

**BLOOMINGTON - NORMAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
THURSDAY, AUGUST 15, 2024**

4:30 PM

I. Call To Order

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

II. Roll Call

Commissioners Moran, Groves and Allen were present physically. Commissioner Swearingen and Commissioner Hanson were present telephonically; for work related business and personal illness. Commissioner Roth arrived at 4:40 p.m. A quorum was acknowledged. Commissioner Groves made a motion to allow telephonic attendance. The motion was seconded by Commissioner Allen and upon a unanimous vote, the motion carried.

III. Public Comments

Mr. Doug Reeves was present to update the Board on activities at the Museum as well as EAA Chapter 129. The museum is celebrating its 40th anniversary this summer. Mr. Reeves thanked the airport for all the support during their celebration and throughout the years. Two more open cockpit days are on the schedule with 1 being Saturday, August 17th which will include a dedication event for the Convair 880 simulator. The museum is also hosting a large group of past Rotarian District Governors who are having a reunion in town. The EAA Chapter will also be having a Young Eagles event this coming Saturday.

IV. Approval of July Meeting Minutes

Commissioner Allen made a motion to approve the July 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 July Financial Statements** – Ms. Hurd reported the Authority is through the first quarter of the fiscal year with General Fund revenues and expenses both ending the month slightly below budget while generating a net positive bottom line. The Capital Fund made 2 large payments toward ongoing construction projects in the month of July. It was also reported that revenues and expenses for the CFC Fund continue to be favorable to budget. The PFC Fund also generated a small year over year increase.

The audit is in the process of wrapping up. There is an Audit/Finance Committee meeting scheduled for September 6th to receive and review the auditor's reports.

Commissioner Groves made a motion to approve the July Financial Statements. The motion was seconded by Commissioner Moran and upon a unanimous vote, the motion carried.

- B. **Authorize Award of Employee Insurance Agreements** – In preparation for the upcoming expiration of the Authority's employee health and life insurance agreements, Airport Staff requested Clemens Insurance to compile price quotes for the coming year. In the process of gathering this information it was learned the quote from the Authority's current health insurance provider had proposed a rate increase of approximately 23% to continue the current program. In addition to securing a quote from BC/BS, quotes were received from Health Alliance and two quotes from United Health Care. All of these materials were provided to the Personnel Committee who reviewed/discussed them with Clemens during their recent meeting on August 5th.

During the meeting the members opted to not consider the Health Alliance quote and one of the United Health Care quotes due to their high cost. Instead, the members centered their conversation on the current BC/BS proposal offering a higher cost and the remaining United Health Care option which offered a new type of program with a lower cost. At the conclusion of the discussion, the members requested Airport Staff to present the two options to the staff members and solicit their feedback which was shared individually with the members. In turn, the Committee members independently reviewed/considered the materials and presented their recommendation to award the new agreement to United Health Care to the full Board during the meeting. Commissioner Sender noted he would like the Committee to look at the merits of carving out spousal coverage if the spouse should have insurance with their employer.

For the employee's life insurance coverage the current provider, Dearborn Insurance, a subsidiary of BC/BS, quoted a rate with a 9.49% increase over the expiring rate; however, this rate would be locked for the coming 5-year period. The new annual cost with this 9.49% increase for the coming year would be \$2,084.64.

Commissioner Groves made a motion to authorize the award of the employee health insurance with United Health Care and to renew the life insurance with Dearborn Insurance as presented. The motion was seconded by Commissioner Allen and upon a unanimous vote, the motion carried.

- C. **Authorize Professional Services Agreement with Crawford, Murphy & Tilly Inc.** – As a part of the upcoming Rnwy 11/29 rehabilitation project Airport Staff would like to engage Crawford, Murphy & Tilly Inc. to complete the 35%-100% design work for the project and develop bid specifications. After receiving CMT's suggested price of \$673,200 Airport Staff completed an independent fee estimate with an outside firm in line with FAA requirements. Upon completion of

this work the IFE identified a suggested fee of \$696,782. With this 3.5% variance being within the FAA's allowable margin, Airport Staff is seeking to make the award to CMT.

Commissioner Allen made a motion to authorize a Professional Services Agreement with Crawford Murphy & Tilly Inc. for the completion of the 11/29 design work for a not to exceed price of \$673,200. The motion was seconded by Commissioner Roth and upon a unanimous vote, the motion carried.

- D. Authorize Professional Services Agreement with MJR Environmental, Inc.** – One of the features of the new GA facility will be the installation of a self-fueling facility for general aviation tenants. In order to move this work forward Airport Staff would like to engage MJR Environmental, Inc. from Sugar Creek, Illinois to complete the design and preparation of bid specifications.

Commissioner Allen made a motion to authorize a Professional Services Agreement with MJR Environmental, Inc. at a not to exceed cost of \$33,580. The motion was seconded by Commissioner Swearingen and upon a unanimous vote, the motion carried.

- E. Authorize Annexation Agreement with City of Bloomington** – As the new business park project moves forward the Authority will need to seek City approval for this property to be annexed into the City of Bloomington in order to receive city services/utilities. Working with legal counsel and the Farnsworth Group, a final draft of an annexation agreement has been put together for City review. The zoning for the property will also be addressed with the annexation agreement.

Commissioner Moran made a motion to authorize an annexation agreement with the City for the 250 acres south of Ireland Grove Rd subject to final review and approval from legal counsel. The motion was seconded by Commissioner Hanson and upon a unanimous vote, the motion carried.

VII. Staff Reports

- A. Executive Director's Report** – Carl reported that July aviation results generated an increase over July '23 resulting in YTD figures equal with last year. Loads continue to remain strong with some routes generating significant increases. Aircraft operations for the month were down a couple points led by a decrease in local operations. The July sale of aviation fuel remained very strong with sales increasing 12% over July 2023 in turn pushing YTD sales up 10%. Air cargo weights continued their ongoing trends with scheduled air cargo experiencing some continued softness while unscheduled air cargo extended their string of consistent monthly increases; in turn generating triple digit YTD increase.

Work continues on Phase II of the new G.A. Facility project. Staff was recently advised to expect a delay in the steel delivery for the hangars. To address this, the project team has identified work-arounds to keep the project moving forward while waiting on the steel.

It was reported the terminal roadway rehab project is prepared to transition into the construction phase pending state issuance of the formal notice to proceed. Work is expected to commence before the end of the month. Ahead of construction Staff introduced an effective public

information campaign inform airport users and the community of the upcoming construction activities.

Staff is waiting on final FAA environmental approval for the new business park project. The contract has been awarded to Stark. Work on scheduling the pre-construction meeting has begun and the goal is to start construction this month.

The long-awaited approval from the FAA on the Buy American waivers for the snow equipment and the new ARFF vehicle have been received clearing the way for these purchases to move forward.

In partnership with Delta and the American Red Cross, a community blood drive will be held on August 16th with walk-ins being welcomed.

Carl also shared with the members that there has been an interest from private developers for possible solar energy facilities on Authority property; including a firm interested in placing collection panels atop existing storm water ponds.

Carl also congratulated the Museum on their 40th anniversary. He wished them well with all their activities.

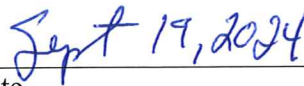
VIII. Commissioner Comments

Commissioner Sender thanked the Museum for all they do and congratulated them on their 40th anniversary.

IX. Adjournment

There being no other business to come before the Board, upon a motion being made, seconded and approved, the August 15, 2024 meeting of the Bloomington-Normal Airport Authority adjourned at 5:39 p.m.


Secretary


Date