

ST. JOSEPH COUNTY AIRPORT AUTHORITY DISTRICT BOARD

FEBRUARY 29, 2024

THURSDAY

The Board meeting of the St. Joseph County Airport Authority District was called to order at 11:30 a.m. on Thursday, February 29, 2024, by President David Sage.

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

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
Aaliyah McKinney, Recording Secretary
Mike Ornat, Safety Chief
Clint Foster, IT Manager
Kerianne Linn, Properties Manager
Matthew Pruitt, Operations Specialist
Jeremy Yahwak, Project Manager
Jim Sipocz, Friend of the Authority

Mr. Sage introduced the first item on the Agenda, approval of the Minutes from the January 25, 2024, Board meeting.

Mr. Henderson moved, and Mr. Misch seconded the motion to approve the Minutes from the Board meeting held on January 25, 2024.

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 February 2, 2024.

Mr. Henderson moved, and Mr. Misch seconded the motion to approve the Payroll Warrants dated February 2, 2024.

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 February 16, 2024.

Mr. Henderson moved, and Mr. Misch seconded the motion to approve the Payroll Warrants dated February 16, 2024.

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 as per the Schedule dated February 29, 2024.

Mr. Henderson moved, and Mr. Misch seconded the motion to approve the Invoice Vouchers and Claim Payments per the Schedule dated February 29, 2024.

Mr. Misch questioned if the health insurance contract issues had been resolved. Mr. Daigle stated that the SJCAA was still waiting on a response from the County on the revisions requested and would follow up again.

There being no further 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 DECEMBER 2023.

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

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

Mr. Sage noticed that there was a small discrepancy between two of the columns' figures.

Ms. Matousova responded stating that she would make the corrections and update the report. (Note: the financial report has since been corrected, and the updated version was published.)

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

Mr. Sage introduced: PRIVILEGE OF THE FLOOR

There were no comments from the floor.

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.

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NEW BUSINESS

Mr. Sage introduced: CONSIDERATION TO RATIFY EXECUTIVE SESSION ITEM 2024-2-1, ACCOMPLISHMENTS OF CEO & EXECUTIVE DIRECTOR, AND AUTHORIZING THE PRESIDENT OF THE AUTHORITY BOARD TO TAKE THE STEPS NECESSARY TO MOVE THE ITEM FORWARD AND SIGN ANY AND ALL APPROPRIATE DOCUMENTS.

Mr. Henderson moved, and Mr. Misch seconded the motion to ratify Executive Session Item 2024-2-1, accomplishments of CEO & Executive Director, and authorizing the President of the Authority Board to take the steps necessary to move the item forward and sign any and all appropriate documents.

Mr. Misch thanked Mr. Daigle and expressed his appreciation for his hard work and all that he has done for the community. Mr. Sage, Mr. Henderson, and Mr. Kostielney all concurred.

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

Mr. Sage introduced: CONSIDERATION TO AWARD THE CONSTRUCTION ADMINISTRATION SERVICES FOR THE GATE 4 AND 8 PROJECT TO MEAD AND HUNT IN THE AMOUNT OF \$385,497.95.

Mr. Henderson moved, and Mr. Misch seconded the motion to award the Construction Administration Services for the Gate 4 and 8 Project to Mead and Hunt in the amount of \$385,497.95.

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

Mr. Sage introduced: CONSIDERATION TO EXTEND THE ALLEGIANT USE AND LEASE AGREEMENT FOR 2024.

Mr. Henderson moved, and Mr. Misch seconded the motion to extend the Allegiant Use and Lease agreement for 2024.

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

Mr. Sage introduced: CONSIDERATION TO EXTEND THE AUTOCLAVE AGREEMENT WITH ATLANTIC AVIATION THROUGH DEC 31, 2024.

Mr. Henderson moved, and Mr. Misch seconded the motion to extend the Autoclave Agreement with Atlantic Aviation through Dec 31, 2024.

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

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Mr. Sage introduced: CONSIDERATION TO EXTEND THE AUTOCLAVE AGREEMENT WITH CORPORATE WINGS THROUGH DEC 31, 2024.

Mr. Henderson moved, and Mr. Misch seconded the motion to extend the Autoclave Agreement with Corporate Wings through Dec 31, 2024.

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

Mr. Sage introduced: CONSIDERATION TO EXTEND THE DRIVERS-SEAT SOUTH BEND LIMOUSINE AGREEMENT THROUGH JAN 31, 2025.

Mr. Henderson moved, and Mr. Misch seconded the motion to extend the Drivers-Seat South Bend Limousine agreement through Jan 31, 2025.

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

Mr. Sage introduced: CONSIDERATION TO APPROVE AN AGREEMENT WITH FT AIR TO PROVIDE AIRCRAFT MAINTENANCE SERVICES FOR FEDEX THROUGH FEB 28, 2025.

Mr. Henderson moved, and Mr. Misch seconded the motion to approve an agreement with FT Air to provide Aircraft Maintenance services for FedEx through Feb 28, 2025.

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

Mr. Sage introduced: CONSIDERATION TO ASSIGN THE LEEP ENTERPRISES LLC AGREEMENT TO GL FLIGHT SBN RE, LLC.

Mr. Henderson moved, and Mr. Misch seconded the motion to assign the Leep Enterprises LLC agreement to GL Flight SBN RE, LLC.

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

Mr. Sage introduced: CONSIDERATION TO CANCEL THE AGREEMENT WITH WRIDZ, A TNC COMPANY.

Mr. Henderson moved, and Mr. Misch seconded the motion to cancel the agreement with WRIDZ, a TNC company.

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

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Mr. Sage introduced: CONSIDERATION TO CANCEL THE RAMP LEASE AGREEMENT WITH WILCO.

Mr. Henderson moved, and Mr. Misch seconded the motion to cancel the Ramp lease agreement with Wilco.

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

Mr. Sage introduced: CONSIDERATION TO AUTHORIZE STAFF TO COMPLETE AND ADVERTISE A REQUEST FOR PROPOSAL (RFP) TO SOLICIT, RECEIVE, REVIEW PROPOSALS, AND RETURN A RECOMMENDATION TO THE BOARD FOR POSSIBLE TENANTS TO LEASE AVAILABLE BUILDING SPACES.

Mr. Henderson moved, and Mr. Misch seconded the motion to authorize staff to complete and advertise a Request For Proposal (RFP) to solicit, receive, review proposals, and return a recommendation to the Board for possible tenants to lease available building spaces.

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

Mr. Sage introduced: CONSIDERATION TO APPROVE CARRYING OVER THE 2023 ENCUMBRANCES FROM THE 2023 APPROPRIATIONS BUDGET TO THE 2024 APPROPRIATIONS BUDGET AS PER ATTACHED SHEET. (ATTACHMENT 1).

Mr. Henderson moved, and Mr. Misch seconded the motion to approve carrying over the 2023 encumbrances from the 2023 Appropriations Budget to the 2024 Appropriations Budget as per attached sheet. (Attachment 1).

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 December 31, 2023.

Mr. Daigle reported that the design of the new Board room was awarded to Abonmarche.

Mr. Daigle announced that the Airport Authority has made a few internal promotions. He recognized and congratulated Safety Officers Ty Garton, Kevin Plonka, and Aaron Skibo for their promotions to Lieutenants. He also recognized and congratulated Melanie Roberson of the Administration department for being promoted to Accounting and Budget Analyst.

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Mr. Daigle announced that Aaliyah McKinney had recently completed the 5-week Leadership South Bend Mishawaka Emerge Program and stated that the team is proud of her desire to grow as a leader and contributor to the airport and the Authority.

Mr. Daigle thanked the Board for their feedback concerning how the airport is progressing and moving forward, and he thanked the team for their great work.

Mr. Misch noticed an unusual figure in the composite statistics chart and asked if it was accurate. Ms. Matousova stated that it was not, and that it was likely caused by an unintentional error in the spreadsheet formula. (Note: the error has since been corrected.)

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. Misch to adjourn the meeting.

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

The Board meeting was adjourned at 11:50 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 December 31, 2023

	Year To Date Comparison				
	12/31/2022		12/31/2023		Incr/(Decr)
	Actual	% of Annual	Actual	% of budget	
Operating Activity					
Operating Revenue					
Airfield	1,083,096	100 %	1,284,799	109 %	201,703
Terminal - Aviation	2,066,043	100 %	2,171,942	97%	105,899
Terminal - Non-Aviation	238,506	100 %	265,071	124%	26,565
Concessions	1,715,155	100 %	1,878,772	132%	163,616
Parking	2,980,794	100 %	3,806,007	116%	825,213
FBO	718,616	100 %	749,096	117%	30,480
Building	411,111	100 %	402,072	101%	(9,039)
Other	21,000	100 %	32,000	200%	11,000
Total Operating Revenue	9,234,322	100 %	10,589,758	113%	1,355,437
Operating Expenses					
Employee Expenses	5,952,103	100 %	6,864,732	101 %	912,629
Supplies	1,005,731	100 %	1,025,817	52 %	20,086
Repairs	2,705,414	100 %	2,910,361	118 %	204,946
Service Contracts	153,696	100 %	181,209	121 %	27,513
Marketing	540,677	100 %	571,252	83 %	30,576
Utilities (Gas, Water, Elec)	650,121	100 %	730,594	97 %	80,474
Other Services and Charges	2,557,053	100 %	2,232,840	85 %	(324,213)
Total Operating Expenses	13,564,795	100 %	14,516,805	94 %	952,010
Operating Income (excluding depreciation)	(4,330,473)		(3,927,047)		403,426

	Annual Comparison			
	2021	2022	2023	2023
	actual	actual	budget	actual
Operating Activity				
Operating Revenue				
Airfield	1,039,140	1,083,096	1,177,861	1,284,799
Terminal - Aviation	1,997,095	2,066,043	2,238,439	2,171,942
Terminal - Non-Aviation	181,639	238,506	214,615	265,071
Concessions	1,483,202	1,715,155	1,422,276	1,878,772
Parking	2,400,620	2,980,794	3,286,748	3,806,007
FBO	614,469	718,616	642,862	749,096
Building	377,870	411,111	397,277	402,072
Other	13,000	21,000	16,000	32,000
Total Operating Revenue	8,107,036	9,234,322	9,396,078	10,589,758
Operating Expenses				
Employee Expenses	5,431,677	5,952,103	6,806,306	6,864,732
Supplies	733,883	1,005,731	1,987,600	1,025,817
Repairs	1,466,921	2,705,414	2,474,700	2,910,361
Service Contracts	121,704	153,696	150,100	181,209
Marketing	500,814	540,677	689,900	571,252
Utilities (Gas, Water, Elec)	629,929	650,121	750,000	730,594
Other Services and Charges	1,876,412	2,557,053	2,627,575	2,232,840
Total Operating Expenses	10,761,340	13,564,795	15,486,181	14,516,805
Operating Income (excluding depreciation)	(2,654,304)	(4,330,473)	(6,090,103)	(3,927,047)

Non-Operating Activity

Other Revenue					
Property Taxes	2,502,402	100 %	2,663,423	81 %	161,021
Financial Institution Taxes	5,120	100 %	4,212	76 %	(908)
License Excise Taxes	186,806	100 %	180,162	68 %	(6,644)
Com. Vehicle Excise Taxes	19,263	100 %	19,147	71 %	(116)
C.O.I.T.	428,199	100 %	637,495	142 %	209,296
Interest Revenue	372,421	100 %	1,131,531	1,274 %	759,110
Federal Grant LEO	107,588	100 %	116,898	117 %	9,310
Federal Grant - ARP	4,994,943	100 %	0	N/A	(4,994,943)
Federal Grant-CARES	0	0 %	0	N/A	0
Miscellaneous Revenue	321,781	100 %	239,220	239 %	(82,560)
Customer Facility Charge	721,756	100 %	841,662		119,906
Total Other Revenue	9,660,279	100 %	5,833,751	116 %	(3,826,529)
Total Income	5,329,806		1,906,704		(3,423,102)
Capital Activity					
Capital Grants	17,142,668	13 %	18,347,567	0 %	1,204,899
Capital Spending	21,712,098	25 %	31,184,181	21 %	9,472,083
Net Activity	760,376		(10,929,910)		(11,690,286)

Other Revenue				
Property Taxes	2,447,993	2,502,402	3,300,000	2,663,423
Financial Institution Taxes	4,537	5,120	5,566	4,212
License Excise Taxes	194,217	186,806	263,593	180,162
Com. Vehicle Excise Taxes	18,659	19,263	26,920	19,147
C.O.I.T.	581,848	428,199	450,000	637,495
Interest Revenue	55,342	372,421	88,819	1,131,531
Federal Grant LEO	125,020	107,588	100,000	116,898
Federal Grant - ARP	-	4,994,943	-	-
Federal Grant-CARES	3,085,898	-	-	-
Miscellaneous Revenue	71,482	321,781	100,000	239,220
Customer Facility Charge	321,545	721,756	700,000	841,662
Total Other Revenue	6,906,541	9,660,279	5,034,898	5,833,751
Total Income	4,252,236	5,329,806	(1,055,205)	1,906,704
Capital Activity				
Capital Grants	12,064,153	17,142,668	38,552,858	18,347,567
Capital Spending	12,058,265	21,712,098	46,607,458	31,184,181
Net Activity	4,258,124	760,376	(9,109,805)	(10,929,910)

Carryover Encumbrances from 2023 to 2024 SJCAA Budget

Totals by Fund and Account

Aviation Fund

6123	Group Insurance	\$	5,400.00
6130	Uniforms	\$	4,926.00
6132	Other Benefits	\$	3,056.00
6259	Pavements/Grounds Supplies	\$	43,904.38
6260	Building Supplies	\$	1,550.00
6261	Minor Equipment/Supplies	\$	22,840.86
6262	Motor Vehicle Supplies	\$	150.00
6265	Data/Communications Supplies	\$	19,254.99
6308	Service Contracts	\$	2,360.00
6309.0002	Promotion - Advertising - Media	\$	15,365.40
6309.0005	Promotion - Marketing - Air Service Dev	\$	2,000.00
6310	Legal Services	\$	23,153.00
6311	Professional/Tech Services	\$	35,457.47
6321	Postage and Freight	\$	1,482.20
6340	Offical Bonds, Insurance, Permits	\$	1,353.06
6351	Trash and Rubbish Removal	\$	2,641.39
6360	Repair-Buildings	\$	29,226.00
6362	Repair-Motor Vehicles	\$	14,700.00
6363	Repair-Heat, Vent, A/C	\$	36,800.00
6365	Repair-Data/Communications	\$	101,643.91
6410.0016	Board Room Relocation, Terminal Building	\$	458.16
6462.0018	2023 John Deere 544 P	\$	2,000.00
6465.0003	Common Use Airline Ticket Kiosks	\$	28,207.00
6465.0004	Common Use Gate ACUS System	\$	82,743.61
6480.0003	AIP - Taxiway Bravo & Terminal Ramp	\$	50,040.93
6480.0004	AIP - Airport Master Plan	\$	84,132.55
6480.0006	AIP - ALCMS Airfield Lighting Vault Improvements	\$	928,024.17
6480.0008	AIP 62 - Taxiway Bravo & Terminal Ramp Bid C	\$	2,989,517.04
6480.0009	AIP - Taxiway Bravo & Terminal Ramp Bid D	\$	576,118.75
6480.0010	AIP - Concourse - Gate 4 Accessibility Project	\$	30,246.06
6410.0015	23936 Lincolnway West, Lot 36 Ex N, Hollywood Heights	\$	16,000.00
6462.0019	2024 Tiger Extreme Triple Flail	\$	303,000.00
Total Aviation Fund		\$	5,457,752.93

Customer Facility Charge Fund

6360	Repair-Buildings	\$	80,000.00
6410.0008	Quck Turn Around Car Wash Facility	\$	6,095,095.00
Total Customer Facility Charge Fund		\$	6,175,095.00

Tax Revenue Fund

6410.0017	Land Purchase of 004-1029-0529	\$	1,501,000.00
6410.0023	Land Purchase of 004-1027-0468	\$	8,631.01
Total Tax Revenue Fund		\$	1,509,631.01

Total Carryover Encumbrances \$ **13,142,478.94**

Carryover Encumbrances from 2023 to 2024 SJCAA Budget - Detail Listing

Vendor Name	Item description	Document ID	Amount
Abonmarche Consultants Inc.	Engineering Services for Technology Strategic Planning for the Airport	Purchase Order-PO0013547	\$ 8,000.00
ADB SAFEGATE Americas Holding, LLC	Replacement LED Runway Guard Lights for the Airfield	Purchase Order-PO0013423	\$ 6,000.00
ADB SAFEGATE Americas Holding, LLC	Various replacement runway light parts for Airfield lighting	Purchase Order-PO0013542	\$ 6,900.00
ADB SAFEGATE Americas Holding, LLC	New Windsocks and Replacement Parts for Lighting on the Airfield	Purchase Order-PO0013476	\$ 11,000.00
ADK Executive Search	Consulting Services for Executive Recruiting for the Airport	Purchase Order-PO0013700	\$ 23,730.00
Amadeus Airport IT Americas, Inc.	ACUS subscription 1 year	Purchase Order-PO0013692	\$ 9,730.00
Amadeus Airport IT Americas, Inc.	ACUS Support and Maintenance 1 year	Purchase Order-PO0013692	\$ 14,232.47
Amadeus Airport IT Americas, Inc.	1 year support agreement for EASE June 1 2023 through May 31 2024	Purchase Order-PO0013786	\$ 9,113.00
Amadeus Airport IT Americas, Inc.	Installation of Common Use Ticket Kiosks for Charter and Commercial Flights for the Terminal Building	Purchase Order-PO0012994	\$ 28,207.00
Amadeus Airport IT Americas, Inc.	Project to convert EASE to ACUS for common use gates.	Purchase Order-PO0013692	\$ 82,743.61
Anderson & Kreiger LLP	Specialized legal services for the airport in the area of Federal aviation laws and regulations.	Purchase Order-PO0013535	\$ 16,980.00
Arcem Entry Systems	Material and Labor to Replace Damaged Roll Up Delivery Door in the Terminal Building	Purchase Order-PO0013599	\$ 12,750.00
Arcem Entry Systems	Materials and labor to repair overhead door in the American Airlines Ops area in the Terminal building	Purchase Order-PO0013745	\$ 750.00
Arcem Entry Systems	Emergency parts and labor to replace broken spring on at the ARFF door for the Safety Building	Purchase Order-PO0013781	\$ 1,500.00
Arcem Entry Systems	Payment pending at year end	REC0003166	\$ 1,500.00

Vendor Name	Item description	Document ID	Amount
Arrow Services, Inc.	Pest Control Services for 2023 for the Terminal Building	Purchase Order-PO0013550	\$ 328.00
Arrow Services, Inc.	Pest Control Services for 2023 for the Airfield Maintenance Building	Purchase Order-PO0013550	\$ 32.00
AT&T	Fiber Internet Service for 2023 for the Airport	Purchase Order-PO0012757	\$ 2,245.90
Automatic Door Service	Parts and labor to replace damaged control module for the north doors of the anti passback hallway	Purchase Order-PO0013721	\$ 3,000.00
Automatic Equipment Sales & Service, Inc	Parts and labor to troubleshoot and update the firmware for the south anti passback doors in the Terminal Building	Purchase Order-PO0013722	\$ 2,500.00
Bane-Welker Equipment, LLC	Parts and Labor to Repair and Service Airfield Maintenance #42 Mower	Purchase Order-PO0013504	\$ 5,300.00
Bane-Welker Equipment, LLC	Replacement Tractor for Mowing the Airfield	PO0013800 - Requisition	\$ 303,000.00
Barnes & Thornburg LLP	Legal Services for 2023 for the Human Resources Department for the Airport	Purchase Order-PO0013138	\$ 2,328.00
Bartronics, Inc.	ICOM-A220 radio for the 2023 John Deere 544 P loader	Purchase Order-PO0013789	\$ 2,000.00
Beacon Occupational Health, LLC	Drug Screen Panels and Physicals for 2023 for Employees for the Airport	Purchase Order-PO0012826	\$ 1,656.00
Butler, Fairman & Seufert, Inc.	Administration Services for 2023 for the Federal Grants for the Airport	Purchase Order-PO0012898	\$ 1,295.00
Creative Design Solutions, Inc.	Professional Architecture Services for the relocation of the Airport Boardroom	Purchase Order-PO0013366	\$ 458.16
Dell Marketing L.P.	charger for IT manager laptop	Purchase Order-PO0013730	\$ 69.99
Dell Marketing L.P.	2 monitors for AVP of Ops and Maintenance.	Purchase Order-PO0013732	\$ 330.00
Dell Marketing L.P.	2 monitors for Project Manager	Purchase Order-PO0013770	\$ 330.00
Dell Marketing L.P.	PC and monitor for camera terminal for TSA to view our cameras.	Purchase Order-PO0013774	\$ 1,025.00
Edward J. White, Inc.	Annual boiler inspections for the Airport - Airfield	Purchase Order-PO0013515	\$ 500.00
Edward J. White, Inc.	Annual boiler inspections for the Airport - Safety	Purchase Order-PO0013515	\$ 500.00
Edward J. White, Inc.	Annual boiler inspections for the Airport - Terminal	Purchase Order-PO0013515	\$ 1,000.00

Vendor Name	Item description	Document ID	Amount
Edward J. White, Inc.	Parts and Labor to Repair the Heating Boiler at the Airfield Maintenance Building	Purchase Order-PO0013454	\$ 10,300.00
Emerging Growth Enterprise - NoFoam Sy	Testing Equipment for Fire Suppression Foam for ARFF Vehicles for the Department of Public Safety	Purchase Order-PO0013605	\$ 17,944.00
Fastenal Company	Assorted Parts for Ramp Blades for Terminal Maintenance #50 Loader	Purchase Order-PO0013653	\$ 150.00
Federated Digital Solutions	Digital Advertising, Facebook, Content and Search Engine Marketing for 2023 for the Airport	Purchase Order-PO0012792	\$ 4,690.00
FedEx	Shipping Fees for 2023 for the Administration Department	Purchase Order-PO0012997	\$ 654.56
Gallagher Benefit Services, Inc.	Brokerage Service for Employee Health Insurance for 2023 for the Airport	Purchase Order-PO0012720	\$ 5,400.00
Grainger	Shroud Assembly for a Water Drinking Fountain in the Terminal Building	Purchase Order-PO0013657	\$ 200.00
H&G Services	Emergency service call to repair leak in 1 inch plumbing for the concourse restroom	Purchase Order-PO0013709	\$ 1,500.00
H&G Services	Service call to troubleshoot inoperable thermostats for the Concourse Ice Melt system	Purchase Order-PO0013710	\$ 2,000.00
H&G Services	Labor For Ice Melt and Boiler Service Call for Work In The Concourse Pump Room	Purchase Order-PO0013775	\$ 1,300.00
H&G Services	Payment pending at year end	REC0003165	\$ 1,200.00
Hoosier Fire Equipment, Inc.	Various Fire Gear Due for Replacement for the Department of Public Safety	Purchase Order-PO0013589	\$ 3,900.00
Indiana Electronics & Comm.	Labor and materials to troubleshoot and fix the emergency call boxes for the Terminal Building	Purchase Order-PO0013791	\$ 3,500.00
Indiana Public Retirement System	Special Death Benefit fund for Safety department officers.	Purchase Order-PO0013689	\$ 1,400.00
Johnson Controls Fire Protection LP	Payment pending at year end	REC0002828	\$ 550.00
Kachur Tree Service, LLC	Payment pending at year end	REC0003098	\$ 16,000.00
Kiesler's Police Supply	Simunition Training Equipment for the Department of Public Safety	Purchase Order-PO0013583	\$ 1,350.00

Vendor Name	Item description	Document ID	Amount
Kirby Risk Electrical Supply	Payment pending at year end	REC0002947	\$ 1,650.00
Kirby Risk Electrical Supply	Payment pending at year end	REC0003063	\$ 300.00
Kirby Risk Electrical Supply	Payment pending at year end	REC0003060	\$ 600.00
KW Construction Services, LLC	Wring project for safety building	Purchase Order-PO0013798	\$ 9,625.00
KW Construction Services, LLC	Installation of the Lighting Control System and Electrical Vault Improvements for Lighting on the Airfield	Purchase Order-PO0013348	\$ 768,000.00
Maner Costerisan, PC	Support Services for Software for the Accounting Department	Purchase Order-PO0013403	\$ 1,275.00
Mead & Hunt, Inc	Consulting Services for Update of the ALP and Master Plan for the Airport	Purchase Order-PO0013280	\$ 71,967.45
Mead & Hunt, Inc	Payment pending at year end	REC0003077	\$ 12,165.10
Mead & Hunt, Inc	Engineering Services for Construction and Administration for the Airfield Lighting and Vault Project	Purchase Order-PO0013067	\$ 160,024.17
Mead & Hunt, Inc	Construction Administration for Taxiway Bravo and Terminal Apron Project, Bid-C	Purchase Order-PO0012861	\$ 680,119.41
Mead & Hunt, Inc	Engineering Services to Design Taxiway B and Terminal Apron Reconstruction - Bids D and E	Purchase Order-PO0012859	\$ 576,118.75
Mead & Hunt, Inc	Engineering Services to Design Improvements for Gates 4 and 8 for the Terminal Building	Purchase Order-PO0012858	\$ 30,246.06
Meridian Title Corporation	Purchase of Properties at 23700 Marquette Boulevard for the Airport - Meridian File 23-20793	Purchase Order-PO0013618	\$1,501,000.00
Meridian Title Corporation	Purchase of Properties at 23768 U.S. Highway 20 - Meridian File 23-23103	Purchase Order-PO0013617	\$ 8,631.01
Michiana Lock & Key, Inc.	Replacement Magnetic Locks for Access Control for Doors in the Terminal Building	Purchase Order-PO0013413	\$ 3,000.00
Mitchell R. Heppenheimer, Atty.	Legal Services for the Airport for 2023	Purchase Order-PO0013055	\$ 3,845.00
Morton Salt, Inc.	Salt for the Front Drive and the Parking Lots for the 2023-2024 Winter Season for the Terminal Building	Purchase Order-PO0013434	\$ 15,204.38

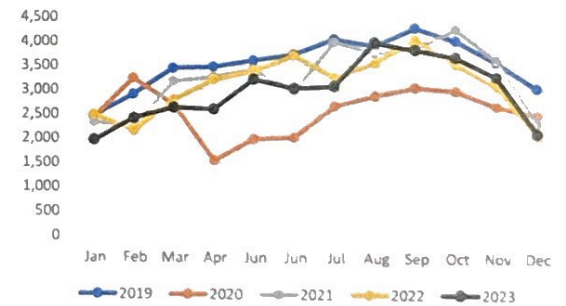
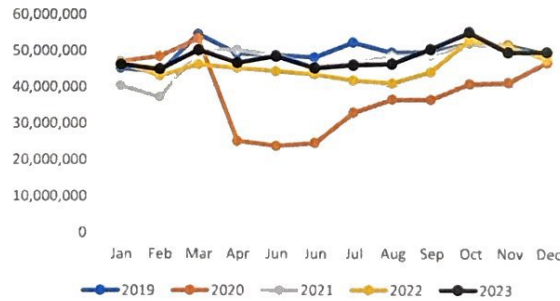
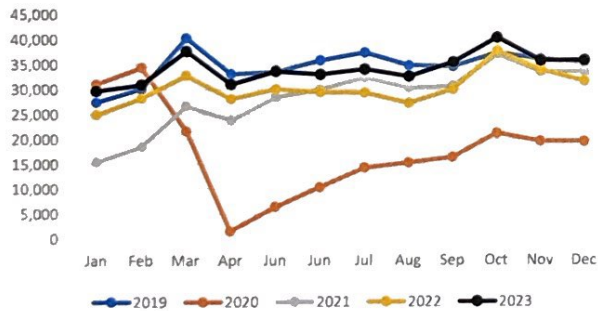
Vendor Name	Item description	Document ID	Amount
Office Interiors, Inc.	New office furniture for the Assistant VP of Operations and Maintenance - Rich Voniderstine	Purchase Order-PO0013783	\$ 2,946.86
Office Interiors, Inc.	Video conferencing solution for Studebaker room	Purchase Order-PO0013797	\$ 8,263.00
Overhead Door Company	Parts and Labor to Repair Door T-10 at T-Hangar Building 500 on the Airfield	Purchase Order-PO0013505	\$ 1,500.00
Presidio Networked Solutions Group, LLC	Software Support and Maintenance for 1 Year for the Access Control System for the Airport	Purchase Order-PO0013651	\$ 8,610.67
Quadient Finance USA, Inc.	Postage, Postage Meter Rental and Meter Supplies for the Administration Department for 2023	Purchase Order-PO0012806	\$ 590.14
Quadient Finance USA, Inc.	Postage, Postage Meter Rental and Meter Supplies for 2023 for the Administration Department	Purchase Order-PO0013131	\$ 237.50
R. Yoder Construction Inc.	Construction of the Quick Turn-Around Facility for the car rental companies at the Airport	Purchase Order-PO0013750	\$6,095,095.00
Rapid Shred, LLC	Professional Shredding Services for the Administration Department for 2023	Purchase Order-PO0012805	\$ 70.00
Republic Services	Trash Removal Services for 2023 for the Airport	Purchase Order-PO0012780	\$ 2,641.39
Rieth-Riley Const. Co., Inc.	Material and Labor for Bid A, Reconstruction of Taxiway Bravo and Terminal Apron - pay app #17 and up	Purchase Order-PO0013393	\$ 50,040.93
Rieth-Riley Const. Co., Inc.	Material and Labor for Bid C, Reconstruction of Taxiway Bravo and Terminal Apron on the Airfield	Purchase Order-PO0012689	\$2,309,397.63
River Bend Hose Specialty, Inc	Parts and labor to rebuild the hydraulic pump and hydraulic motor for Maintenance Broom #35	Purchase Order-PO0013720	\$ 9,400.00
Short-Elliott-Hendrickson, Incorporated	Air Service Development Consulting Services for final two months of 2023 due to consultant changing firms	Purchase Order-PO0013771	\$ 2,000.00
St. Joseph County Treasurer	Property Taxes for Spring and Fall 2022 Payable 2023 for 54881 N. Oak Road, Purchased 8/23/22	Purchase Order-PO0013073	\$ 1,353.06
Standard Signs, Inc.	Various Parts and Materials For Black Airfield Lighting Sign Panels	Purchase Order-PO0013757	\$ 2,800.00
Standard Signs, Inc.	Replacement bulbs for the signs on the Airfield	Purchase Order-PO0013795	\$ 350.00

Vendor Name	Item description	Document ID	Amount
Star Uniform	Replacement of Body Armor Vest for Officer for the Department of Public Safety	Purchase Order-PO0013561	\$ 1,026.00
Team Eagle Ltd.	ADS-B "In-Vehicle" Location Transmitters for 5 Airfield Vehicles	Purchase Order-PO0013648	\$ 14,500.00
Team Eagle Ltd.	Set Up of Geofence for Vehicle Transmitters for the Operations Department	Purchase Order-PO0013648	\$ 5,500.00
Trane U.S. Inc.	Labor, Material, and Managed Services to Install Temperature Monitoring Systems in the Safety Building	Purchase Order-PO0013479	\$ 20,000.00
Trane U.S. Inc.	Payment pending at year end	REC0003164	\$ 1,800.00
Trane U.S. Inc.	Equipment and Labor for HVAC Control Panel Replacements for the Terminal Building	Purchase Order-PO0013467	\$ 19,054.63
Trane U.S. Inc.	Equipment, Labor, and Maintenance Agreement for HVAC Software for the Terminal Building	Purchase Order-PO0013468	\$ 13,994.24
U.S. 31 Supply Inc.	Payment pending at year end	REC0003066	\$ 500.00
U.S. Customs and Border Protection - ST L	U.S. Customs and Border Protection Services - Officer Overtime for 2023 for the Federal Inspection Station	Purchase Order-PO0013558	\$ 2,362.47
Werntz Supply	Material and Labor for Change Order for the Window Replacements for the Terminal Building	Purchase Order-PO0013619	\$ 926.00
WNDU-TV	Annual TV and Digital Advertising for 2023 for the Airport	Purchase Order-PO0012787	\$ 8,043.40
WNIT Public Television	Public Television Underwriting for 2023 Advertising for the Airport	Purchase Order-PO0012788	\$ 500.00
Woodcox Building Contractor, Inc.	Material and Labor to Remodel Rental Car Counters in the Terminal Building	Purchase Order-PO0013238	\$ 80,000.00
WSJM, INC.	Annual Radio Advertising Campaign for 2023 for the Airport	Purchase Order-PO0012789	\$ 2,132.00

2023 COMPOSITE STATISTIC CHART



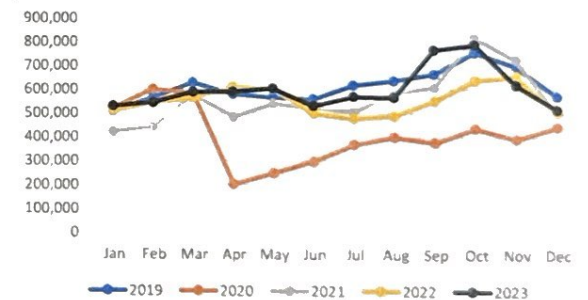
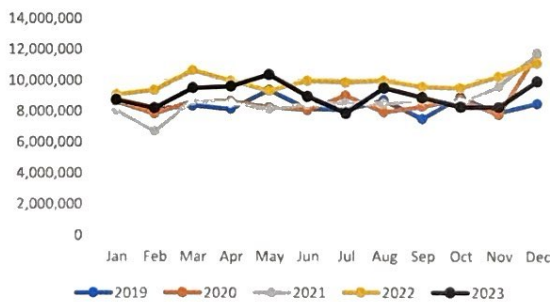
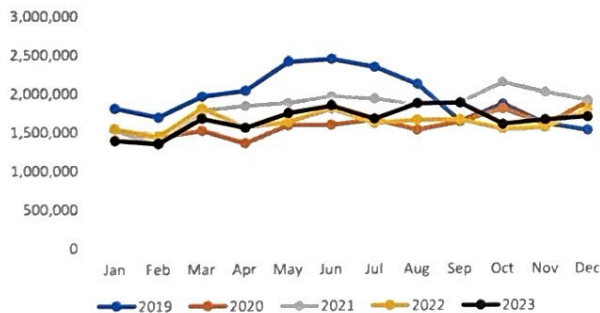
	Airline Enplanements					Aircraft Landed Weight					Aircraft Operations				
	For Ref.					For Ref.					For Ref.				
	2021	2022	2023	Diff.	%	2021	2022	2023	Diff.	%	2021	2022	2023	Diff.	%
Jan	15,463	24,966	29,703	4,737	19%	40,212,339	46,692,655	46,125,804	(566,851)	-1%	2,323	2,481	1,960	(521)	-21%
Feb	18,512	28,257	30,957	2,700	10%	37,100,102	42,980,546	44,768,740	1,788,194	4%	2,212	2,149	2,412	263	12%
Mar	26,703	32,817	37,664	4,847	15%	49,878,238	46,095,733	50,032,891	3,937,158	9%	3,169	2,793	2,629	(164)	-6%
Apr	23,782	28,119	31,088	2,969	11%	50,190,644	45,111,357	46,511,429	1,400,072	3%	3,263	3,203	2,595	(608)	-19%
May	28,450	30,127	33,695	3,568	12%	48,556,650	44,236,632	48,239,248	4,002,616	9%	3,401	3,385	3,217	(168)	-5%
Jun	30,046	29,528	33,064	3,536	12%	45,485,465	43,348,059	45,022,708	1,674,649	4%	2,968	3,708	3,032	(676)	-18%
Jul	32,515	29,448	34,167	4,719	16%	46,458,257	41,682,314	45,847,394	4,165,080	10%	3,989	3,253	3,077	(176)	-5%
Aug	30,412	27,319	32,757	5,438	20%	48,507,803	40,928,975	46,168,576	5,239,601	13%	3,763	3,560	3,977	417	12%
Sep	30,825	30,163	35,671	5,508	18%	48,437,707	43,991,213	50,264,861	6,273,648	14%	3,866	4,041	3,824	(217)	-5%
Oct	37,324	38,001	40,684	2,683	7%	51,946,325	52,874,638	54,936,574	2,061,936	4%	4,250	3,525	3,678	153	4%
Nov	33,755	34,167	36,003	1,836	5%	50,157,150	51,221,012	49,419,646	-1,801,366	-4%	3,620	3,067	3,274	207	7%
Dec	33,858	31,860	36,109	4,249	13%	49,173,807	47,515,917	49,565,761	2,049,844	4%	2,314	2,047	2,112	65	3%
Total	341,645	364,772				566,104,487	546,679,051				39,138	37,212			
YTD	341,645	364,772	411,562	46,790	12.83%	566,104,487	546,679,051	576,903,632	30,224,581	5.53%	39,138	37,212	35,787	(1,425)	-3.83%



2023 COMPOSITE STATISTIC CHART



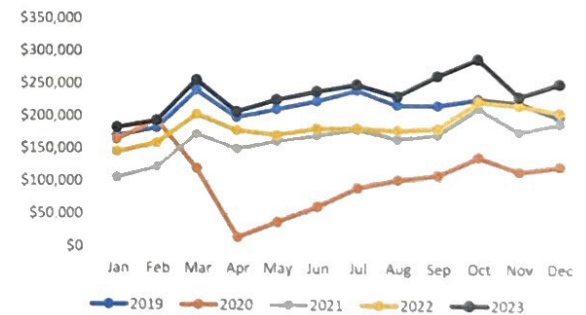
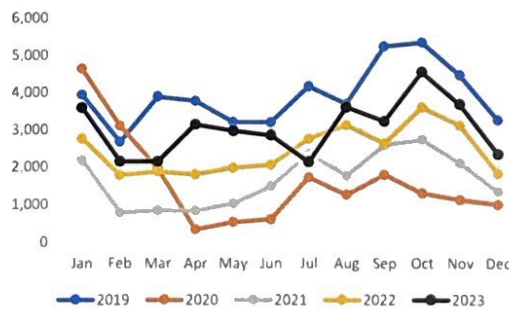
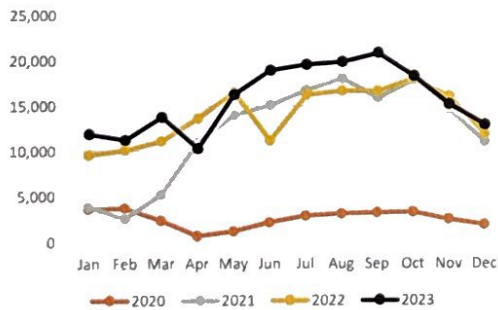
	Air Cargo - Pounds Enplaned & Deplaned					Total Gross Landed Weight - Cargo					Aviation Fuel Flowage - Gallons				
	For Ref.					For Ref.					For Ref.				
	2021	2022	2023	Diff.	%	2021	2022	2023	Diff	%	2021	2022	2023	Diff	%
Jan	1,526,394	1,534,927	1,388,489	(146,438)	-10%	8,007,000	9,039,600	8,703,435	(336,165)	-4%	422,069	509,330	528,696	19,366	4%
Feb	1,318,007	1,437,603	1,348,676	(88,927)	-6%	6,649,820	9,299,000	8,162,415	(1,136,585)	-12%	441,377	539,704	544,163	4,459	1%
Mar	1,784,293	1,806,958	1,671,767	(135,191)	-7%	8,641,070	10,586,680	9,452,900	(1,133,780)	-11%	579,104	562,910	588,430	25,520	5%
Apr	1,838,807	1,557,877	1,554,170	(3,707)	0%	8,439,000	9,902,380	9,549,380	(353,000)	-4%	483,939	608,603	589,684	(18,919)	-3%
May	1,876,932	1,629,489	1,742,824	113,335	7%	8,054,200	9,237,440	10,304,311	1,066,871	12%	539,959	601,986	603,999	2,013	0%
Jun	1,960,534	1,798,094	1,841,175	43,081	2%	8,370,300	9,870,760	8,893,200	(977,560)	-10%	525,641	497,879	530,626	32,747	7%
Jul	1,930,510	1,607,973	1,668,049	60,076	4%	8,419,500	9,774,060	7,802,100	(1,971,960)	-20%	506,406	476,485	569,538	93,053	20%
Aug	1,855,901	1,652,943	1,872,550	219,607	13%	8,396,600	9,870,680	9,424,900	(445,780)	-5%	584,011	487,086	565,380	78,294	16%
Sep	1,885,100	1,654,673	1,874,902	220,229	13%	8,649,600	9,490,394	8,824,934	(665,460)	-7%	609,089	550,612	765,185	214,573	39%
Oct	2,149,123	1,535,816	1,598,454	62,638	4%	8,478,000	9,408,560	8,188,500	(1,220,060)	-13%	816,370	636,767	788,475	151,708	24%
Nov	2,019,444	1,556,970	1,655,028	98,058	6%	9,506,956	10,151,468	8,188,500	(1,962,968)	-19%	723,276	652,288	617,254	(35,034)	-5%
Dec	1,910,637	1,785,332	1,693,526	(91,806)	-5%	11,606,740	11,000,780	9,856,720	(1,144,060)	-10%	499,308	501,342	514,833	13,491	3%
Total	22,055,682	19,558,655				103,218,786	117,631,802				6,730,549	6,624,992			
YTD	22,055,682	19,558,655	19,909,610	350,955	1.79%	103,218,786	117,631,802	107,351,295	(10,280,507)	-8.74%	6,730,549	6,624,992	7,206,263	581,271	8.77%



2023 COMPOSITE STATISTIC CHART



Car Rental - Car Rental Days*						TNC Activity					Restaurant/Gift Shop - Gross Sales						
For Ref.	2021	2022	2023	Diff.	%	For Ref.	2021	2022	2023	Diff.	%	For Ref.	2021	2022	2023	Diff.	%
Jan	3,843	9,583	11,886	2,303	24%	2,169	2,743	3,576	833	30%	\$105,612	\$144,430	\$181,930	\$37,500	26%		
Feb	2,555	10,089	11,212	1,123	11%	774	1,771	2,133	362	20%	\$121,695	\$158,357	\$192,762	\$34,405	22%		
Mar	5,212	11,100	13,763	2,663	24%	831	1,859	2,133	274	15%	\$172,140	\$201,962	\$254,481	\$52,519	26%		
Apr	10,972	13,625	10,292	(3,333)	-24%	817	1,781	3,132	1,351	76%	\$149,689	\$177,767	\$206,520	\$28,753	16%		
May	13,990	16,510	16,293	(217)	-1%	1,014	1,958	2,955	997	51%	\$161,123	\$170,637	\$224,765	\$54,128	32%		
Jun	15,103	11,154	18,956	7,802	70%	1,477	2,046	2,837	791	39%	\$169,924	\$180,810	\$237,454	\$56,644	31%		
Jul	16,793	16,262	19,608	3,346	21%	2,353	2,744	2,123	(621)	-23%	\$179,650	\$181,054	\$247,765	\$66,711	37%		
Aug	18,076	16,689	19,927	3,238	19%	1,760	3,110	3,590	480	15%	\$164,149	\$177,556	\$230,033	\$52,477	30%		
Sep	15,925	16,667	20,935	4,268	26%	2,581	2,614	3,212	598	23%	\$171,287	\$180,898	\$261,219	\$80,321	44%		
Oct	17,945	18,057	18,379	322	2%	2,721	3,588	4,538	950	26%	\$212,199	\$222,155	\$287,797	\$65,642	30%		
Nov	14,645	16,059	15,225	(834)	-5%	2,093	3,102	3,671	569	18%	\$175,877	\$215,733	\$229,963	\$14,230	7%		
Dec	11,050	11,908	12,956	1,048	9%	1,334	1,808	2,337	529	29%	\$189,168	\$205,334	\$249,849	\$44,515	22%		
Ann. To	146,109	167,703				19,924	29,124				\$1,972,513	\$2,216,693					
YTD	146,109	167,703	189,432	21,729	12.96%	19,924	29,124	36,237	7,113	24.42%	\$1,972,513	\$2,216,693	\$2,804,537	\$587,844	26.52%		



*2023 January and February figures corrected on October 2023 report

