

**BLOOMINGTON - NORMAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
THURSDAY, FEBRUARY 20, 2025**

4:30 PM

I. Call To Order

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

II. Roll Call

Commissioners Swearingen, Moran, Groves and Allen were present physically. Commissioner Hanson was absent. Commissioner Roth was present telephonically, for employment purposes, at 4:32 p.m. A quorum was acknowledged.

III. Public Comments

There was no public comment.

IV. Approval of January Meeting Minutes

Commissioner Groves made a motion to approve the January Board Meeting minutes. The motion was seconded by Commissioner Allen and upon a unanimous vote, the motion carried.

V. Old Business

There was no old business.

VI. New Business

- A. **Approval of January Financial Statements** – Ms. Hurd reported the Authority is $\frac{3}{4}$ of the way through the fiscal year with both General Fund revenues and expenses trending favorable to budget. The Capital Fund made several large payments in the month of January. A large reimbursement was received from the State in February. The CFC Fund both revenues and expenses are also trending favorable to budget. PFC revenue for January was up 21% compared to the same period last year.

The bond sale closed on February 13th. Four interest rate bids were received with Commerce Bank and Clayton Holdings offering the lowest cost.

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

- B. Adopt Ordinance No. 237-25, An Ordinance Authorizing the Abatement of Taxes Related to the Series 2019(D) PFC Alternate Revenue Bond Program** – Again this year Airport Staff has determined there is sufficient PFC revenue to fund this year’s Series 2019(D) debt service payments without needing to use any property tax revenues. Accordingly, the Authority is once again in a position to abate \$795,500 in property tax revenue back to the community because it will not be needed for debt service. The bonds date back to the new terminal project in 2000 and they are expected to mature in 2028/2029. It was noted that property tax revenue has never been needed to make these debt service payments.

Commissioner Swearingen made a motion to adopt Ordinance No. 237-25, an Ordinance Authorizing the Abatement of Taxes related to the PFC Alternate Revenue Bonds. The motion was seconded by Commissioner Moran and upon a unanimous vote, the motion carried.

- C. Adopt Annexation Ordinance No. A-487** – Staff received a petition to annex 6.8 acres of land in Bloomington, near the intersection of Fox Creek Road and Tangle Oaks Road. This property was recently annexed into the City of Bloomington for residential development.

Commissioner Allen made a motion to adopt Annexation Ordinance No. A-487. The motion was seconded by Commissioner Groves and upon a unanimous vote, the motion carried.

- D. Approve Change Order No. 3 for G.A Facility Phase II Construction** – Change Order No. 3 for the Phase II Construction of the GA project is a package of 2 items, 1) a contract extension and 2) additional charges of \$125,000 with an off-setting credit of \$46,000, resulting in a net increase of \$78,528.00. The charge stems from additional costs for insulation, revised taxiway signage, and added sanitary cleanouts. This amount, coupled with the previous 2 change orders, results in a total contract increase of just under 2.0%. The change order has already been approved by the FAA and the State.

Commissioner Allen made a motion to approve Change Order No. 3 as presented. The motion was seconded by Commissioner Moran and upon a vote, the motion carried. Commissioner Roth abstained from voting.

- E. Authorize Professional Services Agreement with Crawford, Murphy, and Tilly, Inc.** – Staff has started to prepare for a new capital project involving passenger boarding bridges. To help initiate this project Airport Staff would like to engage Crawford Murphy and Tilly, INC. to begin the required FAA environmental review work.

Commissioner Groves made a motion to authorize a Professional Services Agreement with Crawford, Murphy and Tilly, Inc for \$18,400. The motion was seconded by Commissioner Allen and upon a unanimous vote, the motion carried.

- F. **Authorize Extension of Professional Services Agreement with Sikich, LLC** - In February 2019 the Board authorized a new professional services agreement with Sikich, LLC to provide external audit services for a total of 5-years. Following the expiration of this agreement last year the members approved a single one-year extension for Sikich to provide year-end audit services required for the transition from the current to the new organization.

With work currently underway to complete the transition to the new organization at the end of this fiscal year, Airport Staff would like to extend the current agreement with Sikich for one last year in order to carry the Authority over through the transition. The proposed cost to complete this work is \$45,500, which is a 4.6% increase from FY24. Going forward Staff expects to release an RFP for a new audit services agreement this coming fiscal year.

Commissioner Swearingen made a motion to authorize an extension of the Professional Services Agreement with Sikich, LLC for 1 more year for a not to exceed cost of \$45,500. The motion was seconded by Commissioner Moran and upon a unanimous vote, the motion carried.

- G. **Authorize Extension of Office Lease with Illinois State Police** - In 2022 the Board approved a 2-year lease with the Illinois State Police for office space in the terminal building. The lease expired at the end of July. At that time, the State Police wasn't certain grant funding for this project would continue, so the agreement was continued on a month to month basis until there was confirmation the grant was renewed. Recently the grant was renewed. The agreement would be for another 2 years, keeping the initial effective date of August 1st. The rate will also increase 6% and will be retroactive back to August 1.

Commissioner Allen made a motion to authorize the extension of the Office Lease with Illinois State Police as presented. The motion was seconded by Commissioner Swearingen and upon a unanimous vote, the motion carried.

- H. **Authorize Renewal of Professional Services Agreement with Alliant Technologies** - Alliant Technologies is the company that originally drafted and wrote the software that runs the Checked Baggage Inline System (CBIS) for outbound baggage at CIRA. The agreement is a service agreement for 40 hours of remote access and an annual in person health check for a not to exceed price of \$25,534.00.

Commissioner Allen made a motion to authorize the renewal of the Professional Services Agreement with Alliant Technologies. The motion was seconded by Commissioner Swearingen and upon a unanimous vote, the motion carried.

- I. **Approve Reappointment to McLean County Regional Planning Commission** - In accordance with a cooperative agreement with the McLean County Regional Planning Commission (MCRPC), the Authority has agreed to appoint one of the MCRPC's 11 Commissioners. The Authority's current appointee is Carl Olson, having served since 2015. The reappointment will be for a three-year term expiring December 2027.

Commissioner Swearingen made a motion to approve the reappointment of Carl Olson to the McLean County Regional Planning Commission. The motion was seconded by Commissioner Groves, the motion carried.

VII. Staff Reports

- A. **Executive Director's Report** – Executive Director Carl Olson reported that airline traffic for the month of January was even with last year. Recognizing that January is typically one of the slower travel months for the year, leisure traffic remained strong. Aviation fuel was down 3% compared to the same period last year. Aircraft operations for the month were up 55% compared to last year, largely driven by general aviation and aided by good weather. Air cargo was up 14% compared to last year and nonscheduled air cargo was up 45%.

Carl shared that he and Commissioner Sender participated in the EDC's One Voice Trip earlier in the month. The Authority was fortunate to have 1 of its projects selected as one of EDC's four community advocacy One Voice Projects for this year. The trip was an opportunity to work with the community to advocate for projects with Senate and Congressional representatives. Carl was able to have a few one-on-one meetings as well.

CIRA recently hosted staff from the Planning Commission in support of their ongoing Veterans Parkway study. Planning Commission staff surveyed travelers and employees to gather their thoughts/feedback on possible future improvements to Veteran's Parkway.

Delta will be hosting another blood drive on February 27th and another TSA Precheck popup event is scheduled for February 25 – 28th.

Illinois State University just recently unveiled their new spring exhibition entitled "Drawing Our Community".

Carl reported that the last 100 feet of pipe under the railroad for the Mega Sites project is scheduled for March 10th, which is much sooner than originally anticipated. Farnsworth was a tremendous help in moving this forward.

VIII. Commissioner Comments

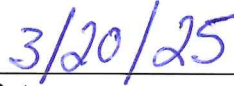
Commissioner Swearingen thanked the members for their participation in Carl's review. In light of recent aviation events Commissioner Allen shared data and information underscoring the level of the country's flight activity and its high level of safety.

IX. Adjournment

There being no other business to come before the Board, upon a motion being made, seconded and approved, the February 20, 2025 meeting of the Bloomington-Normal Airport Authority adjourned at 5:14 p.m.



Secretary



Date