

**BLOOMINGTON - NORMAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
THURSDAY, JULY 18, 2024**

4:30 PM

I. Call To Order

Commissioner Sender called the meeting to order at 4:30 p.m.

II. Roll Call

Commissioners Swearingen, Groves and Allen were present physically. Commissioner Moran was present telephonically; for work related business. Commissioners Roth and Hanson were absent. A quorum was acknowledged. Commissioner Groves made a motion to allow telephonic attendance. The motion was seconded by Commissioner Swearingen and upon a unanimous vote, the motion carried.

III. Public Comments

There was no public comment.

IV. Approval of June Meeting Minutes

Commissioner Allen made a motion to approve the June Public Hearing meeting minutes. The motion was seconded by Commissioner Swearingen and upon a unanimous vote, the motion carried.

Commissioner Grove made a motion to approve the June board meeting minutes. The motion was seconded by Commissioner Moran and upon a unanimous vote, the motion carried.

V. Old Business

There was no old business.

VI. New Business

- A. **Approval of June Financial Statements** – Ms. Hurd reported the General Fund revenues and expenditures are running slightly behind budget following the first 2 months of the new fiscal year. It was also reported that the Capital Fund received over \$690,000 in project reimbursements from the State at the end of June. Staff will continue to watch the cash flow very closely as large pay estimates are expected in the coming months for the ongoing

construction activities. For June the CFC Fund continued to generate revenue and expense results that were favorable to budget. PFC revenue for the month of June was down about 7% compared to the same period last year.

Commissioner Swearingen made a motion to approve the June Financial Statements. The motion was seconded by Commissioner Allen and upon a unanimous vote, the motion carried.

- B. Approve Execution of Contract Amendment for Rowe Construction Inc.** – As the second phase of the GA project moves forward, some changes have been identified for the project which require a change order. Change Order No. 1 is valued at \$183,110.00 which represents 1.13% of the total \$16 million contract for Rowe. The focus of the change order involves scope changes driven by City of Bloomington plan review and feedback from airport tenants.

Commissioner Allen made a motion to approve the execution of a contract amendment for Rowe Construction as presented. The motion was seconded by Commissioner Swearingen and upon a unanimous vote, the motion carried.

- C. Approve Execution of Project Labor Agreement** – This Project Labor Agreement is specifically related to the Industrial Park Utility Extension Project. The agreement is between the contractor, the sub-contractors, the Airport Authority and organized labor. It will not increase the cost of the project because the Airport Authority is already required to pay prevailing wage. It does layout formally the lines of responsibility/obligations/authorities and it helps to ensure the laborers on the job are local residents.

Commissioner Allen made a motion to approve the execution of a Project Labor Agreement. The motion was seconded by Commissioner Swearingen and upon a unanimous vote, the motion carried.

- D. Approve Award of Construction Agreement for Industrial Park Utility Extension Project** – One of the approved capital projects for this year is the installation of municipal water/sanitary service pipes to service the 250 acres of Airport property located south of Ireland Grove Road. Bid specifications were put together by Farnsworth and released for public bid with a July 15th deadline. Two bids were received; one from Stark Excavating from Bloomington, IL for a total of \$2,921,316.00 and a second bid was received from George Gildner Inc also from Bloomington, IL for a total of \$3,248,252.00. Both bids were responsive and correct.

Commissioner Groves made a motion to approve the award of a construction agreement with Stark Excavating for a not to exceed cost of \$2,921,316.00 which includes the add alternate. The motion was seconded by Commissioner Allen and upon a unanimous vote, the motion carried.

- E. Approve Extension of Ground Lease with State Farm Mutual Automobile Insurance Co.** – In 1999 the Authority executed a ground lease with State Farm for property upon which they would position hangar facilities for their corporate aircraft. Afterward a second ground lease was authorized for the use as an aircraft parking pad. Both agreements expire this coming July 31st. Following State Farm's transition into their new hangar, they have been trying to sell the former facility. As a part of that, they have requested a 90-day extension to the lease agreements. The extension will help them facilitate the sale/closure of the former hangar. The extension would carry the same terms and conditions as well as keeping the lease rate the same.

Commissioner Allen made a motion to approve a 90-day extension to the ground lease with State Farm Mutual Automobile Insurance Company. The motion was seconded by Commissioner Groves and upon a vote, the motion carried. Commissioner Swearingen abstained from voting.

VII. Staff Reports

- A. **Executive Director's Report** – Carl reported that June aviation results were mostly even with June of last year, as well as year to date. Load factors remain very strong for most all routes. Sale of aviation fuel increased 4% for the month of June and continues to be up 9% for the year. Aircraft operations for the month increased 6%. Scheduled air cargo continues to remain a bit soft, while unscheduled air cargo's growth slowed a bit for the month but continues to be up significantly year over year.

The GA pavement repair that was awarded to George Gildner last month got underway July 18th. Staff expects the work to be completed by the end of next week.

The seal coating for the car rental ready return lot and portions of the GA ramp approved at the last meeting is scheduled to begin and be completed the week of August 19th.

The purchase contract for the new ARFF vehicle has not been awarded yet as Staff is waiting on some FAA materials relative to Buy American requirements. Once those are received the contract will be awarded.

The state's Division of Aeronautics recently released the construction contract for the Terminal Roadway Rehab Project. The pre-construction meeting has been scheduled for Thursday, August 1st and the goal is to transition into the construction phase by the middle of August.

Construction activities for the Authority's Phase II of the G.A. project are continuing with 17% of the work being completed against 21% of the project schedule. Earthwork is still ongoing in multiple areas, while final preparations are taking place for pouring hangar foundations. The most current information still has the steel being delivered the first couple of weeks of August. The hard closure of R/W 11/29 is scheduled for August 5th with communications having been previously provided to all affected parties.

The Industrial Park Utility Extension Project is transitioning into the construction phase. Airport Staff/Farnsworth are currently working on getting the final approvals from the railroad and FAA. The recently completed archeological study resulted in no findings.

The IFE report has been received on the Runway 11/29 design work and Staff is currently working on this with the goal of presenting a recommendation of award at the next meeting.

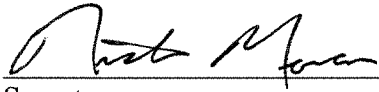
The TSA Pre-Check event will be held August 12 – 16th and the 19th – 23rd.

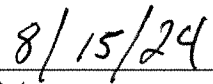
VIII. Commissioner Comments

Commissioner Swearingen thanked Derek for all his work on the new GA portal website. Commissioner Sender shared a nice letter from Mr. Whalin on his recent experience flying out of CIRA.

IX. Adjournment

There being no other business to come before the Board, upon a motion being made, seconded and approved, the July 18, 2024 meeting of the Bloomington-Normal Airport Authority adjourned at 5:19 p.m.


Secretary


Date