAL.

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Mr. Sage moved, and Mr. Marcus seconded the motion to approve a five (5) year lease agreement between the St. Joseph County Airport Authority and Wilco Aircraft Services, Inc. for ramp rental.

There being no questions, comments, or discussion, with a unanimous vote, the motion carried.

Dr. Asdell introduced: CONSIDERATION TO APPROVE A ONE (1) YEAR EXTENSION TO THE GROUND LEASE AGREEMENT BETWEEN THE ST. JOSEPH COUNTY AIRPORT AUTHORITY AND DELTA AIRLINES FOR GLYCOL STORAGE.

Mr. Marcus moved, and Mr. Botkin seconded the motion to approve a one (1) year extension to the ground lease agreement between the St. Joseph County Airport Authority and Delta Airlines for glycol storage.

There being no questions, comments, or discussion, with a unanimous vote, the motion carried.

Dr. Asdell introduced: CONSIDERATION TO APPROVE AN AIRPORT AUTHORITY CELL PHONE POLICY.

Mr. Botkin moved, and Mr. Marcus seconded the motion to approve an Airport Authority Cell Phone Policy.

Dr. Asdell questioned whether this was the result of the recent audit. Mr. Daigle responded that the State Board of Accounts stated that there had been no cell phone policy approved by the Board. Mr. Sage questioned whether there was a cell phone policy. Mr. Daigle responded that there was not a policy that identified an option to have a stipend provided, but has been in practice rather than have people carry two cell phones (their personal cell phone, plus a cell phone provided by SJCAA). This policy makes that option crystal clear.

There being no further questions, comments, or discussion, with a unanimous vote, the motion carried.

Dr. Asdell Introduced: CONSIDERATION TO APPROVE RESOLUTION 2020-05, ST. JOSEPH COUNTY AIRPORT AUTHORITY 2021 BUDGET.

Mr. Sage moved, and Mr. Botkin seconded the motion to approve Resolution 2020-05, St. Joseph County Airport Authority 2021 Budget.

There being no questions, comments, or discussion, with a unanimous vote, the motion carried.

Dr. Asdell introduced: CONSIDERATION TO APPROVE LEASE AMENDMENT #11, NOTICE TO PROCEED, TO THE STANDARD USE AND LEASE AGREEMENT BETWEEN THE ST. JOSEPH COUNTY AIRPORT AUTHORITY AND GENERAL SERVICES ADMINISTRATION (GSA) AND AUTHORIZATION FOR THE APPROVED DESIGN BUILD CONTRACTOR TO PROCEED WITH THE CONSTRUCTION OF THE TSA SPACE IN THE TERMINAL BUILDING.

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Mr. Marcus moved, and Mr. Sage seconded the motion to approve Lease Amendment #11, Notice to Proceed, to the Standard Use and Lease Agreement between the St. Joseph County Airport Authority and General Services Administration (GSA) and authorization for the approved design build contractor to proceed with the construction of the TSA space in the terminal building.

There being no questions, comments, or discussion, with a unanimous vote, the motion carried.

Dr. Asdell introduced: CONSIDERATION TO APPROVE THE USE OF THE CUSTOMER FACILITY CHARGE FUND #15 IN THE AMOUNT OF \$358,658 FOR THE SIGNAGE CONTRACT WITH BURKHART SIGN SYSTEMS FOR THE RENTAL CAR PARKING LOT PROJECT.

Mr. Sage moved, and Mr. Botkin seconded the motion to approve the use of the Customer Facility Charge Fund #15 in the amount of \$358,658 for the signage contract with Burkhardt Sign Systems for the Rental Car Parking Lot Project.

Mr. Sage commented that the signs look nice.

Mr. Marcus questioned whether there were other bidders. Mr. O'Donnell responded that they were sole source because they were doing all our other signs. He also stated that we did an initial bid as part of the original project. Burkhardt Sign Systems did the first portion of our signs, so now we are going to complete them with the same finish.

Mr. Marcus asked if we did an initial bid for the signs. Mr. O'Donnell responded that the initial bid was part of the parking lot project. Mr. Daigle responded that it was a sub-component of the PSI work for the parking lot project. Through discussion, this was removed from PSI's item, but the bid that was in the project is still being used.

Mr. Marcus questioned whether Mr. Heppenheimer had any concerns. Mr. Heppenheimer responded that he had no concerns.

There being no further questions, comments, or discussion, with a unanimous vote, the motion carried.

After the vote occurred, Mr. Marcus stated that his concern was when you see \$358,000, and you do not have a bid, it throws something up in the air. Mr. Heppenheimer responded that this was not a separate and distinct contract, rather it was just a continuation of a project that was going on. It was complementary.

Dr. Asdell introduced: CONSIDERATION TO APPROVE THE USE OF THE CUMULATIVE BUILDING FUND #4 IN THE AMOUNT OF \$750,000 FOR THE RENTAL CAR PARKING LOT PROJECT.

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Mr. Sage moved, and Mr. Marcus seconded the motion to approve the use of the Cumulative Building Fund #4 in the amount of \$750,000 for the Rental Car Parking Lot Project.

There being no questions, comments, or discussion, with a unanimous vote, the motion carried.

THE EXECUTIVE DIRECTOR'S REPORT

Mr. Daigle referred to the 2020 Composite Statistic Chart for the period ending July 31, 2020.

Mr. Daigle stated that looking at the numbers, although they are still down, they are moving in the right direction.

GAF flights, which had stopped in early July, are scheduled to resume on October 11. We have received some inquiries from people who would like to return to having their international arrivals coming into South Bend.

The TSA build-out on the second floor of the administration offices has now gone through GSA and TSA processes. A lot of people were involved in getting that down; however, Tim and his team spent an enormous amount of time and energy to get GSA and TSA to the point where we can get this started. Discussions for this began in 2016. We are thankful to be moving forward. Construction is scheduled to begin October 22. Ziolkowski has been tremendous throughout this whole process.

Mr. Heppenheimer questioned whether there had been any more discussions about South Shore Stations here in South Bend now that they have gotten the money for the double-tracking. Mr. Daigle responded that there has been no conversation with the city. The county is still pursuing efforts to locate the train on the other side of the airport terminal building. DLZ, who has been retained by the county, is working to complete the airspace review necessary by the FAA for possible train routes. We are working to help them get that done.

Dr. Asdell introduced: PRIVILEGE OF THE FLOOR

There were no comments from the floor.

Dr. Asdell introduced: ADJOURNMENT

Dr. Asdell asked for a motion to adjourn the meeting.

There was a motion by Mr. Sage and seconded by Mr. Marcus to adjourn the meeting. The Board meeting was adjourned at 11:46 a.m.

ST. JOSEPH COUNTY AIRPORT AUTHORITY DISTRICT BOARD

By: _____



David R. Sage, Secretary

Written By: Michael A. Daigle, A.A.E

St. Joseph County Airport Authority
 Revenues, Disbursements, and Activity (Cash Basis) - SUMMARY
 For the Seven Months Ending Friday, July 31, 2020

	July 2019	July 2020	Incr/(Decr)	2019 YTD	2020 YTD	Incr/(Decr)
Operating revenues:						
Airfield	\$80,640.44	\$54,307.40	(\$26,333.04)	\$494,437.31	\$415,413.47	(\$79,023.84)
Terminal - Aviation	162,121.96	158,862.79	(3,259.17)	1,129,093.07	1,128,546.46	(546.61)
Terminal - Nonaviation	19,202.97	12,385.53	(6,817.44)	130,724.30	84,956.59	(45,767.71)
Concessions	191,103.82	90,839.70	(100,264.12)	968,036.13	543,299.07	(424,737.06)
Parking	272,658.03	68,859.66	(203,798.37)	2,015,284.55	908,961.56	(1,106,322.99)
FBO	42,684.95	40,678.17	(2,006.78)	283,828.61	285,740.72	1,912.11
Building and Land Rents	37,417.70	29,321.67	(8,096.03)	346,149.01	250,862.78	(95,286.23)
Other	0.00	0.00	0.00	13,000.00	13,000.00	0.00
Total Operating Revenues	\$605,829.87	\$455,254.92	(\$350,574.95)	\$5,380,552.98	\$3,630,780.65	(\$1,749,772.33)
Operating expenses:						
Employee Expenses	\$417,854.47	\$398,850.36	(\$19,004.11)	\$3,023,556.36	\$3,078,700.67	\$55,144.31
Supplies	91,339.21	28,752.74	(62,586.47)	533,715.49	415,189.94	(118,525.55)
Repairs	145,208.40	37,218.60	(107,989.80)	564,349.88	279,261.27	(285,088.61)
Service Contracts	8,656.39	15,152.88	6,496.49	72,635.14	73,416.33	781.19
Marketing/Advertising	45,205.78	18,335.19	(26,870.59)	239,731.97	253,065.87	13,333.90
Utilities (Gas, Water, Elec)	49,528.22	54,976.58	5,448.36	406,807.68	384,079.88	(22,727.80)
Other Services and Charges	446,617.09	472,121.29	25,504.20	1,084,739.41	1,164,191.25	79,451.84
Total Operating Expenses	\$1,204,409.56	\$1,025,407.64	(\$179,001.92)	\$5,925,535.93	\$5,647,905.21	(\$277,630.72)
Operating Income	(\$398,579.69)	(\$570,152.72)	(\$171,573.03)	(\$544,982.95)	(\$2,017,124.56)	(\$1,472,141.61)
Other revenues:						
Property taxes	\$0.00	\$80,455.12	\$80,455.12	\$1,311,568.87	\$1,300,144.73	(\$11,424.14)
Other tax distributions	34,362.08	35,789.58	1,427.50	373,943.01	366,522.51	22,579.50
Interest & investment revenue	29,156.94	2,774.51	(26,382.43)	188,273.35	72,129.62	(116,143.73)
Federal grant - LEO	19,575.40	0.00	(19,575.40)	82,191.80	35,631.20	(46,560.60)
Federal grant - CARES	0.00	2,989,058.07	2,989,058.07	0.00	2,989,058.07	2,989,058.07
Other revenue	57,521.49	48.07	(57,473.42)	101,665.74	130,157.44	28,491.70
Total Other Revenues	140,615.91	3,108,125.35	2,967,509.44	2,057,642.77	4,923,643.57	2,866,000.80
Total Income	(\$257,963.78)	\$2,537,972.63	\$2,795,936.41	\$1,512,659.82	\$2,906,519.01	\$1,393,859.19
Capital Activity						
Capital Grants	\$0.00	\$0.00	\$0.00	\$1,647,263.28	\$1,383,919.53	(\$263,343.75)
Capital Spending	(107,293.68)	(223,165.37)	(115,871.69)	(1,717,315.02)	(2,592,160.31)	(874,845.29)
Net Activity	(\$107,293.68)	(\$223,165.37)	(\$115,871.69)	(\$70,051.74)	(\$1,208,240.78)	(\$1,138,189.04)
Debt Service Activity						
Tax Revenue/Interest	\$5,298.40	\$432.48	(\$4,865.92)	\$33,297.47	\$10,516.78	(\$22,780.69)
Passenger Facility Charge Revenue	290,365.96	58,138.35	(232,227.61)	1,135,189.46	729,879.86	(405,309.60)
Bond Principle Payment	0.00	0.00	0.00	(660,000.00)	(380,000.00)	280,000.00
Bond Interest Exp. & Fees	0.00	0.00	0.00	(193,068.75)	(181,747.37)	11,321.38
Net Activity	\$295,664.36	\$58,138.83	(\$237,093.53)	\$315,418.18	\$178,649.27	(\$136,768.91)
Cum Building Activity						
Airline Revenue Guarantee-AA	\$0.00	\$0.00	\$0.00	(\$867,992.00)	\$0.00	\$867,992.00
State Grant Revenue - AA	0.00	0.00	0.00	291,780.00	0.00	(291,780.00)
Tax Revenue/Interest	\$5,273.46	\$35,955.91	\$30,682.45	\$187,075.69	\$633,345.22	\$446,269.53
Net Activity	\$5,273.46	\$35,955.91	\$30,682.45	(\$389,136.31)	\$633,345.22	\$1,022,481.53

2020 COMPOSITE STATISTIC CHART



	Airline Enplanements			Aircraft Landed Weight			Air Cargo			Aircraft Operations												
	For Ref. 2018	2019	2020	Diff.	%	2018	2019	2020	Diff.	%	For Ref. 2018	2019	2020	Diff.	%							
Jan	24,334	27,446	31,089	3,643	13.27%	37,338,558	45,119,355	46,956,721	1,837,366	4.07%	1,843,758	1,800,406	1,531,563	-268,843	-14.93%							
Feb	23,589	30,163	34,427	4,264	14.14%	34,116,427	43,915,750	48,317,342	4,401,592	10.02%	1,774,488	1,685,905	1,421,503	-264,402	-15.68%							
Mar	31,761	40,371	21,628	-18,743	-46.43%	44,471,024	54,560,047	53,255,392	-1,294,655	-2.37%	1,851,234	1,957,265	1,515,570	-441,695	-22.57%							
Apr	26,440	33,159	1,488	-31,671	-95.51%	38,592,178	49,157,940	25,000,949	-24,156,991	-49.14%	1,717,205	2,033,219	1,353,341	-679,878	-33.44%							
May	27,042	33,646	6,385	-27,261	-81.02%	40,158,989	48,752,498	23,653,345	-25,099,153	-51.48%	2,069,079	2,414,023	1,585,719	-828,304	-34.31%							
Jun	31,349	35,982	10,329	-25,653	-71.29%	47,137,609	48,069,984	24,410,105	-23,659,879	-49.22%	2,054,333	2,449,186	1,589,329	-859,857	-35.11%							
Jul	32,358	37,589	14,244	-23,345	-62.11%	48,676,256	52,156,923	32,787,340	-19,369,583	-37.14%	1,850,470	2,344,420	1,657,177	-687,243	-29.31%							
Aug	33,370	34,972				50,721,887	49,413,099				2,110,500	2,119,468										
Sep	32,843	34,800				50,567,236	49,570,763				2,207,003	1,631,790										
Oct	37,330	37,640				54,636,739	52,012,517				1,942,067	1,862,042										
Nov	35,608	36,398				52,171,472	51,515,544				1,825,215	1,603,884										
Dec	32,853	35,763				49,320,627	49,127,887				1,706,870	1,517,426										
Ann. Totals	368,877	417,929				547,909,002	593,362,307				22,952,222	23,419,034										
YTD	196,873	238,356	119,590	-118,766	-49.83%	290,491,041	341,722,497	254,381,194	-87,341,303	-25.56%	13,160,567	14,684,424	10,654,202	-4,030,222	-27.45%	40,100	42,510	21,975	23,679	16,598	-7,081	-29.90%

Comments:
 American Airlines - Service started 6/7/2018 to DFW & CLT, Twice Daily
 Bus Passengers - Coach USA ceases operations 12/31/2019
 COVID-19 Pandemic - Indiana Stay at home order started Tuesday, March 24, 2020 at 11:59 p.m.
 through Sunday, May 3, 2020 at 11:59 p.m.
 GAF - Suspension of flights July 2020 through September 2020

2020 COMPOSITE STATISTIC CHART



	Aviation Fuel Flowage - Gallons				Car Rental - Gross Sales				Restaurant/Gift Shop - Gross Sales				Republic Parking - Gross Sales			
	For Ref. 2018	2019	2020	Diff %	For Ref. 2018	2019	2020	Diff. %	For Ref. 2018	2019	2020	Diff. %	For Ref. 2018	2019	2020	Diff. %
Jan	405,970	508,391	521,332	12,941 2.55%	\$667,289	\$698,471	\$729,762	\$31,291 4.48%	\$148,963	\$168,895	\$163,073	-\$5,822 -3.45%	\$285,292	\$310,436	\$354,715	\$44,279 14.26%
Feb	436,183	563,504	599,532	36,028 6.39%	\$595,332	\$682,397	\$754,761	\$72,364 10.60%	\$146,779	\$180,879	\$193,464	\$12,585 6.98%	\$271,854	\$343,289	\$379,742	\$36,453 10.62%
Mar	536,600	626,890	683,673	-43,217 -6.89%	\$795,129	\$889,712	\$579,120	-\$310,592 -34.91%	\$194,745	\$239,253	\$118,802	-\$120,451 -50.34%	\$350,756	\$439,565	\$251,950	-\$187,615 -42.68%
Apr	505,154	579,000	201,422	-377,578 -65.21%	\$778,450	\$1,003,632	\$140,492	-\$863,140 -86.00%	\$156,803	\$197,310	\$13,851	-\$183,459 -92.98%	\$317,946	\$382,901	\$18,585	-\$364,316 -95.15%
May	496,824	565,763	247,933	-317,830 -56.18%	\$809,603	\$1,078,072	\$280,476	-\$797,596 -73.98%	\$162,292	\$210,096	\$37,077	-\$173,019 -82.35%	\$274,283	\$342,200	\$44,217	-\$297,983 -87.08%
Jun	483,691	568,063	297,386	-280,677 -46.71%	\$1,001,124	\$1,080,068	\$468,404	-\$591,664 -55.81%	\$206,732	\$222,580	\$60,612	-\$161,968 -72.77%	\$296,506	\$341,681	\$68,761	-\$272,920 -79.88%
Jul	552,415	615,989	368,329	-247,660 -40.21%	\$1,371,950	\$1,458,011	\$732,751	-\$725,260 -49.74%	\$206,437	\$238,848	\$89,230	-\$149,618 -62.64%	\$297,498	\$302,894	\$91,822	-\$211,072 -69.69%
Aug	696,916	635,253			\$1,317,134	\$1,394,398			\$209,213	\$216,414			\$296,295	\$316,135		
Sep	901,028	663,561			\$1,234,325	\$1,205,292			\$206,175	\$215,717			\$287,693	\$320,529		
Oct	700,934	754,441			\$1,149,256	\$1,222,851			\$218,985	\$225,575			\$359,033	\$365,173		
Nov	668,753	696,536			\$1,008,292	\$1,039,499			\$211,669	\$219,652			\$334,068	\$332,839		
Dec	588,774	569,333			\$749,294	\$894,183			\$184,283	\$197,911			\$287,249	\$313,701		
Ann. Totals	6,973,242	7,336,724			\$11,477,178	\$12,626,598			\$2,253,076	\$2,533,130			\$3,658,473	\$4,111,343		
YTD	3,416,837	4,017,600	2,819,607	-1,197,993 -29.82%	\$6,018,877	\$6,870,363	\$3,685,766	-\$3,184,597 -46.35%	\$1,222,751	\$1,457,861	\$676,109	-\$781,752 -53.62%	\$2,094,135	\$2,462,966	\$1,209,792	-\$1,253,174 -50.88%

Comments:

American Airlines - Service started 6/7/2018 to DFW & CLT, Twice Daily
 Bus Passengers - Coach USA ceases operations 12/31/2019
 COVID-19 Pandemic - Indiana Stay at home order started Tuesday, March 24, 2020 at 11:59 p.m.
 through Sunday, May 3, 2020 at 11:59 p.m.
 GAF - Suspension of flights July 2020 through September 2020

2020 COMPOSITE STATISTIC CHART



	South Shore Passengers			South Shore Ops.			Bus Passengers			International Flights - GAF					
	For Ref. 2018	2019	2020	Diff.	%	For Ref. 2018	2019	2020	Diff.	%	For Ref. 2018	2019	2020	Diff.	%
Jan	15,027	14,125	15,044	919	6.51%	195	186	199	13	6.99%	2,912	1,741	0	-1,741	-100.00%
Feb	16,778	12,881	15,748	2,867	22.26%	180	166	185	19	11.45%	1,889	1,792	0	-1,792	-100.00%
Mar	21,211	20,397	8,640	-11,757	-57.64%	199	197	185	-12	-6.09%	1,995	1,788	0	-1,788	-100.00%
Apr	20,509	20,180	1,902	-18,278	-90.57%	182	194	150	-44	-22.68%	2,257	1,905	0	-1,905	-100.00%
May	19,452	19,127	2,914	-16,213	-84.76%	185	183	153	-30	-16.39%	2,651	2,375	0	-2,375	-100.00%
Jun	20,965	20,088	3,854	-16,234	-80.81%	181	182	161	-21	-11.54%	2,720	2,612	0	-2,612	-100.00%
Jul	25,692	23,571	5,847	-17,724	-75.19%	209	190	183	-7	-3.68%	2,818	2,771	0	-2,771	-100.00%
Aug	22,069	20,433				192	190				2,408	2,439			
Sep	20,944	19,530				190	192				1,483	1,996			
Oct	18,422	20,997				201	201				1,907	2,313			
Nov	22,997	22,150				193	190				1,921	1,819			
Dec	22,575	22,795				194	197				2,083	2,252			
Ann. Totals	246,641	236,274				2,301	2,268				27,044	25,803			
YTD	139,634	130,369	53,949	-76,420	-58.62%	1,331	1,298	1,216	-82	-6.32%	17,242	14,984	0	-14,984	-100.00%
											132	135			
											69	64	33	-31	-48.44%

Comments:

American Airlines - Service started 6/7/2018 to DFW & CLT, Twice Daily
 Bus Passengers - Coach USA ceases operations 12/31/2019
 COVID-19 Pandemic - Indiana Stay at home order started Tuesday, March 24, 2020 at 11:59 p.m.
 through Sunday, May 3, 2020 at 11:59 p.m.
 GAF - Suspension of flights July 2020 through September 2020

**ST. JOSEPH COUNTY AIRPORT AUTHORITY DISTRICT BOARD
RESOLUTION NO. 2020-05**

**A RESOLUTION APPROPRIATING MONIES FOR THE PURPOSE OF DEFRAYING THE EXPENSES
OF THE ST. JOSEPH COUNTY AIRPORT AUTHORITY DISTRICT BEGINNING JANUARY 1, 2021,
INCLUDING ALL OUTSTANDING OBLIGATIONS AND CLAIMS, AND FIXING
A TIME WHEN THE SAME SHALL TAKE EFFECT.**

WHERE AS, it is necessary for the Board of the St. Joseph County Airport Authority District to appropriate monies for the purpose of defraying the expenses of the St. Joseph County Airport Authority District beginning January 1, 2021, including all outstanding obligations and claims.

NOW, THEREFORE BE IT RESOLVED BY THE ST. JOSEPH COUNTY AIRPORT AUTHORITY THAT:

Section One. For the operating and capital expenditures necessary to carry out the power, duties, and functions of the District, for the fiscal year ending December 31, 2021, the following sums of money are hereby appropriate and ordered set apart out of the funds herein specified subject to the laws governing the same. Such sums herein appropriate shall be held to include all expenditures authorized to be made during the year unless otherwise expressly stipulated and provided by law.

Section Two. That, for the fiscal year beginning January 1, 2021, and ending December 31, 2021, there is hereby appropriated out of the "Aviation Fund" of said District, the following:

6100	PERSONAL SERVICES (SALARIES, WAGES & BENEFITS) ADVERTISED	
6101	CEO & EXECUTIVE DIRECTOR	220,750
6104	VICE PRESIDENT OF FINANCE	138,461
6105	VICE PRESIDENT OF OPERATIONS	138,461
6108	VICE PRESIDENT OF MARKETING AND AIR SERVICE DEVELOPMENT	113,739
6109	HUMAN RESOURCES MANAGER	98,242
6110	ADMINISTRATIVE DEPARTMENT	417,006
6115	OPERATIONS DEPARTMENT	728,898
6116	MAINTENANCE DEPARTMENT	1,719,561
6118	SAFETY DEPARTMENT	1,213,869
6119	OTHER SALARY/WAGES	0
	TOTAL SALARY AND WAGES	4,788,987
6121	SOCIAL SECURITY CONTRIBUTIONS	275,000
6122	RETIREMENT CONTRIBUTIONS	550,000
6123	GROUP INSURANCE	1,200,000
6124	STATE UNEMPLOYMENT TAX	5,000
6130	UNIFORMS	31,250
6132	OTHER BENEFITS	132,050
	TOTAL PERSONAL SERVICES	6,982,287
6200	SUPPLIES	
6210	OFFICE SUPPLIES	7,000
6221	GAS-OIL-DIESEL-LUBRICANTS	134,500
6227	FILM AND I.D. SUPPLIES	3,800
6259	PAVEMENT/GROUNDS SUPPLIES	480,500
6260	BUILDING SUPPLIES	108,500
6261	MINOR EQUIPMENT AND SUPPLIES	53,300
6262	MOTOR VEHICLE SUPPLIES	121,000
6263	HEAT, VENT, AIR CONDITIONING SUPPLIES	45,000
6265	DATA/COMMUNICATIONS	337,100

	TOTAL SUPPLIES	1,290,700
6300	OTHER SERVICES	
6308	SERVICE CONTRACTS	127,460
6309	PROMOTION/COMMUNITY RELATIONS	439,600
6310	LEGAL SERVICES	28,000
6311	PROFESSIONAL/TECHNICAL SERVICES	592,068
6314	CLEANING SERVICES	892,782
6321	POSTAGE AND FREIGHT	1,400
6323	TELEPHONE	22,500
6325	TRAVEL/INSTRUCTION/MEETINGS	53,395
6330	PRINTING	750
6331	PUBLICATION/LEGAL NOTICES	5,000
6332	PHOTOGRAPHING/BLUE PRINTING	0
6340	BONDS/INSURANCE/PERMITS	350,000
6350	UTILITIES (GAS/WATER/ELECTRIC)	735,000
6351	TRASH AND RUBBISH REMOVAL	35,000
6359	REPAIR-PAVEMENTS/GROUNDS	583,000
6360	REPAIR-BUILDINGS & STRUCTURES	142,700
6361	REPAIR-EQUIPMENT	13,000
6362	REPAIR-MOTOR VEHICLES	79,000
6363	REPAIR-HEAT, VENT, AIR CONDITIONING	33,000
6365	REPAIR-DATA/COMMUNICATIONS	215,475
6370	RENTS-LAND AND EQUIPMENT	900
6380	REFUNDS, AWARDS, INDEBTNESS	0
6390	DUES AND PUBLICATIONS	20,250
	TOTAL OTHER SERVICES	4,370,280
6400	CAPITAL OUTLAYS	
6410	LAND AND LAND IMPROVEMENTS	100,000
6420	FURNITURE/OFFICE EQUIPMENT	0
6461	MAJOR EQUIPMENT	2,000,000
6462	MOTOR VEHICLES	220,000
6465	DATA/COMMUNICATIONS	0
6480	AIRPORT IMPROVEMENT PROGRAM PROJECTS	25,000,000
	TOTAL CAPITAL OUTLAYS	27,320,000
	TOTAL BUDGET ESTIMATE "AVIATION"	39,963,267

Section Three. That, for the year beginning January 1, 2021, and ending December 31, 2021, there is hereby appropriated out of the "Debt Service Fund" of said District, the following:

6800	DEBT SERVICE FUND SUBJECT TO LEVY	
6810	PAYMENT OF PRINCIPAL	0
6820	PAYMENT OF INTEREST	0
6830	PAYING AGENT FEES	0
	TOTAL BUDGET ESTIMATE	0
6800	DEBT SERVICE FUND NOT SUBJECT TO LEVY	
6810	PAYMENT OF PRINCIPAL	890,000
6820	PAYMENT OF INTEREST	228,968
6830	PAYING AGENT FEES	0

TOTAL BUDGET ESTIMATE	1,118,968
TOTAL BUDGET ESTIMATE "DEBT SERVICE"	1,118,968

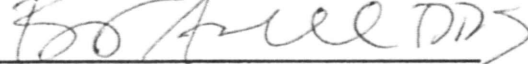
Section Four. That, for the year beginning January 1, 2021, and ending December 31, 2021, there is hereby appropriated out of the "Cumulative Building Fund" of said District, the following:

6400	CAPITAL OUTLAYS	
6410	LAND AND LAND IMPROVEMENTS	1,750,000
	TOTAL BUDGET ESTIMATE "CUM BUILDING"	1,750,000

Section Five. This Resolution shall be in full force and effect from and after its passage and approval by the County Council of St. Joseph County.

Adopted this 24th day of September, 2020.

BOARD OF AIRPORT AUTHORITY DISTRICT



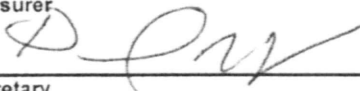
 President



 Vice President



 Treasurer



 Secretary