

ST. JOSEPH COUNTY AIRPORT AUTHORITY DISTRICT BOARD

September 28, 2023

THURSDAY

The Board meeting of the St. Joseph County Airport Authority District was called to order at 11:30 a.m. on Thursday, September 28, 2023, by President David Sage.

Present: David Sage, President
Dr. Vincent Henderson, Secretary
Andrew Kostielney, Treasurer

Absent: Michael Misch, Vice President

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

Mike Daigle, CEO & Executive Director
Mitchell Heppenheimer, Attorney
Patrick Mac Carthaigh, Vice President of Operations
Julie Curtis, Vice President of Marketing & Air Service Development
Renata Matousova, Vice President of Finance & Administration
Kerianne Linn, Properties Manager
Aaliyah McKinney, Recording Secretary
Jim Sipocz, Friend of the Authority

Mr. Sage introduced the first item on the Agenda, approval of the Minutes from the August 31, 2023, Board meeting.

Mr. Henderson moved, and Mr. Kostielney seconded the motion to approve the Minutes from the Board meeting held on August 31, 2023.

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 1, 2023.

Mr. Henderson moved, and Mr. Kostielney seconded the motion to approve the Payroll Warrants dated September 1, 2023.

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 15, 2023.

Mr. Henderson moved, and Mr. Kostielney seconded the motion to approve the Payroll Warrants dated September 15, 2023.

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

ST. JOSEPH COUNTY AIRPORT AUTHORITY DISTRICT BOARD

September 28, 2023

THURSDAY

The next item on the Agenda is the approval of the Invoice Vouchers and Claim Payments as per the Schedule dated September 28, 2023.

Mr. Henderson moved, and Mr. Kostielney seconded the motion to approve the Invoice Vouchers and Claim Payments per the Schedule dated September 28, 2023.

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

Mr. Sage introduced the next item on the Agenda.

FINANCIAL STATEMENT FOR THE MONTH OF JULY 2023.

Mr. Henderson moved, and Mr. Kostielney seconded the motion to accept the Financial Statement report for the month of July 2023.

Ms. Matousova referred to the Statement of Revenues Disbursements and Activity (Accrual Basis) for the period ending July 31, 2023. Refer to the attached report.

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

Mr. Sage introduced: PRIVILEGE OF THE FLOOR

Jim Sipocz, friend of the Authority, stated that he received a tour of the terminal a few weeks prior to the meeting and commented that it was impressive to see what was going on with the tarmac and taxiways and how much time and effort was being invested into the airport's projects. He stated that he is excited about the new developments that are on the horizon due to the construction. Mr. Sipocz remarked that it would be exciting and impressive for SBN to get back to the one-million mark of plane passengers that he recalled in the past, and noted that these projects are a positive step in that direction.

Mr. Sage introduced the next item on the Agenda, Tabled and Unfinished Business. There was none. He then introduced Continuing Business of which there was none.

Mr. Sage introduced the next item on the Agenda, New Business.

ST. JOSEPH COUNTY AIRPORT AUTHORITY DISTRICT BOARD

September 28, 2023

THURSDAY

NEW BUSINESS

Mr. Sage introduced: CONSIDERATION TO APPROVE THE AIRPORT AUTHORITY 2024 REVENUE AND EXPENSE BUDGETS.

Mr. Henderson moved, and Mr. Kostielney seconded the motion to approve the Airport Authority 2024 Revenue and Expense budgets.

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

Mr. Sage introduced: CONSIDERATION TO APPROVE RESOLUTION 2023-06 AIRPORT RATES AND CHARGES.

Mr. Henderson moved, and Mr. Kostielney seconded the motion to approve Resolution 2023-06 Airport Rates and Charges.

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

Mr. Sage introduced: CONSIDERATION TO EXTEND THE NICTD AGREEMENT THROUGH NOV 30, 2023.

Mr. Henderson moved, and Mr. Kostielney seconded the motion to extend the NICTD agreement through Nov 30, 2023.

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

Mr. Sage introduced: CONSIDERATION TO ACCEPT THE ANNUAL FINANCIAL REPORT, SCHEDULE OF PASSENGER FACILITY CHARGE COLLECTIONS AND EXPENDITURES, AND THE INDEPENDENT AUDITOR REPORT, INCLUDING REQUIRED COMMUNICATION FOR THE FISCAL YEAR ENDING DECEMBER 31, 2022.

Mr. Henderson moved, and Mr. Kostielney seconded the motion to accept the Annual Financial Report, Schedule of Passenger Facility Charge Collections and Expenditures, and the Independent Auditor Report, including required communication for the Fiscal Year ending December 31, 2022.

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

ST. JOSEPH COUNTY AIRPORT AUTHORITY DISTRICT BOARD

September 28, 2023

THURSDAY

Mr. Sage introduced: CONSIDERATION TO APPROVE APPLICATION, ACCEPTANCE, AND USE OF FAA GRANT ENTITLEMENT AND DISCRETIONARY FUNDS FOR THE TAXIWAY B PROJECT 2024 AND AUTHORIZING THE CEO & EXECUTIVE DIRECTOR TO EXECUTE ALL NECESSARY DOCUMENTS.

Mr. Henderson moved, and Mr. Kostielney seconded the motion to approve application, acceptance, and use of FAA Grant Entitlement and Discretionary funds for the Taxiway B project 2024 and authorizing the CEO & Executive Director to execute all necessary documents.

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

Mr. Sage introduced: CONSIDERATION TO APPROVE APPLICATION AND USE OF STATE / INDOT GRANT FUNDS FOR THE TAXIWAY B PROJECT FOR 2024 AND AUTHORIZING THE CEO & EXECUTIVE DIRECTOR TO EXECUTE ALL NECESSARY DOCUMENTS.

Mr. Henderson moved, and Mr. Kostielney seconded the motion to approve application and use of State / INDOT Grant funds for the Taxiway B project for 2024 and authorizing the CEO & Executive Director to execute all necessary documents.

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

Mr. Sage introduced: CONSIDERATION TO APPROVE ADDENDUM #3 TO ENTERPRISE LEASING COMPANY OF INDIANAPOLIS, LLC. REMOVING OVERFLOW PARKING AND LEASING 1,000 SQ. FT. FOR FUEL TANK.

Mr. Henderson moved, and Mr. Kostielney seconded the motion to approve addendum #3 to Enterprise Leasing Company of Indianapolis, LLC. removing overflow parking and leasing 1,000 sq. ft. for fuel tank.

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

Mr. Sage introduced: CONSIDERATION TO APPROVE FUEL DISPENSING PERMIT TO ENTERPRISE LEASING COMPANY OF INDIANAPOLIS, LLC.

Mr. Henderson moved, and Mr. Kostielney seconded the motion to approve Fuel Dispensing permit to Enterprise Leasing Company of Indianapolis, LLC.

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

ST. JOSEPH COUNTY AIRPORT AUTHORITY DISTRICT BOARD

September 28, 2023

THURSDAY

Mr. Sage introduced: CONSIDERATION TO AWARD A PERMIT FOR LIMOUSINE SERVICES TO HARBOR COUNTRY ADVENTURES, INC.

Mr. Henderson moved, and Mr. Kostielney seconded the motion to award a permit for limousine services to Harbor Country Adventures, Inc.

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

Mr. Sage introduced: CONSIDERATION TO AWARD THE “GATE 4 AND 8” JET BRIDGE PROJECT TO THE LOWEST QUALIFIED BIDDER, GIBSON-LEWIS, LLC, IN THE AMOUNT OF \$3,057,661, CONTINGENT UPON FAA WAIVING SPECIFIC “BUY AMERICAN” REQUIREMENTS.

Mr. Henderson moved, and Mr. Kostielney seconded the motion to award the “Gate 4 and 8” jet bridge project to the lowest qualified bidder, Gibson-Lewis, LLC, in the amount of \$3,057,661, contingent upon FAA waiving specific “Buy American” requirements.

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

THE EXECUTIVE DIRECTOR’S REPORT

Mr. Daigle referred to the 2023 Composite Statistic Chart for the period ending July 31, 2023.

Mr. Daigle introduced Christine Villaire, the Airport Authority’s new Human Resources Manager, and welcomed her to the team.

Mr. Daigle informed the Board about the Bears in the Air save the date cards that were on their desks and encouraged them to invite their friends and neighbors.

ST. JOSEPH COUNTY AIRPORT AUTHORITY DISTRICT BOARD

September 28, 2023

THURSDAY

Mr. Sage introduced: ADJOURNMENT

Mr. Sage asked for a motion to adjourn the meeting.

There was a motion by Mr. Henderson and seconded by Mr. Kostielney to adjourn the meeting.

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

The Board meeting was adjourned at 11:44 a.m.

ST. JOSEPH COUNTY AIRPORT AUTHORITY DISTRICT BOARD

By:


Secretary

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

ST. JOSEPH COUNTY AIRPORT AUTHORITY

Monthly Financial Report - Modified Accrual

For the Period Ending July 31, 2023

	Year To Date Comparison					Annual Comparison			
	07/31/2022		07/31/2023		Incr/(Decr)	2021	2022	2023	2023
	Actual	% of Annual	Actual	% of budget		actual	actual	budget	projections
Operating Activity									
Operating Revenue									
Airfield	571,304	53 %	621,137	53 %	49,833	1,039,140	1,083,096	1,177,861	1,064,805
Terminal - Aviation	1,185,189	57 %	1,257,872	56%	72,683	1,997,095	2,066,043	2,238,439	2,156,352
Terminal - Non-Aviation	125,178	52 %	151,786	71%	26,608	181,639	238,506	214,615	260,205
Concessions	950,708	55 %	1,011,631	71%	60,923	1,483,202	1,715,155	1,422,276	1,734,224
Parking	1,724,143	58 %	2,200,378	67%	476,235	2,400,620	2,980,794	3,286,748	3,772,076
FBO	377,161	52 %	408,024	63%	30,863	614,469	718,616	642,862	699,469
Building	195,599	48 %	204,621	52%	9,022	377,870	411,111	397,277	350,779
Other	16,000	76 %	29,000	181%	13,000	13,000	21,000	16,000	16,000
Total Operating Revenue	5,145,281	56 %	5,884,448	63%	739,167	8,107,036	9,234,322	9,396,078	10,053,911
Operating Expenses									
Employee Expenses	3,425,071	58 %	3,916,868	58 %	491,797	5,431,677	5,951,875	6,806,306	6,789,238
Supplies	511,153	51 %	452,110	23 %	(59,043)	733,883	1,005,731	1,987,600	775,046
Repairs	733,547	27 %	1,394,235	56 %	660,687	1,466,921	2,671,422	2,474,700	2,390,117
Service Contracts	103,327	67 %	58,795	39 %	(44,532)	121,704	153,696	150,100	100,792
Marketing	267,810	50 %	318,580	46 %	50,770	500,814	540,677	689,900	546,137
Utilities (Gas, Water, Elec)	398,048	61 %	436,970	58 %	38,922	629,929	650,121	750,000	749,091
Other Services and Charges	1,249,028	49 %	1,515,068	58 %	266,041	1,876,412	2,555,603	2,627,575	2,597,260
Total Operating Expenses	6,687,984	49 %	8,092,626	52 %	1,404,642	10,761,340	13,529,124	15,486,181	13,947,681
Operating Income (excluding depreciation)	(1,542,703)		(2,208,178)		(665,476)	(2,654,304)	(4,294,802)	(6,090,103)	(3,893,770)
Non-Operating Activity									
Other Revenue									
Property Taxes	1,424,033	57 %	1,515,964	46 %	91,930	2,447,993	2,502,402	3,300,000	3,300,000
Financial Institution Taxes	2,905	57 %	2,119	38 %	(786)	4,537	5,120	5,566	5,566
License Excise Taxes	92,541	50 %	84,209	32 %	(8,331)	194,217	186,806	263,593	263,593
Com. Vehicle Excise Taxes	9,631	50 %	9,573	36 %	(58)	18,659	19,263	26,920	26,920
C.O.I.T.	259,243	61 %	445,590	99 %	186,347	581,848	428,199	450,000	450,000
Interest Revenue	87,563	24 %	667,667	752 %	580,104	55,342	372,421	88,819	1,144,572
Federal Grant LEO	76,708	71 %	67,145	67 %	(9,563)	125,020	107,588	100,000	100,000
Federal Grant - ARP	4,238,283	85 %	0	N/A	(4,238,283)	-	4,994,943	-	-
Federal Grant-CARES	0	0 %	0	N/A	0	3,085,898	-	-	-
Miscellaneous Revenue	282,713	88 %	189,712	190 %	(93,001)	71,482	321,781	100,000	200,000
Customer Facility Charge	344,986	48 %	425,052		80,066	321,545	721,756	700,000	728,661
Total Other Revenue	6,818,606	71 %	3,407,032	68 %	(3,411,574)	6,906,541	9,660,279	5,034,898	6,219,312
Total Income	5,275,904		1,198,854		(4,077,050)	4,252,236	5,365,477	(1,055,205)	2,325,542
Capital Activity									
Capital Grants	4,690,026	13 %	3,911,899	0 %	(778,127)	12,064,153	17,142,668	38,552,858	38,552,858
Capital Spending	8,938,787	25 %	9,224,930	21 %	286,143	12,058,265	21,712,098	46,607,458	46,607,458
Net Activity	1,027,142		(4,114,177)		(5,141,319)	4,258,124	796,047	(9,109,805)	(5,729,058)



2024 Revenue/Sources Budget

Revenue Type	Source	2024	2023	Difference	Difference
Operating			\$	\$	%
	Airfield	1,342,403	1,177,861	164,542	13.97%
	Terminal - Aviation	2,359,684	2,238,439	121,245	5.42%
	Terminal - Non Aviation	283,880	214,615	69,265	32.27%
	Concessions	1,715,496	1,422,276	293,220	20.62%
	Parking	4,368,205	3,286,748	1,081,457	32.90%
	FBO	762,583	642,862	119,720	18.62%
	Building & Land Rents	389,179	397,277	(8,098)	-2.04%
	Other Revenue	26,000	16,000	10,000	62.50%
Operating Total		11,247,431	9,396,078	1,851,352	19.70%
Non-Operating					
	Reserve Funds	4,022,396	11,409,805	(7,387,409)	-64.75%
	Property Tax Revenue	4,764,442	3,300,000	200,000	6.06%
	Other Tax Distributions	636,000	746,079	(89,171)	-11.95%
	Interest & Investment Revenue	1,000,000	88,819	13,819	15.56%
	Federal Operating Grants	100,000	100,000	(20,000)	-20.00%
	Other Non-Operating Revenue	100,000	100,000	60,000	60.00%
	Capital Grants and Outside Contributions	47,476,442	36,952,858	18,738,911	50.71%
	P.F.C. Proceeds (For Debt Payment)	1,127,168	1,125,368	2,400	0.21%
Non-Operating Total		55,204,052	42,413,124	18,905,959	44.58%
Grand Total		70,473,878	63,219,007	24,068,628	38.07%



2024 Expense Budget

Expense Type	Source	Budget Description	2024 Budget	2023 Budget	Difference	Difference %
Operating Expense				\$	\$	
	Personal Services		8,065,266	6,806,306	1,258,960	18.50%
	Supplies		1,788,850	1,987,600	(198,750)	-10.00%
	Other Services & Charges				-	
		Service Contracts	189,045	155,100	33,945	21.89%
		Promotion/Community Relations	905,500	689,900	215,600	31.25%
		Legal Services	80,000	75,000	5,000	6.67%
		Professional/Tech	902,975	1,013,200	(110,225)	-10.88%
		Cleaning Services	900,000	867,000	33,000	3.81%
		Postage & Freight	5,603	2,500	3,103	124.10%
		Travel/Training/Meetings	173,750	174,450	(700)	-0.40%
		Printing	2,025	1,300	725	55.77%
		Bonds/Insurance/Permits	430,000	380,000	50,000	13.16%
		Utilities (Gas/Water/Electric/Telephone)	750,500	771,000	(20,500)	-2.66%
		Trash & Rubbish	52,000	40,000	12,000	30.00%
		Repairs	3,461,985	2,480,600	981,385	39.56%
		Dues & Publications	41,431	42,225	(794)	-1.88%
	Other Services & Charges Total		7,894,814	6,692,275	1,202,539	17.97%
Operating Expense Total			17,748,930	15,486,181	2,262,749	14.61%
Non-Operating Expense						
	Capital					
		Land/Buildings & Improvements	10,896,000	5,350,000	5,546,000	103.66%
		Major Equipment	260,000	1,092,600	(832,600)	-76.20%
		Motor Vehicles	316,000	312,000	4,000	1.28%
		AIP	40,125,781	39,852,858	272,923	0.68%
	Capital Total		51,597,781	46,607,458	4,990,323	10.71%
	Debt Service		1,127,168	1,125,368	1,800	0.16%
Non-Operating Expense Total			52,724,949	47,732,826	4,992,123	10.46%
Grand Total			70,473,879	63,219,007	7,254,872	11.48%



Airport Rates and Charges

Effective January 1, 2024
Approved by the Airport Authority Board of Directors

Resolution 2023-06
A RESOLUTION ESTABLISHING RATES AND CHARGES FOR PERSONS, FIRMS, OR CORPORATIONS DOING BUSINESS WITH
THE ST. JOSEPH COUNTY AIRPORT AUTHORITY BEGINNING January 1, 2024

WHEREAS, Ordinance 2015-01 ordained that the Authority shall establish a schedule of fees, charges, rates and conditions for all users of facilities and services with the jurisdiction of the St. Joseph County Airport Authority District and for all persons, firms, or corporations doing business with the St. Joseph County Airport Authority; and,

WHEREAS, Resolution 2023-05 established Rates and Charges for doing business with the Saint Joseph County Airport Authority in calendar year 2023; and

WHEREAS, the Saint Joseph County Airport Authority wishes to clarify and amend language.

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

Section One. For the fiscal year ending December 31, 2024, the following rates and charges shall be set for all users of facilities and services within the jurisdiction of the St. Joseph County Airport Authority District and for all persons, firms, or corporations doing business with the St. Joseph County Airport Authority, except for those persons, firms, or corporations which have negotiated rates and charges through a separate agreement with the St. Joseph County Airport Authority.

		Commercial	Signatory	Non-Signatory
Aircraft Landing Fees All Aircraft*	Per 1,000 lbs. MGLW > 12,500 lbs.		\$1.51	\$3.31
	(MGLW - Maximum Gross Landing Weight)			\$1.51
	* Exemptions: 1. U.S. Government owned aircraft 2. Tenant based General Aviation Aircraft 3. Aircraft under 12,500 lbs.			
Aircraft Loading Bridge Fees All Aircraft*	Loading Bridge	Per Flight	\$13.67	\$30.53
	Switchback Ramp	Per Flight	\$136.50	\$191.10
Charter Airline Fees	(In addition to Landing and Loading Bridge Fees)		Signatory	Non-Signatory
	Counter Fee - Per Enplaned Passenger		\$0.77	
	Terminal Common Space - Per Enplaned Passenger		\$4.54	
	Terminal Common Space - Per Deplaned Passenger		\$1.42	
	Gate Fee	Per Flight		\$259.37
	Per Turn Fee - Terminal Space	Per Flight	\$71.24	\$148.92
Terminal Space - Exclusive	Public Address System	Per Month	\$41.63	\$88.72
			Signatory	Non-Signatory
	Administrative	Per sq. ft. per year	\$22.88	\$52.63
	Counter	Per sq. ft. per year	\$51.21	\$106.64
	Operations	Per sq. ft. per year	\$45.60	\$106.64
Terminal Space - Common Space	Bag Make-up	Per sq. ft. per year	\$39.02	\$106.64
	Per Turn Fee		\$73.38	\$153.39
			Signatory	Non-Signatory
	Hold Room Area	Per sq. ft. per year	\$47.32	
	Check Point	Per sq. ft. per year	\$47.32	
Airline Shared Costs *	Bag Claim	Per sq. ft. per year	\$53.05	
	Inbound Bag Room	Per sq. ft. per year	\$39.02	
	Public Address System	Per Month	\$41.63	\$91.38
	* Allocation by enplaned passengers compared to total enplaned passengers.		Signatory	
Other Airport Fees	Security	Per Year	\$74,089.47	
	Access Control	Per Year	\$83,775.06	
				Rate
	Fuel Flowage Fees		Per Gallon	\$0.10
	Banner Towing		Per Year	\$1,500.00
	Glycol Permit		Per Year	\$100.00
	Ground Rent	Per sq. ft. per yr.	Appraised FMV or current comparable rate	
	Cargo Ramp Parking	Linear Ft. per Mo.	\$6.58	\$14.09
	GA and Charter Ramp Parking (outside of terminal and leased spaces)		Special Events*	Regular Rates
	Single Engine Propeller	per calendar day	\$40.00	\$20.00
Multi Engine Propeller	per calendar day	\$60.00	\$30.00	
Jet Aircraft	per calendar day	\$120.00	\$60.00	
*Days when Special Events rates apply are determined by the Executive Director or designee.				



Airport Rates and Charges

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Passenger Facility Charge (PFC)	\$4.50 per Enplaned Commercial Passenger, per FAA approved PFC Application.				
U.S. Customs and Border Protection Fees (CBP)	General Aviation Facility (GAF) Fee		Single Engine	\$125.00	
			Twin Engine		\$250.00
			> 8,000 lbs.		\$375.00
	Federal Inspection Service Fee		Commercial - Per Passenger	\$5.00	
	Surcharge - Any Operation Outside of Normal FIS Hours (Mon-Fri 8.00 a.m. - 4:30 p.m. EST)			\$200.00	
Ground Transportation	Charter			Rate	
	Contract		Passenger Count		
			Large (30 +)	Small (30 <)	
	Non-Contract		Per Departure	\$62.05	
		Per Departure	\$136.51		
Limousine Operations	Limousine, Van & Private Motor Carriers of Passengers		Per Year (Per Permit)	\$225.00	
Rental Car Companies	Customer Facility Charge (CFC) (Per Contract)		Day/Max	\$4.50/\$49.50	
Taxi Cab	Cab Company Operation Permit		Per Year	\$600.00	
Transportation Network Company (TNC) <i>(e.g.: Uber, Lyft, etc.)</i>			Annual Permit	\$1,500.00	
			Per Pick Up	\$2.00	
Non-Airline Tenants	Level II Office Space (Premier)			Per sq. ft. per year	\$56.67
	Level I Office Space (Standard)			Per sq. ft. per year	\$22.88
	CAM (Common Area Maintenance)			Per sq. ft. per year	\$3.72
				Rate	
Badging Fees			SIDA / Sterile	AOA/Public	
	Initial Issue		\$65.00	\$30.00	
	Renewal/Reissue / Change Outside of Renewal		\$35.00	\$25.00	
			Rate		
	Finger Print Processing		\$30.00		
	Contractors (\$100.00 Refunded on Badge Return)		\$200.00		
	<i>Contractor badge renewal</i>		\$60.00		
	Badges Expired for more than 30 days - Processed as Initial Issue				
			1st Replacement	2nd Replacement	3rd Replacement *
	Lost Badge		\$100.00	\$200.00	\$300.00
<i>* With Airport Security Coordinator Approval</i>		Rate			
Refund to Employee for Returned "Lost Badge"		\$20.00			
<i>Employee Transfer - Same as Badge Renewal Price Unless Access Level Change (e.g. AOA to Sterile)</i>					
Airport Parking Charges <i>Waived for Authority Employees</i>	Parking Pass Replacement			Lost Hang Tag	\$10.00
	Parking or Safety Violation			Minimum Fine	\$20.00
	Rental Overflow Parking			Per Month	\$25.00
	Unattended Vehicle on the Front Drive			Minimum Fine	\$100.00
				Rate	
Administrative Charges	Cyber Key Replacement			\$150.00	
	Lost Keys (Plus Actual Cost to Rekey)			\$100.00	
	Copies - Black & White (Maximum of 25 Copies)		Per Page	\$0.25	
	Copies - Color (Maximum of 25 Copies)		Per Page	\$0.50	
	Fax		Per Page	\$1.00	
	Police & Other Reports		Per Page	\$3.00	
	Returned Check Fee		Per Check	\$25.00	
	Administrative Fee		Per Invoice Amount	15%	
	Invoice Payment Credit Card Processing Fee		Per Invoice Amount	3.5%	
	Policy Violations	First Violation			\$100.00
Second Violation			\$250.00		
Third Violation			\$500.00		
Subsequent Violations			\$1,000.00		
Public Room Rental <i>Plus Setup if Required</i>	Terminal tenants can request waiver for approved use			Rate	
	Atrium or Board Room		1-4 Hours	\$75.00	
	Studebaker Room		1-4 Hours	\$50.00	
	Room or Event Setup (Plus Actual Labor Costs)		Per Hour	\$20.00	



Airport Rates and Charges

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Airport Authority Resources			Per person
	Personnel (minimum charge 1 hour)		
	Monday - Friday 7am - 7pm	Per Hour	\$75.00
	Weekends and Mon - Fri 7pm - 7 am		\$100.00
	Equipment (* Requires Airport Authority Operator) (minimum charge 1 hour/day)		Rate
	Air Compressor	Per Day	\$250.00
	* Fork Lift	Per Hour	\$80.00
	Light Carts	Per 48 Hours	\$455.00
	Lighted X	Per Day	\$375.00
	* Other Heavy Equipment (e.g. Broom, Plow or Large Mower)	Per Hour	\$180.00
	* Pick-up Truck	Per Hour	\$80.00
	* Scissor Lift	Per Day	\$110.00
	* Tractor & Brush Hog	Per Day	\$600.00

Section Two. There shall be added to all sums due the Authority and unpaid, an interest charge of one and one-half (1 1/2%) percent of the principal sum for each full calendar month of delinquency, computed as simple interest. No interest shall be charged upon any account until payment is thirty (30) days overdue, but such interest, when assessed thereafter, shall be computed from the due date.

Section Three. The Authority Reserves the right to wave or reduce any fee, if deemed in the best interest of the Authority, at the discretion of the Executive Director.

Section Four. Any Resolution, Rule, or Regulation of the Board in conflict with any provision of this Resolution is repealed.

Be It Further Resolved, that the officers and agents of the St. Joseph County Airport Authority District Board be, and they are hereby authorized to execute whatever documents and to take whatever actions which may be necessary in order to effectuate the purposes and intent of this Resolution.

Section Five. This Resolution shall be in full force and effect from and after its passage.

However, the St. Joseph County Airport Authority District Board reserves the right to modify the rates and charges set out herein upon appropriate circumstances by proper procedures as established by the St. Joseph County Airport Authority District Board.

Adopted this 22nd day of February 2023.

ST. JOSEPH COUNTY AIRPORT AUTHORITY DISTRICT BOARD



President - David R. Sage

Absent

Vice President - Michael Misch



Treasurer - Andrew Koscielny



Secretary - Vincent Henderson

EIGHTH AMENDMENT TO THE AGREEMENT BETWEEN
THE NORTHERN INDIANA COMMUTER TRANSPORTATION
DISTRICT AND THE ST. JOSEPH COUNTY AIRPORT
AUTHORITY

This Eighth Amendment ("Eighth Amendment") is between the Northern Indiana Commuter Transportation District ("District") and the St. Joseph County Airport Authority ("Authority"), both of whom are Indiana municipal corporations and political subdivisions of the State of Indiana. Authority and District are hereafter sometimes jointly referred to as the "Parties".

RECITALS

- A. The parties entered into an Agreement dated December 31, 1991, governing the construction, operation, and maintenance of rail service to the Michiana Regional Airport ("Agreement").
- B. The Parties amended the Agreement by letter dated October 28, 2021, extending the term of the Agreement from January 1, 2022, through and including June 30, 2022.
- C. The parties amended the Agreement by the Second Amendment on June 1, 2022, extending the term of the Agreement through and including October 31, 2022.
- D. The parties amended the Agreement by the Third Amendment on October 31, 2022, extending the term of the Agreement through and including January 30, 2023.
- E. Section 19 of the Agreement, as amended, holds that the Agreement shall terminate on January 30, 2022 ("Termination Date"). The Parties are in the process of renegotiating the terms of the Agreement but did not complete the negotiations by the Termination Date.
- F. The parties Amended the Agreement by the Fourth Amendment on January 31, 2023, extending the term of the Agreement through and including April 30, 2023.
- G. The Parties Amended the Agreement by the Fifth Amendment on May 2, 2023, extending the term of the Agreement through and including June 30, 2023.
- H. The Parties Amended the Agreement by the Sixth Amendment on June 30, 2023, extending the term of the Agreement through and including July 31, 2023

- I. The Parties Amended the Agreement by the Seventh Amendment on July 27, 2023 extending the term of the Agreement through and including September 30, 2023.
- J. The Parties mutually propose to further amend and extend the Termination Date to November 30, 2023, to allow additional time for the Parties to complete their negotiations.


The Parties agree:

- 1. Section 15.1 of the Agreement is hereby amended to extend the Termination Date from September 30, 2023 to and including November 30, 2023, to allow for further negotiations between the Parties.
- 2. Capitalized terms, not otherwise defined herein, have the same meanings ascribed to them in the Agreement. Except as modified by Second and Third Amendments, the remaining terms covenants, provisions and conditions of the Agreement, as amended, remain in full force and effect. If a provision or provisions of the Agreement or its previous amendments is in conflict with a provision of this Eighth Amendment, the provision or provisions of this Eighth Amendment take precedence and control.

By signatures and adjacent dates below, the designated representatives for each Party execute this Eighth Amendment for and on behalf of their respective entity.

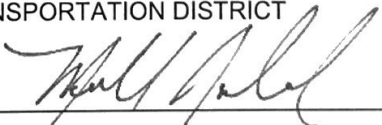
ST. JOSEPH COUNTY AIRPORT AUTHORITY

Date: September 28, 2023

By: 
Title: _____

NORTHERN INDIANA COMMUTER
TRANSPORTATION DISTRICT

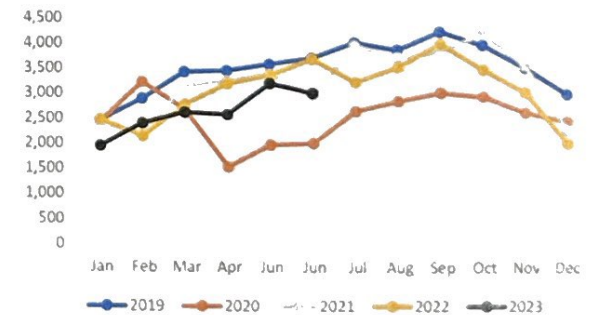
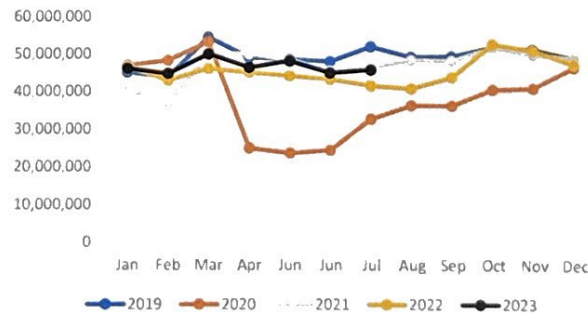
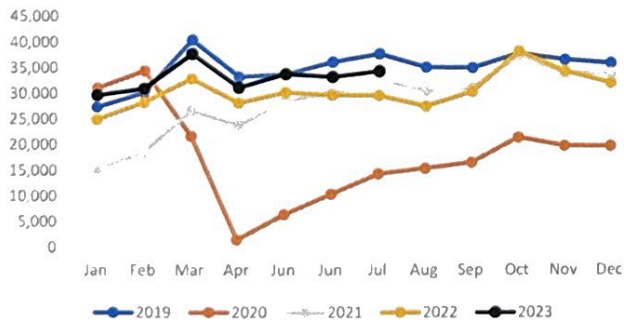
Date: September 20, 2023

By: 
Michael C. Noland
President

2023 COMPOSITE STATISTIC CHART



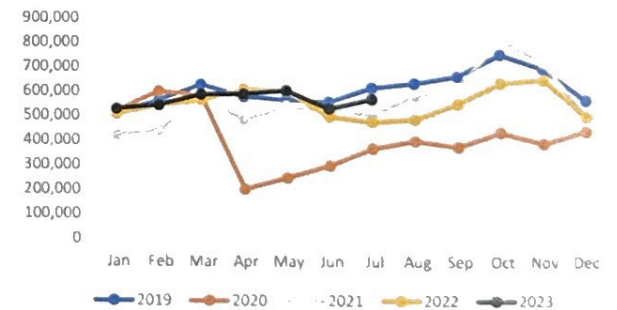
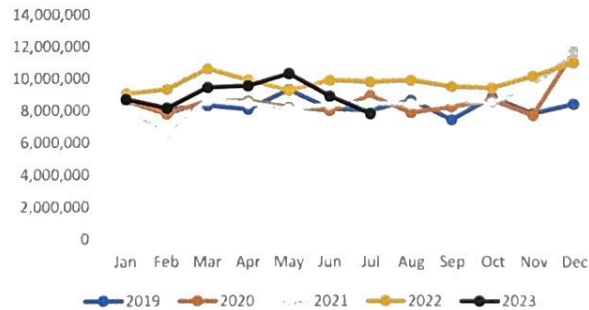
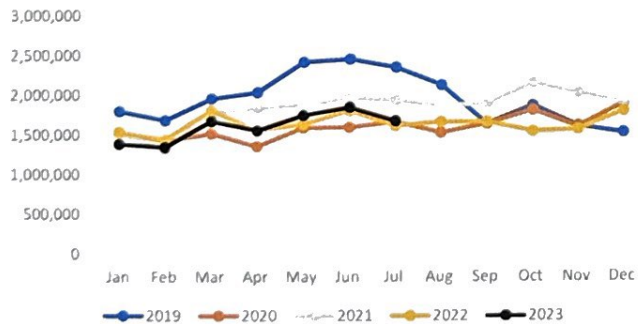
	Airline Enplanements					Aircraft Landed Weight					Aircraft Operations				
	For Ref.					For Ref.					For Ref.				
	2021	2022	2023	Diff.	%	2021	2022	2023	Diff.	%	2021	2022	2023	Diff.	%
Jan	15,463	24,966	29,703	4,737	18.97%	40,212,339	46,692,655	46,125,804	(566,851)	-1.21%	2,323	2,481	1,960	(521)	-21.00%
Feb	18,512	28,257	30,957	2,700	9.56%	37,100,102	42,980,546	44,768,740	1,788,194	4.16%	2,212	2,149	2,412	263	12.24%
Mar	26,703	32,817	37,664	4,847	14.77%	49,878,238	46,095,733	50,032,891	3,937,158	8.54%	3,169	2,793	2,629	(164)	-5.87%
Apr	23,782	28,119	31,088	2,969	10.56%	50,190,644	45,111,357	46,511,429	1,400,072	3.10%	3,263	3,203	2,595	(608)	-18.98%
May	28,450	30,127	33,695	3,568	11.84%	48,556,650	44,236,632	48,239,248	4,002,616	9.05%	3,401	3,385	3,217	(168)	-4.96%
Jun	30,046	29,528	33,064	3,536	11.98%	45,485,465	43,348,059	45,022,708	1,674,649	3.86%	2,968	3,708	3,032	(676)	-18.23%
Jul	32,515	29,448	34,167	4,719	16.02%	46,458,257	41,682,314	45,847,394	4,165,080	9.99%	3,989	3,253	3,077	(176)	-5.41%
Aug	30,412	27,319				48,507,803	40,928,975				3,763	3,560			
Sep	30,825	30,163				48,437,707	43,991,213				3,866	4,041			
Oct	37,324	38,001				51,946,325	52,874,638				4,250	3,525			
Nov	33,755	34,167				50,157,150	51,221,012				3,620	3,067			
Dec	33,858	31,860				49,173,807	47,515,917				2,314	2,047			
Total	341,645	364,772				566,104,487	546,679,051				39,138	37,212			
YTD	175,471	203,262	230,338	27,076	13.32%	317,881,695	310,147,296	326,548,214	16,400,918	5.29%	21,325	20,972	18,922	(2,050)	-9.77%



2023 COMPOSITE STATISTIC CHART



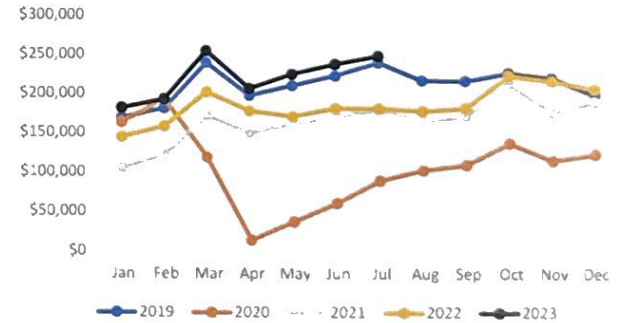
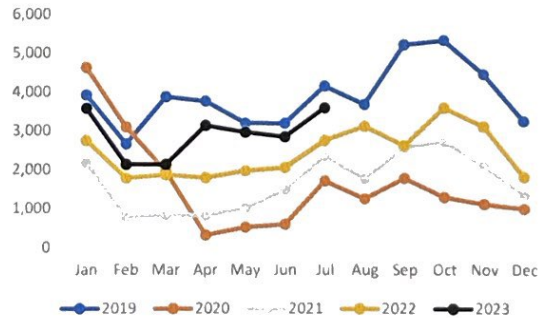
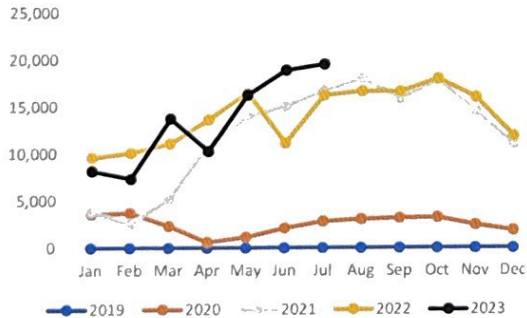
	Air Cargo - Pounds Enplaned & Deplaned					Total Gross Landed Weight - Cargo					Aviation Fuel Flowage - Gallons				
	For Ref.					For Ref.					For Ref.				
	2021	2022	2023	Diff.	%	2021	2022	2023	Diff	%	2021	2022	2023	Diff	%
Jan	1,526,394	1,534,927	1,388,489	(146,438)	-9.54%	8,007,000	9,039,600	8,703,435	(336,165)	-3.72%	422,069	509,330	528,696	19,366	3.80%
Feb	1,318,007	1,437,603	1,348,676	(88,927)	-6.19%	6,649,820	9,299,000	8,162,415	(1,136,585)	-12.22%	441,377	539,704	544,163	4,459	0.83%
Mar	1,784,293	1,806,958	1,671,767	(135,191)	-7.48%	8,641,070	10,586,680	9,452,900	(1,133,780)	-10.71%	579,104	562,910	588,430	25,520	4.53%
Apr	1,838,807	1,557,877	1,554,170	(3,707)	-0.24%	8,439,000	9,902,380	9,549,380	(353,000)	-3.56%	483,939	608,603	589,684	(18,919)	-3.11%
May	1,876,932	1,629,489	1,742,824	113,335	6.96%	8,054,200	9,237,440	10,304,311	1,066,871	11.55%	539,959	601,986	603,999	2,013	0.33%
Jun	1,960,534	1,798,094	1,841,175	43,081	2.40%	8,370,300	9,870,760	8,893,200	(977,560)	-9.90%	525,641	497,879	530,626	32,747	6.58%
Jul	1,930,510	1,607,973	1,668,049	60,076	3.74%	8,419,500	9,774,060	7,802,100	(1,971,960)	-20.18%	506,406	476,485	569,538	93,053	19.53%
Aug	1,855,901	1,652,943				8,396,600	9,870,680				584,011	487,086			
Sep	1,885,100	1,654,673				8,649,600	9,490,394				609,089	550,612			
Oct	2,149,123	1,535,816				8,478,000	9,408,560				816,370	636,767			
Nov	2,019,444	1,556,970				9,506,956	10,151,468				723,276	652,288			
Dec	1,910,637	1,785,332				11,606,740	11,000,780				499,308	501,342			
Total	22,055,682	19,558,655				103,218,786	117,631,802				6,730,549	6,624,992			
YTD	12,235,477	11,372,921	11,215,150	(157,771)	-1.39%	56,580,890	67,709,920	62,867,741	(4,842,179)	-7.15%	3,498,495	3,796,897	3,955,136	158,239	4.17%



2023 COMPOSITE STATISTIC CHART



Car Rental - Car Rental Days For Ref.	2023					TNC Activity For Ref.	2023					Restaurant/Gift Shop - Gross Sales For Ref.	2023				
	2021	2022	2023	Diff.	%		2021	2022	2023	Diff.	%		2021	2022	2023	Diff.	%
	Jan	3,843	9,583	8,180	(1,403)		-14.64%	2,169	2,743	3,576	833		30.37%	\$105,612	\$144,430	\$181,930	\$37,500
Feb	2,555	10,089	7,356	(2,733)	-27.09%	774	1,771	2,133	362	20.44%	\$121,695	\$158,357	\$192,762	\$34,405	21.73%		
Mar	5,212	11,100	13,763	2,663	23.99%	831	1,859	2,133	274	14.74%	\$172,140	\$201,962	\$254,481	\$52,519	26.00%		
Apr	10,972	13,625	10,292	(3,333)	-24.46%	817	1,781	3,132	1,351	75.86%	\$149,689	\$177,767	\$206,520	\$28,753	16.17%		
May	13,990	16,510	16,293	(217)	-1.31%	1,014	1,958	2,955	997	50.92%	\$161,123	\$170,637	\$224,765	\$54,128	31.72%		
Jun	15,103	11,154	18,956	7,802	69.95%	1,477	2,046	2,837	791	38.66%	\$169,924	\$180,810	\$237,454	\$56,644	31.33%		
Jul	16,793	16,262	19,608	3,346	20.58%	2,353	2,744	3,590	846	30.83%	\$179,650	\$181,054	\$247,765	\$66,711	36.85%		
Aug	18,076	16,689				1,760	3,110				\$164,149	\$177,556					
Sep	15,925	16,667				2,581	2,614				\$171,287	\$180,898					
Oct	17,945	18,057				2,721	3,588				\$212,199	\$222,155					
Nov	14,645	16,059				2,093	3,102				\$175,877	\$215,733					
Dec	11,050	11,908				1,334	1,808				\$189,168	\$205,334					
Ann. To	146,109	167,703				19,924	29,124				\$1,972,513	\$2,216,693					
YTD	68,468	88,323	94,448	6,125	6.93%	9,435	14,902	20,356	5,454	36.60%	\$1,059,833	\$1,215,017	\$1,545,677	\$330,660	27.21%		



2023 COMPOSITE STATISTIC CHART



	Republic Parking - Gross Sales					South Shore Passengers					International Flights - GAF				
	For Ref.					For Ref.					For Ref.				
	2021	2022	2023	Diff.	%	2021	2022	2023	Diff.	%	2021	2022	2023	Diff.	%
Jan	\$175,389	\$298,806	\$372,121	\$73,315	24.54%	4,618	8,972	9,775	803	8.95%	2	5	9	4	80.00%
Feb	\$177,392	\$316,284	\$354,454	\$38,170	12.07%	4,932	8,940	8,829	(111)	-1.24%	4	6	11	5	83.33%
Mar	\$280,790	\$364,154	\$486,224	\$122,070	33.52%	7,332	13,530	12,919	(611)	-4.52%	1	8	10	2	25.00%
Apr	\$259,266	\$345,794	\$451,036	\$105,242	30.43%	10,467	14,608	13,773	(835)	-5.72%	4	14	13	(1)	-7.14%
May	\$234,437	\$311,107	\$361,183	\$50,076	16.10%	10,437	15,290	11,791	(3,499)	-22.88%	12	17	8	(9)	-52.94%
Jun	\$245,370	\$263,585	\$333,718	\$70,133	26.61%	11,197	15,014	12,175	(2,839)	-18.91%	4	9	15	6	66.67%
Jul	\$260,188	\$253,972	\$322,194	\$68,222	26.86%	15,889	18,102	13,964	(4,138)	-22.86%	7	11	7	(4)	-36.36%
Aug	\$242,553	\$258,883				11,650	14,814				6	16			
Sep	\$268,367	\$278,520				14,806	13,613				10	18			
Oct	\$333,167	\$367,839				20,259	16,039				13	11			
Nov	\$297,978	\$316,313				15,419	14,639				13	18			
Dec	\$274,240	\$273,090				14,889	13,374				10	8			
Ann. To	\$3,049,137	\$3,648,347				141,895	166,935				86	141			
YTD	\$1,632,832	\$2,153,702	\$2,680,930	\$527,228	24.48%	64,872	94,456	83,226	(11,230)	-11.89%	34	70	73	3	4.29%

